

**FINANCE COMMITTEE
WEDNESDAY, FEBRUARY 8, 2012
SECOND FLOOR CONFERENCE ROOM
CITY HALL - MANASSAS, VIRGINIA
AGENDA**

5:30 PM CALL TO ORDER

- | | |
|--|-------------------|
| 1. Approve Minutes of the January 25, 2011 Finance Committee Meeting | 1 Minute |
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| 1. Resolution 2012-59-R Amending the FY 2012 Budget by Budgeting and Appropriating \$1,386 from the Local Drug Seizure Funds for Police Department Investigations (Sturm / Lawler) | 2 Minutes |
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| 2. Ordinance O-2012-08 to Amend Code Relating to Tax Due Dates (Grzejka) | 5 Minutes |
| | Page 9 |
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| 3. Resolution R-2012-31 Amending the FY 2012 Adopted Staffing Plan by Changing the Part Time Social Worker I (Day Care Position) (0.50 FTE) to a Full Time Social Worker I (Day Care Position) (1.00 FTE) (King / Bell) | 5 Minutes |
| | Page 23 |
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| 4. Resolution 2012-61-R Amending the FY 2012 Budget by Budgeting and Appropriating \$90,000 of Fire and Rescue Fund Balance for the Manassas Volunteer Fire Company's Apparatus Repair Expenses (Lesnick) | 10 Minutes |
| | Page 25 |
| <hr/> | |
| 5. Resolution 2012-60-R Amending the FY 2012 Budget by Budgeting and Appropriating \$21,000 from General Fund Fund Balance to Carryover a FY 2011 Donation Made to SERVE for Expansion Permit and Inspection Fees (Bergeron) | 2 Minutes |
| | Page 41 |
| <hr/> | |
| 6. City Manager's Time | |

ADJOURNMENT

PAW/sjt

cc: Mayor	Pat Weller
Council Members	Diane Bergeron
Lawrence D. Hughes	Francis Denlega

**MINUTES OF THE CITY COUNCIL FINANCE COMMITTEE
WEDNESDAY, JANUARY 25, 2012
SECOND FLOOR CONFERENCE ROOM
CITY HALL - MANASSAS, VA**

COMMITTEE MEMBERS PRESENT: Council Member Marc Aveni, Chairman
Vice Mayor Andrew Harrover
Council Member Sheryl L. Bass (alternate)

COMMITTEE MEMBERS ABSENT: Council Member J. Steven Randolph

OTHERS PRESENT: Mayor Harry J. Parrish II (left at 7:15 PM), Council Members Jonathan Way and Mark Wolfe (left at 6:30 PM), City Manager Lawrence D. Hughes, City Treasurer Robin Perkins, Community Development Director Liz Via-Gossman, Development Services Manager Jamie Collins, Neighborhood Services Coordinator Kisha Sogunro, Accounting Manager Lori Perez, Budget Manager Diane V. Bergeron and Finance & Administration Director Pat Weiler.

The meeting was called to order at 5:30 PM by Chairman Aveni.

The agenda was amended by removing Items #3 and 9, and adding agenda Item #13 Discussion of the Manassas City Public Schools School Board Request to Budget and Appropriate \$2.6M for a Land Purchase.

AGENDA ITEM #1 Approve Minutes of the November 30, 2011, January 4 and January 11, 2012 Finance Committee Meetings

A motion was made by Council Member Bass; seconded by Vice Mayor Harrover to approve the minutes of the November 30, 2011, January 4 and January 11, 2012 Finance Committee Meetings. The Committee approved (3 / 0).

AGENDA ITEM #2 Resolution 2012-54-R Amending the FY 2012 Budget by Budgeting and Appropriating \$2,000 of Donation Revenue to Support a Housing and Foreclosure Prevention Event Held on October 15, 2011

Liz Via-Gossman presented Staff's recommendation to amend the FY 2012 Budget by budgeting and appropriating \$2,000 of a donation revenue to support a housing and foreclosure prevention event held on October 15, 2011. The Committee approved (3 / 0). This item will be forwarded to the February 13, 2012 City Council meeting.

AGENDA ITEM #3 Resolution 2012-55-R Amending the FY 2012 Budget by Budgeting and Appropriating \$950 in Sponsorship Revenue from 100-0000-316.33-07 to 100-3360-463.55-62 for the Neighborhood Conference Held on November 19, 2011

This item was removed from the agenda.

AGENDA ITEM #4 Resolution 2012-56-R Amending the FY 2012 Budget by Budgeting and Appropriating a \$5,000 AmeriCorp VISTA Grant to Support the City's Neighborhood Revitalization Programs

Kisha Wilson-Sogunro presented Staff's recommendation to amend the FY 2012 Budget by budgeting and appropriating a \$5,000 AmeriCorp VISTA Grant to support the City's Neighborhood Revitalization Programs. The Finance Committee asked Staff to find the name of the Federal Agency which funds this program. The Committee approved (3 / 0). This item will be forwarded to the February 13, 2012 City Council meeting.

AGENDA ITEM #5 Consideration of Funding to Prevent Further Deterioration of 9300 Prescott Avenue

Jamie Collins and Liz Via-Gossman presented two options to prevent further deterioration of 9300 Prescott Avenue. Option #1 – Accept Bid to perform the stabilization work; Option #2 – Demolish the porch only.

A motion was made by Council Member Aveni to approve Option #2. The motion died for lack of a second.

A motion was made by Vice Mayor Harrover to approve Option #1; seconded by Council Member Bass

The Committee approved (2 / 1) (Harrover – Bass / Aveni). This item will be forwarded to the February 13, 2012 City Council meeting. This item will not be on the consent agenda.

AGENDA ITEM #6 Resolution 2012-57-R Amending the FY 2012 Budget by Budgeting and Appropriating \$12,904 from General Fund Fund Balance for Public Works to Stabilize Eroded Areas on McKinley Avenue Related to SP04-71

Liz Via-Gossman presented Staff's recommendation to amend the FY 2012 Budget by budgeting and appropriating \$12,904 from General Fund Fund Balance for Public Works to Stabilize Eroded Areas on McKinley Avenue Related to SP04-71. The Committee approved (3 / 0). This item will be forwarded to the February 13, 2012 City Council meeting.

AGENDA ITEM #7 Consideration of the Demolition of 9530 Prince William Street Pursuant to City Code Section 70-93 (b) (2)

Liz Via-Gossman presented a request from the Land Use Committee to consider the demolition of 9530 Prince William Street pursuant to City Code Section 70-93 (b) (2). Staff recommended not demolishing the building. The Committee discussed the issue with the owner and agreed to not demolish the building prior to August 1, 2012. The Committee directed Staff to write a letter to the owners detailing the conditions of the six (6) month reprieve.

AGENDA ITEM #8 Treasurer's Investment Report as of October 31, 2011

Robin Perkins presented the Treasurer's Investment Report as of October 31, 2011. This was an Information Item Only. Ms. Perkins will come back to the Finance Committee on February 22, 2012 to report on the status of tax delinquencies.

AGENDA ITEM #9 Joint Meeting of the City Council Finance Committee and the Manassas City Public Schools (MCPS) Finance Committee

This item was removed from the agenda.

AGENDA ITEM #10 Discussion of the FY 2011 Comprehensive Annual Financial Report (CAFR), the Single Audit and the Management Letter

Pat Weiler discussed the FY 2011 Comprehensive Annual Financial Report (CAFR) and the Single Audit. The City was not issued a Management Letter for FY 2011.

AGENDA ITEM #11 Discussion of the Annual Budget Presentation to City Council by the Manassas City Public Schools

The Finance Committee discussed what they would like from the School Board during the annual budget presentation to City Council by the Manassas City Public Schools. The Committee concluded that they would like a presentation similar to the presentation by the Public Works and Utilities Department. They would like reports on expenditures by major category and FTEs with amounts for FY 2011 Actual, FY 2012 Budget and

FY 2013 Proposed. They would like the total cost of the ESOL, Special Education and free and reduced lunch programs with the funding sources for each program.

AGENDA ITEM #12 City Manager's Time – No Items

AGENDA ITEM #13 Discussion of the Manassas City Public Schools School Board Request to Budget and Appropriate \$2.6M of Fund Balance

The Committee discussed the Manassas City Public Schools School Board request to budget and appropriate \$2.6M of Fund Balance. The Committee and the Mayor concluded that this item should be discussed at a joint City Council / School Board meeting. The Committee directed Staff to contact Schools Staff after the Mayor has contacted the Chair of the School Board. The Committee directed Staff to schedule a tour of Baldwin. Staff is to draft a list of questions of the School Board and send to the City Council Members for review / additions / changes / deletions.

The meeting was adjourned at 7:40 PM by Chairman Aveni.

PAW

AGENDA STATEMENTPAGE NO. 5ITEM NO. 2**MEETING DATE:** February 8, 2012 – Finance Committee**TIME ESTIMATE:** 2 Minutes**AGENDA ITEM TITLE:** Resolution 2012-59-R Amending the FY 2012 Budget by Budgeting and Appropriating \$1,386 from the Local Drug Seizure Funds for Police Department Investigations**DATE THIS ITEM WAS
LAST CONSIDERED
BY COUNCIL:**

N/A

**SUMMARY OF
ISSUE/TOPIC:**

The Prince William County / Manassas City Police Department Joint Narcotics Task Force investigates narcotic cases for both Prince William County (PWC) and the City of Manassas. As a result of these investigations, the City receives a portion of all task force related seizures. PWC currently funds the costs of the City's cases and later invoices the City for these costs. With reduced funding available at the local level, the Department would like to use seizure revenue to reimburse the County for narcotic investigation expenditures. This payment will cover expenditures for the period of October 1, 2011 – December 31, 2011.

