

FINANCE COMMITTEE
WEDNESDAY, April 16, 2014
SECOND FLOOR CONFERENCE ROOM
CITY HALL - MANASSAS, VIRGINIA
AGENDA

5:30 PM CALL TO ORDER

- | | |
|--|-----------|
| 1. Approve Minutes of the March 26, 2014, Finance Committee Meeting | 1 Minute |
| | Page 1 |
| 2. Resolution 2014-49-R Amending the FY 2014 Budget by Budgeting and Appropriating a \$20,000 Insurance Claim Reimbursement for Replacement of a Traffic Signal Cabinet (Moon) | 2 Minutes |
| | Page 3 |
| 3. Resolution 2014-48-R Budgeting and Appropriating a \$2,968,000 of Bond Proceeds for Drainage and Transportation Capital Projects (York) | 2 Minutes |
| | Page 7 |
| 4. Resolution 2014-50-R Amending the FY 2014 Budget by Budgeting and Appropriating \$2,357 of Museum Sponsorship Revenue for the Rental Fee for the Exhibit Civil War Journey: The Maps and Sketches of Private Robert Sneden (Dellinger/Via-Gossman) | 2 Minutes |
| | Page 13 |
| 5. Resolution 2014-51-R Amending the FY 2014 Budget by Budgeting and Appropriating \$6,220 from the State / Local Drug Seizure Funds for Police Department Investigations (Laguna) | 2 Minutes |
| | Page 17 |
| 6. Resolution 2014-53-R Amending the FY 2014 Budget by Budgeting and Appropriating an \$85,091 Virginia Department of Aviation Grant for the East Corporate Hangar Site Development (Design/Construction), Accepting the Grant Amendment, and Authorizing the Mayor to Sign the Grant Agreement (Rivera) | 2 Minutes |
| | Page 25 |

City Manager's Time

ADJOURNMENT

cc: Mayor
Council Members
W. Patrick Pate

Paul York
Diane Bergeron
Tamara Sturm

**MINUTES OF THE CITY COUNCIL FINANCE COMMITTEE
WEDNESDAY, MARCH 26, 2014
SECOND FLOOR CONFERENCE ROOM
CITY HALL - MANASSAS, VA**

COMMITTEE MEMBERS PRESENT: Council Member J. Steven Randolph
Council Member Mark Wolfe (Alternate)

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

OTHERS PRESENT: Mayor Harry J. Parrish II, Council Member Ian Lovejoy, City Manager W. Patrick Pate, Finance and Administration Director Paul York, Budget Manager Diane Bergeron, Police Chief Doug Keen, Airport Director Juan Rivera, Airport Operations Specialist Jolene Berry, Assistant Public Works Director Patrick Moore

GUESTS PRESENT: None

The meeting was called to order at 5:30 p.m. by Council Member Steve Randolph.

AGENDA ITEM #1 Approve Minutes of the February 12, 2014, Finance Committee Meeting

A motion was made and seconded to approve the minutes of the February 12, 2014, Finance Committee Meeting. The Committee approved (2/0).

AGENDA ITEM #2 Resolution 2014-44-R Amending the FY 2014 Budget by Budgeting and Appropriating a \$715,000 Anticipated Insurance Reimbursement and \$35,000 of Electric Funds for VMEA Generator Repairs

Pat Pate presented Staff's recommendation to amend the FY 2014 Budget by budgeting and appropriating a \$715,000 anticipated insurance reimbursement and \$35,000 of Electric Funds for VMEA generator repairs. The Committee approved (2/0). This item will be forwarded to the April 14, 2014, City Council meeting.

AGENDA ITEM #3 Resolution 2014-46-R Amending the FY 2014 Budget by Budgeting and Appropriating a \$19,200 Virginia Pre Hospital Information Bridge Grant for Toughbook Computers for Fire and Rescue

Pat Pate presented Staff's recommendation to amend the FY 2014 Budget by budgeting and appropriating a \$19,200 Virginia Pre Hospital Information Bridge Grant for Toughbook Computers for Fire and Rescue. The Committee approved (2/0). This item will be forwarded to the April 14, 2014, City Council meeting.

AGENDA ITEM #4 Resolution 2014-47-R Amending the FY 2014 Budget by Budgeting and Appropriating a \$7,600 Virginia Department of Aviation Grant for an Aircraft Rescue and Firefighting (ARFF) Feasibility Study at the Airport and Accepting the Grant and Authorizing the Mayor to Sign the Grant Agreement

Juan Rivera presented Staff's recommendation to amend the FY 2014 Budget by budgeting and appropriating a \$7,600 Virginia Department of Aviation Grant for an Aircraft Rescue and Firefighting (ARFF) Feasibility Study at the Airport and accepting the Grant and authorizing the Mayor to sign the Grant Agreement. The Committee approved (2/0). This item will be forwarded to the April 14, 2014, City Council meeting.

