

**FINANCE COMMITTEE**  
**WEDNESDAY, September 17, 2014**  
**SECOND FLOOR CONFERENCE ROOM**  
**CITY HALL - MANASSAS, VIRGINIA**  
**AGENDA**

**5:30 P.M. CALL TO ORDER**

- |   |                  |
|---|------------------|
| 1. Approve Minutes of the August 13, 2014, Finance Committee Meeting  | <b>1 Minute</b>  |
|   | <b>Page 1</b>    |
| <hr/>   |                  |
| 2. Resolution 2015-03-R Amending the FY 2014 Budget by Budgeting and Appropriating Federal and State Grant Revenue for the Following Police Grants:   | <b>6 Minutes</b> |
|   | <b>Page 3</b>    |
| (A) \$19,067 of Federal Grant Revenue for the 2014 Justice Assistance Grant;  |                  |
| (B) \$ 9,969 of Federal Revenue for the 2014 Bulletproof Vest Partnership; and  |                  |
| (C) \$18,718 of State Grant Revenue for the 2015 DMV Selective Enforcement Grant<br>(Hurley/Alfonso)  |                  |
| <hr/>   |                  |
| 3. Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$2,455 from the State / Local Drug Seizure Funds for Police Department Investigations (Laguna)                          | <b>2 Minutes</b> |
|   | <b>Page 11</b>   |
| <hr/>   |                  |
| 4. Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$1,500 of Museum Sponsorship Revenue for the "What's Under Your Feet" Exhibit (Dellinger/Via-Gossman)                   | <b>2 Minutes</b> |
|   | <b>Page 15</b>   |
| <hr/>   |                  |
| 5. Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$7,500 for the 2014 Local Emergency Management Performance Grant (LEMPG) (Bowman/Teegan)                                | <b>2 Minutes</b> |
|   | <b>Page 17</b>   |
| <hr/>   |                  |
| 6. Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$926,400 of Micron C&I Revenue and \$262,500 of Electric Fund Fund Balance for Micron Gas Turbine Repair Project (Moon) | <b>5 Minutes</b> |
|   | <b>Page 23</b>   |
| <hr/>   |                  |
| 7. Consideration of Ordinance O-2015-08 Establishing a Fee Schedule for Utilities – Electric Service (Simpson)  | <b>2 Minutes</b> |
|   | <b>Page 25</b>   |
| <hr/>   |                  |

8. Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating State and Federal Grant Revenue and Required Local Matches for Airport Capital Projects: **2 Minutes**  
**Page 33**

(A) \$4,208 in Additional State Grant Revenue from Virginia Department of Aviation for Replacing the Security Access System Capital Project

(B) \$1,511 in Additional State Grant Revenue from Virginia Department of Aviation and \$378 in Additional Local Contribution from Airport Fund for Airport Runway and Taxiway Re-Striping Capital Project

(C) \$641,804 in Additional Federal Grant Revenue from the Federal Aviation Administration and \$14,262 in Additional Local Contribution from Airport Fund for Taxiway D Construction Capital Project

(Rivera)

9. Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$10,000 in State Grant Revenue from the Virginia Department of Aviation for the Development of an Airport Financial Plan and Authorize the Mayor to Sign the Grant on Behalf of the City Council (Rivera) **2 Minutes**  
**Page 43**

- 10 Resolution 2014-59-R Amending the FY 2014 Budget by Budgeting and Appropriating \$99,305 of General Fund Contingency for Family Services; \$84,853 of State Revenue and \$10,544 of Federal Revenue for the 811 IV-E Foster Care Program; and \$105,298 of State Revenue for Comprehensive Services Act (CSA) for At-Risk Youth and Families (King/Bell) **10 Minutes**  
**Page 53**

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#### **City Manager's Time**

- CY 2015 Finance Committee Calendar
  - FY 2015 Bond Issue for Schools
- 

## **ADJOURNMENT**

cc: Mayor  
Council Members  
W. Patrick Pate

Paul York  
Diane Bergeron  
Tamara Sturm

**MINUTES OF THE CITY COUNCIL FINANCE COMMITTEE  
WEDNESDAY, AUGUST 13, 2014  
SECOND FLOOR CONFERENCE ROOM  
CITY HALL - MANASSAS, VA**

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

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

**OTHERS PRESENT:** Mayor Harry J. Parrish II, City Manager W. Patrick Pate, Finance and Administration Director Paul York, Budget Manager Diane Bergeron, Public Works & Utilities Director Mike Moon, Deputy Director of Water and Sewer Tony Dawood, Assistant Public Works Director Patrick Moore

**GUESTS PRESENT:** None

The meeting was called to order at 5:30 p.m. by Chairman Marc Aveni.

**AGENDA ITEM #1 Approve Minutes of the July 30, 2014, Finance Committee Meeting**

A motion was made and seconded to approve the minutes of the July 30, 2014, Finance Committee Meeting. The Committee approved (2/0).

**AGENDA ITEM #2 Resolution 2015-02-R Amending the FY 2015 Budget by Budgeting and Appropriating \$1,804,500 in State Revenue Sharing Revenue and \$400,000 in Northern Virginia Transportation Authority Revenue for the Prince William Street Transportation Project**

Patrick Moore presented Staff's recommendation to amend the FY 2015 Budget by budgeting and appropriating \$1,804,500 in State Revenue Sharing Revenue and \$400,000 in Northern Virginia Transportation Authority Revenue for the Prince William Street Transportation Project. The committee approved (2/0). This item will be forwarded to the September 8, 2014, City Council meeting.

**AGENDA ITEM # 3 Resolution 2015-02-R Amending the FY 2015 Budget by Budgeting and Appropriating \$103,000 in State Revenue Sharing Revenue for the Mosby Street/Peabody Street Intersection Improvements Project**

Patrick Moore presented Staff's recommendation to amend the FY 2015 Budget by budgeting and appropriating \$103,000 in State Revenue Sharing Revenue for the Mosby Street/Peabody Street Intersection Improvements Project. The Committee approved (2/0). This item will be forwarded to the September 8, 2014, City Council meeting for consideration.

**AGENDA ITEM # 4 Resolution 2015-02-R Amending the FY 2015 Budget by Budgeting and Appropriating \$863,000 of Federal Congestion Mitigation and Air Quality Funds for Traffic Signal Upgrades Phase II Project**

Patrick Moore presented Staff's recommendation to amend the FY 2015 Budget by budgeting and appropriating \$863,000 of Federal Congestion Mitigation and Air Quality Funds for Traffic Signal Upgrades Phase II Project. The Committee approved (2/0). This item will be forwarded to the September 8, 2014, City Council meeting for consideration.

**AGENDA ITEM # 5 Advancing Funds from Capital Reserves to the Northern Virginia Transportation Authority Fund**

Paul York presented Staff's recommendation to advance funds from Capital Reserves to the Northern Virginia Transportation Authority Fund. The Committee approved (2/0). This item will be forwarded to the September 8, 2014, City Council meeting for consideration.

**ITEM # 6 (Not on Agenda) Resolution 2015-02-R Amending the FY 2015 Budget by Budgeting and Appropriating \$60,000 of Sewer Fund Balance for Micron Pond Piping Remedial Project**

Tony Dawood presented Staff's recommendation to proceed with the award of an engineering design contract in the amount of \$60,000 for the Micron Pond Piping Remedial Project. The Committee approved the design and engineering phase of the project and will consider amending the FY 2015 Budget after the cost estimate is submitted (2/0).

**City Manager's Time**

- Update on School Bond Issue

The meeting was adjourned at 6:18 p.m. by Chairman Aveni.

## AGENDA STATEMENT

PAGE NO. 3

ITEM NO. 2

MEETING DATE: September 17, 2014 – Finance Committee

TIME ESTIMATE: 6 Minutes

AGENDA ITEM TITLE: Resolution 2015-03-R Amending the FY 2014 Budget by Budgeting and Appropriating Federal and State Grant Revenue for the Following Police Grants:

- (A) \$19,067 of Federal Grant Revenue for the 2014 Justice Assistance Grant,
- (B) \$ 9,969 of Federal Revenue for the 2014 Bulletproof Vest Partnership, and
- (C) \$18,718 of State Grant Revenue for the 2015 DMV Selective Enforcement Grant

DATE THIS ITEM WAS  
LAST CONSIDERED  
BY COUNCIL:

N/A

SUMMARY OF  
ISSUE/TOPIC:

(A)

The City of Manassas Police Department has received an award notification for the 2014 Edward Byrne Memorial Justice Assistance Grant (JAG) from the Department of Justice Office of Justice Programs Bureau of Justice Assistance in the amount of \$19,067. On June 11, 2014, the Police Department presented staff's grant application to the Finance Committee as required by the grant terms and conditions. The grant performance period is October 1, 2013 to September 30, 2015. There is no local match required for this grant.

The grant funds will be used for the purchase of a digital evidence management system and in-car cameras. The equipment and supplies acquired will assist in the successful prosecution of criminal cases as well as documenting police and citizen encounters.

(B)

The City of Manassas Police Department has been awarded \$9,968.34 under the Department of Justice Bureau of Justice Assistance Bulletproof Vest Partnership. The period of this grant is April 1, 2014 to August 31, 2016. Funds awarded under this grant will be used to cover 50% of the replacement/purchase costs of ballistic vests. The City's local match of 50% is available in the Police Department's FY 2015 Operating Budget. The department has a mandatory wear policy in effect for vests and as such, every officer is provided with a vest. Each ballistic vest has a manufacturer warranty of 5 years, at which time, it is replaced.

(C)

The Police Department has received a grant award notice from the Commonwealth of Virginia, Department of Motor Vehicles (DMV) for the FY 2015 Selective Speed Enforcement Project in the amount of \$18,718 with a \$9,359 (50%) in-kind local match.

Funds from the grant will be used to fund the following: officers' overtime to work specialized traffic enforcement details targeting aggressive drivers, speeding, occupant protection, etc., and the purchase of two (2) handheld LIDAR speed measurement devices. The required local match will be paid as fuel & vehicle maintenance for the patrol vehicles used during traffic enforcement details. The match funds are available in the Police Department's FY 2015 Operating Budget.

This resolution will budget and appropriate \$29,035 of Federal Grant Revenue and \$18,718 of State Grant Revenue in the General Fund.

**STAFF**

**RECOMMENDATION:** Approve Resolution 2015-03-R

**BOARD/COMMISSION/  
COMMITTEE:**

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

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

**COMMENTS:**

**DISCUSSION  
(IF NECESSARY):**

**BUDGET/FISCAL  
IMPACT:** (A) \$19,067 – Federal Grant Revenue for the 2014 Justice Assistance Grant

(B) \$18,718 – State Grant Revenue

\$ 9,359 – Local Match

**\$28,077 TOTAL 2015 DMV SELECTIVE ENFORCEMENT GRANT**

(C) \$ 9,969 – Federal Grant Revenue

\$ 9,969 – Local Match

**\$19,938 – TOTAL 2014 BULLETPROOF VEST PARTNERSHIP GRANT**

**STAFF:**

Nancy Hurley, Fiscal Specialist – Public Safety, (703) 257-8065  
Lieutenant Elia Alfonso, Special Projects Office, (703) 257-8039



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**GRANT MANAGER'S MEMORANDUM, PT. I:  
PROJECT SUMMARY**

**Grant**

PROJECT NUMBER

2014-DJ-BX-0796

PAGE 1 OF 1

This project is supported under FY14(BJA - JAG) 42 USC 3750, et seq.