This resolution will budget and appropriate \$1,386 of State / Local Drug Seizure Funds in the General Fund.

STAFF**RECOMMENDATION:** Approve Resolution 2012-59-R**BOARD/COMMISSION/
COMMITTEE:****RECOMMENDATION:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments**CITY MANAGER:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments**COMMENTS:****DISCUSSION
(IF NECESSARY):**

The balance in the State / Local Drug Seizure Revenue Account is \$111,231.72.

**BUDGET/FISCAL
IMPACT:**

Q*

\$1,386 – State / Local Drug Seizure Revenue

STAFF:Tamara Sturm, Fiscal Specialist, (703) 257-8065
Captain Quentin F. Lawler, Administrative Services Division, (703) 257-8003

RESOLUTION 2012-59-R

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this 27th day of February 2012, that the following funds be budgeted and appropriated as shown.

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
GENERAL FUND		
<u>Revenues:</u>		
100-0000-318-16-00	State / Local Drug Seizure Funds	\$ 1,386
<u>Expenditures:</u>		
100-1730-421-62-00	PWC Reimbursement	\$ 1,386
<u>Actual Transfers</u>		
100-0000-221-17-32		\$1,386.86

For: Prince William County Drug Seizure Funds Reimbursement

This resolution shall take effect upon its passage.

Harry J. Parrish II MAYOR
On Behalf of the City Council
of Manassas, Virginia

ATTEST:

Andrea P. Madden City Clerk



COUNTY OF PRINCE WILLIAM

15948 Donald Curtis Drive, Woodbridge, Virginia 22192-9201
(703) 792-7200 Metro 631-1703 FAX: (703) 792-4077

POLICE DEPARTMENT

Charlie T. Deane
Chief of Police

January 4, 2012

TO: Captain Steve Bamford
Commander, Investigative Services Bureau
Manassas City Police Department

FROM: Lieutenant Andrew J. Sentipal *AS*
Special Investigations Bureau Commander

RE: Reimbursement of Criminal Investigation Fund for Manassas City Criminal
Investigations

The expenditures listed on the table on the following pages were reported to the PWC/MCPD Narcotics Task Force between October 1, 2011 and December 31, 2011. These expenses were directly related to investigation of Manassas City cases.

Please direct a check for the total amount of \$1386.86 to "PW Director of Finance", to:

Katherine Gaskins
Prince William County Police Department
1 County Complex Court
Prince William, Virginia 22192-9201

Thank you for your attention to this matter and continued support of the Narcotics Task Force.

Attachment: Copies of Criminal Investigation Fund Expense Reports

CC: Katherine Gaskins
Anne Sargent



Account number . . : 100-0000-221.17-32 Db/Cr . : C

Fund : 100 General Fund
Department : 00
Division : 00
Activity basic . . . : 22 Current Liability
Sub activity : 1 Other Deposits
Element : 17 Police Department
Object : 32 State/Local Drug Seizure

	<u>Debits</u>	<u>Credits</u>	<u>Account balance</u>
			111,231.72
Current :	.00	2,791.22	
Unposted :	.00	.00	
Total :	.00	2,791.22	114,022.94

F7=Project data
F11=Account activity

F8=Misc inquiry
F12=Cancel

F9=Misc update
F16=Pending trans

F10=Detail trans
F24=More keys

AGENDA STATEMENT

PAGE NO. 9

ITEM NO. 2

MEETING DATE: February 8, 2012 – Finance Committee

TIME ESTIMATE: 5 Minutes

AGENDA ITEM TITLE: Ordinance O-2012-08 Amending the City Code Relating to Tax Due Dates

**DATE THIS ITEM WAS
LAST CONSIDERED BY
COUNCIL:** August 9, 2010

**SUMMARY OF
ISSUE/TOPIC:** Housing keeping item to clarify City Code for tax due dates relating to fiscal year tax process adopted on August 9, 2010.

**STAFF
RECOMMENDATION:** Approve Ordinance O-2012-08

**BOARD/COMMISSION/
COMMITTEE:**

RECOMMENDATION: ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

CITY MANAGER: ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

COMMENTS:

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:** *Q&A* N/A

STAFF: John P. Grzejka, Commissioner of the Revenue, (703) 257-8220

ORDINANCE #0-2012 -08

First Reading _____
Second Reading _____
Enacted _____
Effective _____

AN ORDINANCE TO AMEND AND REENACT THE CODE OF ORDINANCES, CITY OF MANASSAS, VIRGINIA (2002), AS AMENDED, BY AMENDING SECTIONS 110-2, 110-4, 110-85, 110-88, 110-89, 110-90, AND 110-92, RELATING TO TAX DUE DATES

WHEREAS, the City of Manassas adopted a fiscal year for tax purposes beginning with the tax year of July 1, 2011 to June 30, 2012, with a short tax year of January 1, 2011 through June 30, 2011 for transition; and

WHEREAS, Virginia Code § 58.1-3010 provides that dates for the levy, payment or collection of taxes be adjusted to the corresponding date in the fiscal year when moving from a calendar year to a fiscal year for tax purposes, except that January 1 remains the date of assessment;

NOW, THEREFORE,

BE IT ORDAINED by the Council of the City of Manassas, Virginia, meeting in _____ session this _____ day of _____, 2012:

1. That the Code of Ordinances, City of Manassas, Virginia (2002), is hereby amended and reenacted by amending Sections 110-2, 110-4, 110-85, 110-88, 110-89, 110-90, and 110-92 as follows:

Sec. 110-2. - Due date for payment of taxes.

(a) The taxes and levies accruing on real estate which is not exempted from taxation by the constitution and laws of the Commonwealth shall be due and payable at the office of the city treasurer on or before ~~June~~ December 5 of each tax year (July 1 through the following June 30); provided, however, at the option of the taxpayer, the taxes and levies on real estate may be paid in two equal installments, the first installment being due on or before ~~June~~ December 5, and the second installment being due on or before ~~the following December~~ June 5.

(b) The taxes and levies accruing under the annual levy on tangible personal property, other than machinery and tools segregated for local taxation, property of all telephone, gas, electric, telegraph and railroad companies, and their electric, telephone, telegraph and gas lines, and on all other property which is not exempted by the constitution and

laws of the Commonwealth, shall be due and payable at the office of the city treasurer on or before October 5 of each year.

(c) The taxes and levies accruing under the annual levy on machinery and tools which are not exempted by the constitution and laws of the Commonwealth shall be due and payable at the office of the city treasurer on or before September 5 of each year.

(d) Whenever any tax due date fixed by this section shall fall on a Saturday, Sunday or legal holiday, it shall be extended to the next day not a Saturday, Sunday or legal holiday.

(e) The city treasurer shall give notice to all taxpayers, at least ten days prior to the due dates established by this section, that the office of the city treasurer is prepared to receive payment of taxes and levies due.

Sec. 110-4. - Collection prior to due date when taxpayer moving from city.

Should it come to the knowledge of the city treasurer that any person owing taxes or levies referred to in section 110-2 is moving or contemplating moving from the corporate limits of the city prior to the due date for such taxes June December 5 or the following December June 5, as the case may be, the treasurer shall have the power to collect such taxes or levies, by distress or otherwise, at any time after the bills therefor shall have come into his hands.

Sec. 110-85. - Assessment of new buildings substantially completed; extension of time for paying assessment.

~~(a)~~A. All new buildings substantially completed or fit for use and occupancy prior to November 1 of the year of completion shall be assessed when substantially so completed or fit for use and occupancy, regardless of the date of completion or fitness, and the commissioner of the revenue of the city City shall enter in the books the fair market value of such building.

B. No partial assessment as provided in this section ~~herein~~ shall become effective until information as to the date and amount of such assessment is recorded in the office of the ~~official authorized to collect taxes on real property~~ Treasurer and made available for public inspection. The total tax on any such new building for that year shall be the sum of (i) the tax upon the assessment of the completed building, computed according to the ratio which the portion of the tax year such building is substantially completed or fit for use and occupancy bears to the entire tax year, and (ii) the tax upon the assessment of such new building as it existed on January July 1 of that assessment year, computed

according to the ratio which the portion of the tax year such building was not substantially complete or fit for use and occupancy bears to the entire year.

C. With respect to any assessment made under this section after ~~September~~ May 1 of any year, ~~the no penalty for nonpayment shall be imposed until the last to occur of (i) by December June 5 of such tax year (July 1 through the following June 30) or (ii) 30 days following the date of the official billing.~~ shall be extended to February 5 of the succeeding year.

~~(b)~~

~~No partial assessment under this section shall become effective until information as to the date and amount of such assessment is recorded in the office of the city treasurer and made available for public inspection.~~

~~(c)~~ D. The city treasurer shall collect the tax provided for in this section in accordance with the provisions of this article.

Sec. 110-88. - Partial property tax exemption for certain rehabilitated, renovated or replacement "residential real estate" or "multifamily residential real estate" structures.

