

GMHS / MEHMS Campus Process Planning Committee
Wednesday, February 12

Time: 7:30 a.m.

Location: Dogwood Room.

Agenda

- 1) Purpose of the Process Planning Committee
 - a. Review of the Council and SB Resolutions: Key – this committee is not doing the planning work: it is laying out the best process for how the planning and implementation will be done.
 - b. Committee Member Norms
 - c. Agreement on how decisions by the PPC will be made
 - d. Posting notes from each meeting. Web Page, and other public communication about the PPC's activities.

- 2) Desired Outcomes
 - a. Big Picture Discussion: What are we trying to accomplish?

- 3) Schedule and Next Steps

George Mason/Mary Ellen Henderson Campus Joint Process Planning Committee

MINUTES

FEBRUARY 12, 2014

7:30AM

CITY HALL – DOGWOOD ROOM

IN ATTENDANCE	
	David Tarter, Mayor (DT) David Snyder, Vice Mayor (DS) Susan Kearney, School Board Chair (SK) John Lawrence, School Board Member (JL) Rob Meeks, Planning Commission (RM) Michael Novotny, EDA (MN) Wyatt Shields, City Manager (WS) Toni Jones, Superintendent of Schools (TJ)
OTHERS PARTICIPATING	Jim Snyder, Development Services (JS) Rick Goff, Economic Development (RG)
DOCUMENTS	City Council Resolution 2014-06 FCCPS School Board Resolution – Establishment of a George Mason/MEH Campus Planning Committee Process Sketch/Example prepared by WS MWCOC and ULI Washington 2014 Technical Assistance Panel Application (JS)

Agenda

1A:	Establish and agree to purpose of committee. Scope of tasks.
1B:	Desired Outcomes
1C:	Future Meeting Schedule

Discussion and Recommendations (By Speaker)

Agenda	Speaker	
1A	WS	Overview of Council Resolution 2014-06. Provide a roadmap for the planning process by April 1, 2014. Stress that committee will not carry out the planning tasks. This committee sunsets on May 1, 2014.
	SK	Establish collaborative team of city leaders and officials.
	DS	Create multiple timelines. School timeline, planning commission timeline, city timeline for example. Determine the expertise that is needed.
	SK	Determine the role of other groups to ensure all ample opportunity to contribute to the planning. Be clear that this committee has no approval rights and will report findings and recommendations to their respective full boards/bodies. Committee role is to facilitate coordination between those groups.
	DS	This committee may wish to make a recommendation as to the future composition of future planning groups.
	1B	WS
DT		Need to begin to notify adjoining property owners that this process is underway.
TJ		Would like committee to consider how all of the data and information will be acquired given the lean staffing on both the City and School side.
MN		Inquiry, whether schools have conducted any off sight planning for locating school facilities somewhere else.
DS		In response to MN, considerable investigation was done prior to building MEH.
RM		There has been a 22 year search by the City for field space.
SK		The schools have a Facility Master Plan available on their website.
JL		Inquiry, how much of the UVA/Va Tech property will be part of this planning process.
DT		In response to JL, this committee would be best served by having as much information and considering all facets.
WS		Introduced a What, Who, When, How discussion regarding the Desired Outcomes topic.
MN		What, a comprehensive plan, potential for zoning changes, one or more school options available
SK		What, a modern high school facility and appropriate economic development. When, as soon as possible giving the age of the current facility and population growth, understanding that the process and timeline needs to be flexible enough to allow creative thinking about best value and use of the property.
RM		Inquiry, how will this project preclude or impact other development projects? Committee should consider its impact.
DT		Identify where on property private development could work to produce highest value and best use.
MN		Who, ultimately need to engage consultants to determine what options private developers see as creating the highest value in the property.
MN	When, inquiry, can the school proceed on a different timeline from development?	
WS	Introduced staff-developed skeleton process (Process Sketch)	
JS	A Request for Information may reap a wide variety of responses on what the market thinks of the property.	

	MN	Inherent conflict with PPEA is that school is understandably on faster track but market, today, may not reap best value. Would recommend investigating bifurcating the process.
	RM	Discussed history of Merrifield development and the number of times that process was kicked back. Wondered whether this project can afford those types of delays.
	DT	In response to the potential of RFI, the market place is the best way to find the highest and best use of the property.
	WS	In re: the Process Sketch/roadmap. Discussion about use of sale proceeds is important to discussion as there may be a need for huge capital reserve fund. Need to have a financial reality check during this initial stage.
	TJ	The school community will be concerned with the type of development located in close proximity to the schools.
	WS	School campus safety may have a dampening effect on the economic development prospects.
	WS	Information gathering and visioning is a minimum of a year-long process. Consultant needs and resource package could be developed by Summer 2014.
	TJ	Schools will need to do some modeling to see how and where a school can fit on the property.
	WS	PPEA is attractive for modeling because the market can help master plan the space for us, which by definition would create the maximum value.
	MN	Questioned what company would have the expertise to do both a school and the other pieces necessary to provide best value.
1C		Committee will have standing meetings on Thursday at 7:30 a.m. at City Hall – Dogwood Room.
	JL	Staff should ensure that this committee's work is made available on City and Schools websites.

Action Items (Proposed)

Item	Assigned to:	Delivery
Determine expertise needed by committee and estimate of costs	Staff	
Make recommendation for staff support (outside of experts/consultants) for both short term (life of this committee) and long-term (life of project).	Staff	
Provide survey of site to include adjoining property descriptions, easements, owners.	Staff	
Locate and provide copy of WMATA deed and special exception	NA	
Application to MWCOG and ULI Washington	Jim Snyder	Feb 14, 2014
Meeting Notice Requirements	City and School Staff	ASAP

Action Items (Discussed not assigned)

Item	Assigned to:	Delivery
Develop report on debt capacity and options other than PPEA.		