

**1. Roll Call:**

Bryan E. Polk, Vice Mayor  
William J. Treuting, Jr.  
Keith Miller  
Suhas Naddoni  
Preston Banks  
Brian Leeper

**Absent:**

Frank Jones, Mayor

**Staff Present:**

Lana A Conner, City Clerk  
James Zumwalt, City Manager  
Dean Crowhurst, City Attorney

\*Vice Mayor Polk chaired the meeting in the absence of the Mayor.

**1. Approval of Agenda**

**MOTION:** Councilmember Naddoni moved to approve Agenda with the following changes:

**New Business:** Add Item 10e: CUP#11-10, The Point – Bar & Billiards  
**New Item 11a:** Earmark future revenue: Glory Hill and Manassas Park Station II

12. There was not a request for a closed meeting. Councilmember Naddoni stated we are going into a summer schedule and now will have to wait a month for a report. The City Attorney stated he would send them an attorney/client privilege e-mail on the matter that Councilmember Naddoni is referring to at this time.

**SECOND:** Councilmember Leeper

**VOTE:** Unanimously passed

**2. Moment of Silence/Pledge of Allegiance:** Councilmember Polk

**3. Citizen Time:** There were no citizens wishing to address the Governing Body.

**4. Public Hearing: Conditional Use Permit (CUP#11-10), The Point – Bar & Billiards, 8488-A Centreville Road, Manassas Park Shopping: Vanessa Watson**

This is a request for a CUP to allow a billiard club and nightclub providing live entertainment and dancing in the B-2, General Business zoning district. The business will operate as a restaurant which is a by right use but will include billiards with live entertainment consisting of a band of no more than five members, a Disc Jockey (DJ), and an associated dancing area (the "Dance Floor") for customer use only (The Planning Commission added no professional dancers will be allowed). There are eight pool tables, a bar area, sitting areas and they are in the process of putting in a full size kitchen to get a full restaurant. In the future, the applicant would like to have a small café outside on sidewalk (two tables). When live entertainment starts the small café would cease to be used. They can serve beer and wine at this time and in the future will apply for a liquor license.

Annual Administrative reviews - The applicant shall submit to the City's zoning administrator a request for an administrative review of the CUP each year for five years. This review will be a report to the Governing Body detailing events of the preceding year to include information from the Manassas Park Police Department and Property Code Enforcement. There is a condition for public safety for the mitigation of impact and a detailed security plan is conditioned. There is a commitment by the applicant to work closely with the Manassas Park Police Department.

This is the third CUP for this type of business in this tenant space in last four years. The applicants understand there is history that comes with this type of use and the past issues. Applicant will conduct this business as a restaurant with the other uses being ancillary.

The Manassas Park Planning Commission held a Public Hearing on June 5, 2011 and recommended approval with conditions and security plan dated June 6, 2011 and Conditional Use Permit Plan dated May 20, 2011. The City Attorney stated when the Planning Commission discussed the façade wall and the window wall behind it they came up with two solutions: (i) removing the artificial wall facing the parking lot, so that the front façade will consist of a window wall, or (ii) enlarging the existing windows by at least thirty percent (30%). The landlord agrees to the changes but stated any cost associated with that would be the responsibility of the applicant. The goal is to be able to see inside to increase the transparency to make sure there is no illegal activity

Elvis Reynolds, applicant, stated the brick wall behind the wooden wall goes up to where the glass starts and a wooden frame holds the glass inside. The owner stated the window walls behind the façade can be removed. The three double windows to the right of door do not have film. The film on the entrance door has been removed. The wooden cover is just a cover and behind you have brick with the three glasses. The landlord has committed to taking the wooden wall off and the applicant is left with the break in plastic which is behind the wooden wall.

Mr. Reynolds stated they will have a security guard at the door to make sure no one under the age of 18 enters the premises after 5:00pm. The Fire Marshal will determine capacity of the building and they could be shut down if they exceed the occupancy limit.

The Governing Body changed this condition as follows:

c. Windows: The windows facing the parking lot adjacent to Centreville Road shall be kept clear and free of signage, film and other obstructions, so that activities within the business can be observed by a six foot (6') tall person standing in the parking lot in front of the Premises; provided, however, that curtains and/or shades may be used for such windows during periods of direct sunlight. At each annual review of this CUP, the Planning Director shall be authorized to require the applicant to work with the landlord of the Premises to alter the front façade by either (i) removing the artificial wall facing the parking lot, so that the front façade will consist of a window wall, or (ii) enlarging the existing windows by at least thirty percent (30%), if deemed necessary for security purposes. If the applicant is unable to obtain permission from the landlord for either alteration within one hundred twenty (120) days, the applicant shall provide a written explanation to the Planning Director setting forth the landlord's reasoning for denying either alteration. The applicant agrees with this change.