(a) This section authorizes a partial exemption for improved real property from the general real estate tax by providing tax credits for residential real estate or multifamily real estate that is rehabilitated, renovated or replaced for residential use in accordance with Code of Virginia, § 58.1-3220, as amended, and the provisions of this article. For purposes of this section, "residential real estate" and "multifamily residential real estate" shall be deemed to be substantially rehabilitated, renovated or replaced when a structure, which is no less than 25 years old, has been so improved or replaced that the fair market assessed value of the improved or replacement structure, as determined by the commissioner, is increased by no less than 25 percent.

In addition to all other qualification criteria set forth in this article, "residential real estate" and "multifamily residential real estate" that is substantially rehabilitated, renovated or replaced for residential use may not exceed the total square footage of the original, unimproved structure by more than 30 percent and be eligible the tax credit authorized by this article. If the "multifamily residential real estate" contains more than one residential structure, then each improved or replacement structure shall not exceed the total square footage of each corresponding original, unimproved structure by more than 30 percent. No improvements made to unimproved real property shall be eligible for partial property tax exemption pursuant to this section. No property shall be eligible for a partial property tax exemption pursuant to this section unless all appropriate building permits have been acquired for the substantial rehabilitation, renovation or replacement of the structure on the property. No property shall be eligible for a partial property tax

exemption pursuant to this section if that property is substantially rehabilitated by the demolition and replacement of any structure that (i) is a registered Virginia landmark, or (ii) is determined by the department of historic resources to contribute to the significance of a registered historic district.

(b) The owner of any "residential real estate" or "multifamily residential real estate" who seeks to obtain the partial property tax exemption authorized by this section shall apply for such an exemption to the commissioner at the same time that the owner applies for a building permit to rehabilitate, renovate or replace the structure. Upon receipt of an application for partial property tax exemption, the commissioner shall determine a base fair market value assessment (hereinafter "base value") for the structure prior to commencement of rehabilitation, renovation or replacement. That base value shall serve as the basis for determining whether the rehabilitation, renovation or replacement increases the fair market value of the structure by at least 25 percent. The application to qualify for tax exemption shall be effective until December 31 of the third calendar year following the year in which the application is submitted. If by such expiration date, the rehabilitation, renovation or replacement has not progressed to such a point that the assessed fair market value of the improvement to the property is at least the minimum required percent greater than the base value of such structure and if the applicant desires to proceed with the application, then a new application for partial tax exemption shall be filed with the commissioner, and thereafter the commissioner shall establish a new base value. All initial and subsequent applications for the partial exemption authorized by this section shall be accompanied by payment of a nonrefundable fee of \$50.00 for processing the application.

During the period between the receipt of the application and the time when the commissioner may ascertain that the fair market value of the structure has increased in value by at least the minimum percent specified in subsection (a) of this section, the owner of the property shall be subject to real property taxation upon the full fair market value of the property. At any time prior to November 1 of any calendar year in which rehabilitation, renovation or replacement of a structure is complete, an owner may submit a written request to the commissioner to inspect the structure to determine if it then qualifies for a partial real property tax exemption. After the commissioner has determined that the assessed fair market value of a substantially rehabilitated, renovated or replaced structure exceeds the base value by the percentage specified by subsection (a) of this section, the tax exemption shall become effective beginning on ~~January~~ July 1 of the next calendar ~~tax~~ year.

(c) Subject to the provisions of subsection (d) of this section and to sections 110-91 and 110-92, the owner of any residential or multifamily residential structure qualifying for partial exemption from the real estate tax because of substantial rehabilitation, renovation or replacement shall be issued a credit for the general real property tax otherwise due on the fair market value of that property in the amount that is equal to the value of the real property tax levy calculated on the difference in value between the base value and the initial fair market value of the substantially rehabilitated, renovated or replaced structure. That credit shall be applied for each year of a five-year period

following completion of the substantial rehabilitation, renovation or replacement. In each year of the four-year period following the initial five-year period, the owner of a qualifying property shall be issued a credit for the real estate tax otherwise due on the fair market value of that property in an amount equal to the value of the real property levy calculated on the difference in value between the base value and the initial fair market value of the substantially rehabilitated, renovated or replaced structure, less 20 percent for each year following the expiration of the initial five-year period of exemption. Credits against the real estate tax for any residential or multifamily real estate qualifying pursuant to this section shall run with the land, and, except as otherwise provided by subsection (d) of this section and by sections 110-91 and 110-92, the owner of such property during each of the nine years of the exemption period shall be entitled to receive a credit in the amount specified by this subsection.

(d) In the event that the fair market value of a qualifying residential or multifamily residential structure increases after the first year of such substantial rehabilitation, renovation or replacement, the credit specified by subsection (c) of this section shall not be increased. In the event that the fair market value of a qualifying property decreases after the first year of substantial rehabilitation, renovation or replacement, the credit specified in subsection (c) of this section shall be limited to the extent that the credit shall not reduce the real property tax on a qualifying property below an amount equal to the amount of the real property tax computed on the base value. If any tax credit computed in accordance with subsection (c) of this section is reduced in accordance with this subsection, that credit reduction shall not be applied to any other property or to real property taxes assessed in any other ~~calendar~~tax year.

If the fair market value of any qualifying property decreases below the base value, then that qualifying property shall be assessed at the fair market value, and no credit against the general real property tax shall be allowed. If no tax credit can be granted because the fair market value of a qualifying property is below the base value, that unused credit shall not be applied to any other property or to real property taxes assessed in any other ~~calendar~~tax year.

(e) The credits against the real estate tax specified in subsection (c) of this section shall not affect any special district taxes or levies that may be imposed within the city. All ad valorem special district taxes or levies shall be computed on the full fair market value of all qualifying property.

(f) In determining the base value of any structure, and in determining whether any structure has been substantially rehabilitated, renovated or replaced to the extent that the fair market value of the improved or replaced structure exceeds the base value by the percent specified in this section, the commissioner shall employ usual and customary methods of assessing real property and improvements thereon.

(g) This section shall be applicable to assessments of qualifying "residential real estate" and "multifamily real estate" made on and after January 1, 2008.

Sec. 110-89. - Partial property tax exemption for certain rehabilitated, renovated or replacement of "commercial or industrial" use structures.

(a) This section authorizes a partial exemption for improved real property from the general real estate tax by providing tax credits for certain "commercial or industrial" use structures that are rehabilitated, renovated or replaced in accordance with Code of Virginia, § 58.1-3221, as amended, and the provisions of this article. For purposes of this section, a "commercial or industrial" use structure shall be deemed to be substantially rehabilitated, renovated or replaced when a structure, which is no less than 20 years old, has been so improved or replaced that the fair market assessed value of the improved or replacement structure, as determined by the commissioner, is increased by no less than 25 percent.

No improvements made to unimproved real property shall be eligible for partial property tax exemption pursuant to this section. No property shall be eligible for a partial property tax exemption pursuant to this section unless all appropriate building permits have been acquired for the substantial rehabilitation, renovation or replacement of the structure on the property. No property shall be eligible for a partial property tax exemption pursuant to this section if that property is substantially rehabilitated by the demolition and replacement of any structure that (i) is a registered Virginia landmark, or (ii) is determined by the department of historic resources to contribute to the significance of a registered historic district.

(b) The owner of any "commercial or industrial" use structure who seeks to obtain the partial property tax exemption authorized by this section shall apply for such an exemption to the commissioner at the same time that the owner applies for a building permit to rehabilitate, renovate or replace the structure. Upon receipt of an application for partial property tax exemption, the commissioner shall determine a base fair market value assessment (hereinafter "base value") for the structure prior to commencement of rehabilitation, renovation or replacement. That base value shall serve as the basis for determining whether the rehabilitation, renovation or replacement increases the fair market value of the structure by at least 25 percent. The application to qualify for tax exemption shall be effective until December 31 of the third calendar year following the year in which application is submitted. If by such expiration date, the rehabilitation, renovation or replacement has not progressed to such a point that the assessed fair market value of the improvement to the property is at least the minimum required percent greater than the base value of such structure, and if the applicant desires to proceed with the application, then a new application for partial tax exemption shall be filed with the commissioner, and thereafter the commissioner shall establish a new base value. All initial and subsequent applications for the partial exemption authorized by this section shall be accompanied by payment of a nonrefundable fee of \$50.00 for processing the application.

During the period between the receipt of the application and the time when the commissioner may ascertain that the fair market value of the structure has increased in value by at least the minimum percent specified in subsection (a) of this section, the

owner of the property shall be subject to real property taxation upon the full fair market value of the property. At any time prior to November 1 of any calendar year in which rehabilitation, renovation or replacement of a structure is complete, an owner may submit a written request to the commissioner to inspect the structure to determine if it then qualifies for a partial real property tax exemption. After the commissioner has determined that the assessed fair market value of a substantially rehabilitated, renovated or replaced structure exceeds the base value by the percentage specified by subsection (a) of this section, the tax exemption shall become effective beginning on January-July 1 of the next calendar tax year.