**1. STAFF CONTACT (Name & telephone number)**

Samuel K. Beamon  
(202) 353-8592

**2. PROJECT DIRECTOR (Name, address & telephone number)**

Elis Alfonso  
Lieutenant  
9518 Fairview Ave  
Manassas, VA 20110-5829  
(703) 257-8039

**3a. TITLE OF THE PROGRAM**

BJA FY 14 Edward Byrne Memorial Justice Assistance Grant (JAG) Program: Local

**3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)**

**4. TITLE OF PROJECT**

Capturing & Managing Digital Evidence in the Field

**5. NAME & ADDRESS OF GRANTEE**

City of Manassas  
9027 Center Street  
Manassas, VA 20110

**6. NAME & ADDRESS OF SUBGRANTEE**

**7. PROGRAM PERIOD**

FROM: 10/01/2013 TO: 09/30/2015

**8. BUDGET PERIOD**

FROM: 10/01/2013 TO: 09/30/2015

**9. AMOUNT OF AWARD**

\$ 19,067

**10. DATE OF AWARD**

08/28/2014

**11. SECOND YEAR'S BUDGET**

**12. SECOND YEAR'S BUDGET AMOUNT**

**13. THIRD YEAR'S BUDGET PERIOD**

**14. THIRD YEAR'S BUDGET AMOUNT**

**15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)**

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and units of local government, including tribes, to support a broad range of activities to prevent and control crime based on their own state and local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice, including for any one or more of the following program areas: 1) law enforcement programs; 2) prosecution and court programs; 3) prevention and education programs; 4) corrections and community corrections programs; 5) drug treatment and enforcement programs; 6) planning, evaluation, and technology improvement programs; and 7) crime victim and witness programs (other than compensation).

The city of Manassas will utilize its Fiscal Year 2014 JAG award to support the police department by purchasing a digital evidence management system and in-car cameras. The equipment and supplies acquired will assist in the successful prosecution of criminal cases as well as documenting police and citizen encounters.  
NCA/NCF



**1. Registration**1.1 [Agency Information](#)1.2 [Agency Contacts](#)**2. Application**2.1 [Application Profile](#)2.2 [Manage Application](#)2.3 [Review Application](#)2.4 [Submit Application](#)**3. Payment**3.1 [Bank Information](#)3.2 [Print Bank Form](#)3.3 [Manage Receipts](#)3.4 [Payment Request](#)3.5 [Payment History](#)**4. Status**4.1 [Current Status](#)4.2 [LEA Status](#)4.3 [Application History](#)**5. Personal Information**5.1 [User Profile](#)5.2 [Change Password](#)

**BVP HELP DESK**  
(Toll-Free 1-877-758-3787)

[/ NIJ Standards](#) [/ Glossary](#) [/ BVP Manuals](#)

Section Status > Current Status > Jurisdiction Current  
Status

OMB #1121-0235  
(Expires:  
10/31/2016)

**MANASSAS CITY, VA**

This "Status" page shows any pending actions that must be completed prior to program deadlines. It also provides you with payment(s) status for tracking your requests for approved funds.

- Red **X**'s Indicate your attention is needed in order to complete a task for action.

**CURRENT ACTIVITY STATUS**

Application **✓** Approved by BVP [View Details](#)

**AVAILABLE AWARDS**

ATTN	Fiscal Year	Award Amount	Total Paid	Total Requests	Eligible Balance	Expiration Date
<b>X</b>	2012	\$6,187.50	\$4,492.25	\$0.00	\$1,695.25	10/17/2014
	2014	\$9,968.34	\$0.00	\$0.00	\$9,968.34	08/31/2016



**Purpose:** Virginia's Highway Safety Program Sub Grantees use this form to certify and assure that they will fully comply with all terms of the Highway Safety Grant Agreement.

**Instructions:** Sub Grantees must read the contract, complete all applicable information on the first page, initial the subsequent pages, and return all pages to the Department of Motor Vehicles.

This Highway Safety Grant Agreement is entered into between the Virginia Department of Motor Vehicles (hereinafter "Department"), 2300 West Broad Street, Richmond, Virginia 23220, and the following:

Sub Grantee: Manassas City  
Project Title: Selective Enforcement - Speed  
Project Number/CFDA Number: SC-2015-55207-5946-20.600  
Grant Award Amount: \$18,718.00

Source of funds obligated to this award: U.S. Department of Transportation National Highway Traffic Safety Administration  
Period of Performance for this project (hereinafter "Grant Period"): From October 1, 2014, or the date the Highway Safety Grant Agreement is signed by the Director, Virginia Highway Safety Office (whichever is later) through September 30, 2015. Allow 21 days for the Department to complete its review and signature. **FINAL VOUCHER IS DUE ON OR BEFORE NOVEMBER 5, 2015.**

In performing its responsibilities under this Highway Safety Grant Agreement, the Sub Grantee certifies and assures that it will fully comply with the following:

- Applicable Department regulations and policies and state and federal laws, regulations, and policies
- Statement of Work and Special Conditions and an Approved Budget, included with this Highway Safety Grant Agreement
- General Terms and Conditions, also included with this Highway Safety Grant Agreement

Sub Grantee's signature below indicates that the Sub Grantee has read, understands and agrees to fully comply with all terms and conditions of this Highway Safety Grant Agreement without alteration. This Highway Safety Grant Agreement (hereinafter "Grant Agreement"), consisting of this certification; the attached Statement of Work and Special Conditions; the attached General Terms and Conditions; the attached Project Budget; the Sub Grantee's proposal; and the letter awarding the grant to the Sub Grantee constitutes the entire agreement between the Department and the Sub Grantee, supersedes any prior oral or written agreement between the parties and may not be modified except by written agreement as provided herein. Where any conflict arises between terms, the following is the order of governance of one term over another: (1) applicable Department regulations and policies, except where superseded by federal laws, regulations, or policies; (2) applicable state laws, regulations, and policies, except where superseded by federal laws, regulations, or policies; (3) applicable federal laws, regulations, and policies; (4) Statement of Work and Special Conditions; (5) General Terms and Conditions; (6) Project Budget; (7) Sub Grantee's proposal; and (8) grant award letter.

#### SIGNATURES OF AUTHORIZED APPROVING OFFICIALS

**For Sub Grantee:**

Lieutenant Elia Alfonso  
Name and Title of Project Director (print)

#35  
Signature

William Patrick Pate City Manager  
Name and Title of Authorized Approving Official (print)

Sub Grantee's DUNS Number 030242448

Does your locality/legal entity expend \$500,000 or more annually in total federal funds? (check one) ☒ Yes ☐ No

[Signature]  
Signature

8/27/14  
Date

**For Virginia Department of Motor Vehicles:**

John Saunders  
Director, Virginia Highway Safety Office (print)

Signature

Date



Department of Motor Vehicles  
Grant Budget Lines

Date Run: 09- JUL- 2014

SC- 2015 - 55207 - 5946 - Manassas City

PM: Bob Weakley

Project Director Initials

Date 8/27/14

Category	Line Item Desc	Qty	Individual Cost	Total Cost	Fed Fund Amount	Matching Funds
Personnel	400 Overtime hours @ 40.00/hr. speed selective enforcement	1	16,000.00	16,000.00	16,000.00	0.00
Other Direct Costs	Match: Fuel and Vehicle Maintenance	1	9,359.00	9,359.00	0.00	9,359.00
Equipment	Handheld Radar (shipping and handling included)	2	1,359.00	2,718.00	2,718.00	0.00
			<b>Total:</b>	<b>28,077.00</b>	<b>18,718.00</b>	<b>9,359.00</b>



## AGENDA STATEMENT

PAGE NO. 11

ITEM NO. 3

**MEETING DATE:** September 17, 2014 – Finance Committee

**TIME ESTIMATE:** 2 Minutes

**AGENDA ITEM TITLE:** Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$2,455 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 of \$2,455 will cover expenditures for the period of April 1, 2014 – June 30, 2014.

This resolution will budget and appropriate \$2,455 of State / Local Drug Seizure Funds in the General Fund.

**STAFF  
RECOMMENDATION:** Approve Resolution 2015-03-R

**BOARD/COMMISSION/  
COMMITTEE:**

**RECOMMENDATION:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

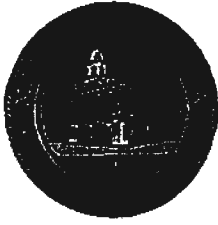
**CITY MANAGER:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

**COMMENTS:**

**DISCUSSION  
(IF NECESSARY):** The balance in the State / Local Drug Seizure Liability Account is \$95,797.18

**BUDGET/FISCAL  
IMPACT:** \$2,455 – State / Local Drug Seizure

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



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



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**TO:** Capt. T.P. Laguna, Administrative Services Division  
**FROM:** Captain C.V. Crawford  
Commander, Investigative Services Division  
**DATE:** August 28, 2014  
**SUBJECT:** Reimbursement of Buy Money Expenditures  
(CALEA Standard 17.4.2, 43.1.3)

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Please have a check processed in the amount \$2,455.00 for monies spent on cases by the Prince William County/Manassas/Manassas Park Narcotics Task Force between April 1, 2014 to June 30<sup>th</sup>, 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  
Lieutenant D. M. Hess  
Office of Professional Standards



## 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**

July 9, 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 April 1, 2014 and June 30, 2014. These expenses were directly related to investigation of Manassas City cases.

Please direct a check for the total amount of **\$2,455.00** 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

**COPY**



GM200I02  
Fiscal year 2015

CITY OF MANASSAS  
Account Balance Inquiry

9/09/14  
13:10:20

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>
			.00
Current . . . . . :	.00	95,797.18	
Unposted . . . . . :	.00	.00	
Total . . . . . :	.00	95,797.18	95,797.18

F7=Project data  
F11=Account activity

F8=Misc inquiry  
F12=Cancel

F16=Pending trans

F10=Detail trans  
F24=More keys



## AGENDA STATEMENT

PAGE NO. 15

ITEM NO. 4

**MEETING DATE:** September 17, 2014 – Finance Committee

**TIME ESTIMATE:** 2 Minutes

**AGENDA ITEM TITLE:** Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$1,500 of Museum Sponsorship Revenue for the "What's Under Your Feet" Exhibit

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

N/A

**SUMMARY OF  
ISSUE/TOPIC:**

A Prince William County resident has donated money to sponsor a portion of the exhibit "What's Under Your Feet" at the Manassas Museum. It is an archaeological exhibit focusing on artifacts from Manassas properties. The exhibit will run from October 24, 2014 thru December 31, 2014.