City Manager's Time – No Items

The meeting was adjourned at 5:35 p.m. by Council Member Steve Randolph.

AGENDA STATEMENT

PAGE NO. 3

ITEM NO. 2

MEETING DATE: April 16, 2014 – Finance Committee

TIME ESTIMATE: 2 Minutes

AGENDA ITEM TITLE: Resolution 2014-49-R Amending the FY 2014 Budget by Budgeting and Appropriating a \$20,000 Insurance Claim Reimbursement for Replacement of a Traffic Signal Cabinet

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

N/A

**SUMMARY OF
ISSUE/TOPIC:**

The City has received an insurance claim reimbursement to cover the replacement of a traffic signal cabinet at Lee Court and Center Street. The cabinet was damaged as the result of an auto accident. The insurance reimbursement fully covers the cost of replacement.

This resolution will budget and appropriate \$20,000 of Insurance Reimbursement Revenue in the General Fund.

**STAFF
RECOMMENDATION:** Approve Resolution 2014-49-R

**BOARD/COMMISSION/
COMMITTEE:**

RECOMMENDATION: ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

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

COMMENTS:

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:** \$20,000 – Insurance Reimbursement

STAFF: Mike Moon, Director of Public Works & Utilities, (703) 257-8226

RESOLUTION 2014-49-R

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this 28th day of April, 2014, that the following funds be budgeted and appropriated as shown.

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
GENERAL FUND		
<u>Revenue:</u>		
100-0000-318-15-16	Insurance Reimbursements	\$ 20,000
<u>Expenditure:</u>		
100-2562-431-66-09	Signal Materials	\$ 20,000

For: Insurance Reimbursement for Traffic Signal Cabinet

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

CITY OF MANASSAS
Cash Receipts Transaction4/04/14
08:53:57

Group number : 7733 CR CASH RECEIPTS
Accounting period : 10/2014 mm/yyyy
Posting date : 04/02/2014 mm/dd/yyyy

Transaction information:

Transaction date : 04/01/2014 mm/dd/yyyy
Receipt number : 0085018
Account number : 100-0000-318.15-16 Insurance Reimbursements
Project number :
Transaction amount : 20,000.00
Description 1 : INSURANCE REIMBURSEMENT
Description 2 : JYOWELL 04/01/14 00
Transaction type code . . :
Bank code : 0

Press Enter to continue.

F3=Exit F12=Cancel F15=Group Inquiry

F20=Imaging

AGENDA STATEMENT

PAGE NO. 7

ITEM NO. 3

MEETING DATE: April 16, 2014 – Finance Committee

TIME ESTIMATE: 2 Minutes

AGENDA ITEM TITLE: Resolution 2014-48-R Budgeting and Appropriating \$2,968,000 of Bond Proceeds for Drainage and Transportation Capital Projects

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

May 13, 2013 – Adoption of the FY 2014 Five-Year Capital Improvement Program

**SUMMARY OF
ISSUE/TOPIC:**

The City recently issued General Obligation Bonds totaling \$13,525,000 for the purpose of funding projects in the FY 2014 CIP. Funds remain to be budgeted and appropriated for three projects: Portner Avenue/Battle Street/Main Street Storm Sewer Improvements (D-023), Prince William Street (Grant Avenue to Wellington Road) (T-019), and Route 28 / Nokesville Road Widening (T-042). Bond funding for these projects total \$2,968,000.

This resolution will budget and appropriate \$980,000 of bond proceeds in the Stormwater Management Capital Projects Fund and \$1,988,000 of bond proceeds in the Transportation Capital Projects Fund.

**STAFF
RECOMMENDATION:**

Approve Resolution 2014-48-R

**BOARD/COMMISSION/
COMMITTEE:**

RECOMMENDATION: ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

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

COMMENTS:

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

\$2,968,000 – Bond Proceeds

STAFF:

Paul York, Finance & Administration Director, (703) 257-8234

RESOLUTION 2014-48-R

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this 28th day of April, 2014, that the following funds be budgeted and appropriated as shown.

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
STORM WATER MANAGEMENT CAPITAL PROJECTS FUND		
<u>Portner Avenue/Battle Street/Main Street Storm Sewer Improvements</u>		
350-0000-344-01-00	CP5130 Bond Proceeds	\$ 980,000
350-5130-505-39-00	Portner Ave/Battle St/Main St Sewer Improvements	\$ 980,000
TRANSPORTATION CAPITAL PROJECTS FUND		
<u>Prince William Street (Grant Avenue to Wellington Road)</u>		
340-0000-344-01-00	CP2651 Bond Proceeds	\$ 1,630,000
340-2651-505-39-00	Prince William St (Grant Ave to Wellington Rd)	\$ 1,630,000
<u>Route 28 / Nokesville Road Widening</u>		
340-0000-344-01-00	CP5131 Bond Proceeds	\$ 358,000
340-5131-505-39-00	CP5131 Route 28 / Nokesville Road Widening	\$ 358,000

For: 2014 Bond Proceeds for Drainage and Transportation Capital Projects

This resolution shall take effect upon its passage.