SECURITY GUARDS - The applicant shall provide at least one (1) security guard between the hours of 5:00 p.m. and 2:00 a.m. on each night of the week to provide security for the billiard club and live entertainment area. On Fridays, Saturdays and Sundays, at least one (1) additional guard shall be provided between the hours of 8:00 p.m. and 2:00 a.m. At all times when the business is in operation, a trained Manager shall be present on the Premises. The required number of security guards shall be reviewed periodically with the Manassas Park Police Department. At all times; after 5:00 p.m. there will be one (1) security guard at the entrance performing a visual and age/identification check of each customer entering the establishment. The security plan will be a fluid document and as it is being administered as the business is being conducted there will be opportunities where the applicants and police department might tweak the plan. The applicant will contact the police department when they are going to have any type of special event where they expect more people.

Vice Mayor Polk opened the Public Hearing at 8:35 pm.

Citizens wishing to address this Public Hearing: There were no citizens signed up.

Close Public Hearing at 8:36 pm:

MOTION: Councilmember Naddoni  
SECOND: Councilmember Treuting  
VOTE: Unanimously passed

**5. Optional Long-Term Care Insurance for Employees: Maggie Kain:**

Between October 10 and November 18, 2011 employees under age of 80 could have the opportunity to apply for optional coverage under Virginia (COV) Voluntary Group Long Term Care Insurance Program without having to provide proof of good health but families of employees must provide proof of good health. July 15, 2011 is the deadline for application. Active employees who work at least 20 hours a week are eligible to apply for this program. This program is administered by the VRS/Genworth Life Insurance Company. Because employees pay for this program there would only be a pass through cost to the City other than payroll deduction.  
Vice Mayor Polk would like to let VRS know that we would like to have a little more time to make decisions like this instead of sending out information at the last minute.

**MOTION:** Councilmember Miller moved to approve Optional Long-Term Care Insurance as presented and authorize the Mayor or Vice Mayor in his absence to sign the agreement.

**SECOND:** Councilmember Naddoni

**VOTE:** Unanimously passed

**6. Community Center Marketing Discussion: Catherine Morretta, Director of Parks and Recreation:**

The Department will support the 150<sup>th</sup> Anniversary of the Civil War through a full color ad. The Director gave a report on the activities of the community center (copy made part of the record). Their site went live today temporarily but was taken down for adjustment on the Welcome to identifier that says Manassas Park. This site was completed by the Leigh Agency, City's marketing firm. The city has a blog and twitter website.  
Councilmember Banks asked about the possibility of hanging temporary banners and signs announcing events in the city. The department has the online component down as well as e-mail and Face book. The Director stated there are regulations from planning department and code enforcements.

The Director stated the 4<sup>th</sup> of July events will be held on July 4, 2011 beginning at 7:00pm at Signal Hill Park and will be a viewing venue. Clarke's Grill will be the concessionaire at the Park. The pool will close at 7pm. The Fire Marshal issued the permit for this festivity today. The shells were reduced to 5" because of new state regulations. Police are working on a transportation plan around the site. One lane to Signal View is coned off by public safety for pedestrian walkers. There will be parking at this event but there will be a charge. The department has not made a final decision on shuttle buses but the department does have buses that might be used.

**7. Recognition:** There were no recognitions on agenda tonight.

**8. Consent Agenda**

**8a. Approval of Minutes: June 7, 2011**

**8b. Ordinance 11-1700-910 Incorporate Traffic Laws Art 46.2 and DUI Art 18.2 of VA Code**

**8c. 2012 First Quarter Appropriations: City of Manassas Park**

General Fund	8,576,835
Capital Projects Fund	3,979,476
Debt Service Fund	1,792,614
Enterprise Fund	2,995,540
PRTC Trust Fund	1,286,604
Bull Run ASAP	312,000

**8d. 2012 First Quarter Appropriations: City Schools:**

Operating	\$7,482,380
Debt Service	4,746,469
Food Service	353,811
Medical Trust	1,497