(c) Subject to the provisions of subsection (d) of this section and to sections 110-91 and 110-92, the owner of any "commercial or industrial" use structure qualifying for partial exemption from the real estate tax because of substantial rehabilitation, renovation or replacement shall be issued a credit for the general real property tax otherwise due on the fair market value of that property in the amount that is equal to the value of the real property tax levy calculated on the difference in value between the base value and the initial fair market value of the substantially rehabilitated, renovated or replaced structure. That credit shall be applied for each year of the ten-year period following completion of the substantial rehabilitation, renovation or first 100 percent size increase if replacement structure. In each year of the four-year period following the initial ten-year period, the owner of a qualifying property shall be issued a credit for the real estate tax otherwise due on the fair market value of that property in an amount equal to the value of the real property levy calculated on the difference in value between the base value and the initial fair market value of the substantially rehabilitated, renovated or first 100-percent size increase if replacement structure, less 20 percent for each year following the expiration of the initial ten-year period of exemption. The next 100-percent size increase if replacement structure will receive a 50 percent credit for the first ten-year period. In each year of the four-year period following the initial ten-year period, the credit will be reduced ten percent for each year following the expiration of the initial ten-year period of exemptions. Replacement structures over 200 percent in size will receive a 25 percent credit for the first ten-year period. In each of the four-year period following the initial ten-year period, the credit will be reduced five percent for each year following the expiration of the initial ten-year period of exemptions. Credits against the real estate tax for any "commercial or industrial" use structure qualifying pursuant to this section shall run with the land, and, except as otherwise provided by subsection (d) of this section and by sections 110-90 and 110-91, the owner of such property during each of the fourteen years of the exemption period shall be entitled to receive a credit in the amount specified by this subsection. However, rehabilitation or renovation occurring in commercial structures in the Old Town Manassas Historic Overlay District, as defined in Section 130-541 of the City Code, shall be issued a credit for the general real property tax otherwise due on the fair market value of that property in the amount that is equal to the value of the real property tax levy calculated on the difference in value between the base value and the initial fair market value of the substantially rehabilitated or renovated structure, multiplied by the applicable percentage from the table below:

Year	Amount of Exemption for Structures Meeting Retail Criteria	Amount of Exemption for Structures Not Meeting Retail Criteria
First Ten	100%	50%
Eleven	80%	40%
Twelve	60%	30%
Thirteen	40%	20%
Fourteen	20%	10%

Retail Criteria are:

(1) At least 75 percent of the gross square footage of the street level floor or floors of the structure are designed and used for retail purposes for the entirety of the tax year for which the partial tax exemption is sought.

(2) As used in the section, the term "retail" means the sale of merchandise, food, beverages or lodging for use or consumption by the immediate purchaser.

The fact that residential dwelling units or a hotel may be included in any mixed-use project that is rehabilitated, renovated or replaced shall not disqualify that property from being eligible for the partial tax exemption authorized by this section.

(d) In the event that the fair market value of a qualifying "commercial or industrial" use structure increases after the first year of such substantial rehabilitation renovation or replacement, the credit specified by subsection (c) of this section shall not be increased. In the event that the fair market value of a qualifying property decreases after the first year of substantial rehabilitation, renovation or replacement, the credit specified in subsection (c) of this section shall be limited to the extent that the credit shall not reduce the real property tax on a qualifying property below an amount equal to the amount of the real property tax computed on the base value. If any tax credit computed in accordance with subsection (c) of this section is reduced in accordance with this subsection, that credit reduction shall not be applied to any other property or to real property taxes assessed in any other calendar-tax year.

If the fair market value of any qualifying property decreases below the base value, then that qualifying property shall be assessed at the fair market value, and no credit against the general real property tax shall be allowed. If no tax credit can be granted because the fair market value of a qualifying property is below the base value, that unused credit shall not be applied to any other property or to real property taxes assessed in any other calendar-tax year.

(e) The credits against the real estate tax specified in subsection (c) of this section shall not affect any special district taxes or levels that may be imposed within the city. All ad valorem special district taxes or levies shall be computed on the full fair market value of all qualifying property.

(f) In determining the base value of any structure, and in determining whether any structure has been substantially rehabilitated, renovated or replaced to the extent that the fair market value of the improved or replaced structure exceeds the base value by the percent specified in this section, the commissioner shall employ usual and customary methods of assessing real property and improvements thereon.

(g) This section shall be applicable to assessments of qualifying commercial or industrial structures made on and after January 1, 2008.

Sec. 110-90. - Partial property tax exemption for certain rehabilitated, renovated or replacement of "transient housing structures".

(a) This section authorizes a partial exemption for improved real property from the general real estate tax by providing tax credits for certain use structures that are rehabilitated, renovated or replaced in accordance with Code of Virginia, § 58.1-3220.1, as amended, and the provisions of this article. For purposes of this section, a "transient housing structure" shall be deemed to be substantially rehabilitated, renovated or replaced when a structure, which is no less than 35 years old, has been so improved or replaced that the fair market assessed value of the improved or replacement structure, as determined by the commissioner, is increased by no less than 25 percent. No improvements made to unimproved real property shall be eligible for partial property tax exemption pursuant to this section. No property shall be eligible for a partial property tax exemption pursuant to this section unless all appropriate building permits have been acquired for the substantial rehabilitation, renovation or replacement of the structure on the property. No property shall be eligible for a partial property tax exemption pursuant to this section if that property is substantially rehabilitated by the demolition and replacement of any structure that (i) is a registered Virginia landmark, or (ii) is determined by the department of historic resources to contribute to the significance of a registered historic district.

(b) The owner of any "transient housing structure" who seeks to obtain the partial property tax exemption authorized by this section shall apply for such an exemption to the commissioner at the same time that the owner applies for a building permit to rehabilitate, renovate or replace the structure. Upon receipt of an application for partial property tax exemption, the commissioner shall determine a base fair market value assessment (hereinafter "base value") for the structure prior to commencement of rehabilitation, renovation or replacement. That base value shall serve as the basis for determining whether the rehabilitation, renovation or replacement increases the fair market value of the structure by at least 30 percent. The application to qualify for tax exemption shall be effective until December 31 of the third calendar year following the year in which application is submitted. If by such expiration date, the rehabilitation, renovation or replacement has not progressed to such a point that the assessed fair market value of the improvement to the property is at least the minimum required percent greater than the base value of such structure, and if the applicant desires to

proceed with the application, then a new application for partial tax exemption shall be filed with the commissioner, and thereafter the commissioner shall establish a new base value. All initial and subsequent applications for the partial exemption authorized by this section shall be accompanied by payment of a nonrefundable fee of \$50.00 for processing the application.

During the period between the receipt of the application and the time when the commissioner may ascertain that the fair market value of the structure has increased in value by at least the minimum percent specified in subsection (a) of this section, the owner of the property shall be subject to real property taxation upon the full fair market value of the property. At any time prior to November 1 of any calendar year in which rehabilitation, renovation or replacement of a structure is complete, an owner may submit a written request to the commissioner to inspect the structure to determine if it then qualifies for a partial real property tax exemption. After the commissioner has determined that the assessed fair market value of a substantially rehabilitated, renovated or replaced structure exceeds the base value by the percentage specified by subsection (a) of this section, the tax exemption shall become effective beginning on January-July 1 of the next calendar-tax year.

(c) Subject to the provisions of subsection (d) of this section and to sections 110-91 and 110-92, the owner of any "transient housing structure" qualifying for partial exemption from the real estate tax because of substantial rehabilitation, renovation or replacement shall be issued a credit for the general real property tax otherwise due on the fair market value of that property in the amount that is equal to the value of the real property tax levy calculated on the difference in value between the base value and the initial fair market value of the substantially rehabilitated, renovated or replaced structure. That credit shall be applied for each year of the ten-year period following completion of the substantial rehabilitation, renovation or replacement. In each year of the four-year period following the initial ten-year period, the owner of a qualifying property shall be issued a credit for the real estate tax otherwise due on the fair market value of that property in an amount equal to the value of the real property levy calculated on the difference in value between the base value and the initial fair market value of the substantially rehabilitated, renovated or replaced structure, less 20 percent for each year following the expiration of the initial ten-year period of exemption. Credits against the real estate tax for any "transient housing structure" qualifying pursuant to this section shall run with the land, and, except as otherwise provided by subsection (d) of this section and by sections 110-91 and 110-92, the owner of such property during each of the fourteen years of the exemption period shall be entitled to receive a credit in the amount specified by this subsection.

(d) In the event that the fair market value of a qualifying "transient housing structure" increases after the first year of such substantial rehabilitation, renovation or replacement, the credit specified by subsection (c) of this section shall not be increased. In the event that the fair market value of a qualifying property decreases after the first year of substantial rehabilitation, renovation or replacement, the credit specified in subsection (c) of this section shall be limited to the extent that the credit shall not reduce

the real property tax on a qualifying property below an amount equal to the amount of the real property tax computed on the base value. If any tax credit computed in accordance with subsection (c) of this section is reduced in accordance with this subsection, that credit reduction shall not be applied to any other property or to real property taxes assessed in any other ~~calendar~~tax year.

If the fair market value of any qualifying property decreases below the base value, then that qualifying property shall be assessed at the fair market value, and no credit against the general real property tax shall be allowed. If no tax credit can be granted because the fair market value of a qualifying property is below the base value, that unused credit shall not be applied to any other property or to real property taxes assessed in any other ~~calendar~~tax year.

(e) The credits against the real estate tax specified in subsection (c) of this section shall not affect any special district taxes or levels that may be imposed within the city. All ad valorem special district taxes or levies shall be computed on the full fair market value of all qualifying property.

(f) In determining the base value of any structure, and in determining whether any structure has been substantially rehabilitated, renovated or replaced to the extent that the fair market value of the improved or replaced structure exceeds the base value by the percent specified in this section, the commissioner shall employ usual and customary methods of assessing real property and improvements thereon.

(g) This section shall be applicable to assessments of qualifying commercial or industrial structures made on and after January 1, 2008.

Sec. 110-92. - Failure to pay real estate taxes in a timely manner; forfeiture of partial exemptions and tax credits, and further qualification limitations.

