

**FINANCE COMMITTEE**  
**WEDNESDAY, JANUARY 16, 2013**  
**SECOND FLOOR CONFERENCE ROOM**  
**CITY HALL - MANASSAS, VIRGINIA**  
**AGENDA**

**5:30 PM CALL TO ORDER**

- |                                                                                                                                                                                    |            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 1. Approve Minutes of the January 9, 2013, Finance Committee Meeting                                                                                                               | 1 Minute   |
|                                                                                                                                                                                    | Page 1     |
| 2. Treasurer's Investment Reports as of July 21, 2012, and October 31, 2012 (Perkins)                                                                                              | 10 Minutes |
|                                                                                                                                                                                    | Page 3     |
| 3. Resolution 2013-40-R Amending the FY 2013 Budget by Budgeting and Appropriating \$4,058 from the State / Local Drug Seizure Funds for Police Department Investigations (Lawler) | 2 Minutes  |
|                                                                                                                                                                                    | Page 5     |
| 4. Resolution R-2013-35 Authorizing the Purchase of Replacement Pressure Sustaining Valve (PSV) at Dean Tank (Dawood)                                                              | 2 Minutes  |
|                                                                                                                                                                                    | Page 11    |
| 5. Resolution R-2013-36 Authorizing the Purchase of Replacement AS400 Midrange Server (Weiler)                                                                                     | 10 Minutes |
|                                                                                                                                                                                    | Page 13    |

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**City Manager's Time**

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**ADJOURNMENT**

PAW/bgj

cc: Mayor  
Council Members  
John A. Budesky

Pat Weiler  
Diane Bergeron  
Tamara Sturm



**MINUTES OF THE CITY COUNCIL FINANCE COMMITTEE  
WEDNESDAY, JANUARY 9, 2013  
SECOND FLOOR CONFERENCE ROOM  
CITY HALL - MANASSAS, VA**

**COMMITTEE MEMBERS PRESENT:** Council Member J. Stephen Randolph  
Council Member Mark D. Wolfe (Alternate)

**COMMITTEE MEMBERS ABSENT:** Council Member Mark Aveni, Chairman  
Vice Mayor Andrew L. Harrover

**OTHERS PRESENT:** Mayor Harry J. Parrish II, City Manager John A. Budesky, Assistant  
Fire & Rescue Chief Wade House, Budget Manager Diane V. Bergeron

**GUESTS PRESENT:** None

The meeting was called to order at 5:30 p.m. by Acting Chairman Randolph.

**AGENDA ITEM #1 Approve Minutes of the December 12, 2012, Finance Committee Meeting**

A motion was made and seconded to approve the minutes of the December 12, 2012, Finance Committee Meeting. The Committee approved (2/0).

**AGENDA ITEM #2 Resolution 2013-39-R Amending the FY 2013 Budget by Budgeting and Appropriating a \$42,387 Urban Area Security Initiative Grant for an Airport Exercise and Training**

Wade House presented Staff's recommendation to amend the FY 2013 Budget by budgeting and appropriating a \$42,387 Urban Area Security Initiative Grant for an Airport exercise and training. The Committee approved (2/0). This item will be forwarded to the January 14, 2013, City Council meeting.

DWB

**AGENDA ITEM #3 Resolution 2013-37-R Amending the FY 2013 Budget by Budgeting and Appropriating a \$34,600 Proffer from VanMetre for the Upper Flat Branch Interceptor Sewer Project**

Diane Bergeron presented Staff's recommendation to amend the FY 2013 Budget by budgeting and appropriating a \$34,600 Proffer from VanMetre for the Upper Flat Branch Interceptor Sewer Project. The Committee approved (2/0). This item will be forwarded to the January 14, 2013, City Council meeting.

**AGENDA ITEM #4 Actual Carryover Amount for Operations and Grants**

Diane Bergeron presented the Actual Carryover Amount for Operations and Grants. This item is for information only.

**City Manager's Time** – No Items

Mayor Parrish reported that Senator Colgan would like the City to be awarded \$150,000 from the State for the City to pass through to the Freedom Museum. The Finance Committee members present tonight support this.

The meeting was adjourned at 5:39 p.m. by Acting Chairman Randolph.