This resolution will budget and appropriate \$1,500 of Donation Revenue in the General Fund.

**STAFF**

**RECOMMENDATION:** Approve Resolution 2015-03-R

**BOARD/COMMISSION/  
COMMITTEE:**

**RECOMMENDATION:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

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

**COMMENTS:**

**DISCUSSION  
(IF NECESSARY):**

**BUDGET/FISCAL  
IMPACT:**

\$1,500 – Sponsorship Revenue

**STAFF:**

Mary Helen Dellinger, Museum Curator, (703) 257-8452

Elizabeth S. Via-Gossman, Community Development Director, (703) 257-8224

CITY OF MANASSAS  
Cash Receipts Transaction8/29/14  
12:03:21

Group number . . . . . : 1126 CR CASH RECEIPTS  
Accounting period . . . : 02/2015 mm/yyyy  
Posting date . . . . . : 08/22/2014 mm/dd/yyyy

## Transaction information:

Transaction date . . . . . : 08/21/2014 mm/dd/yyyy  
Receipt number . . . . . : 0003364  
Account number . . . . . : 100-0000-221.31-07 General Sponsorships  
Project number . . . . . :  
Transaction amount . . . : 1,500.00  
Description 1 . . . . . : MUSEUM DONATION/EXHIBIT  
Description 2 . . . . . : HCAHILL 08/21/14 00  
Transaction type code . :  
Bank code . . . . . : 0

Press Enter to continue.

F3=Exit F12=Cancel F15=Group Inquiry

F20=Imaging

AGENDA STATEMENT

PAGE NO. 17  
ITEM NO. 5

MEETING DATE: September 17, 2014 – Finance Committee

TIME ESTIMATE: 2 Minutes

AGENDA ITEM TITLE: Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$7,500 for the 2014 Local Emergency Management Performance Grant (LEMPG)

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

SUMMARY OF  
ISSUE/TOPIC: The Virginia Department of Emergency Management (VDEM) allocated \$7,500 to the City of Manassas for the 2014 Local Emergency Management Performance Grant (LEMPG). A one to one match is required. An "in-kind" match of \$7,500 will come from the Emergency Management Coordinator's salary (Chief Brett R. Bowman). The period of performance is July 1, 2014 – June 30, 2015.

Funds will be used to support various Emergency Management functions including training, equipment purchases for the EOC, and community outreach material.

This resolution will budget and appropriate \$7,500 of State Grant Revenue in the Fire and Rescue Fund.

STAFF  
RECOMMENDATION: Approve Resolution 2015-03-R

BOARD/COMMISSION/  
COMMITTEE:

RECOMMENDATION:      Approve      Disapprove      Reviewed      See Comments

CITY MANAGER:      Approve      Disapprove      Reviewed      See Comments

COMMENTS: \_\_\_\_\_

DISCUSSION  
(IF NECESSARY):

BUDGET/FISCAL  
IMPACT: \$ 7,500 – State Grant Revenue  
\$ 7,500 – Local Match  
\$15,000 – Total 2014 LEMPG Grant

STAFF: Chief Brett R. Bowman – Fire and Rescue Department 703-257-8458  
Fire Marshal Francis J. Teevan 703-257-8455



**COMMONWEALTH of VIRGINIA**  
*Department of Emergency Management*

JEFFREY D. STERN  
State Coordinator

BRETT A BURDICK  
Deputy Coordinator

10501 Trade Court  
North Chesterfield, Virginia 23236-3713  
(804) 897-6500  
(TDD) 674-2417  
FAX (804) 897-6506

June 5, 2014

Mr. William Patrick Pate  
City Manager  
City of Manassas  
Post Office Box 560  
Manassas, Virginia 20108

RE: FY 2014 Emergency Management Performance Grant

Dear Mr. Pate:

The Virginia Department of Emergency Management (VDEM) is pleased to announce the allocation of the **2014 Emergency Management Performance Grant (EMPG) (CFDA # 97.042)** from the U. S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA). Appropriation Authority for this program is *the Department of Homeland Security Appropriations Act, 2014 (Public Law 113-76)*. Your locality has been allocated funding for:

Project Title: 2014 Local Emergency Management Performance Grant (LEMPG)

Federal Grant Allocation:	\$7,500.00
Recipient's Required Cost Share/Match Amount:	\$7,500.00
Total Project:	\$15,000.00

The purpose of the EMPG Program is to make grants to states to assist state and local governments in preparing for all hazards as authorized by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (42 U.S.C. 5121 et seq.). Title VI of the *Stafford Act* authorizes FEMA to make grants for the purpose of providing a system of emergency preparedness for the protection of life and property in the United States from hazards and to vest responsibility for emergency preparedness jointly in the federal government, states, and their political subdivisions. The federal government, through the EMPG Program, provides necessary direction, coordination, and guidance, and provides necessary assistance, as authorized in this title so that a comprehensive emergency preparedness system exists for all hazards.

*"Working to Protect People, Property and Our Communities"*

The FY 2014 EMPG Program plays an important role in the implementation of Presidential Policy Directive 8 (PPD-8) by supporting the development and sustainment of core capabilities. Core capabilities are essential for the execution of each of the five mission areas outlined in the National Preparedness Goal (NPG). The development and sustainment of these core capabilities are not exclusive to any single level of government or organization, but rather require the combined effort of the whole community. The FY 2014 EMPG Program supports all core capabilities in the prevention, protection, mitigation, response, and recovery mission areas based on allowable costs. Examples of tangible outcomes from the EMPG Program include building and sustaining emergency management capabilities through:

- Building and sustaining core capabilities identified in the NPG,
- Approved emergency plans,
- Completion of Threat and Hazard Identification Risk Assessment (THIRA),
- Development and maintenance of multi-year Training and Exercise Plans (TEPs)
- Targeted training and verification of personnel capability, and
- Whole Community approach to security and emergency management.

VDEM recognizes the critical role of emergency management at the local level. Strong local emergency management programs keep the Commonwealth safer, and allow state and local government to respond and recover effectively and efficiently when an emergency or disaster occurs. The objective of the LEMPG, then, is to support your locality's efforts to develop and maintain a Comprehensive Emergency Management Program.

Attached to this letter are the Work Elements. These Work Elements describe the items to be completed by your locality during the period of performance and are designed to enhance local capabilities in the areas of planning, training and exercises, situational awareness and capability reporting. Your VDEM regional coordinator can provide technical assistance and advice in completing these Work Elements. Please return the signed Work Elements with your grant application package. A final review report will be disseminated to your locality's emergency management coordinator by your VDEM regional coordinator later this year. The final review report summarizes your locality's compliance with the Work Elements and is due back to the grant management office no later than **July 15, 2015**.

The obligation period for this program is **July 1, 2014 to June 30, 2015**. Reimbursements may be requested for items procured during this period consistent with the project intent. As a reminder, organizations that spend more than \$500,000 in DHS funds during a fiscal year are subject to an independent audit per OMB circular A-133.

All projects must comply with Environmental and Historic Preservation (EHP) requirements. Sub-recipients must not obligate and/or expend any (federal and/or non-federal matching) funds on any project having the potential to impact environments planning and historical preservation resources without the prior approval of FEMA. A current EHP review evaluation form must be submitted as part of the VDEM application. For more information, please visit <http://www.vaemergency.gov/em-community/grants/> or contact your grant specialist.

All applicants are required to submit a completed VDEM grant package and the electronic grants on-line budget application. In order to complete the on-line budget, please follow these instructions:

**Step 1: Please go on-line to the eGMS Grants System at <https://www.ttegms.com/virginia/login.cfm>.** After logging in, you will see a welcome screen. Click on Grant Management and then on Budget Application from the drop-down menu. Click the link named 2014 Local Emergency Management Performance Grant (LEMPG) to complete your on-line budget application.

**Step 2:** The remaining required forms are attached and can also be found on VDEM's website and in the eGMS. Below is a list of the documents that comprise the VDEM grant application package:

- Online Budget (eGMS)
- POC Form
- EHP Evaluation Form
- Grant Assurances Form
- FEMA 20-16C Form
- SF-LLL – Certification Regarding Lobby Form

In FY 2014, the federal share of the cost of an activity carried out using funds made available under the program shall not exceed 50% of the total budget. Cost match (cash or in-kind) requirement, as authorized by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (Public Law 93-288), as amended, 42 U.S.C. 5121-5207, specifically, Title VI, sections 611(j) and 613. Unless otherwise authorized by law, federal funds cannot be matched with other federal funds.

FEMA administers cost matching requirements in accordance with 44 CFR §13.24, which is located at [http://www.access.gpo.gov/nara/cfr/waisidx\\_07/44cfrv1\\_07.html](http://www.access.gpo.gov/nara/cfr/waisidx_07/44cfrv1_07.html), or 2 CFR §215.23, which is located at [http://www.access.gpo.gov/nara/cfr/waisidx\\_07/2cfrv1\\_07.html](http://www.access.gpo.gov/nara/cfr/waisidx_07/2cfrv1_07.html). To meet matching requirements, the grantee contributions must be reasonable, allowable, allocable, and necessary under the grant program and must comply with all federal requirements and regulations.

Management and administration (M&A) activities are those defined as directly relating to the management and administration of EMPG Program funds, such as financial management and monitoring. It should be noted that salaries of state and local emergency managers are not typically categorized as M&A, unless the state or local emergency management agency (EMA) chooses to assign personnel to specific M&A activities. The state EMA may use up to 5% for M&A purposes. In addition, local EMAs may retain and use up to 5% from the state for local M&A purposes.

Mr. William Patrick Pate  
Page 4  
June 5, 2014

All successful applicants for all DHS grant and cooperative agreements are required to comply with DHS Standard Administrative Terms and Conditions available within Section 6.1.1 of <http://www.dhs.gov/xlibrary/assets/cfo-financial-management-policy-manual.pdf>. Upon approval of an application, the award will be made in the form of a grant. The date the approval of award is entered in the system is the "award date." Notification of award approval is made through the eGMS Grants System through an automatic e-mail to the sub-grantee point of contact listed in the initial application. Follow the directions in the notification to accept your award documents. The authorized grant official should carefully read the award package for instructions on administering the grant and to learn more about the terms and conditions associated with responsibilities under federal awards.

Sub-grantees are obligated to submit progress reports as a condition of their award acceptance. Subgrantee Quarterly Reports must be submitted to the VDEM Grant Administrator on a quarterly basis through email and later through the eGMS System. The Subgrantee Quarterly Report must be based on the approved EMPG Program Work Plan. The Subgrantee Quarterly Report is available at <http://www.vaemergency.gov/em-community/grants/all-grant-forms>. Sub-grantees are required to report on progress towards implementing plans described in their application.

Within 30 days after the end of the period of performance sub-grantees must submit a final progress report detailing all accomplishments throughout the period of performance along with the completed Work Elements. After these reports have been reviewed and approved by VDEM's Grant Office and regional coordinators, a close-out notice will be completed to close out the grant. The notice will indicate the period of performance as closed, list any remaining funds that will be deobligated, and address the requirement of maintaining the grant records for five years from the date of the final report. The grantee is responsible for returning any funds that have been drawn down, but remain as unliquidated on grantee financial records.