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

ATTEST:

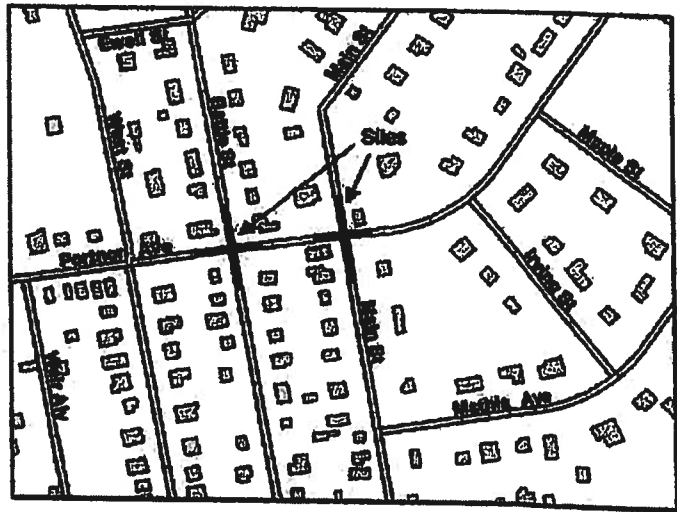
Andrea P. Madden City Clerk

BONDS FUNDING BY PROJECT**DOLLARS IN THOUSANDS**

	FY 2014	Description
Drainage Projects		
Portner Ave/Battle St/Main St Storm Sewer Improvements	980	Install/replace existing storm sewer system
Subtotal Drainage	980	
Transportation Projects		
Prince William Street (Grant Avenue to Wellington Road)	1,630	Widen street and install curb & gutter, sidewalk, and storm drainage
Route 28 / Nokesville Road Widening	358	Install streetlights, provide 4-to-6 lane widening and dual left turn lane
Main Street Streetscape	950	Widen sidewalks and modify parking for a more pedestrian friendly area
Subtotal Transportation	2,938	
Total General Funds	3,918	
Electric Projects		
ⓐ Airport Substation Expansion	4,000	Upgrade 115KV to 230KV system & upgrade substation transformer
Subtotal Electric	4,000	
Schools Projects		
District Wide - Technology Upgrades	1,150	Technology upgrades
Johnson Learning Center	442	Renovate second floor/breezeway of Johnson Learning Center
Osborn - HVAC 1984 Addition Boiler & Pump	432	Replace HVAC 1984 addition boiler & pump at Osborn
Metz - Parking Lot Phase II Paving	450	Phase II of parking lot paving at Metz
Metz - HVAC Replacement	636	HVAC replacement at Metz
Round - HVAC Replacement	700	HVAC replacement at Round
Round - Roof Replacement	1,190	Roof replacement at Round
New School - Baldwin / 3-6 School	1,000	Proposed new school - Baldwin
Subtotal Schools	6,000	
Total Bonds	13,918	

D-023 - Portner Ave/Battle St/Main St Storm Sewer Improvements

Change from Prior: Cost Increased
Year Introduced: 2013
Associated Project: T-063, E-001, S-016
Project Type: Drainage
Managing Dept: Public Works
Account Number: 350-5130
Conforms With: Comprehensive Plan



Project Description:

Install/replace existing storm sewer system that serves Portner Avenue, Battle Street, and Main Street.

Project Justification:

The project addresses flooding events in the area, possibly caused by run-off from Old Town area. The current system is inadequate to convey the stormwater to appropriate outfalls when there are heavy storms.

Financial Summary (dollars in thousands):