DVB

**AGENDA STATEMENT**

PAGE NO. 3

ITEM NO. 2

**MEETING DATE:** January 16, 2013 – Finance Committee

**TIME ESTIMATE:** 10 Minutes

**AGENDA ITEM TITLE:** Treasurer's Investment Reports as of July 21, 2012 and October 31, 2012

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

**SUMMARY OF  
ISSUE/TOPIC:** Treasurer will present the January 31, 2012 and April 30, 2012 Investment Reports.

**STAFF  
RECOMMENDATION:** INFORMATION ONLY

**BOARD/COMMISSION/  
COMMITTEE:**

**RECOMMENDATION:**  Approve  Disapprove  Reviewed  See Comments

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

**COMMENTS:**

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**DISCUSSION  
(IF NECESSARY):** REPORTS WILL BE DISTRIBUTED AT THE MEETING

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

**STAFF:** Robin R. Perkins, City Treasurer, (703) 257-8246



**AGENDA STATEMENT**

PAGE NO. 5  
ITEM NO. 3

**MEETING DATE:** January 16, 2013 – Finance Committee

**TIME ESTIMATE:** 2 Minutes

**AGENDA ITEM TITLE:** Resolution 2013-40-R Amending the FY 2013 Budget by Budgeting and Appropriating \$4,058 from the State / 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 narcotics 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, 2012 – December 31, 2012.

This resolution will budget and appropriate \$4,058 of State / Local Drug Seizure Funds in the General Fund.

**STAFF RECOMMENDATION:** Approve Resolution 2013-40-R

**BOARD/COMMISSION/ COMMITTEE:**

**RECOMMENDATION:**  Approve  Disapprove  Reviewed  See Comments

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

**COMMENTS:**

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**DISCUSSION (IF NECESSARY):** The balance in the State / Local Drug Seizure account is \$97,714.56

**BUDGET/FISCAL IMPACT:** \$4,058– State / Local Drug Seizure Funds

**STAFF:** Captain Quentin F. Lawler, Administrative Services Division, (703) 257-8003

**RESOLUTION 2013-40-R**

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this day of 28<sup>th</sup> day of January, 2013, that the following funds be budgeted and appropriated as shown.

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
<b>GENERAL FUND</b>		
<u>Revenues:</u>		
100-0000-318-16-00	State / Local Drug Seizure Funds	\$ 4,058
<u>Expenditures:</u>		
100-1730-421-62-00	PWC Reimbursement	\$ 4,058
<u>Actual Transfers</u>		
100-0000-221-17-32	\$4,057.63	

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**

**Barry M. Barnard**  
Acting Chief of Police

January 2, 2013

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

FROM: Lieutenant Andrew J. Sentipal   
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, 2012 and December 31, 2012. These expenses were directly related to investigation of Manassas City cases.

Please direct a check for the total amount of **\$4057.63** 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  
LaToya Williams



<b>Detective</b>	<b>Case Number</b>	<b>Amount</b>	<b>Reason</b>
<b>S. Bowers</b>	12-165978	\$50.00	CI Payment
<b>M. Mischou</b>		\$15.00	Car Wash
<b>J. Christopher</b>	12-179627	\$100.00	Narcotics Purchase
	12-184183	\$200.00	Narcotics Purchase
	12-207952	\$160.00	Narcotics Purchase
	12-207952	\$75.00	CI Payment
<b>N. Flick</b>	12-173678	\$4.63	Narcotics Purchase
	12-174324	\$11.00	Narcotics Purchase
<b>J. Shifflett</b>	12-186653	\$40.00	Narcotics Purchase
	12-156735	\$100.00	Narcotics Purchase
	12-156735	\$100.00	CI Payment
	12-116722	\$200.00	Narcotics Purchase
	12-116722	\$60.00	CI Payment
	12-165978	\$40.00	Narcotics Purchase
<b>S.Loving</b>	12-183040	\$1950.00	Narcotics Purchase
<b>K. Morin</b>	12-165978	\$260.00	Narcotics Purchase
	12-166588	\$240.00	Narcotics Purchase
<b>Whetsell</b>	12-196228	\$60.00	Narcotics Purchase
<b>K. Strobel</b>	12-217132	\$320.00	Narcotics Purchase
	12-217132	\$60.00	CI Payment
		\$12.00	Bar Op

**TOTAL AMOUNT OF REIMBURSEMENT**  
**\$4057.63**

**CITY OF MANASSAS**  
**Account Balance Inquiry**

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>
Current . . . . . :	1,320.00	1,740.00	97,294.56
Unposted . . . . . :	.00	.00	
Total . . . . . :	1,320.00	1,740.00	97,714.56

**F7=Project data**  
**F11=Account activity**

**F8=Misc inquiry**  
**F12=Cancel**

**F16=Pending trans**

**F10=Detail trans**  
**F24=More keys**



**AGENDA STATEMENT**

PAGE NO. 11  
ITEM NO. 4

**MEETING DATE:** January 16, 2013 – Finance Committee

**TIME ESTIMATE:** 2 Minutes

**AGENDA ITEM TITLE:** Resolution R-2013-35 Authorizing the Purchase of Replacement Pressure Sustaining Valve (PSV) at Dean Tank

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

**SUMMARY OF ISSUE/TOPIC:** Staff is requesting approval to purchase a replacement for an existing 18" Pressure Sustaining Valve (PSV) located adjacent to the Dean Tank.