Please review and sign the required documents and return them to the Grants Management Office by July 7, 2014. If you have any questions regarding this award, please contact Kerry Stuver at the VDEM Grants Management Office at (804) 897-9763.

Sincerely,



Jeffrey D. Stern

JDS/ks

c: Brett Bowman, Fire Chief/Emergency Management, City of Manassas  
Virgil Gray, Region 7 Coordinator, VDEM

*"Working to Protect People, Property and Our Communities"*





**AGENDA STATEMENT**PAGE NO. 23ITEM NO. 6**MEETING DATE:** September 17, 2014 – Finance Committee**TIME ESTIMATE:** 5 Minutes**AGENDA ITEM TITLE:** Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$926,400 of Micron C&I Revenue and \$262,500 of Electric Fund Fund Balance for Micron Gas Turbine Repair Project**DATE THIS ITEM WAS  
LAST CONSIDERED  
BY COUNCIL:** N/A**SUMMARY OF  
ISSUE/TOPIC:**

The 11 MW gas turbine owned by the City for the benefit of Micron is in need of significant repairs. The City solicited a quotation for the repair work as well as controls upgrade from Alba Power. This proposal is to repair the gas turbine, upgrade the controls, reinstall the unit, and repair the building. The total estimated cost of this work will be \$1,188,900. The City will apply \$262,500 in funds already received from Micron to the initial payment owed to Alba Power for the repair and controls work. In addition, Alba Power will bill the City, the City will bill Micron, and Micron agrees to pay twenty-four (24) monthly payments of \$34,750 starting in October 2014. The City will bill and Micron agrees to pay the remainder of the project costs in twelve (12) monthly installments starting in October 2014.

This resolution will budget and appropriate \$926,400 of Micron C&I Revenue and \$262,500 of Electric Fund Fund Balance in the Electric Fund.

**STAFF****RECOMMENDATION:** Approve Resolution 2015-03-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):****BUDGET/FISCAL  
IMPACT:**  
\$ 926,400 – Micron C&I Revenue  
\$ 262,500 – Electric Fund Fund Balance  
\$1,188,900 – Micron Gas Turbine Project**STAFF:** Mike Moon, Public Works & Utilities Director, (703) 257-8226

## **Micron Gas Turbine Repair Project**

### **FY 2015 Payments:**

Alba Power (Engineer)	\$10,000
Alba Power Down Payment	243,800
Alba Power (9 Months)	312,750
Daffen	35,000
<u>White Line Construction</u>	<u>43,000</u>
<b>FY 2015 Total</b>	<b>\$644,550</b>

### **Estimated Expenditures:**

Alba Power (Engineer)	\$10,000
Alba Power	1,084,000
Daffen	35,000
Acceptance Testing	16,000
<u>White Line Construction</u>	<u>43,900</u>
<b>Total Expenditures</b>	<b>\$1,188,900</b>

### **Estimated Revenues:**

Micron – Nine Monthly Payments FY 2015	\$382,050
Micron – Twelve Monthly Payments FY 2016	440,100
Micron – Three Monthly Payments FY 2017	104,250
<u>Electric Fund Fund Balance</u>	<u>262,500</u>
<b>Total Revenues</b>	<b>\$1,188,900</b>

## AGENDA STATEMENT

PAGE NO. 25

ITEM NO. 7

**MEETING DATE:** September 17, 2014 – Finance Committee

**TIME ESTIMATE:** 2 Minutes

**AGENDA ITEM TITLE:** Consideration of Ordinance O-2015-08 Establishing a Fee Schedule for Utilities – Electric Service

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

**SUMMARY OF  
ISSUE/TOPIC:**

Most utilities installing AMI meters have developed a policy for customers who are opposed to having an AMI meter installed on their house. Because of the costs to the utility associated with opting out, staff recommends the adoption of a policy that will allow customers to opt-out through the payment of a one-time fee of \$75 and a monthly fee of \$12.

Staff recommends increasing the electric meter testing fee from \$25 to \$50. The fee has not been increased in nine years. A fee of \$50 is consistent with the water meter testing fee, which was raised last year and is in-line with the actual costs incurred for testing.

This ordinance will take effect October 1, 2014 and repeal Resolution # R-2009-54.

**STAFF  
RECOMMENDATION:** Approve Ordinance O-2015-08

**BOARD/COMMISSION/  
COMMITTEE:**

**RECOMMENDATION:** ☐ Approve ☐ Disapprove ☐ Reviewed ☐ See Comments

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

**COMMENTS:**

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**DISCUSSION  
(IF NECESSARY):**

**BUDGET/FISCAL  
IMPACT:**

**STAFF:** Glenn Simpson, Utilities Finance Manager, (703) 257-8356

# ORDINANCE

O-2015-08

## **AN UNCODIFIED ORDINANCE ESTABLISHING A FEE SCHEDULE FOR UTILITIES – ELECTRIC SERVICE**

**BE IT ORDAINED** by the City Counsel of the City of Manassas, Virginia, meeting in regular session this 22<sup>nd</sup> day of September, 2014, that Resolution #R-2009-54 is repealed effective October 1, 2014 and that the following fees are established effective October 1, 2014. Section numbers reference the Code of Ordinances for the City of Manassas, Virginia.

### **Sec. 118-534. Deposit.**

(a)

- Residential service – one hundred fifty dollars (\$150.00)
- Commercial and industrial service – equal to the two highest consecutive previous months service

### **Sec. 118-551. Charge for installation of meter; charge for excess facilities.**

(a) Installing an electric meter or establishing a new account – twenty-five dollars (\$25.00) for each separate electric meter

(b) Opt-out from installation of standard AMI meter – Initial fee of seventy five dollars (\$75.00) and a recurring fee of twelve dollars (\$12.00) per month.

### **Sec. 118-596. Testing of meters.**

(b)

- Single-phase meters up to four hundred amps – fifty dollars (\$50.00)
- Polyphase meters the greater of the actual cost of the test or fifty dollars (\$50.00)

### **Sec. 118-621. Payment of charges.**

(c) Penalty – for any balance greater than nine dollars and ninety-nine cents five dollars (\$5.00) or five percent (5%) of the outstanding balance whichever is greater

**Sec. 118-627. Reconnection after discontinuance of service.**

- (c) Reconnection charge – fifty dollars (\$50.00)
- (d) Reconnection charge if the reconnection of service is required other than during normal working hours (8:30 a.m. to 5:00 p.m.) – seventy-five dollars (\$75.00)

# ORDINANCE

O-2015-08

## AN UNCODIFIED ORDINANCE ESTABLISHING A FEE SCHEDULE FOR UTILITIES – ELECTRIC SERVICE

BE IT ORDAINED by the City Counsel of the City of Manassas, Virginia, meeting in regular session this 22<sup>nd</sup> day of September, 2014, that Resolution #R-2009-54 is repealed effective October 1, 2014 and that the following fees are established effective October 1, 2014. Section numbers reference the Code of Ordinances for the City of Manassas, Virginia.

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(b)

- Single-phase meters up to four hundred amps – twentyfive dollars ~~(\$20.00)~~(\$50.00)
- Polyphase meters the greater of the actual cost of the test or twentyfive dollars ~~(\$20.00)~~(\$50.00)

### Sec. 118-621. Payment of charges.

(c) Penalty – for any balance greater than nine dollars and ninety-nine cents five dollars (\$5.00) or five percent (5%) of the outstanding balance greater than nine dollars and ninety-nine cents ~~(\$9.99)~~ whichever is greater

**Sec. 118-627. Reconnection after discontinuance of service.**

- (c) Reconnection charge – fifty dollars (\$50.00)
- (d) Reconnection charge if the reconnection of service is required other than during normal working hours (8:30 a.m. to 5:00 p.m.) – seventy-five dollars (\$75.00)

**MOTION:** Smith

**SECOND:** Wolfe

**December 8, 2008  
Regular Meeting  
Resolution #R-2009-54**

**RE: A RESOLUTION ESTABLISHING A FEE SCHEDULE FOR UTILITIES  
- ELECTRIC SERVICE.**

**NOW, THEREFORE, BE IT RESOLVED** that the Manassas City Council does hereby repeal Ordinance #O-2006-16 effective January 1, 2009 and that the following fees are established effective January 1, 2009. Section numbers reference the Code of Ordinances for the City of Manassas, Virginia.

**Sec. 118-534. Deposit.**

(a)

- Residential service - one hundred fifty dollars (\$150.00)
- Commercial and industrial service - equal to the two highest consecutive previous months of service

**Sec. 118-551. Charge for installation of meter; charge for excess facilities.**

- (a) Installing an electric meter or establishing a new account - ~~twenty dollars (\$20.00)~~ twenty-five (\$25.00) for each separate electric meter

**Sec. 118-596. Testing of meters.**

(b)

- Single-phase meters up to four hundred amps - twenty dollars (\$20.00)
- Polyphase meters - the greater of the actual cost of the test or twenty dollars (\$20.00)

**Sec. 118-621. Payment of charges.**

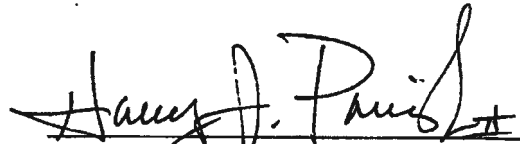
- (c) Penalty - five dollars (\$5.00) or five percent (5%) of the outstanding balance greater than nine dollars and ninety-nine cents (\$9.99) which ever is greater

**Sec. 118-627. Reconnection after discontinuance of service.**


- (c) Reconnection charge - fifty dollars (\$50.00)  
(d) Reconnection charge if the reconnection of service is required other than during normal working hours (8:30 a.m. to 5:00 p.m.) - seventy-five dollars (\$75.00)



**December 8, 2008**  
**Regular Meeting**  
**Resolution #R-2009-54**  
**Page 3**

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

**ATTEST:**

  
Andrea Madden City Clerk

**Votes:**

**Ayes:** Aveni, Harrover, Randolph, Smith, Way, Wolfe

**Nays:** None

**Absent from Vote:** None

**Absent from Meeting:** None



## AGENDA STATEMENT

PAGE NO. 33

ITEM NO. 8

**MEETING DATE:** September 17, 2014 – Finance Committee

**TIME ESTIMATE:** 2 Minutes

**AGENDA ITEM TITLE:** Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating State and Federal Grant Revenue and Required Local Matches for Airport Capital Projects:

- (A) \$4,208 in Additional State Grant Revenue from Virginia Department of Aviation for Replacing the Security Access System Capital Project
- (B) \$1,511 in Additional State Grant Revenue from Virginia Department of Aviation and \$378 in Additional Local Contribution from Airport Fund for Airport Runway and Taxiway Re-Striping Capital Project
- (C) \$641,804 in Additional Federal Grant Revenue from the Federal Aviation Administration and \$14,262 in Additional Local Contribution from Airport Fund for Taxiway D Construction Capital Project

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

N/A

**SUMMARY OF  
ISSUE/TOPIC:**

- (A) The Virginia Department of Aviation (VDOA) has offered the City of Manassas a grant amendment to VDOA Grant VS0030-15 for the upgrade of the security access system at the Airport. The original grant amount was \$113,434.72. Due to line of sight issues, additional work must be done to complete the project. The VDOA has approved the cost of the additional work and has issued an amendment to the original grant that will increase the grant from \$113,434.72 to \$117,642.71. Total cost of the project will be \$193,976.
- (B) The Airport has received a maintenance grant from the Virginia Department of Aviation to restripe taxiways, ramps, and taxilanes on the east side of the airport. The total project cost is \$41,888.95. This cost is \$1,888.95 higher than what was budgeted and appropriated with the FY2015 Capital Improvement Program (\$1,511 grant revenue and \$378 local contribution). The State Grant will pay for 80% of the total project cost.
- (C) The Airport has received the official grant award from the FAA for the Taxiway D Construction Project, previously Taxiway B Extension Project (A-053). The FY2015 Capital Improvement Program included \$900,000 in federal revenue, \$80,000 in state revenue, and a \$20,000 contribution from the Airport Fund. The federal grant came in significantly higher at \$1,541,804, an increase of \$641,804, which results in an increase of \$14,262 to the local contribution from the Airport Fund. No state grant has officially been awarded. That grant is anticipated to be \$137,049, which would represent an increase of \$57,049.