**8e. Solid Waste Contract: American Disposal: 3 month extension: First Amendment**

**MOTION:** Councilmember Treuting moved to approve Consent Agenda as presented.

**SECOND:** Councilmember Naddoni

**VOTE ROLL CALL:** Yes: Treuting, Naddoni, Banks, Leeper, Miller, Polk, Jones

9. UNFINISHED BUSINESS:

9A. Ordinance 11-1700-911: Amend City Code 31-52 Payment of Delinquent Taxes: Land Use Action: carried over from May 24 meeting:

As requested, the City Attorney researched the question about whether the City can require a property owner to provide satisfactory evidence that delinquent real estate property taxes have been paid for all properties in the City owned by that owner either prior to initiating a land use application or prior to its approval. The short answer is that satisfactory evidence needs to be provided only for the property that is subject to the land use application. The enabling legislation that allows the Governing Body to enact the proposed City ordinance specifically states that it only applies to delinquent taxes "which have been properly assessed against the subject property". City Attorney added this language to the proposed ordinance for Governing Body consideration.

MOTION: Councilmember Miller moved to approve ordinance as recommended by City Attorney.

SECOND: Councilmember Leeper

VOTE: Unanimously passed

10. New Business:

10a. Approval of Vision Statement for the City:

MOTION: Councilmember Naddoni moved approval of Vision Statement:

The City of Manassas Park will be the premier Northern Virginia community in which to live, work, and raise a family. The City will be characterized as a safe, socially unified yet diverse community that offers comprehensive and quality educational opportunities, demands top environmental standards, and supports a specialized transit system to regional points of interests.

SECOND: Councilmember Leeper

Vice Mayor Polk stated that three years ago the city went through a strategic planning process up to and including identifying a vision statement that has been on the website asking for public comment. The Governing Body held two Worksessions to talk about strategic direction and planning in the context of City Manager Work Plan on city priorities? One of the ways to renew the energy on strategic planning was to adopt this vision statement and then make sure the city is staying true to the vision when making future budget and planning decisions, etc.

Councilmember Naddoni stated he recommends this vision statement because it gives a direction for the City on education, transportation, safety and families which he believes are the most important issues. He stated the city received approval of the bailout under voting rights act and he believes approval was based partially on the city being a socially unified yet diverse community. Councilmember Banks states he concurs with the vision. This is a great step in improving the city and becoming even better. In future years this vision will be looked at as a cornerstone of how we shape the city and improve it even more. He looks forward to Governing Body decisions being based around the vision.

Vice Mayor Polk stated that Mayor Jones fully supports this vision statement.

Vice Mayor Polk stated two major interests for the Governing Body was economic development and trying to get help with Route 28 to improve traffic.

VOTE ROLL CALL: Unanimously passed

10b. Appointment: Rachel Kirkland to Manassas Park School Board: Three Year Term:

MOTION: Councilmember Naddoni moved to appoint Rachel Kirkland to the Manassas Park School Board for a three year term effective July 1, 2011.

SECOND: Councilmember Leeper

Councilmember Miller on behalf of all Governing Body members present thanked Ms. Kirkland for her hard work for the past three years.