This resolution will authorize the purchase of equipment/machinery capital items at Dean Tank as required by City Council Policy Statement #P-2009-02.

**STAFF RECOMMENDATION:** Approve Resolution R-2013-35

**BOARD/COMMISSION/ COMMITTEE:** Utility Commission - January 10, 2013

**RECOMMENDATION:**  X  Approve    \_\_\_ Disapprove    \_\_\_ Reviewed    \_\_\_ See Comments

**CITY MANAGER:**        \_\_\_ Approve    \_\_\_ Disapprove    \_\_\_ Reviewed    \_\_\_ See Comments

**COMMENTS:**

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**DISCUSSION (IF NECESSARY):**

**BUDGET/FISCAL IMPACT:** \$18,043 is available in the Water Fund's FY 2013 Budget

**STAFF:** Tony H. Dawood, Deputy Director PWU, Water & Sewer, (703) 257-8382

**MOTION:** \_\_\_\_\_

**January 28, 2013  
Regular Meeting  
Resolution #R-2013-35**

**SECOND:** \_\_\_\_\_

**RE: PROCUREMENT OF REPLACEMENT 18 INCH PRESSURE SUSTAINING  
VALUE AT DEAN TANK**

**WHEREAS**, an 18 inch pressure sustaining value at the Dean Tank is in need of replacement; and

**WHEREAS**, the cost of the pressure sustaining value is approximately \$18,043; and

**WHEREAS**, City Council Policy #P-2009-02 requires City Council approval for the purchase of any capital asset not specially identified in the budget process.

**NOW, THEREFORE, BE IT RESOLVED** that the Manassas City Council does hereby approve the purchase of replacement 18 inch pressure sustaining value at the Dean Tank.

\_\_\_\_\_  
Harry J. Parrish, II Mayor  
On behalf of the City Council  
Of Manassas, Virginia

**ATTEST:**

\_\_\_\_\_  
Andrea P. Madden City Clerk

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**AGENDA STATEMENT**

PAGE NO. 13

ITEM NO. 5

**MEETING DATE:** January 16, 2013 – Finance Committee

**TIME ESTIMATE:** 10 Minutes

**AGENDA ITEM TITLE:** Resolution R-2013-36 Authorizing the Purchase of Replacement AS400 Midrange Server

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

**SUMMARY OF  
ISSUE/TOPIC:** Staff is requesting approval to purchase a replacement AS400 Server. The current server was purchased in 2007. It is now resulting in more support calls, failing parts and parts that have reached end of life support.

This resolution will authorize the purchase of equipment/machinery capital items as required by City Council Policy Statement #P-2009-02.

**STAFF  
RECOMMENDATION:** Approve Resolution R-2013-36

**BOARD/COMMISSION/  
COMMITTEE:**

**RECOMMENDATION:**  Approve  Disapprove  Reviewed  See Comments

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

**COMMENTS:**

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**DISCUSSION  
(IF NECESSARY):** **BACKUP WILL BE DISTRIBUTED AT MEETING**

**BUDGET/FISCAL  
IMPACT:** \$56,300 is available in the IT Fund's FY 2013 Budget

**STAFF:** Patricia A. Weiler, Finance & Administration Director, (703) 257-8272

MOTION: \_\_\_\_\_

January 28, 2012  
Regular Meeting  
Resolution #R-2013-36

SECOND: \_\_\_\_\_

**RE: PROCUREMENT OF REPLACEMENT AS400 MIDRANGE SERVER**

**WHEREAS**, the AS400 midrange server is in need of replacement; and

**WHEREAS**, the cost of the server is approximately \$56,300; and

**WHEREAS**, City Council Policy #P-2009-02 requires City Council approval for the purchase of any capital asset not specially identified in the budget process.

**NOW, THEREFORE, BE IT RESOLVED** that the Manassas City Council does hereby approve the purchase of a replacement AS400 midrange server.

\_\_\_\_\_  
Harry J. Parrish, II Mayor  
On behalf of the City Council  
Of Manassas, Virginia

ATTEST:

\_\_\_\_\_  
Andrea P. Madden City Clerk

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**