This resolution will budget and appropriate \$641,804 in Federal Grant Revenue; \$5,719 of State Grant Revenue; and \$14,640 of Airport Fund Fund Balance in the Airport Capital Projects Fund.

**RECOMMENDATION:** Approve Resolution 2015-03-R

**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:** (A) \$189,768 – Prior Years Budget  
\$ 4,208 – Additional State Grant Revenue  
**\$193,976 – Total Replace Security Access System Capital Project**

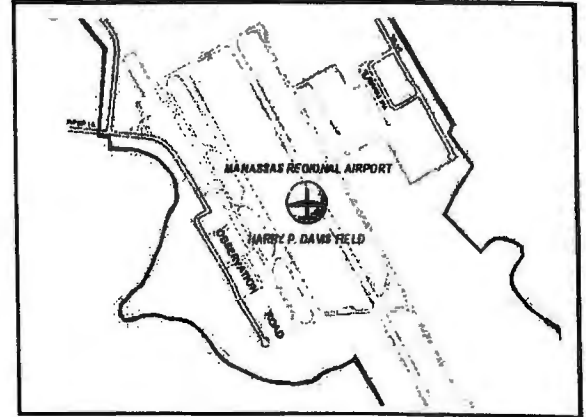
(B) \$40,000 – FY 2015 Capital Improvement Program  
\$ 1,511 – Additional State Grant Revenue  
\$ 378 – Additional Local Contribution from Airport Fund  
**\$41,889 – Total Runway and Taxiway Re-Striping Capital Project**

(C) \$1,000,000 – FY 2015 Capital Improvement Program  
\$ 641,804 – Additional Federal Grant Revenue  
\$ 14,262 – Additional Local Contribution from Airport Fund  
**\$1,656,066 – Total Taxiway D Construction Project**

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

## A-065 Replace Security Access System

**Year Introduced:** 2012  
**Change:** Decreased Estimate  
**Associated Proj:** N/A  
**Program Area:** Airport  
**Managing Dept:** Airport  
**Manager:** J. Rivera  
**Plan Conformance:**



### Description:

Replace the security access system that allows the airport to use security cards at the pedestrian and automobile access gates. The current system is 10-years old and requires a monthly fee paid to the provider.

### PROJECT-TO-DATE

Account # CP3772

<b>Budget:</b>	<b>\$</b>	<b>189,768</b>
<b>Expenditures:</b>	<b>\$</b>	<b>91,754</b>
<b>Balance:</b>	<b>\$</b>	<b>98,014</b>

Project Estimate: (\$ in thousands)	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future	Total Project
Planning	189	-	-	-	-	-	-	189
Land	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
<b>Total Project Estimate</b>	<b>189</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>189</b>

### Funding Sources: (\$ in thousands)

General Fund	-	-	-	-	-	-	-	-
Enterprise Funds	59	-	-	-	-	-	-	59
School Fund	-	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-	-
Other Local Government	-	-	-	-	-	-	-	-
State	130	-	-	-	-	-	-	130
Federal	-	-	-	-	-	-	-	-
Gas Taxes	-	-	-	-	-	-	-	-
Proffers	-	-	-	-	-	-	-	-
Storm Water Mgmt Fees	-	-	-	-	-	-	-	-
NVTA	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>189</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>189</b>

### Operating Impacts: (\$ in thousands)

Personnel	-	-	-	-	-	-	-	-
Revenue Offset	-	-	-	-	-	-	-	-
Facility Costs	-	-	-	-	-	-	-	-
Program Costs	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
<b>Net Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



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

**Grant Amendment**

**Part I - Offer**

Project Number: VS0030-15  
Amendment Number: 1  
Date of Offer: July 1, 2014  
Date of Offer Expiration: September 1, 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**

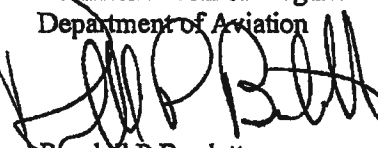
**Upgrade Security Access System**

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 **December 13, 2013**, shall be 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 \$113,434.72 to \$117,642.71 (\$4,207.99 increase).**

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 JUL 14 2014

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 \_\_\_\_\_

Certification of Sponsor's Attorney

I, Martin R. Crim,  
acting as Attorney for the Sponsor do hereby certify that I have examined the foregoing Grant Amendment and find that the Sponsor has been duly authorized and is fully capable under the laws of the Commonwealth of Virginia of fulfilling all obligations under this Grant Amendment and that this Grant Amendment constitutes a legal and binding obligation of the Sponsor in accordance with the terms and conditions thereof.

Dated at \_\_\_\_\_, Virginia this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By

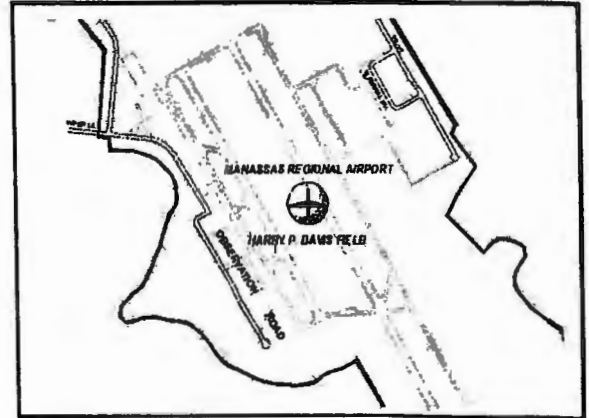
Title

Martin R. Crim

City Attorney

## A-057 Runway & Taxiway Re-Striping Program

Year Introduced: 2010  
 Change: Decreased Estimate  
 Associated Proj: N/A  
 Program Area: Airport  
 Managing Dept: Airport  
 Manager: J. Rivera  
 Plan Conformance:  
 Comprehensive Plan 6.1.4,  
 Airport Master Plan



### Description:

Re-strip runways, taxiways, and ramps using glass reflective beads in the paint. This must be completed to ensure a safe airport operating environment. A comprehensive study was completed that outlines the maintenance schedule for restriping pavements and the specifications that should be followed (ongoing maintenance).

### PROJECT-TO-DATE

Account # CP3773

Budget:	\$	79,546
Expenditures:	\$	45,736
Balance:	\$	33,810

Project Estimate: (\$ in thousands)	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future	Total Project
Planning	-	-	-	-	-	-	-	-
Land	-	-	-	-	-	-	-	-
Construction	80	40	-	-	-	-	-	120
<b>Total Project Estimate</b>	<b>80</b>	<b>40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120</b>

### Funding Sources: (\$ in thousands)

General Fund	-	-	-	-	-	-	-	-
Enterprise Funds	16	8	-	-	-	-	-	24
School Fund	-	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-	-
Other Local Government	-	-	-	-	-	-	-	-
State	64	32	-	-	-	-	-	96
Federal	-	-	-	-	-	-	-	-
Gas Taxes	-	-	-	-	-	-	-	-
Proffers	-	-	-	-	-	-	-	-
Storm Water Mgmt Fees	-	-	-	-	-	-	-	-
NVTA	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>80</b>	<b>40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120</b>

### Operating Impacts: (\$ in thousands)

Personnel	-	-	-	-	-	-	-	-
Revenue Offset	-	-	-	-	-	-	-	-
Facility Costs	-	-	-	-	-	-	-	-
Program Costs	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
<b>Net Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



# Department of Aviation Commonwealth of Virginia

## Project Information Summary

Manassas Regional Airport

Project Title: FY 2015 Airfield Marking & Re-striping Program

Program Year: 2015

Project Number: MT0030-45

Federal Priority Score: 0

Request Year:

Contract Number:

State Priority Score: 90

Project Type: Maintenance

Item Number:

Project Category: Construction

AIP Grant Number:

Project Status: Granted

Project Description: Re-striping of taxiways, ramps and taxilanes. Clean and apply new markings around the airport.

Project Notes:

### Budget Summary by Budget Item:

Budget Item	Original Budget	Current Budget
Request	\$0.00	\$41,888.95
Project Total:	\$0.00	\$41,888.95

### Budget Summary by Funding Source:

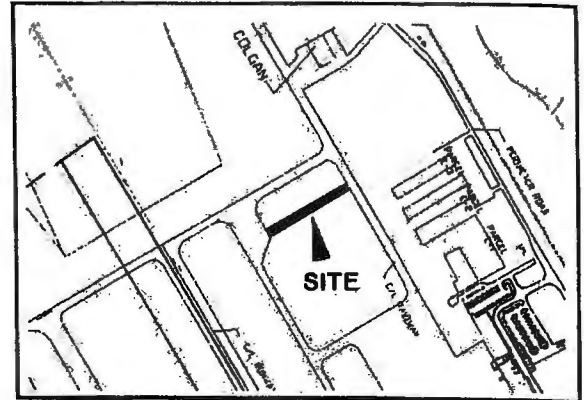
Funding Source	Original Budget	Current Budget
FAA	\$0.00	\$0.00
Local	\$0.00	\$8,377.79
State\AC/R Discretionary	\$0.00	\$0.00
State\Air Service Development	\$0.00	\$0.00
State\Aviation Promotion	\$0.00	\$0.00
State\F&E	\$0.00	\$0.00
State\GA Discretionary	\$0.00	\$0.00
State\Maintenance	\$0.00	\$33,511.16
State\Security	\$0.00	\$0.00
Project Total:	\$0.00	\$41,888.95

### Project Miscellaneous Items:

Miscellaneous Item	Date	Comment
VAB Remarks		
TA approved		
application received		
grant offer date		
effective date	08/21/2014	
expiration date	12/15/2014	
project closed		
process closeout		

## A-053 Bravo 1 Taxiway Extension (By-Pass)

**Year Introduced:** 2008  
**Change:** Funding to Later Year  
**Associated Proj:** A-016  
**Program Area:** Airport  
**Managing Dept:** Airport  
**Manager:** J. Rivera  
**Plan Conformance:**  
 Comprehensive Plan 6.1.4,  
 Airport Master Plan



### Description:

Construct a by-pass taxiway that will be an extension of taxiway B1 and will parallel taxiway C. A comprehensive plan is needed to determine the cost and scope of the work. The FAA has combined the design grant with the "Realignment of Taxiway Kilo" Design.