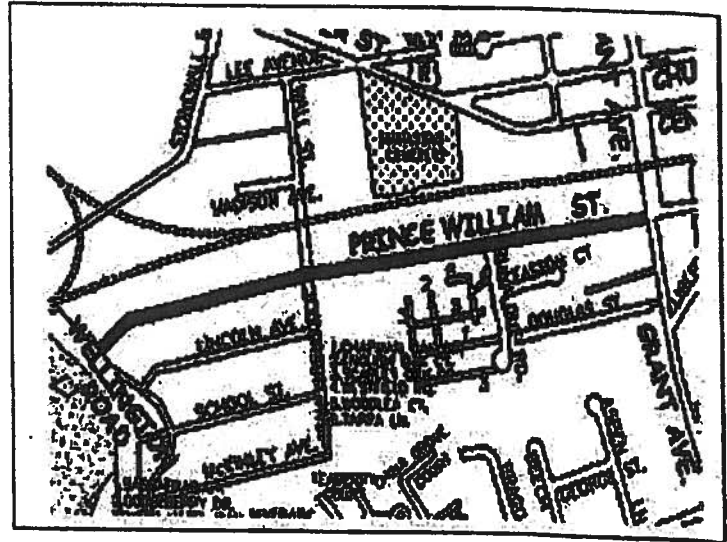
Funding Source	5 Year CIP Total	Total Project	FY 2013 & Prior	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Future Years
General Fund	-	60	60	-	-	-	-	-	-
Enterprise Funds	-	-	-	-	-	-	-	-	-
MCPS Fund	-	-	-	-	-	-	-	-	-
Bonds	980	980	-	980	-	-	-	-	-
Other Local Government	-	-	-	-	-	-	-	-	-
State	-	-	-	-	-	-	-	-	-
Federal	-	-	-	-	-	-	-	-	-
Gas Taxes	-	-	-	-	-	-	-	-	-
Proffers	-	-	-	-	-	-	-	-	-
Storm Water Mgmt Fees	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total	980	1,040	60	980	-	-	-	-	-

Operating Budget Impacts (dollars in thousands):

FTE's	-	-	-	-	-	-	-	-	-
Revenue Offset	-	-	-	-	-	-	-	-	-
Facility Costs	-	-	-	-	-	-	-	-	-
Debt Service	296	1,470	-	-	74	74	74	74	1,174
Net Impact	296	1,470	-	-	74	74	74	74	1,174

T-019 - Prince William Street (Grant Avenue to Wellington Road)

Change from Prior: Funding Source Changed
Year Introduced: 2000
Associated Project: E-014, S-017, W-063, D-025
Project Type: Transportation
Managing Dept: Public Works
Account Number: 340-2651
Conforms With: Comprehensive Plan



Project Description:

Widen street and install curb & gutter, sidewalk, and storm drainage. Improve off-site stormsewer. Evaluate the feasibility of installing a bike lane, crosswalks, and pedestrian signals. 2000 Traffic Count: 2,092 ADT

Project Justification:

This will improve safety and drainage problems. This is a mostly two-lane ditch section of road. Installing sidewalks will improve pedestrian safety and traffic flow.

Financial Summary (dollars in thousands):

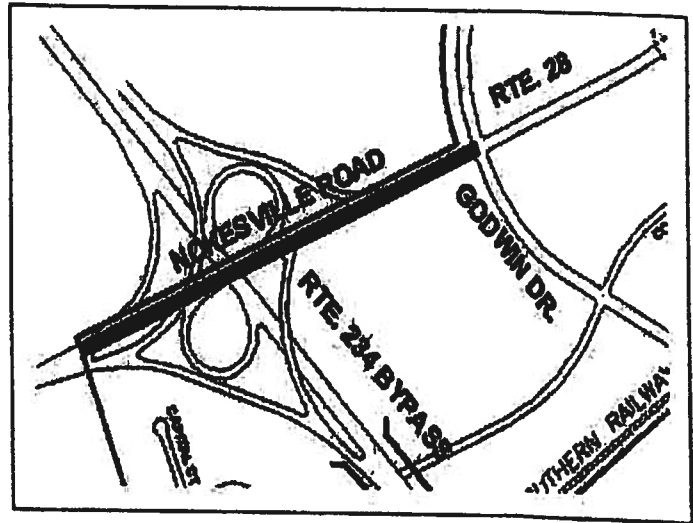
Funding Source	5 Year CIP Total	Total Project	FY 2013 & Prior	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Future Years
General Fund	-	333	333	-	-	-	-	-	-
Enterprise Funds	-	-	-	-	-	-	-	-	-
MCPS Fund	-	-	-	-	-	-	-	-	-
Bonds	1,630	1,630	-	1,630	-	-	-	-	-
Other Local Government	-	-	-	-	-	-	-	-	-
State	1,630	1,630	-	1,630	-	-	-	-	-
Federal	-	-	-	-	-	-	-	-	-
Gas Taxes	-	-	-	-	-	-	-	-	-
Proffers	16	16	-	16	-	-	-	-	-
Storm Water Mgmt Fees	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total	3,276	3,609	333	3,276	-	-	-	-	-

Operating Budget Impacts (dollars in thousands):

FTE's	-	-	-	-	-	-	-	-	-
Revenue Offset	-	-	-	-	-	-	-	-	-
Facility Costs	-	-	-	-	-	-	-	-	-
Debt Service	488	2,445	-	-	122	122	122	122	1,957
Net Impact	488	2,445	-	-	122	122	122	122	1,957

T-042 - Route 28 / Nokesville Road Widening

Change from Prior: Cost Decreased
Year Introduced: 2004
Associated Project: N/A
Project Type: Transportation
Managing Dept: Public Works
Account Number: 340-5131
Conforms With: Comprehensive Plan



Project Description:

Install streetlights on Nokesville Road from 234 Bypass to southern City limits. Provide a 4- to 6-lane widening and a dual left turn lane from Northbound 28 onto Godwin Drive. Evaluate the feasibility of installing a shared use path.