**10c. Line of Duty Act Presentation (LODA): To Scede or Not: Maggie Kain:**

§ 9.1-400, Code of VA: LODA is another mandate from the state of Virginia. This is protection for hazardous duty personnel and volunteers. Benefits are for disabled as a result of line of duty or death (1972). It is mandated that the city cannot withhold benefits or pass through any cost to employee. Benefits are: death: \$100K – direct or proximate result of injuries and \$25K – by presumptive (heart/lung/respiratory/hypertension/some cancers) or within 5 yrs of retirement. Lifelong Health Insurance for disabled employee, for spouse, ending at disabled employee's death, to age 21 or 25 for dependents, stays on City insurance plan even after Medicare eligible. Benefits will be independent of VRS disability retirement and workman compensation. Irrevocable Opt-out June 30, 2011: Formerly funded by State – VRS is investment manager. 2010 legislation – Local governments fund effective July 1, 2011. City has 3 options: 1) Automatic VRS management 2) Self insure (pay as we go) or 3) third-party insure (VML or VACO) Covered city personnel: 33 Police Officers, 3 Police Volunteers, and 27 Fire/EMS for a total of 63 City EE's & VoIs in 2012  
Premium cost budgeted:  
VRS – Defined contribution 2012: \$233.89/EE/YR (\*Includes \$38.39 to repay LODA loan from VRS Life Insurance fund and covers all administrative costs) \$14,735 Total  
VML: \$200/EE/YR & \$75/Volunteer \$12,600 Total  
Future Unknown: VML will not provide coverage for pre-existing claims and some that could arise later (proximate or presumptive). Future Cost: State LOD premium determined actuarially (no fixed limit of liability). VML or VACO Groups adjust group rate as VRS adjusts. VRS assumptions: Contribution \$344.86 by 2015 (not >\$600 as previously reported). The \$600 amount has been adjusted and Ms. Kain will get those figures.  
According to VA Dept of Accounts if City opts out of VRS and either Self funds or Joins another Pool; the city will have to reimburse the State for 3 existing-recipients lifetime liability: \$14,220 - 7/1/10 – 6/30/11 (2 claims), \$ 7,000 - 8/1/10 – 6/30/11 (1 claim approved in May) for \$21,200 - Annual benefit payments. City assumes self-funding for life time  
The city has one year to opt out of the program. If City opts out, additional costs of investigating and processing any future claim is borne by the City. The city cannot change from one to another in the out years. Currently, there is a big push by stakeholders to repeal General Assembly decision. The Secretary of Public Safety is on board to repeal.  
Staff Recommendation: Stay with VRS – Defined contribution: \$233.89/EE/YR \$14,735  
Total Funds are budgeted in 2012. No Governing Body formal action required to State – Automatic participation  
Vice Mayor Polk stated it is always possible that during the next year a large jurisdiction would decide to self insure and they might create a pool and the city could piggyback on that pool. Ms. Kain stated that anything could happen during the next year that might change the way this program is handled.

**10d. Award of Contract for Auditor: Recommendation for selection of external Audit Firm:**

City received four qualified proposals:  
Davis and Associates \$8,239.84  
PBGH, LLP \$48,500.00  
SB & Company LLC did not contact  
Robinson, Farmer, Cox Associates \$37,500 did not contact

The City is required by State Law and by City Code to have an annual audit of its financial and administrative affairs, by a qualified certified public accountant. The City has utilized the services of Robinson, Farmer, Cox, CPAs for its audit for over 10 years. As a routine business practice, audit firms should be changed periodically. An audit selection committee was established to review proposals and recommend an auditor to the Governing Body.  
Based on the proposals, the Committee ranked the firm of Davis & Associates and PBGH as its top choices. A price proposal was requested from PBGH (Davis & Associates included a price in their proposal). PBGH was more experienced in relation to municipal audits but Davis & Associates has the requisite experience and was qualified in all other aspects. Staff checked references for both firms and both received high recommendations. The Committee concurs that the difference in pricing outweighs the additional experience of PBGH. The hours proposed by Davis & Associates appears appropriate for our audit.

The Professional Services Agreement will be substantially the same as included with the proposals, with any significant modifications returned to the Governing Body for approval. As far as the price, the significant reduction in price for Davis & Associates was discussed with Audrey Davis, Owner. The Finance Director stated because they do a lot of federal audit contracts and must follow very specific rules; the city is getting the benefit of those rules of how they firm charges out different accounting firms have different pricing structures based on their overhead, etc. The Finance Director has seen a lot of variations in prices when he was on the consulting side but staff felt comfortable with making sure this firm had considered all of the requirements of the audit. Audit must be completed within governmental accounting standards and this firm will be doing that. Some of Davis & Associate personnel are subcontracted by PBGH to work on their governmental audit clients and there is nothing wrong with that. Why pay the premium prices for PBGH if there is a possibility of getting Davis & Associate auditors.

Staff Recommendation: Governing Body (i) accept the proposal received from Davis & Associates, (ii) authorize City Staff and the City Attorney to negotiate a Professional Services Agreement with Davis & Associates for audit services in substantially the form of the agreement included in the RFP, and (iii) authorize the Mayor, or the Vice Mayor in his absence, to sign the negotiated Professional Services Agreement, provided that no material changes are made to either the form agreement or the proposal.

Councilmember Treuting stated in looking at the labor breakdown does Staff feel there are sufficient hours to conduct the audit. The Finance Director stated yes. When he first looked at it he was not looking at the price proposal but the hours which were 318 hours which was a good number of hours for this job. What if they exceed these hours? The Finance Director stated if it is for the audit, we have in the agreement a not to exceed number for the audit (\$8,239.84) and the firm chosen must abide by those figures unless something comes up that the City was not aware of at that time. If there was additional work that is necessary that the city did not do the city could be billed additional cost. The former auditors did additional work for the city and were billed separately for that work. The fee structure listed in the proposal would be used for any additional hours.