### PROJECT-TO-DATE

Account # CP3779

<b>Budget:</b>	<b>\$</b>	<b>-</b>
<b>Expenditures:</b>	<b>\$</b>	<b>-</b>
<b>Balance:</b>	<b>\$</b>	<b>-</b>

Project Estimate: (\$ in thousands)	Prior Years	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future	Total Project
Planning	-	-	-	-	-	-	-	-
Land	-	-	-	-	-	-	-	-
Construction	-	1,000	-	-	-	-	-	1,000
<b>Total Project Estimate</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000</b>

### Funding Sources: (\$ in thousands)

General Fund	-	-	-	-	-	-	-	-
Enterprise Funds	-	20	-	-	-	-	-	20
School Fund	-	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-	-
Other Local Government	-	-	-	-	-	-	-	-
State	-	80	-	-	-	-	-	80
Federal	-	900	-	-	-	-	-	900
Gas Taxes	-	-	-	-	-	-	-	-
Proffers	-	-	-	-	-	-	-	-
Storm Water Mgmt Fees	-	-	-	-	-	-	-	-
NVTA	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000</b>

### Operating Impacts: (\$ in thousands)

Personnel	-	-	-	-	-	-	-	-
Revenue Offset	-	-	-	-	-	-	-	-
Facility Costs	-	-	-	-	-	-	-	-
Program Costs	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
<b>Net Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

PROJECT COST SUMMARY

CONSTRUCT TAXIWAY D

MANASSAS REGIONAL AIRPORT  
MANASSAS, VA

AIP PROJECT NO. 3-51-0030-040-2014  
STATE PROJECT NO. CF-0030-PENDING

DATE: 9/8/2014

Line	Classification	Budget Amount	% FAA	% State	% Local	FAA Budget Amount	State Budget Amount	Local Budget Amount
a.	<b>Administration Cost</b>							
	DBE Plans							
	IFE Cost	\$3,500	90%	8%	2%	\$3,150	\$280	\$70
	Other Administrative Cost	\$3,500	90%	8%	2%	\$3,150	\$280	\$70
	<b>Subtotal</b>	<b>\$7,000</b>				<b>\$6,300</b>	<b>\$560</b>	<b>\$140</b>
f.	<b>Project Inspections Fees</b>							
	Delta Airport Consultants	\$224,158	90%	8%	2%	\$201,742	\$17,933	\$4,483
	<b>Subtotal</b>	<b>\$224,158</b>				<b>\$201,742</b>	<b>\$17,933</b>	<b>\$4,483</b>
k.	<b>Construction and Project Cost</b>							
	Contractor	\$1,481,958	90%	8%	2%	\$1,333,762	\$118,557	\$29,639
	<b>Subtotal</b>	<b>\$1,481,958</b>				<b>\$1,333,762</b>	<b>\$118,557</b>	<b>\$29,639</b>
<b>TOTALS</b>		<b>\$1,713,116</b>				<b>\$1,541,804</b>	<b>\$137,049</b>	<b>\$34,262</b>
Approved CIP Budget		\$1,000,000	90%	8%	2%	\$900,000	\$80,000	\$20,000
Difference		\$713,116				\$641,804	\$57,049	\$14,262
<b>Total Amount to Budget and Appropriate</b>		<b><u>\$713,116</u></b>				<b><u>\$641,804</u></b>	<b><u>\$57,049</u></b>	<b><u>\$14,262</u></b>

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 90 percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

#### CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$1,541,804. For the purposes of any future grant amendments which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b), the following amounts are being specified for this purpose:  
    \$0 for planning  
    \$1,541,804 for airport development or noise program implementation  
    \$0 for land acquisition.
2. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
3. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
4. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies and procedures of the Secretary. The Sponsor also agrees to comply with the assurances which are part of this agreement.
5. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
6. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before September 12, 2014, or such subsequent date as may be prescribed in writing by the FAA.
7. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner in any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.

## AGENDA STATEMENT

PAGE NO. 43

ITEM NO. 9

**MEETING DATE:** September 17, 2014 – Finance Committee

**TIME ESTIMATE:** 2 Minutes

**AGENDA ITEM TITLE:** Resolution 2015-03-R Amending the FY 2015 Budget by Budgeting and Appropriating \$10,000 in State Grant Revenue from the Virginia Department of Aviation for the Development of an Airport Financial Plan and Authorize the Mayor to Sign the Grant on Behalf of the City Council

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

**SUMMARY OF  
ISSUE/TOPIC:** The Virginia Department of Aviation (VDOA) has offered the City of Manassas a grant to develop an Airport Financial Plan. The VDOA will cover 50% of the total eligible cost of the project, up to \$10,000. Davenport & Company LLC has been selected to develop the plan in conjunction with the airport staff and Airport Commission. The plan will serve as a tool that will allow the Airport Director and Airport Commission to monitor its future projected financial performance against established long-term strategic goals and objectives found in the airport's Strategic Plan. The required local match is available in the Airport's FY 2015 Operating Budget.

This resolution will budget and appropriate \$10,000 of State Grant Revenue in the Airport Fund.

**STAFF  
RECOMMENDATION:** Approve Resolution 2015-03-R

**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 was approved by the City Attorney.

**BUDGET/FISCAL  
IMPACT:** \$10,000 – State Grant Revenue  
\$10,000 – Local Match  
\$20,000 – Airport Financial Plan

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



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

**Grant Agreement**

**Part I - Offer**

Project Number: P00030-13  
Date of Approval: July 23, 2014  
Date of Offer: July 23, 2014  
Date of Offer Expiration: September 23, 2014

WHEREAS, by executing a *Master Agreement on Terms and Conditions for Accepting State Aviation Funding Resources* (hereinafter referred to as the "Master Agreement"), effective on October 6, 2010, the City of Manassas (hereinafter referred to as the "Sponsor") agreed to the terms and conditions for accepting state aviation funding from the Commonwealth of Virginia (hereinafter referred to as the "Commonwealth"); and

WHEREAS, the Sponsor has submitted a request for a grant of state funds to assist in the development of Manassas Regional Airport (hereinafter referred to as the "Airport") together with the appropriate supporting documentation; and

WHEREAS, 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 approved a project for development of the Airport which consists of the following (hereinafter referred to as the "Project"):

Public relations activities; educational activities; advertising; publications; development of business, financial, and marketing plans and similar projects to promote airport programs and services provided and economic benefits generated by Virginia's airports in accordance with criteria established by the Department of Aviation to include:

**Developed a Airport Financial Plan**

NOW, THEREFORE, pursuant to the authority granted to the Department by §5.1-2.2 of the *Code of Virginia* (1950), as amended, and in consideration of: (a) the authority granted to the Sponsor to operate and maintain the Airport, (b) the Sponsor's adoption and ratification of the assurances provided in the Master Agreement, and (c) the benefits to accrue to the Commonwealth and the public from the accomplishment of this Project, the Department offers to pay, as the Commonwealth's share, Fifty (50) percent of all eligible Project costs.

This offer is made on and subject to the following terms and conditions:

1. The Master Agreement is incorporated by reference herein, and this offer is subject to the terms and conditions of said Master Agreement.
2. The maximum obligation of the Commonwealth payable under this Grant Agreement shall not exceed \$10,000.00.
3. If the Federal Aviation Administration (hereinafter referred to as the "FAA") will be participating in the funding of this Project, the Sponsor has, at the time of the execution of this Grant Agreement, a commitment from FAA for federal funds in the amount of \$ NA.
4. This Grant Payment Term will expire on June 30, 2015.
5. The Grant Obligation Term is 5 years.

Grant Agreement, Project Number P00030-13

The Sponsor's acceptance of this Grant Offer with its terms and conditions shall be evidenced by execution of this Grant Offer by, or on behalf of, the Sponsor, as hereinafter provided, and said Grant Offer and acceptance shall comprise a Grant Agreement for the distribution of funds by the Department as authorized under §5.1-2.2 *Code of Virginia* (1950), as amended. This Grant Agreement 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 all the terms, conditions and assurances contained in this Grant Agreement.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

City of Manassas

By \_\_\_\_\_

Title \_\_\_\_\_

Attest \_\_\_\_\_

Title \_\_\_\_\_

Certification of Sponsor's Attorney

I, \_\_\_\_\_  
acting as Attorney for the Sponsor do hereby certify that I have examined the foregoing Grant Agreement and find that the Sponsor has been duly authorized and is fully capable under the laws of the Commonwealth of Virginia of fulfilling all obligations under this Grant Agreement and that this Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms and conditions thereof.

Dated at \_\_\_\_\_, Virginia this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_





## R E S O L U T I O N 2015-03-R

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this 13<sup>th</sup> day of October, 2014, that the following funds be budgeted and appropriated as shown.