(a) No tax credit described in sections 110-87, 110-88 and 110-89 shall be issued to any owner of any substantially rehabilitated, renovated or replaced structure if the real estate tax on that property has not been paid on or before ~~June~~December 5 and ~~December~~June 5 of any tax year as required by section 110-2(a) of this Code. Failure to pay the real estate tax on improved real property in any year on, or before, the date on which the real estate tax is due shall result in the forfeiture of any partial tax exemption and tax credit that otherwise would have been applied to the real estate tax due in that year and in any future year. In such cases, the property shall be removed from the partial tax exemption program and the annual real estate tax shall be assessed on the full fair market value of the improved real property. Late payment of the real estate tax on real property and any substantially rehabilitated, renovated or replaced structure thereon shall be subject to late payment penalties and interest in accordance with section 110-10 of this Code.

(b) Notwithstanding any other provision of this article, no improved property which has qualified for a tax credit in accordance with this article by means of substantial rehabilitation, renovation or replacement shall be eligible to submit any application for further tax credits based on subsequent improvements during the initial or additional tax credit period.

2. This ordinance shall take effect upon _____.

BY ORDER OF THE COUNCIL

Harry J. Parrish, II, Mayor
On Behalf of the City Council of
Manassas, Virginia

ATTEST:

City Clerk

MOTION:

SECOND:

RE:

ACTION:

Date: _____
Regular Meeting
Ord. No. _____

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

CERTIFIED COPY _____

Andrea Madden, City Clerk

AGENDA STATEMENT

PAGE NO. 23

ITEM NO. 3

MEETING DATE: February 8, 2012 - Finance Committee

TIME ESTIMATE: 5 Minutes

AGENDA ITEM TITLE: Resolution R-2012-31 Amending the FY 2012 Adopted Staffing Plan by Changing the Part Time Social Worker I (Day Care Position) (0.50 FTE) to a Full Time Social Worker I (Day Care Position) (1.00 FTE)

**DATE THIS ITEM WAS
LAST CONSIDERED
BY COUNCIL:** N/A

**SUMMARY OF
ISSUE/TOPIC:** The City of Manassas currently has 154 families with 283 children that receive \$846,805 in childcare subsidies to assist families secure and maintain employment. The current staffing (0.50 FTE) is not sufficient to handle the growing caseload. Staff recommends changing the current Part Time Social Worker I (0.50 FTE) position to a Full Time Social Worker I (1.00 FTE) position.

**STAFF
RECOMMENDATION:** Approve Resolution R-2012-31

**BOARD/COMMISSION/
COMMITTEE:**

RECOMMENDATION: ☐ Approve ☐ Disapprove ☐ See Comments

CITY MANAGER: ☐ Approve ☐ Disapprove ☐ See Comments

COMMENTS:

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:** *PAW*

The Family Services Department has sufficient salary savings to increase the position from 0.50 FTE to 1.00 FTE.

STAFF: Ronald King, Family Services Director, (703) 257-2329
LaTanya Bell, Fiscal Services Manager, (703) 257-2330

MOTION: _____

**February 27, 2012
Regular Meeting
Res. No. R-2012-31**

SECOND: _____

**RE: RESOLUTION AMENDING THE FY 2012 ADOPTED STAFFING PLAN
OF THE CITY OF MANASSAS**

WHEREAS, the Family Services Department has recommended changes to the
FY 2012 Adopted Staffing Plan, and

WHEREAS, the changes have no impact on the General Fund subsidy to the
Family Services Fund.

NOW, THEREFORE BE IT RESOLVED that the Manassas City Council
does hereby approve amending the FY 2012 Adopted Staffing Plan by changing a Part Time
Social Worker I (0.50 FTE) position to a Full Time Social Work I (1.00 FTE position).

Harry J. Parrish II MAYOR
On behalf of the City Council
of Manassas, Virginia

ATTEST:

Andrea P. Madden City Clerk

City Council Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

AGENDA STATEMENT

PAGE NO. 25

ITEM NO. 4

MEETING DATE: February 8, 2012 – Finance Committee

TIME ESTIMATE: 10 Minutes

AGENDA ITEM TITLE: Resolution 2012-61-R Amending the FY 2012 Budget by Budgeting and Appropriating Fire and Rescue Fund Balance for the Manassas Volunteer Fire Company's Apparatus Repair Expenses

**DATE THIS ITEM WAS
LAST CONSIDERED
BY COUNCIL:**

**SUMMARY OF
ISSUE/TOPIC:**

The Fire Rescue Committee authorized the Manassas Volunteer Fire Company (MVFC) Treasurer, Jason Lesnick, to meet with Pat Weiler to prepare an agenda statement for the Finance Committee requesting additional funds for the apparatus maintenance. The MVFC has spent \$192,578 on apparatus maintenance through January, 2012. The budget for the year is \$145,500. The MVFC is asking to be reimbursed \$47,078 and to have \$40,000 budgeted for future maintenance, if needed. Attached is the budget to actual report of the MVFC through February 2, 2012.

**STAFF
RECOMMENDATION:** Approve Resolution 2012-61-R

**BOARD/COMMISSION/
COMMITTEE:**

RECOMMENDATION: ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

CITY MANAGER: ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

COMMENTS:

**DISCUSSION
(IF NECESSARY):**

BUDGET/FISCAL

IMPACT: *QJ* Fire Rescue Fund Fund Balance

STAFF: Jason Lesnick, Treasurer, The Manassas Volunteer Fire Company – 703/ 368-6211

Pat Weiler

From: Melissa Heiderman
Sent: Monday, January 23, 2012 4:18 PM
To: Andrea Madden
Cc: Pat Weiler; Brett Bowman
Subject: Motions from the FRC

Hi Andrea,

I am still working on the Action Agenda from last week's Fire and Rescue Committee meeting; however, several motions were made that City Council should be aware of. Could you please pass the following information on to them? (Pat, I cc'd you so you were aware primarily of items #1 and #2)

1. Board Member Dave Burns made a motion that the FRC recommend City Council consider the fleet plan on February 13th in part due to continued high maintenance costs; Chief Donald Brown seconded the motion. Motion passed unanimously.
2. Chief Matt Lausch made a motion that the FRC authorize MVFC Treasurer Jason Lesnick to proceed with meeting with Pat Weiler, and asking the Finance Committee for additional funds in the MVFC apparatus maintenance budget due to high maintenance costs this fiscal year; President Mo Stokely seconded the motion. It was discussed that he try to get this topic on the February 8th Finance Committee agenda. The motion passed unanimously.
3. Assistant Chief Wade House made a motion to form a Strategic Planning Committee; Chief Bowman seconded the motion. There was a discussion of having the Strategic Planning Committee made up of the members of the Fire and Rescue Committee. President Mo Stokely amended the motion to the state a technical sub-committee for Strategic Planning shall be formed, consisting of the two members from each organization which serve on the Fire and Rescue Committee and to be chaired by Fire and Rescue Chief Brett R. Bowman; Board Member Dave Burns seconded the motion. The motion passed unanimously.

Thank you for your assistance in passing on the information.

Melissa

Melissa Heiderman
 Administrative Associate IV
 City of Manassas Fire and Rescue Department
 Headquarters
 9324 West Street, Suite 204
 703-257-8458
 703-257-2403 fax
mheiderman@manassasva.gov
www.ManassasCity.org/Fire



10:54 AM
02/02/12
Accrual Basis

Manassas Volunteer Fire Company
Profit & Loss Budget vs. Actual
July 1, 2011 through February 2, 2012

	Jul 1, '11 - Feb 2, 12	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
City of Manassas Budget				
Insurance	72,564.00	71,000.00	1,564.00	102.2%
LOSAP	35,000.00	35,000.00	0.00	100.0%
Maintenance	5,000.00	0.00	5,000.00	100.0%
Operations	288,750.00	385,000.00	-96,250.00	75.0%
City of Manassas Budget - Other	0.00	0.00	0.00	0.0%
Total City of Manassas Budget	401,314.00	491,000.00	-89,686.00	81.7%
Deposit Correction	50.00	0.00	50.00	100.0%
Direct Public Grants				
Nonprofit Organization Grants	0.00	0.00	0.00	0.0%
Direct Public Grants - Other	0.00	0.00	0.00	0.0%
Total Direct Public Grants	0.00	0.00	0.00	0.0%
Direct Public Support				
Corporate Contributions	0.00	0.00	0.00	0.0%
Gifts in Kind - Goods	0.00	0.00	0.00	0.0%
Individ, Business Contributions	13,271.53	0.00	13,271.53	100.0%
Volunteer Services - Non-GAAP	0.00	0.00	0.00	0.0%
Direct Public Support - Other	933.91	0.00	933.91	100.0%
Total Direct Public Support	14,205.44	0.00	14,205.44	100.0%
Direct Public Support ~ City \$				
City Budget ~ Operations	0.00	0.00	0.00	0.0%
Direct Public Support ~ City \$ - Other	0.00	0.00	0.00	0.0%
Total Direct Public Support ~ City \$	0.00	0.00	0.00	0.0%
Fundraising Income	1,686.50	0.00	1,686.50	100.0%
Government Grants				
Federal Grants	0.00	0.00	0.00	0.0%
State Grants	0.00	0.00	0.00	0.0%
Government Grants - Other	0.00	0.00	0.00	0.0%
Total Government Grants	0.00	0.00	0.00	0.0%
Indirect Public Support				
United Way, CFC Contributions	0.00	0.00	0.00	0.0%
Indirect Public Support - Other	760.00	0.00	760.00	100.0%
Total Indirect Public Support	760.00	0.00	760.00	100.0%
Investments				
Dividend, Interest (Securities)	4,666.69	0.00	4,666.69	100.0%
Interest-Savings, Short-term CD	957.30	0.00	957.30	100.0%
Investments - Other	-341,002.77	0.00	-341,002.77	100.0%
Total Investments	-335,378.78	0.00	-335,378.78	100.0%