The City Attorney stated in the contract there is a provision that says that any additional work outside the scope of services has to be agreed upon per the pricing in the proposal. They cannot do the work and then expect the city to pay it. The Finance Director stated if there was some component that the city did not tell them about or wasn't in the proposal but had to be included. If the city agreed that the auditing firm did not know about that, the city could negotiate with them for additional fees but the Finance Director does not believe that is the case.

Councilmember Treuting stated in the proposal it states that the audit partner position is included as part of their overhead in their GNA structure. That is a significant number of hours on the contract. Is staff comfortable with that? The Finance Director stated he has addressed that with Ms. Davis and he asked Ms. Davis to be present to give more detail about that. The Finance Director stated yes he is comfortable with that.

Councilmember Naddoni asked about the hours of former auditors. The Finance Director did not know what hours the former auditors put in while auditing city books but said they were normally in the field for a week with two or three staff persons and then back in their office. He would guess 350 hours range.

Audrey Davis, President and Managing Director Davis & Associates: They are a Virginia SWAM certified woman owned business and SBA certified woman owned business. They do auditing consulting and technology intuition services. They support state, local and federal government entities. A big part of their practice is federal government support. Because she is President and Managing Director of the firm, she is in the firm's DNA rate. Her rate is applied against all of the contracts for state and local government, defense department, treasury, etc. She supports the audit projects directly because she is a CPA and this is her firm. They are very focused on quality and customer support. They have to charge a price. They reviewed the city audit and looked at all the components units and fund structures and they put together an audit segmentation that focused on four phases of the audit, determined the time to do them and assigned the rates for those times. They gave the city a firm fixed price quote and she can say from her experience with the federal government firm fixed price means it is a firm fixed price and not to exceed unless the city gives them in writing something to do that is outside of the scope of the contract they signed. The rate they give the city is a not to exceed rate.

Councilmember Polk is concerned about the range of the prices because from minimum to maximum it is six times the rate. He wants to make sure the requirements are clear but he always wonders about the scope of work and making sure they are clear across all of the bidders when you have this type of range. The Finance Director stated he cannot address why the ranges are so different. He calculated the hours they included in their GNA if you count the 100+ hours at her billing rate plus the 45 hours of planning that they are including in GNA their total price would come out to over \$33,000 more in line with next lowest bidder.

One of their municipal clients audit fee went from \$55,000 to \$5,500. The Director does not want to pay significantly more for what he feels the city will get quality service. Travel would not be an additional cost unless they are required to come to the city an inordinate amount of time and is included in the price structure. This process was an RFP with a deadline and the bids were opened and reviewed and a recommendation was made. The budgeted amount is \$45,000 so this is a substantial savings to the City.

MOTION: Councilmember Treuting moved to accept recommendation of staff and (i) accept the proposal received from Davis & Associates, (ii) authorize City Staff and the City Attorney to negotiate a Professional Services Agreement with Davis & Associates for audit services in substantially the form of the agreement included in the RFP, and (iii) authorize the Mayor, or the Vice Mayor in his absence, to sign the negotiated Professional Services Agreement, provided that no material changes are made to either the form agreement or the proposal.

SECOND: Councilmember Miller

VOTE ROLL CALL: Unanimously passed

**10e. Ordinance 11-1700-912: CUP#11-10, The Point – Bar & Billiards:**

The Governing Body had stated they did not want to take action on the same night as a public hearing and that is why it is not on the agenda but Governing Body's next meeting is July 19, 2011 and the applicants would like to start their business applications before then if approved by Governing Body.

MOTION: Councilmember Miller moved to accept recommendation of the Planning Commission and approve Conditional Use Permit #11-10 for The Point – Bar & Billiards subject to conditions and security plan dated June 6, 2011 (as modified) and Conditional Use Permit Plan dated May 20, 2011 attached and made part of the Ordinance.

SECOND: Councilmember Naddoni

Councilmember Banks stated he is going to vote no because we need to bring businesses here but this business does not seem like it is business friendly for our community.