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
<b>GENERAL FUND:</b>		
<u>Revenue:</u>		
100-0000-334-18-39	2014 JAG Grant	\$ 19,067
<u>Expenditures:</u>		
100-1839-421-62-00	Supplies	\$ 10,502
100-1839-421-71-00	Capital Equipment	\$ 8,565
		<u>\$ 19,067</u>

For: 2014 Edward Byrne Justice Assistance Grant (JAG)

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
<b>GENERAL FUND:</b>		
<u>Revenue:</u>		
100-0000-334-17-06	Bulletproof Vest Partnerships	\$ 9,969
<u>Expenditures:</u>		
100-1701-421-64-00	Uniforms	\$ (4,969)
100-1701-421-64-06	Ballistic Vests	\$ (5,000)
100-1820-421-64-06	Ballistic Vests Grant	\$ 19,938
		<u>\$ 9,969</u>

For: 2014 Bulletproof Vest Partnership Grant

<b><u>ACCOUNT NO.</u></b>		<b><u>AMOUNT</u></b>
<b>GENERAL FUND:</b>		
<b><u>Revenue:</u></b>		
100-0000-333-18-19	2015 DMV Grant	\$ 18,718
<b><u>Expenditures:</u></b>		
100-1819-421-16-23	DMV Grant Overtime	\$ 16,000
100-1701-421-42-00	Local Match	\$ (9,359)
100-1819-421-42-00	Vehicle Maintenance	\$ 9,359
100-1819-421-62-00	Supplies	\$ 2,718
		<u>\$ 18,718</u>

For: 2015 DMV Selective Enforcement Grant

<b><u>ACCOUNT NO.</u></b>		<b><u>AMOUNT</u></b>
<b>GENERAL FUND:</b>		
<b><u>Revenue:</u></b>		
100-0000-318-16-00	State / Local Drug Seizure Funds	\$ 2,455
<b><u>Expenditure:</u></b>		
100-1730-421-62-00	PWC Reimbursement	\$ 2,455
<b><u>Actual Transfers:</u></b>		
100-0000-221-1732	\$2,455.00	

For: Prince William County Drug Seizure Funds Reimbursement

<b><u>ACCOUNT NO.</u></b>		<b><u>AMOUNT</u></b>
<b>GENERAL FUND:</b>		
<b><u>Revenue:</u></b>		
100-0000-318-32-01	Museum Sponsorships	\$ 1,500
<b><u>Expenditure:</u></b>		
100-3101-453-62-12	Museum Exhibit Supplies	\$ 1,500
<b><u>Actual Transfers</u></b>		
100-0000-221-31-07	\$1,500.00	

For: Museum Sponsorships for Museum Exhibit

<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
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**ELECTRIC FUND:**

Revenues:

540-0000-346-04-00	Net Assets (Fund Balance)	\$ 262,500
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Expenditures:

540-3599-501-92-55	Transfer to Electric Capital Projects	\$ 262,500
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**ELECTRIC CAPITAL PROJECTS FUND:**

Revenues:

545-0000-317-10-21	CP3692	Micron C&I	\$ 926,400
545-0000-345-54-00	CP3692	Transfer from Electric Fund	\$ 262,500
			<u>\$ 1,188,900</u>

Expenditure:

545-3692-505-39-00	CP3692	Micron Gas Turbine Project	\$ 1,188,900
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For: Repair, Controls Upgrade, and Installation of Micron Gas Turbine

<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
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**FIRE AND RESCUE FUND:**

Revenue:

285-0000-333-22-54	2014 LEMPG Grant	\$ 7,500
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Expenditures:

285-2001-422-11-00	Local Match	\$ (7,500)
285-2254-422-11-00	Salaries	\$ 7,500
285-2254-422-62-00	Supplies	\$ 7,500
		<u>\$ 7,500</u>

For: 2014 Local Emergency Management Performance Grant (LEMPG)

<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
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**AIRPORT CAPITAL PROJECTS FUND:**

Revenue:

575-0000-322-21-00	CP3772	State Grants	\$ 4,208
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Expenditure:

575-3772-505-39-00	CP3772	Replace Security Access System	\$ 4,208
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For: Virginia Department of Aviation Grant for Security Access System at Airport

<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
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**AIRPORT FUND:**

Revenue:

570-0000-346-04-00	Fund Balance (Net Assets)	\$	378
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Expenditure:

570-3701-501-92-57	Transfer to Airport Capital Projects Fund	\$	378
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**AIRPORT CAPITAL PROJECTS FUND:**

Revenues:

575-0000-322-21-00	CP3773	State Grant Revenue	\$	1,511
575-0000-345-57-00	CP3773	From Airport Fund	\$	378
			\$	1,889

Expenditure:

575-3773-505-39-00	CP3773	Runway & Taxiway Re-Striping Program	\$	1,889
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For: Additional State Grant Revenue and Local Match Airport Runway & Taxiway Re-Striping Program

<u>ACCOUNT NO.</u>	<u>AMOUNT</u>
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**AIRPORT FUND:**

Revenue:

570-0000-346-04-00	Fund Balance (Net Assets)	\$	14,262
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Expenditure:

570-3701-501-92-57	Transfer to Airport Capital Projects Fund	\$	14,262
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**AIRPORT CAPITAL PROJECTS FUND:**

Revenues:

575-0000-322-21-00	CP3779	State Grant Revenue	\$	641,804
575-0000-345-57-00	CP3779	From Airport Fund	\$	14,262
			\$	656,066

Expenditure:

575-3779-505-39-00	CP3779	Runway & Taxiway Re-Striping Program	\$	656,066
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For: Additional Federal Grant Revenue & Local Match for Taxiway D Construction

**ACCOUNT NO.**

**AMOUNT**

**AIRPORT FUND:**

**Revenue:**

570-0000-322-21-00	State Grants	\$	10,000
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**Expenditures:**

570-3711-501-31-00	Professional Services	\$	(10,000)
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570-3725-501-31-00	Financial Plan – Professional Services	\$	20,000
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\$	10,000
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For: State Grant for Airport Financial Plan

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. \_\_\_\_\_

ITEM NO. \_\_\_\_\_

**MEETING DATE:** September 17, 2014 – Finance Committee**TIME ESTIMATE:** 10 Minutes

**AGENDA ITEM TITLE:** Resolution 2014-59-R Amending the FY 2014 Budget by Budgeting and Appropriating \$99,305 of General Fund Contingency for Family Services; \$84,853 of State Revenue and \$10,544 of Federal Revenue for the 811 IV-E Foster Care Program; and \$105,298 of State Revenue for Comprehensive Services Act (CSA) For At-Risk Youth and Families

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

N/A

**SUMMARY OF  
ISSUE/TOPIC:**

CSA provides services to address critical needs of at-risk youth. A supplemental allocation of \$190,000 is needed to serve the City's "mandated" at-risk youth population. Of this additional funding, \$105,298 will come from additional revenues from the State and the balance of \$84,702 will be the local match transferred from the General Fund. Funds were needed to provide services to the mandated children who currently receive funding through the Comprehensive Services for At-Risk Youth and Families Program.

Additional 811IV-E Foster Care revenues were received from the state and federal governments of \$84,853 and \$10,544, respectively. In addition, \$14,603 will be transferred as the local match from the General Fund. This program provides services that enable a child to return to his or her home or to find another permanent home for the child. Title IV-E pays for maintenance, day care, and visitation related transportation for IV-E eligible children. In FY 2014, there were two large sibling groups, one of three and one of four, that qualified for this program.

This resolution will budget and appropriate \$99,305 of General Fund Contingency in the General Fund and \$190,151 of State Revenue, \$10,544 of Federal Revenue, and a \$99,305 Transfer from the General Fund in the Family Services Fund.

**STAFF**

**RECOMMENDATION:** Approve Resolution 2014-59-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):**

**BUDGET/FISCAL  
IMPACT:**

\$ 99,305 – General Fund Contingency to Transfer to Family Services Fund  
\$ 84,853 – State Revenue for 811 IV-E Foster Care  
\$ 10,544 – Federal Revenue for 811 IV-E Foster Care  
\$105,298 – State Revenue for Comprehensive Services Act (CSA)  
**\$300,000 – Total Additional Revenues**

**STAFF:**

Ron King, Family Services Director, (703) 361-8277 ext 2329  
LaTanya Bell, Fiscal Services Manager, (703) 361-8277 ext 2330

## RESOLUTION 2014-59-R

Adopted:

BE IT RESOLVED by the Council of the City of Manassas meeting in regular session this 13<sup>th</sup> day of October, 2014, that the following funds be budgeted and appropriated as shown effective June 30, 2014.

<u>ACCOUNT NO.</u>		<u>AMOUNT</u>
<b>GENERAL FUND:</b>		
<u>Expenditures:</u>		
100-9600-411-95-01	General Fund Contingency	\$ (99,305)
100-9600-491-92-12	Transfer to Family Services	\$ 99,305
<b>FAMILY SERVICES FUND:</b>		
<u>Revenues:</u>		
102-0000-345-10-00	Transfer from General Fund	\$ 99,305
102-0000-324-27-59	811 IV-E Foster Care – State	\$ 84,853
102-0000-333-27-59	811 IV-E Foster Care – Federal	\$ 10,544
102-0000-324-28-42	CSA Funds	\$ 105,298
		<u>\$ 300,000</u>
<u>Expenditures:</u>		
102-2771-444-57-06	811 IV-E Foster Care	\$ 110,000
102-2889-444-57-72	CSA – Mandated Purchases	\$ 190,000
		<u>\$ 300,000</u>

For: Additional Revenue for Comprehensive Services Act (CSA) and 811 IV-E Foster Care

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

## FINANCE & ADMINISTRATION DEPARTMENT

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September 11, 2014

**TO:** W. Patrick Pate, City Manager  
**FROM:** Diane V. Bergeron, Budget Manager  
**SUBJECT:** Current Status of General Fund Contingency

The following is a list of the transfers from the General Fund contingency account during Fiscal Year 2014:

<b>BEGINNING / CURRENT BALANCE</b>	<b>\$311,940</b>
Contribution to NVFS for Debt Retirement	(10,000)
Contribution to Commission on Aging for Sprinkler System	(25,000)
Additional Funding for CSA & Foster Care Services	(99,305)
<b>REMAINING BALANCE</b>	<b><u>\$ 177,635</u></b>



**City of Manassas  
City Council Finance Committee  
Meetings for Calendar Year 2015**

<b>Day</b>	<b>Finance Committee Meeting Date</b>	<b>Time</b>	<b>Items Forwarded to the Council Meeting on</b>
Wednesday	January 14, 2015	5:30 PM	January 26, 2015
Wednesday	February 11, 2015	5:30 PM	February 23, 2015
Wednesday	March 11, 2015	5:30 PM	March 23, 2015
Wednesday	April 15, 2015	5:30 PM	April 27, 2015
Wednesday	May 6, 2015	5:30 PM	May 18, 2015
Wednesday	June 10, 2015	5:30 PM	June 22, 2015
Wednesday	July 15, 2015	5:30 PM	July 27, 2015
Wednesday	August 5, 2015	5:30 PM	August 10, 2015
Wednesday	September 16, 2015	5:30 PM	September 28, 2015
Wednesday	October 14, 2015	5:30 PM	October 26, 2015
Wednesday	November 18, 2015	5:30 PM	November 23, 2015
Wednesday	December 16, 2015	5:30 PM	December 21, 2015



To City of Manassas, VA  
From Davenport Public Finance  
Date September 11, 2014  
Subject Series 2014C General Obligation Bond Issuance Approach

## Background

The City of Manassas, VA (the "City") is planning to issue tax-exempt, fixed-rate General Obligation bonds later this year to finance construction for the new Baldwin elementary school. The estimated project cost is \$37,342,000. To finance this project, Davenport & Company LLC ("Davenport") has analyzed the two basic issuance approaches available to the City: 1) Issue bonds through a direct bank placement, 2) Issue bonds through the public markets. We've outlined the summary of our findings in this memo.

## Option 1 – Direct Bank Placement

Davenport, on behalf of the City, distributed a Request for Proposals ("RFP") to secure a bank commitment for the purchase of a General Obligation Bond to finance construction for the school project and fund the related costs of issuance.

The RFP was distributed to over 40 National, Regional, and Local Banks, requesting Non-Bank Qualified tax-exempt interest rates. We have attached to this memo (Attachment A) a list of the banks who received the RFP. After the initial distribution, Davenport contacted each of the potential bidders to assess their interest in the financing and address any questions they had.