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02/02/12
Accrual Basis

Manassas Volunteer Fire Company
Profit & Loss Budget vs. Actual
July 1, 2011 through February 2, 2012

	Jul 1, '11 - Feb 2, 12	Budget	\$ Over Budget	% of Budget
Kitchen Income	8,504.00	0.00	8,504.00	100.0%
Other Types of Income				
Miscellaneous Revenue	500.10	0.00	500.10	100.0%
Other Types of Income - Other	1,507.87	0.00	1,507.87	100.0%
Total Other Types of Income	2,007.97	0.00	2,007.97	100.0%
Program Income				
Membership Dues	0.00	0.00	0.00	0.0%
Program Service Fees	0.00	0.00	0.00	0.0%
Program Income - Other	0.00	0.00	0.00	0.0%
Total Program Income	0.00	0.00	0.00	0.0%
Team 1	13,499.64	0.00	13,499.64	100.0%
Team 2	15,516.00	0.00	15,516.00	100.0%
Team 3	13,794.00	0.00	13,794.00	100.0%
Team 4	18,713.00	0.00	18,713.00	100.0%
Total Income	154,671.77	491,000.00	-336,328.23	31.5%
Cost of Goods Sold				
Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	154,671.77	491,000.00	-336,328.23	31.5%
Expense				
Apparatus Equipment	21,130.68	18,000.00	3,130.68	117.4%
Apparatus Fuel	25,899.58	32,000.00	-6,100.42	80.9%
Apparatus Maintenance				
Attack 501	821.54	0.00	821.54	100.0%
Battalion Chief 581	1,240.88	0.00	1,240.88	100.0%
Engine 501A	21,423.45	0.00	21,423.45	100.0%
Engine 501B	12,605.35	0.00	12,605.35	100.0%
Engine 501C	8,195.62	0.00	8,195.62	100.0%
Foam Engine 501	22,853.61	0.00	22,853.61	100.0%
Quint 509	280.98	0.00	280.98	100.0%
Tower 501	84,518.82	0.00	84,518.82	100.0%
Utility 501	196.76	0.00	196.76	100.0%
Utility 501B	1.89	0.00	1.89	100.0%
Apparatus Maintenance - Other	35,865.94	145,500.00	-109,634.06	24.7%
Total Apparatus Maintenance	188,004.84	145,500.00	42,504.84	129.2%
Association Dues	335.00	1,000.00	-665.00	33.5%
Auxiliary				
Auxiliary Expense	834.10	0.00	834.10	100.0%
Auxiliary - Other	0.00	0.00	0.00	0.0%
Total Auxiliary	834.10	0.00	834.10	100.0%

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Accrual Basis

Manassas Volunteer Fire Company
Profit & Loss Budget vs. Actual
July 1, 2011 through February 2, 2012

	Jul 1, '11 - Feb 2, 12	Budget	\$ Over Budget	% of Budget
Auxiliary Kitchen Expense	7,114.98	0.00	7,114.98	100.0%
Awards and Grants				
Benefits Paid To or For Members	0.00	0.00	0.00	0.0%
Specific Assist to Individuals	0.00	0.00	0.00	0.0%
Awards and Grants - Other	0.00	0.00	0.00	0.0%
Total Awards and Grants	0.00	0.00	0.00	0.0%
Bank Fee				
Finance Charge	139.60	0.00	139.60	100.0%
Late Fee	61.00	0.00	61.00	100.0%
Bank Fee - Other	224.85	0.00	224.85	100.0%
Total Bank Fee	425.45	0.00	425.45	100.0%
Banking Supplies	276.53	0.00	276.53	100.0%
Bingo Expense	4,649.31	0.00	4,649.31	100.0%
Bingo Prize Payout	13,100.00	0.00	13,100.00	100.0%
Bingo Supplies	13,480.31	0.00	13,480.31	100.0%
Building & Property	30,815.24	25,000.00	5,815.24	123.3%
Business Expenses				
Business Registration Fees	0.00	0.00	0.00	0.0%
Business Expenses - Other	0.00	0.00	0.00	0.0%
Total Business Expenses	0.00	0.00	0.00	0.0%
City of Manassas	0.00	0.00	0.00	0.0%
Commissary Fund	271.70	1,200.00	-928.30	22.6%
Computer	10,278.95	12,000.00	-1,721.05	85.7%
Contract Services				
Accounting Fees	11,543.50	0.00	11,543.50	100.0%
Fundraising Fees	698.50	0.00	698.50	100.0%
Legal Fees	232.40	0.00	232.40	100.0%
Outside Contract Services	0.00	0.00	0.00	0.0%
Volunteer Services - Non-GAAP	0.00	0.00	0.00	0.0%
Contract Services - Other	0.00	0.00	0.00	0.0%
Total Contract Services	12,474.40	0.00	12,474.40	100.0%
Direct Public Support ~ Operati	0.00	0.00	0.00	0.0%
Donation Made	3,550.00	0.00	3,550.00	100.0%
Electronic Bingo	553.32	0.00	553.32	100.0%
Facilities and Equipment				
Depr and Amort - Allowable	0.00	0.00	0.00	0.0%
Donated Facilities	0.00	0.00	0.00	0.0%
Equip Rental and Maintenance	0.00	0.00	0.00	0.0%
Property Insurance	0.00	0.00	0.00	0.0%
Rent, Parking, Utilities	0.00	0.00	0.00	0.0%
Facilities and Equipment - Other	0.00	0.00	0.00	0.0%
Total Facilities and Equipment	0.00	0.00	0.00	0.0%

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Accrual Basis

Manassas Volunteer Fire Company
Profit & Loss Budget vs. Actual
July 1, 2011 through February 2, 2012

	Jul 1, '11 - Feb 2, 12	Budget	\$ Over Budget	% of Budget
Fundraising Expense	0.00	0.00	0.00	0.0%
Insurance				
Accident & Sickness	0.00	0.00	0.00	0.0%
Automobile Policy	-464.00	0.00	-464.00	100.0%
Commercial Excess	0.00	0.00	0.00	0.0%
Package Policy	0.00	0.00	0.00	0.0%
Workmans Comp	-3,488.00	0.00	-3,488.00	100.0%
Insurance - Other	0.00	0.00	0.00	0.0%
Total Insurance	-3,952.00	0.00	-3,952.00	100.0%
Insurance - Workers Comp	-7,078.00	0.00	-7,078.00	100.0%
Late Fee	83.00	0.00	83.00	100.0%
Magazines / Educationals	133.00	0.00	133.00	100.0%
Member Gear	992.67	0.00	992.67	100.0%
Member Welfare	575.05	1,000.00	-424.95	57.5%
Miscellaneous	5,993.99	0.00	5,993.99	100.0%
Museum Expense	421.61	0.00	421.61	100.0%
Office Supplies	1,291.33	12,000.00	-10,708.67	10.8%
Operations				
Books, Subscriptions, Reference	471.08	0.00	471.08	100.0%
Postage, Mailing Service	0.00	0.00	0.00	0.0%
Printing and Copying	0.00	0.00	0.00	0.0%
Supplies	0.00	0.00	0.00	0.0%
Telephone, Telecommunications	3,722.36	8,000.00	-4,277.64	46.5%
Vending Machine Supplies	242.70	0.00	242.70	100.0%
Vending Maching Supplies	0.00	0.00	0.00	0.0%
Operations - Other	0.00	0.00	0.00	0.0%
Total Operations	4,436.14	8,000.00	-3,563.86	55.5%
Other Types of Expenses				
Insurance - Liability, D and O	0.00	0.00	0.00	0.0%
Memberships and Dues	0.00	0.00	0.00	0.0%
Other Costs	0.00	0.00	0.00	0.0%
Other Types of Expenses - Other	0.00	0.00	0.00	0.0%
Total Other Types of Expenses	0.00	0.00	0.00	0.0%
Pagers	4,458.04	3,000.00	1,458.04	148.6%
Recruitment & Retention				
125th Anniversary	8,500.00	0.00	8,500.00	100.0%
Awards/Gifts	6,513.43	0.00	6,513.43	100.0%
Background Checks	295.35	0.00	295.35	100.0%
Banquet	2,325.78	0.00	2,325.78	100.0%
Firefighter Physicals	1,295.00	20,000.00	-18,705.00	6.5%
LOSAP	70,000.00	35,000.00	35,000.00	200.0%

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Accrual Basis

Manassas Volunteer Fire Company
Profit & Loss Budget vs. Actual
July 1, 2011 through February 2, 2012