VOTE ROLL CALL: Yes: Miller, Leeper, Treuting, Naddoni, Polk  
No: Banks

**11. City Manager Report: James Zumwalt:**

The city had an electrical problem several weeks ago which has been resolved by installing a permanent electrical line.

The city has a problem with the city internet and e-mails. There was a problem with the fire wall. The IT department had to order a part which came in today and has been installed.

**11a. Earmark future revenue: Glory Hill and Manassas Park Station II:**

The City Manager and Finance Director had a conference call with an analysis with Standard and Poors. They have had the city under a watch the same as many other jurisdictions because of the impact recession on local government. They may end up reducing our bond rating by a notch so the city is doing everything we can to encourage them to leave the city where they are right now. They were very concerned that the City's fund balance had been drawn down. They were told that the Governing Body had earmarked future proffers from these anticipated developments to build the fund balance back up to the 15% policy rather than the 5% we have at this time. We are not sure whether it will save the city bond rating or not. The decision is theirs. Vice Mayor Polk stated it will help codify city commitment to restoring the fund balance.

The Governing Body at their February meeting earmarked the proffer dollars but did it by consensus rather than by vote. The City Manager is asking the Governing Body to vote to earmark this future revenue from Glory Hill and Manassas Park Station II.

MOTION: Councilmember Naddoni moved that the City of Manassas Park earmark the anticipated proffer revenue from the Glory Hill and Manassas Park Station II projects for restoration of the City's General Fund fund balance to a level equal to 15% of the City's general fund budget.

SECOND: Councilmember Treuting

VOTE ROLL CALL: Yes: Naddoni, Treuting, Banks, Leeper, Miller, Polk

- 11. **Closed Meeting: no closed meeting scheduled.**
- 12. **Return to Open Session**
- 13. **Certification & Action out of Closed Meeting if Necessary**

There was no closed meeting.

**14. Adjournment:**

Vice Mayor Polk closed the meeting at 8:40pm.

Approved July 19, 2011

Frank Jones, Mayor

Lana A Conner, City Clerk



OFFICIAL MINUTES OF THE REGULAR MEETING OF THE MANASSAS PARK GOVERNING BODY HELD ON TUESDAY, JULY 5, 2011 AT 8:00 PM AT MANASSAS PARK CITY HALL, ONE PARK CENTER COURT, MANASSAS PARK, VIRGINIA

**Roll Call:**

Frank Jones, Mayor  
Bryan E. Polk, Vice Mayor  
William J. Treuting, Jr.  
Suhas Naddoni  
Preston Banks  
Brian Leeper

**Absent:**

Keith D. Miller

**Staff Present:**

Lana A. Conner, City Clerk  
Dean Crowhurst, City Attorney

Vice Mayor Polk called the meeting to order at 7:05 pm. Mayor Jones was caught in traffic and will be here for the meeting.

Mayor Jones called this meeting to go into a Closed Meeting to discuss legal issues with the City Attorney.

**Closed Meeting State Code of Virginia Freedom of Information Act: Section 2.2-3711a of the Code of Virginia (3) Consultation with City Attorney:**

**MOTION:** Councilmember Naddoni moved that the Governing Body go into Closed Meeting at 7:05 pm pursuant to Subsection 2.2-3711A of the Code of Virginia Paragraph (3) Consult with City Attorney regarding specific legal matters.

**SECOND:** Councilmember Treuting

**VOTE ROLL CALL:** Yes: Naddoni, Treuting, Leeper, Banks, Polk

Mayor Jones arrived after Governing Body went into closed meeting.

**Return to Open Session:**

**MOTION;** Councilmember Banks moved to return to open session at 9:09pm.

**SECOND:** Councilmember Treuting

**VOTE:** Unanimously passed

**Certification & Action out of Closed Meeting if Necessary**

**MOTION:** Councilmember Banks moved the following Resolution:

WHEREAS, the Governing Body of the City of Manassas Park has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712(d) of the Code of Virginia requires a certification by this public body that such closed meeting was conducted in conformity with Virginia law.

NOW THEREFORE BE IT RESOLVED that the Governing Body of the City of Manassas Park hereby certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered in the meeting by the public body.

**SECOND:** Councilmember Treuting

**VOTE ROLL CALL:** Yes: Banks, Treuting, Leeper, Naddoni, Polk, Jones

**13. Adjournment: 9:10 pm**

Mayor Jones adjourned the meeting at 9:10 pm.

Approved July 19, 2011

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Frank Jones, Mayor