Project Justification:

The intersection of Godwin Drive and Route 28 is currently at capacity; the northbound turn lane backs into the main lanes in both the morning and evening rush hours. An improved level of service will be provided at the intersection.

Financial Summary (dollars in thousands):

Funding Source	5 Year CIP Total	Total Project	FY 2013 & Prior	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Future Years
General Fund	-	-	-	-	-	-	-	-	-
Enterprise Funds	-	-	-	-	-	-	-	-	-
MCPS Fund	-	-	-	-	-	-	-	-	-
Bonds	358	358	-	358	-	-	-	-	-
Other Local Government	-	-	-	-	-	-	-	-	-
State	-	-	-	-	-	-	-	-	-
Federal	3,460	3,997	537	1,160	1,100	700	-	500	-
Gas Taxes	-	-	-	-	-	-	-	-	-
Proffers	-	-	-	-	-	-	-	-	-
Storm Water Mgmt Fees	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total	3,818	4,355	537	1,518	1,100	700	-	500	-

Operating Budget Impacts (dollars in thousands):

FTE's	-	-	-	-	-	-	-	-	-
Revenue Offset	-	-	-	-	-	-	-	-	-
Facility Costs	-	-	-	-	-	-	-	-	-
Debt Service	108	537	-	-	27	27	27	27	429
Net Impact	108	537	-	-	27	27	27	27	429

AGENDA STATEMENTPAGE NO. 13ITEM NO. 4**MEETING DATE:** April 16, 2014 – Finance Committee**TIME ESTIMATE:** 2 Minutes**AGENDA ITEM TITLE:** Resolution 2014-50-R Amending the FY 2014 Budget by Budgeting and Appropriating \$2,357 of Museum Sponsorship Revenue for the Rental Fee for the Exhibit Civil War Journey: The Maps and Sketches of Private Robert Sneden**DATE THIS ITEM WAS
LAST CONSIDERED
BY COUNCIL:** N/A**SUMMARY OF
ISSUE/TOPIC:** Sponsorship money is collected from various organizations to be used by the City of Manassas Museum. The total rental fee for the exhibit Civil War Journey – The Maps and Sketches of Private Robert Sneden is \$5,000. The balance of the rental fee is available in the Museum's FY 2014 Budget. The exhibit will be on display from June 1st to August 31st.

This resolution will budget and appropriate \$2,357 of Donation Revenue in the General Fund.

**STAFF
RECOMMENDATION:** Approve Resolution 2014-50-R**BOARD/COMMISSION/
COMMITTEE:****RECOMMENDATION:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments**CITY MANAGER:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments**COMMENTS:**

**DISCUSSION
(IF NECESSARY):****BUDGET/FISCAL
IMPACT:****STAFF:** Mary Helen Dellinger, Museum Curator, (703) 257-8452
Elizabeth Via-Gossman, Community & Economic Development Director, (703) 257-8224

RESOLUTION 2014-50-R

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this 28th day of April, 2014, that the following funds be budgeted and appropriated as shown.

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
GENERAL FUND:		
<u>Revenue:</u>		
100-0000-318-32-01	Museum Sponsorships	\$ 2,357
<u>Expenditures:</u>		
100-3101-453-62-12	Museum Exhibit Supplies	\$ 2,357
<u>Actual Transfers:</u>		
100-0000-221-31-07	\$2,357.00	

For: Museum Sponsorships for Museum Exhibit Rental

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

Account number . . : 100-0000-221.31-07 Db/Cr . : C

Fund : 100 General Fund
Department : 00
Division : 00
Activity basic . . . : 22 Current Liability
Sub activity : 1 Other Deposits
Element : 31 Museum System
Object : 07 General Sponsorships

	<u>Debits</u>	<u>Credits</u>	<u>Account balance</u>
			857.00
Current :	.00	500.00	
Unposted :	.00	1,000.00	
Total :	.00	1,500.00	2,357.00

F7=Project data
F11=Account activity

F8=Misc inquiry
F12=Cancel

F16=Pending trans

F10=Detail trans
F24=More keys

AGENDA STATEMENT

PAGE NO. 17

ITEM NO. 5

MEETING DATE: April 16, 2014 – Finance Committee

TIME ESTIMATE: 2 Minutes

AGENDA ITEM TITLE: Resolution 2014-51-R Amending the FY 2014 Budget by Budgeting and Appropriating \$6,220 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, 2013 – March 31, 2014.

