

**City of Falls Church**

Meeting Date: 01-08-18	Title: <b>(TR18-04)</b> RESOLUTION ESTABLISHING A CAMPUS COORDINATING COMMITTEE FOR THE GEORGE MASON HIGH SCHOOL (GMHS) CAMPUS AND ECONOMIC DEVELOPMENT PROJECT	Agenda No.: 11.b.	
Proposed Motion: <b>MOVE to adopt (TR18-04).</b>			
Originating Dept. Head: F. Wyatt Shields <b>FWS 1-4-18</b>		Disposition by Council:	
City Manager: Wyatt Shields 703.248.5004 <b>FWS 1-4-18</b>	City Attorney: Carol McCoskrie 703.248.5010 <b>CWM 01-04-18</b>	CFO: Kiran Bawa 703.248.5092 <b>KB 1-4-18</b>	City Clerk: Celeste Heath 703.248.5014 <b>CH 1-4-18</b>

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REQUEST: Council is requested to establish a Campus Coordinating Committee to ensure effective communication and planning between all parties as the George Mason High School Campus construction and economic development projects proceed.

RECOMMENDATION: Staff recommends adoption of (TR18-04).

BACKGROUND: The purpose of the committee is to facilitate coordinated decisions by the governing bodies of the School Board and City Council, the government and school staff and consultants, and the boards and commissions of the City during the design phase for GMHS and the economic development.

The proposed Campus Coordinating Committee will meet regularly with staff and consultants during the design phase (November 2017 – June 2019) to ensure that design decisions, scheduling decisions, and financial decisions for both the school and future economic development are made in a coordinated fashion.

Examples project coordination for the Committee include:

- schedule of work through the design phase;
- design and capacity of shared infrastructure, such as roadways and utilities that will serve both school and private development;
- design of the interface areas between the school areas and the development areas;
- parking location and shared parking facilities;
- financial planning and financial reporting for the projects;
- public information on the projects

28 Meetings will be posted and open to the public; meeting minutes will be made public in  
29 a timely fashion.

30 **Task Teams.** In addition to the Coordinating Committee, it is expected that special  
31 Task Teams will be created to work specific issues relating to the development of the  
32 Campus. Examples of such Task Teams include:

33 **Adjacents Outreach Team** *Purpose:* to continue the work with the  
34 Universities, WMATA, Fairfax County and other adjacent property owners on  
35 joint planning for the future development of the site. *Timeline: present*  
36 *through July 2019.*

37 **Campus Marketing Team:** Purpose, to promote interest in the property in the  
38 development community. *Timeline: present through July, 2018*

39 **Campus RFP Team:** Purpose, to develop the key terms in the draft Request for  
40 Proposals for Economic Development. *Timeline: present through June, 2018*

41 **Other teams may be created as the need presents itself.** *The goal of each*  
42 *task team is to bring talent and experience within the community to bear on*  
43 *specific area of interest, to produce recommendations that will benefit the City.*

44 It is envisioned that these Task Teams will be composed of staff, elected officials,  
45 consultants, and citizens with specialized knowledge and experience in the given area.  
46 The operating process for the Task Teams will be less formal than the Coordinating  
47 Committee; they would not be considered a public body for purposes of public notice or  
48 record keeping. They will be focused on advancing the City's interests in the listed  
49 areas of concern, within the timeframes listed, with any formal decisions affecting the  
50 project ultimately residing with the Elected Body.

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52 **Term:** The initial term of the Campus Coordinating Committee is through June 30,  
53 2019.

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55 **Proposed Composition:**

<u>City Council Appointees</u>	<u>School Board Appointees</u>
2 City Council Members	2 School Board Members
1 Planning Commission Member	1 (Possible PTA Member.)
1 EDA Member	1 (Possible FCCEA Member)
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62 <i>Support:</i>	
63 Project Manager	Project Manager
64 Staff assigned by City Manager	Staff assigned by Superintendent
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67 FISCAL IMPACT: No direct fiscal impact.

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69 TIMING: Routine

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71 ATTACHMENTS:

72 Chart: Roles and Coordination Structure for Campus Project

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(TR18-04)

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RESOLUTION ESTABLISHING A CAMPUS COORDINATING  
COMMITTEE FOR THE GEORGE MASON HIGH SCHOOL  
CAMPUS AND ECONOMIC DEVELOPMENT PROJECT

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80 WHEREAS, over the past four years, the City Council and School Board have worked  
81 together to advance the planning for the George Mason High School  
82 Campus and economic development on up to ten acres of campus land;  
83 and

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85 WHEREAS, over this period of time the City Council and School Board have found it  
86 helpful to create working groups to clarify the details of the planning  
87 effort and advise the elected bodies on important steps in the planning  
88 process; and

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90 WHEREAS, it is central to the overall success of this project that the high school design  
91 and the future economic development planning be closely coordinated;

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93 NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of  
94 Falls Church Virginia, that:

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96 1) There is hereby established a Campus Coordinating Committee whose purpose  
97 will be to facilitate coordinated decisions by the governing bodies of the School  
98 Board and City Council, the government and school staff and consultants, and  
99 the boards and commissions of the City during the design phase for George  
100 Mason High School and economic development project;

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102 2) In compliance with the Virginia Freedom of Information Act and City meeting  
103 policy, the Campus Coordinating Committee meetings will be public and require  
104 proper notice and recordation of minutes. Records of each meeting posted  
105 publicly to serve as a useful source of information on the status and progress of  
106 the project;

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108 3) the composition of the Committee will be limited to ten members, and shall  
109 include the following:

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111 Appointed by City Council:  
112 2 City Council Members  
113 1 Planning Commission Member  
114 1 EDA Member

Appointed by School Board:  
2 School Board Members  
1 (Possible PTA Member)  
1 (Possible FCCEA Member)

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- 4) The members of the Campus Coordinating Committee shall be appointed by the City Council and the School Board and contact information for the appointed members will be forwarded by staff to the City Clerk and the School Board Clerk before the first meeting of the committee;
- 5) The City Manager and Superintendent shall designate staff to support the Committee, and the Project Manager for the School construction project and the Project Manager for the Economic Development project shall support the work of the Committee;
- 6) The Committee is advisory to the City Manager and the Superintendent in their development of recommendations to the City Council and School Board at the key decision points for the project;
- 7) The Committee term and the terms of all members shall commence upon appointment of the members and end on June 30, 2019 unless extended by formal action by the City Council and School Board.

Reading:  
Adoption:  
(TR18-04)