	Jul 1, '11 - Feb 2, 12	Budget	\$ Over Budget	% of Budget
Meals - Duty/Holiday/Meetings	6,981.22	12,500.00	-5,518.78	55.8%
Recruitment & Retention - Other	9,498.86	20,500.00	-11,001.14	46.3%
Total Recruitment & Retention	105,409.64	88,000.00	17,409.64	119.8%
Registration Fees	0.00	0.00	0.00	0.0%
Running Gear	56.54	0.00	56.54	100.0%
SCBA Equipment & Repair	5,265.14	0.00	5,265.14	100.0%
Station Supplies	10,386.38	13,800.00	-3,413.62	75.3%
Training	4,692.41	8,500.00	-3,807.59	55.2%
Travel and Meetings				
Conference, Convention, Meeting	0.00	0.00	0.00	0.0%
Travel	0.00	0.00	0.00	0.0%
Travel and Meetings - Other	0.00	0.00	0.00	0.0%
Total Travel and Meetings	0.00	0.00	0.00	0.0%
Unassigned	0.00	0.00	0.00	0.0%
Uniforms				
Dress Blue Uniforms	24.00	0.00	24.00	100.0%
Duty Uniforms	6,120.46	0.00	6,120.46	100.0%
Uniforms - Other	-1,575.62	18,500.00	-20,075.62	-8.5%
Total Uniforms	4,568.84	18,500.00	-13,931.16	24.7%
Utilities				
Cable	411.35	0.00	411.35	100.0%
Electricity	12,016.38	0.00	12,016.38	100.0%
Utilities - Other	6,844.23	35,000.00	-28,155.77	19.6%
Total Utilities	19,271.96	35,000.00	-15,728.04	55.1%
Virginia State Firefighter's As				
Convention Reg. Fees	245.00	0.00	245.00	100.0%
VSFA Convention	1,120.00	0.00	1,120.00	100.0%
Virginia State Firefighter's As - Other	2,410.58	7,500.00	-5,089.42	32.1%
Total Virginia State Firefighter's As	3,775.58	7,500.00	-3,724.42	50.3%
Total Expense	493,975.71	430,000.00	63,975.71	114.9%
Net Ordinary Income	-339,303.94	61,000.00	-400,303.94	-556.2%
Other Income/Expense				
Other Income				
Credit Card Cash Rewards	0.00	0.00	0.00	0.0%
Insurance Claim	56,928.30	0.00	56,928.30	100.0%
Insurance Report	0.00	0.00	0.00	0.0%
Register Adjustment	-0.03	0.00	-0.03	100.0%
Unrealized Gains and Losses	0.00	0.00	0.00	0.0%
Total Other Income	56,928.27	0.00	56,928.27	100.0%

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02/02/12
Accrual Basis

Manassas Volunteer Fire Company
Profit & Loss Budget vs. Actual
July 1, 2011 through February 2, 2012

	<u>Jul 1, '11 - Feb 2, 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Expense				
Ask My Accountant	0.00	0.00	0.00	0.0%
Capital Purchases				
Grant Capital Purchase- Vehicle	0.00	0.00	0.00	0.0%
Grant Capital Purchase - Bldg	0.00	0.00	0.00	0.0%
Grant Capital Purchase - Equip	0.00	0.00	0.00	0.0%
Grant Capital Purchase - Land	0.00	0.00	0.00	0.0%
Capital Purchases - Other	0.00	0.00	0.00	0.0%
Total Capital Purchases	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total Other Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Other Income	<u>56,928.27</u>	<u>0.00</u>	<u>56,928.27</u>	<u>100.0%</u>
Net Income	<u><u>-282,375.67</u></u>	<u><u>61,000.00</u></u>	<u><u>-343,375.67</u></u>	<u><u>-462.9%</u></u>

MVFC Fleet Maintenance Expenses FY 2011-2012

Tower 501 - 1993 E One

Atlantic Emergency Solutions	\$4,471.70
Atlantic Emergency Solutions	\$2,938.66
Atlantic Emergency Solutions	\$608.70
Atlantic Emergency Solutions	\$129.80
Curry's Auto-Parts	\$13.51
Home Depot	\$25.66
JE Rice Co	\$10.83
Atlantic Emergency Solutions	\$2,102.65
Atlantic Emergency Solutions	\$211.09
Atlantic Emergency Solutions	\$646.80
Atlantic Emergency Solutions	\$4,429.75
Mobile Alignment Service	\$399.00
Atlantic Emergency Solutions	\$8,846.98
Atlantic Emergency Solutions	\$64,304.15
Atlantic Emergency Solutions	\$215.60
Atlantic Emergency Solutions	\$422.43
Mobile Alignment Service	\$6,880.50
Nothorn Virginia Supply	\$72.50
Atlantic Emergency Solutions	\$2,818.38
Atlantic Emergency Solutions	\$431.20

Total:

\$99,979.89

Engine 501 - 1991 E One

Atlantic Emergency Solutions	\$1,806.96
Atlantic Emergency Solutions	\$129.80
McCarthy Tire	\$51.00
Atlantic Emergency Solutions	\$293.16
Atlantic Emergency Solutions	\$3,728.17
Atlantic Emergency Solutions	\$423.40
Atlantic Emergency Solutions	\$2,312.56
Atlantic Emergency Solutions	\$805.54
Atlantic Emergency Solutions	\$3,275.37
Atlantic Emergency Solutions	\$4,928.75
Atlantic Emergency Solutions	\$3,047.35
Atlantic Emergency Solutions	\$256.72
Atlantic Emergency Solutions	\$4,020.79
Atlantic Emergency Solutions	\$3,524.74

Total:

\$28,604.31

Engine 501b - 1998 Pierce Quantum

Atlantic Emergency Solutions	\$297.00
Atlantic Emergency Solutions	\$704.95
McCarthy Tire	\$159.01
McCarthy Tire	\$51.00
Atlantic Emergency Solutions	\$5,576.52
Atlantic Emergency Solutions	\$3,869.55
Atlantic Emergency Solutions	\$1,067.07
Atlantic Emergency Solutions	\$1,960.24

Total:**\$13,685.34****Foam Engine 501 - 2002 Pierce**

Atlantic Emergency Solutions	\$3,446.32
Atlantic Emergency Solutions	\$107.80
McCarthy Tire	\$265.84
McCarthy Tire	\$1,367.00
Atlantic Emergency Solutions	\$5,663.69
Atlantic Emergency Solutions	\$323.40
Atlantic Emergency Solutions	\$11,671.17
Atlantic Emergency Solutions	\$4,707.15

Total:**\$27,552.37****Engine 501c - 1982 Hahn**

Curry's Auto-Parts	\$125.84
JE Rice Co	\$1.35
Atlantic Emergency Solutions	\$859.09
Atlantic Emergency Solutions	\$1,181.00
Atlantic Emergency Solutions	\$6,698.48
Atlantic Emergency Solutions	\$157.13

Total:**\$9,022.89**

Attack 501 - 1996 Ford F350

Clark's Automotive

\$4,031.65

Clark's Automotive

\$16.00

Total:

\$4,047.65

Utility 501 - 2003 Chevy 2500 Sierra Pickup

Utility 501b - 1980 Chevy 2500 Series Pickup

Chief 501 - 2004 Chevy Suburban

Battalion Chief 581 - 1999 Chevy Suburban

Clark's Automotive

\$16.00

Atlantic Emergency Services

\$195.19

Total:

\$211.19

Car 501 - 1993 Chevy "retired"

HazMat - 2003 Pierce Lance

Atlantic Emergency Solutions

\$5,531.07

Total:	\$5,531.07
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2006 Stake Body - Ford F 450

Clark's Automotive	\$974.42
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Total:	\$974.42
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Spill 501 - 1993 Box Truck

Clark's Automotive	\$59.88
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Total:	\$59.88
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Unassigned Maintenance Expenses

Atlantic Emergency Solutions	\$30.36
Atlantic Emergency Solutions	\$993.08
Curry's Auto-Parts	\$234.86
NOVA Supply	\$71.25
Atlantic Emergency Solutions	\$195.19
Curry's Auto-Parts	\$91.94
EE Wine Inc	\$177.91
Atlantic Emergency Solutions	\$638.36
Atlantic Emergency Solutions	\$195.19
Atlantic Emergency Solutions	\$280.98

Total:	\$2,909.12
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Grand Total:	\$192,578.13
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City of Manassas									
Fire Rescue System									
Coordinated Budget - FY 2012 ADOPTED									
	FRD	Fire Funds Program Grant	MVFC	Four For Life Grant	GMVRS	EMS Fees	Consolidated Costs	Emer Mgmt EOC	Total
REVENUE									
Real Estate Taxes	5,185,200	0	511,000	0	166,000	0	545,990	0	6,408,190
EMS Fees	0	0	0	0	0	410,000	0	0	410,000
Fire Programs Grant	0	95,000	0	0	0	0	0	0	95,000
Four For Life Grant	0	0	0	31,000	0	0	0	0	31,000
Other	0	0	0	0	0	0	0	92,220	92,220
Use of Reserves (fund balance, CDs)	0	0	0	0	0	0	0	0	0
Total Revenues	5,185,200	95,000	511,000	31,000	166,000	410,000	545,990	92,220	7,036,410
EXPENDITURES									
Wages and Benefits	4,557,830	0	0	0	0	0	0	0	4,557,830
Memberships Costs/ Recruitment	0	0	35,000	0	15,000	0	0	0	50,000
Physicals	31,800	0	20,000	0	30,850	0	0	0	82,650
Training	69,050	20,000	0	0	15,000	0	0	0	104,050
Uniforms	0	0	25,000	0	15,000	0	0	0	40,000
BoE, Boots, Gloves, Helmets	73,100	55,000	0	0	15,000	0	0	0	143,100
SCBA (breathing apparatus)	0	0	0	0	0	19,150	260,850	0	280,000
Tiret:									
Repairs / Routine Maintenance	45,000		150,000	0	90,000	0	0	0	285,000
Fuel	0		26,000	0	25,000	0	0	0	51,000
Building & Property									
Building Maintenance	0	0	70,000	0	30,000	0	0	0	100,000
Building Utilities	5,200	0	30,000	0	38,000	0	0	0	73,200
Rent	82,300	0	0	0	0	0	0	0	82,300
Mortgage	0	0	0	0	75,000	0	0	0	75,000
Communications (pagers, phones)	15,590	0	20,000	0	17,500	0	0	0	53,090
Radios	0	0	0	0	4,500	0	102,570	0	107,070
PWC Dispatch	0	0	0	0	0	0	179,970	0	179,970
Supplies	26,200	0		0		0		0	26,200
Station Supplies	0	0	10,000	0	24,500	0	0	0	34,500
Haz-Mat Equipment	0	0	0	0	5,000	0	0	0	5,000
Tools, monitors, gear, etc...	0	0		6,000	19,000	0	0	0	25,000
O2, Tools, Medical Supplies, etc.	0	20,000	5,000	25,000	0	0	0	0	50,000
Office Supplies	0	0	6,000	0	11,500	0	0	0	17,500
NO VA Regional Commission	0	0	0	0	0	0	2,600	0	2,600