This resolution will budget and appropriate \$6,220 of State / Local Drug Seizure Funds in the General Fund.

**STAFF
RECOMMENDATION:** Approve Resolution 2014-51-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 Liability Account is \$102,523.72

**BUDGET/FISCAL
IMPACT:** \$6,220 – State / Local Drug Seizure

STAFF: Captain Tina P. Laguna, Administrative Services Division, (703) 257-8005

RESOLUTION 2014-51-R

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this 28^h day of April, 2014, 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	\$ 6,220
<u>Expenditures:</u>		
100-1730-421-62-00	PWC Reimbursements	\$ 6,220
<u>Actual Transfers:</u>		
100-0000-221-17-32	\$6,220.00	

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

CITY OF MANASSAS
Account Balance Inquiry

4/08/14
09:02:57

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 :	.00	.00	87,585.95
Unposted :	16,759.00	31,696.77	
Total :	16,759.00	31,696.77	102,523.72

F7=Project data
F11=Account activity

F8=Misc inquiry
F12=Cancel

F16=Pending trans

F10=Detail trans
F24=More keys



**CITY OF MANASSAS
POLICE DEPARTMENT**
Investigative Services Division
Memorandum



TO: Capt. T.P. Laguna, Administrative Services Division
FROM: Captain C.V. Crawford *CC*
Commander, Investigative Services Division
DATE: March 24, 2014
SUBJECT: Reimbursement of Buy Money Expenditures
(CALEA Standard 17.4.2, 43.1.3)

Please have a check processed in the amount \$4,300 for monies spent on cases by the Prince William County/Manassas/Manassas Park Narcotics Task Force between October 1, 2013 to December 31, 2013. Have the check sent to the following:

Prince William County, Director of Finance
Attn: Katherine Gaskins
Prince William County Police Department
#1 County Complex Court
Prince William, VA 22192-9201

Please have these funds budget and appropriated from the MCPD seizure account.

cc: Chief D. W. Keen
Lieutenant B. K. Larkin
Office of Professional Standards
Lieutenant D. M. Hess (PWCPD)
Tamara Sturm



COUNTY OF PRINCE WILLIAM


1 County Complex Court, Prince William, Virginia 22192-9201
(703) 792-6650 Metro 631-1703 FAX: (703) 792-7056

**POLICE DEPARTMENT
OFFICE OF THE CHIEF**

**Stephan M. Hudson
Chief of Police**

January 5, 2014

TO: Captain Carl V. Crawford
Commander, Investigative Services Bureau
Manassas City Police Department

FROM: Lieutenant Daniel M. Hess 
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, 2013 and December 31, 2013. These expenses were directly related to investigation of Manassas City cases.

Please direct a check for the total amount of **\$4,300.00** 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
LaToya Williams

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY





CITY OF MANASSAS
POLICE DEPARTMENT
Investigative Services Division
Memorandum



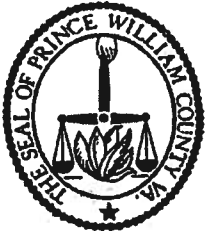
TO: Capt. T.P. Laguna, Administrative Services Division
FROM: Captain C.V. Crawford *CVC*
Commander, Investigative Services Division
DATE: March 27, 2014
SUBJECT: Reimbursement of Buy Money Expenditures
(CALEA Standard 17.4.2, 43.1.3)

Please have a check processed in the amount \$1,920.00 for monies spent on cases by the Prince William County/Manassas/Manassas Park Narcotics Task Force between January 1, 2014 to March 31st, 2014. Have the check sent to the following:

Prince William County, Director of Finance
Attn: Katherine Gaskins
Prince William County Police Department
#1 County Complex Court
Prince William, VA 22192-9201

Please have these funds budget and appropriated from the MCPD seizure account.

cc: Chief D. W. Keen
Lieutenant B. K. Larkin
Office of Professional Standards
Lieutenant D. M. Hess (PWCPD)
Tamara Sturm



COUNTY OF PRINCE WILLIAM


1 County Complex Court, Prince William, Virginia 22192-9201
(703) 792-6650 Metro 631-1703 FAX: (703) 792-7056

**POLICE DEPARTMENT
OFFICE OF THE CHIEF**

**Stephan M. Hudson
Chief of Police**

March 26, 2014

TO: Captain Carl V. Crawford
Commander, Investigative Services Bureau
Manassas City Police Department

FROM: Lieutenant Daniel M. Hess 
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 January 1, 2014 and March 31, 2014. These expenses were directly related to investigation of Manassas City cases.

Please direct a check for the total amount of **\$1,920.00** 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
LaToya Williams



AGENDA STATEMENTPAGE NO. 25ITEM NO. 6**MEETING DATE:** April 16, 2014 – Finance Committee**TIME ESTIMATE:** 2 Minutes

AGENDA ITEM TITLE: Resolution 2014-53-R Amending the FY 2014 Budget by Budgeting and Appropriating a \$85,091 Virginia Department of Aviation Grant for the East Corporate Hangar Site Development (Design/Construction), Accepting the Grant Amendment, and Authorizing the Mayor to Sign the Grant Agreement.

**DATE THIS ITEM WAS
LAST CONSIDERED
BY COUNCIL:** November 28, 2008 – City Council

**SUMMARY OF
ISSUE/TOPIC:** The Virginia Department of Aviation has increased the grant for the East Corporate Hangar Site Development Project. The new maximum obligation from the State is \$1,286,278.70. This amendment also extends the grant payment term to June 30, 2014.

This resolution will budget and appropriate \$85,091 in State Grant Revenue in the Airport Capital Projects Fund.

**STAFF
RECOMMENDATION:** Approve Resolution 2014-53-R and Authorize the Mayor to Sign the Agreement

**BOARD/COMMISSION/
COMMITTEE:** Airport Commission

RECOMMENDATION: ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

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

COMMENTS:

**DISCUSSION
(IF NECESSARY):** The format and content of this Grant Offer will be approved by the City Attorney.

**BUDGET/FISCAL
IMPACT:** \$85,091 – Additional State Grant for East Corporate Hangar Site Development Project

STAFF: Juan E. Rivera, Airport Director, (703) 361-1882

RESOLUTION 2014-53-R

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this 28th day of April, 2014, that the following funds be budgeted and appropriated as shown.

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
AIRPORT CAPITAL PROJECTS FUND:		
<u>Revenue:</u>		
575-0000-322-21-00	CP3757 State Grant	\$ 85,091
<u>Expenditure:</u>		
575-3757-505-39-00	CP3757 East Corporate Hangar Site Development	\$ 85,091

For: State Grant for East Corporate Hangar Site Development Project

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



Commonwealth of Virginia
Department of Aviation
5702 Gulfstream Road
Richmond, Virginia 23250-2422

Grant Amendment

Part I - Offer

Project Number: **CS0030-20**
Amendment Number: **5**
Date of Offer: **March 13, 2014**
Date of Offer Expiration: **May 13, 2014**

WHEREAS, the Commonwealth of Virginia (hereinafter referred to as the "Commonwealth"), acting by and through the Virginia Aviation Board (hereinafter referred to as the "Board") and/or the Department of Aviation (hereinafter referred to as the "Department"), has determined that, in the interests of the Commonwealth, the Grant Agreement relating to the following Project at **Manassas Regional Airport**

East Corporate Hangar Site Development (Design/Construction)

and entered into by and between the Commonwealth, acting by and through the Board and/or the Department, and the **City of Manassas** (hereinafter called "Sponsor"), and effective on **November 26, 2008**, and amended on January 20, 2011, November 28, 2011, November 14, 2012 and June 20, 2013 shall be further amended as hereinafter provided,

NOW, THEREFORE, WITNESSETH: That in consideration of the benefits to accrue to the parties hereto, the Board and/or the Department, acting for and on behalf of the Commonwealth, on the one part, and the Sponsor, on the other part, do hereby agree that the said Grant Agreement be, and the same hereby is, amended as follows:

Increase the maximum obligation of the Commonwealth of Virginia as provided in Part I from \$1,201,188.00 to \$1,286,278.70 (\$85,090.70 increase); and
Extend the Grant Payment Term as provided in Part I from December 31, 2013 to June 30, 2014.

The Sponsor's acceptance of this offer of Grant Amendment, with its terms and conditions, shall be evidenced by execution of this offer of Grant Amendment by, or on behalf of, the Sponsor, as hereinafter provided, and said offer of Grant Amendment and acceptance along with the Grant Agreement shall comprise the total Grant Amendment for the distribution of funds by the Department as authorized under §5.1-2.2 of the *Code of Virginia* (1950), as amended. This Grant Amendment shall become effective upon the Sponsor's acceptance and shall remain in full force as provided herein.

Commonwealth of Virginia
Department of Aviation


Randall P. Burdette
Executive Director

Date _____

Part II - Acceptance

The City of Manassas does hereby accept and agree to all the terms, conditions and assurances contained in this Grant Amendment.