City of Manassas									
Fire Rescue System									
Coordinated Budget - FY 2012 ADOPTED									
	FRD	Fire Funds Program Grant	MVFC	Four For Life Grant	GMVRS	EMS Fees	Consolidated Costs	Emer Mgmt EOC	Total
Computers/Software/Support	46,160	0	8,000	0	0	0	0	92,220	146,380
Fleet Purchases/Leases	0	0		0	0	0		0	0
Insurance									
LOSAP	0	0	35,000	0	35,000	0	0	0	70,000
Other	0	0	71,000	0	40,000	0	0	0	111,000
Administration (accounting, taxes, legal)	232,970	0	0	0	11,000	0	0	0	243,970
EMS Fees Collection Costs	0	0	0	0	0	40,000	0	0	40,000
Salary Contingency	0	0	0	0	0	0	0	0	0
Total Expenditures	5,185,200	95,000	511,000	31,000	516,850	59,150	545,990	92,220	7,036,410
Revenues less Expenditures	0	0	0	0	(350,850)	350,850	0	0	0
	A	B	B	C	C	D	D	A	
Total FRD	5,277,420	A	FY 2012 Budget Request from MFVC = \$511,000						
Total MVFC	606,000	B	FY 2012 Budget Request from GMVRS = \$547,850						
Total GMVRS	547,850	C	Both requests fully funded						
Total Consolidated	605,140	D	Excess of EMS fees over GMVRS budget request is budgeted for SCBA						
Total Expenditures	7,036,410								
Funding for SCBA									
1/2 cent	187,500								
SCBA FY 2011 Budget MVFC	32,500								
	(9,000)	23,500							
EMS Fees not request by GMVRS	19,150								
from FRD (savings in health insurance	49,850								
	280,000								
FY 2011 Budget									
Taxes	4,884,070	0	534,500	0	166,000	0	0	0	5,584,570
EMS Fees	0	0	0	0	0	300,000	0	0	300,000
Fire Programs Grant	0	95,000	0	0	0	0	0	0	95,000
Four For Life Grant	0	0	0	28,000	0	0	0	0	28,000
Use of Reserves (fund balance, CDs)	184,840	0	0	0	0	0	0	0	184,840
Total FY 2011 Budget	5,068,910	95,000	534,500	28,000	166,000	300,000	0	0	6,192,410
Increase from FY 2011 Budget	116,290	0	(23,500)	3,000	350,850	(240,850)	545,990	92,220	844,000
					110,000				

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**City of Manassas
Fund Balance Analysis
Fire Rescue - Fund 285**

Unrestricted Fund Balance as of June 30, 2011	\$ 1,122,056
FY 2012 Adopted Budget - Contribution from Fund Balance	-
2012-04-R Carry Over - PPE/Uniforms for SAFER positions	(84,000)
2012-04-R Carry Over - Selection Consultant Battalion Chiefs	(15,000)
2012-04-R Grant Carry Over Four for Life	(33,055)
2012-04-R Grant Carry Over Walmart Smoke Detectors	(78)
2012-04-R Grant Carry Over Waters Foundation	(5,000)
2012-04-R Grant Carry Over FM Global Fire Prevention	(2,192)
2012-04-R Grant Carry Over Fire Funds Program	(108,355)
2012-04-R Grant Carry Over Kelly Smoke Detectors	(50)
2012-04-R Grant Carry Over RMG/Ray Smoke Detectors	(100)
2012-04-R Grant Carry Over FPF Training Mini Grant	(140)
2012-04-R Grant Carry Over Ambulance Grant	<u>(173,085)</u>
Subtotal FY 2012 Budget Amendments	<u>(421,055)</u>
Budget Adjustment - Prior Year Encumbrance	(172,465)
Total coming out of Fund Balance	<u>(593,520)</u>
Fund Balance Available for Appropriation	<u>528,536</u>

AGENDA STATEMENTPAGE NO. 41ITEM NO. 5**MEETING DATE:** February 8, 2012 – Finance Committee**TIME ESTIMATE:** 2 Minutes**AGENDA ITEM TITLE:** Resolution 2012-60-R Amending the FY 2012 Budget by Budgeting and Appropriating \$21,000 from General Fund Fund Balance to Carryover a FY 2011 Donation Made to SERVE for Expansion Permit and Inspection Fees**DATE THIS ITEM WAS LAST CONSIDERED BY COUNCIL:** April 25, 2011 – City Council (2011-95-R Budget and Appropriate \$21,000 Donation to SERVE for Expansion Permit and Inspection Fees)**SUMMARY OF ISSUE/TOPIC:** On April 25, 2011, City Council budgeted and appropriated a \$21,000 donation to SERVE for the permits and inspection fees in the expansion project. The \$21,000 was budgeted and appropriated in FY 2011, but was not spent by June 30th and, therefore, lapsed into Fund Balance. These funds should have been on the carryover resolution and need to be budgeted and appropriated in the current fiscal year.

This resolution will budget and appropriate \$21,000 of Fund Balance in the General Fund.

STAFF RECOMMENDATION: Approve Resolution 2012-60-R**BOARD/COMMISSION/ COMMITTEE:****RECOMMENDATION:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments**CITY MANAGER:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments**COMMENTS:**
_____**DISCUSSION (IF NECESSARY):****BUDGET/FISCAL IMPACT:** *per* \$21,000 – General Fund Fund Balance**STAFF:** Diane V. Bergeron, Budget Manager, (703) 257-8272

RESOLUTION 2012-60-R

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this 27th day of February 2012, that the following funds be budgeted and appropriated as shown.

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
GENERAL FUND		
<u>Revenues:</u>		
100-0000-346-01-00	General Fund Fund Balance	\$ 21,000
<u>Expenditures:</u>		
100-9607-441-56-76	SERVE Contribution	\$ 21,000

For: Carryover of Donation to SERVE for Expansion Fees

This resolution shall take effect upon its passage.

Harry J. Parrish II MAYOR
On Behalf of the City Council
of Manassas, Virginia

ATTEST:

Andrea P. Madden City Clerk

AGENDA STATEMENT

PAGE NO. ~~57~~

ITEM NO. ~~8~~

MEETING DATE: April 25, 2011

TIME ESTIMATE: 10 Minutes

AGENDA ITEM TITLE: Resolution 2011-95-R Amending the FY 2011 Budget by Transferring \$21,000 from Miscellaneous Contingency for a Donation to SERVE for the Permit and Inspections Fees for the Expansion of the Family Emergency Homeless Shelter

**DATE THIS ITEM WAS
LAST CONSIDERED
BY COUNCIL:** April 13, 2011 – Finance Committee

**SUMMARY OF
ISSUE/TOPIC:** The City has received a request from Northern Virginia Family Service (NVFS) for a \$21,000 donation to SERVE for the permit and inspection fees for the Family Emergency Homeless Shelter expansion.

**STAFF
RECOMMENDATION:** Approve Resolution 2011-95-R

**BOARD/COMMISSION/
COMMITTEE:** April 13, 2011 – Finance Committee (2 / 1)

RECOMMENDATION: ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

CITY MANAGER: W Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

COMMENTS:

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:** 025 \$21,000 Miscellaneous Contingency

STAFF: Lawrence D. Hughes, City Manager 703 257 8212

RESOLUTION 2011-95-R

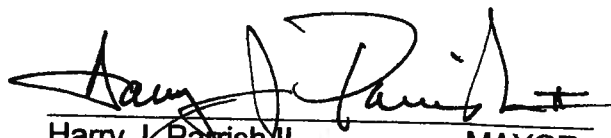
Adopted: April 25, 2011

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this day of April 25, 2011, that the following funds be budgeted and appropriated as shown.


<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
GENERAL FUND		
<u>Expenditure:</u>		
100-9600-411-95-01	General Fund Contingency	\$ (21,000)
100-9607-411-56-76	Donation to SERVE	\$ 21,000

For: Donation to SERVE for permit and inspections fees

This resolution shall take effect upon its passage.


Harry J. Parrish II MAYOR
On Behalf of the City Council
of Manassas, Virginia

ATTEST:


Andrea P. Madden City Clerk