Executed this _____ day of _____, 20____

City of Manassas

By _____

Title _____

Attest _____

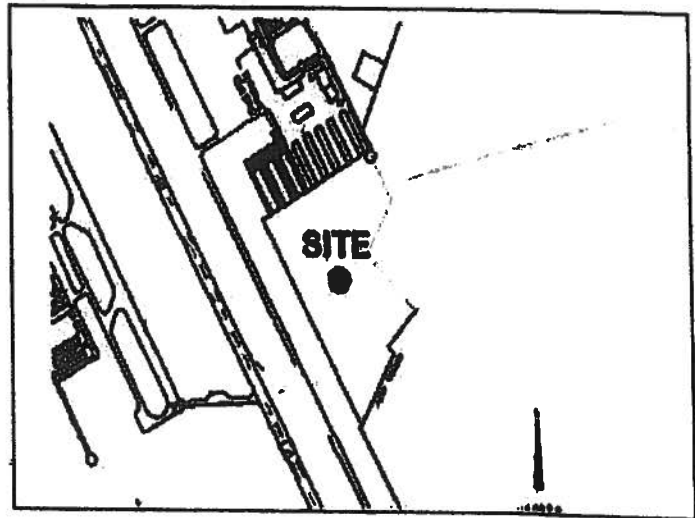
Title _____

FOR ACCEPTANCE TO CITY ATTORNEY
By Marti R. Crim
Date 3/25/14

City of Manassas		State Grant Number					
Airport Capital Project Fund (Fund 575)							
SE Corporate Hanger Site Development CP3757							
Project to Date							
As of 3/17/14							
CIP # A-51	Revenues					Expenditures	
	2005 C			Airport	Total	Total	
	Bonds	State	Federal	Operating Fund	Revenues	Expenditures	
BUDGET							
FY 2007 ORD#2007-76-O		-	-	50,000.00	50,000.00	50,000.00	
FY 2008 RES#2008-01-R				70,000.00	70,000.00	70,000.00	
FY 2009 RES #2009-29-R		1,201,188.00			1,201,188.00	1,201,188.00	
FY 2009 RES #2009-29-R	350,000.00				350,000.00	350,000.00	
FY 2010 RES #2010-59-R	(350,000.00)				(350,000.00)	(350,000.00)	
FY 2010 RES #2010-59-R	329,875.00	= interest on bonds			329,875.00	329,875.00	
Project to Date Budget	329,875.00	1,201,188.00	-	120,000.00	1,651,063.00	1,651,063.00	
ACTUAL							Cash Balance
FY 2007		-		50,000.00	50,000.00	-	50,000.00
FY 2008				70,000.00	70,000.00	49,336.74	70,663.26
FY 2009		101,564.75			101,564.75	153,186.54	19,041.47
FY 2010	329,875.44	520,342.11			850,217.55	718,380.87	150,878.15
FY 2011		317,494.38			317,494.38	383,696.06	84,676.47
FY 2012		99,402.27			99,402.27	261,014.34	(76,935.60)
FY 2013		24,312.28			24,312.28	161,646.13	(214,269.45)
Project to Date Actual	329,875.44	1,063,115.79	-	120,000.00	1,512,991.23	1,727,260.68	(214,269.45)
Remaining Budget Balance	0.44	(138,072.21)	-	-	(138,071.77)	(76,197.68)	
					Encumbrances	-	
					Budget Balance	(76,197.68)	
					Budget Balance per HTE	-	
					Difference	76,197.68	

A-051 - Site Preparation - SE Corporate Hangar Site Development

Change from Prior: No Change
Year Introduced: 2008
Associated Project: N/A
Project Type: Airport
Managing Dept: Airport
Account Number: 575-3757
Conforms With: Comprehensive Plan



Project Description:

Site development of the property on the southeast side of the airport, south of taxilane G - the area needs approximately 350,000 cubic yards of fill material placed in order to make the land usable for future development of corporate-style hangars.

Project Justification:

Once this site is completed, it will open the area up for development of revenue-producing corporate-style hangars. As the airport grows, there will be a greater need to house these types of aircraft.

Financial Summary (dollars in thousands):

Funding Source	5 Year CIP Total	Total Project	FY 2013 & Prior	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Future Years
General Fund	-	-	-	-	-	-	-	-	-
Enterprise Funds	-	120	120	-	-	-	-	-	-
MCPS Fund	-	-	-	-	-	-	-	-	-
Bonds	-	330	330	-	-	-	-	-	-
Other Local Government	-	-	-	-	-	-	-	-	-
State	-	1,201	1,201	-	-	-	-	-	-
Federal	-	-	-	-	-	-	-	-	-
Gas Taxes	-	-	-	-	-	-	-	-	-
Proffers	-	-	-	-	-	-	-	-	-
Storm Water Mgmt Fees	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total	-	1,651	1,651	-	-	-	-	-	-

Operating Budget Impacts (dollars in thousands):

FTE's	-	-	-	-	-	-	-	-	-
Revenue Offset	-	-	-	-	-	-	-	-	-
Facility Costs	-	-	-	-	-	-	-	-	-
Debt Service	165	660	99	33	33	33	33	33	396
Net Impact	165	660	99	33	33	33	33	33	396