## RFP Responses

Through this process, the City was able to secure five responses to the RFP, including:

1. Capital One Public Funding;
2. Pinnacle Public Finance;
3. SunTrust Institutional and Government, Inc.;
4. Union First Market Bank;
5. United Bank.

A summary of the bank proposals is shown on the following page. A more detailed overview of the bids received, including interest rates and terms and conditions, is also included as an attachment to this memo (Attachment B).

### Summary of Bank Proposals Received

Bank Name	Fixed Rate		Interest		Bank Fees
	Term <sup>1</sup>	Rate	Prepayment		
Pinnacle Public Finance	20 years	3.02%	Par after 8 Years	\$	5,000
Capital One Public Funding	20 years	3.64%	Par after 7 Years	\$	-
SunTrust (Option 1)	15 years	3.23%	Anytime at par	\$	4,500
Union First Market Bank	10 years	2.99%	Anytime at par	\$	10,000
United Bank	10 years	3.19%	Up to 105%	\$	-
SunTrust (Option 2)	10 years	3.57%	Anytime at par	\$	24,500

<sup>1</sup> For additional detail on rate reset specifications, see Attachment B

## DAVENPORT & COMPANY

### Series 2014C General Obligation Bond Issuance Approach

September 11, 2014

#### Option 2 – Public Market Transaction

Given the City plans to build a new school, it could access the public markets either by issuing GO Bonds on its own, or participate in the Virginia Public School Authority's (the "VPSA") pool program. Davenport analyzed both options and determined that the City would likely achieve a lower cost of funding by issuing debt on its own versus participating in a VPSA pool.

With an issuance of public debt, borrowing rates are not locked-in until the day of pricing. This process also requires the City to pay for and obtain credit ratings. If the City were to move forward with this approach, it would be in a position to lock-in interest rates in mid-October.

Over the past month, tax-exempt borrowing rates in the public market have been volatile; however, rates remain near all-time historic lows. The recent movement is due in part to fluctuations in the supply of new debt issuances. Included as Attachment C to this memo is additional data related to the tax-exempt market.

#### Discussion Points

In order to compare these two options, we have listed below a series of discussion points. We've also included on the following two pages a comparative financing analysis.

##### 1. Pinnacle Public Finance Bid

Of the bank proposals received, Pinnacle Public Finance provided the lowest interest rate that is fixed for the full 20-year term. Their prepayment terms offer the City an earlier prepayment term than a public transaction as the loan can be prepaid in whole or in part on any payment date beginning after eight years (compared with ten years with a public sale). While Pinnacle Public Finance did anticipate bank fees, they are limited to no more than \$5,000. With these expected fees and other financing costs, the Pinnacle Public Finance all-in true interest cost of 3.05%. Pinnacle Public Finance has offered to hold their rate through October 31, 2014. While the bank has received local credit approval, the financing is still subject to final credit approval by their parent bank, BankUnited.

##### 2. Public Market Transaction Comparison

After receiving the bank proposals, Davenport ran an estimated public market financing analysis for comparative purposes using estimated market rates as of September 11, 2014. As previously mentioned, the standard call provision for a public sale is anytime after ten years at par. There are also additional costs involved, most notably for credit ratings. We have included these additional costs in our analysis. As of September 11, the estimated all-in true interest cost for the public market transaction is 3.01%.



**City of Manassas, Virginia**  
**School Funding Options Comparison**  
**September 11, 2014**

**Option 1: Stand-Alone Public Issue**

**Sources and Uses of Funds**

City of Manassas, Virginia

Closing: 11/01/2014

Ratings: Aa1/AA+

<b>Sources:</b>	
<b>Bond Proceeds:</b>	
Par Amount	35,680,000.00
Premium	2,042,810.50
	<u>37,722,810.50</u>

<b>Uses:</b>	
<b>Project Fund Deposits:</b>	
Project Fund	37,342,000.00
	<u>37,342,000.00</u>

<b>Delivery Date Expenses:</b>	
Cost of Issuance	200,000.00
Underwriter's Discount	178,400.00
	<u>378,400.00</u>

<b>Other Uses of Funds:</b>	
Additional Proceeds	2,410.50
	<u>37,722,810.50</u>

Estimated True Interest Cost	2.956336%
Estimated All-in True Interest Cost	3.012812%

**Option 2: Pinnacle Public Finance Proposal**

**Sources and Uses of Funds**

City of Manassas, Virginia

Closing: 11/01/2014

<b>Sources:</b>	
<b>Bond Proceeds:</b>	
Par Amount	37,472,000.00
Premium	0.00
	<u>37,472,000.00</u>

<b>Uses:</b>	
<b>Project Fund Deposits:</b>	
Project Fund	37,342,000.00
	<u>37,342,000.00</u>

Cost of Issuance	130,000.00
Underwriter's Discount	0.00
	<u>130,000.00</u>

<b>Other Uses of Funds:</b>	
Additional Proceeds	0.00
	<u>37,472,000.00</u>

Estimated True Interest Cost	3.019476%
Estimated All-in True Interest Cost	3.056262%

Indicative interest rate for Option 1 was provided by Davenport's Fixed Income Desk based on market conditions as of September 11, 2014. Option 2 rate is the Pinnacle Public Finance proposed rate of 3.02% received on August 29, 2014. Indications only; subject to change.



**City of Manassas, Virginia**  
**School Funding Options Comparison**  
**September 11, 2014**

**Option 1: Stand-Alone Public Issue**

**Net Debt Service**

City of Manassas, Virginia

Closing: 11/01/2014

Ratings: Aa1/AA+

**Option 2: Pinnacle Public Finance Proposal**

**Net Debt Service**

City of Manassas, Virginia

Closing: 11/01/2014

**Difference**

Period Ending	Principal	Interest	Annual Net Debt Service	Period Ending	Principal	Interest	Annual Net Debt Service	Difference in Debt Service	
6/30/2016	1,105,000	1,418,273	2,523,273	6/30/2016	1,216,000	1,320,263	2,536,263	(12,991)	
6/30/2017	1,330,000	1,193,563	2,523,563	6/30/2017	1,441,000	1,094,931	2,535,931	(12,369)	Difference
6/30/2018	1,360,000	1,166,963	2,526,963	6/30/2018	1,484,000	1,051,413	2,535,413	(8,451)	to 8-Year
6/30/2019	1,400,000	1,126,163	2,526,163	6/30/2019	1,529,000	1,006,596	2,535,596	(9,434)	Call on
6/30/2020	1,440,000	1,084,163	2,524,163	6/30/2020	1,575,000	960,420	2,535,420	(11,258)	Bank
6/30/2021	1,485,000	1,040,963	2,525,963	6/30/2021	1,623,000	912,855	2,535,855	(9,893)	Proposal:
6/30/2022	1,530,000	996,413	2,526,413	6/30/2022	1,672,000	863,841	2,535,841	(9,428)	(83,656)
6/30/2023	1,575,000	950,513	2,525,513	6/30/2023	1,722,000	813,346	2,535,346	(9,834)	
6/30/2024	1,635,000	887,513	2,522,513	6/30/2024	1,775,000	761,342	2,536,342	(13,830)	
6/30/2025	1,705,000	822,113	2,527,113	6/30/2025	1,828,000	707,737	2,535,737	(8,625)	
6/30/2026	1,770,000	753,913	2,523,913	6/30/2026	1,883,000	652,531	2,535,531	(11,619)	
6/30/2027	1,840,000	683,113	2,523,113	6/30/2027	1,940,000	595,665	2,535,665	(12,552)	
6/30/2028	1,915,000	609,513	2,524,513	6/30/2028	1,999,000	537,077	2,536,077	(11,564)	
6/30/2029	1,990,000	532,913	2,522,913	6/30/2029	2,059,000	476,707	2,535,707	(12,795)	
6/30/2030	2,070,000	453,313	2,523,313	6/30/2030	2,121,000	414,525	2,535,525	(12,213)	
6/30/2031	2,155,000	370,513	2,525,513	6/30/2031	2,185,000	350,471	2,535,471	(9,959)	
6/30/2032	2,240,000	284,313	2,524,313	6/30/2032	2,251,000	284,484	2,535,484	(11,172)	
6/30/2033	2,310,000	217,113	2,527,113	6/30/2033	2,319,000	216,504	2,535,504	(8,391)	
6/30/2034	2,375,000	147,813	2,522,813	6/30/2034	2,389,000	146,470	2,535,470	(12,658)	
6/30/2035	2,450,000	76,563	2,526,563	6/30/2035	2,461,000	74,322	2,535,322	(8,760)	
	35,680,000	14,815,710	50,495,710		37,472,000	13,241,502	50,713,502	(217,792)	

Indicative interest rate for Option 1 was provided by Davenport's Fixed Income Desk based on market conditions as of September 11, 2014.

Option 2 rate is the Pinnacle Public Finance proposed rate of 3.02% received on August 29, 2014. Indications only; subject to change.



## **DAVENPORT & COMPANY**

### **Series 2014C General Obligation Bond Summary**

September 11, 2014




#### **Next Steps**

September 12 <sup>th</sup>	Finance Committee Agenda Packet Deadline
September 15 <sup>th</sup>	Public Hearing
September 17 <sup>th</sup>	Finance Committee Meeting
September 19 <sup>th</sup>	City Council Agenda Packet Deadline
September 22 <sup>nd</sup>	City Council Reviews Funding Opportunities and Considers Approval
Late October	Close on Financing

**Attachment A - Banking Institutions who Received RFP**  
**City of Manassas, VA**  
**2014C General Obligation Bond**



Bank of America, N.A.  
Bank of Floyd  
Bank of Lancaster  
Bank of Southside Virginia  
Branch Banking and Trust Company  
Burke & Herbert Bank & Trust  
Capital One  
Cardinal Bank  
Carter Bank & Trust  
Chesapeake Bank  
Citizens and Farmers Bank  
Eastern Virginia Bankshares  
Essex Bank  
Farmers Bank  
Fauquier Bank  
First Bank  
First Bank & Trust Company  
First Community Bank  
First Tennessee  
Fulton Bank  
Gateway Bank & Trust (Hampton Roads Bankshares)  
Highlands Union Bank  
Middleburg Bank  
M&T Bank  
National Bank  
Old Point Bank  
People's Community Bank  
Pinnacle Public Finance  
Pioneer Bank  
PNC Bank  
Rappahannock Bank (Union First Market Bank)  
Raymond James  
Regions Bank  
Summit Community Bank  
SunTrust Bank  
TD Bank  
The Old Point National Bank  
Towne Bank  
Union First Market Bank  
United Bank  
Virginia Commerce Bank (United Bank)  
Wells Fargo

**Attachment B - Summary of Proposals Received - General Obligation Bond, Series 2014C**  
**City of Manassas**

			
<b>Maturity</b>	January 1, 2035	January 1, 2035	January 1, 2035 subject to put provisions
<b>Amount</b>	\$38,000,000	\$38,000,000	Up to \$38,000,000
<b>Tax Treatment</b>	Tax-Exempt	Tax-Exempt	Tax-Exempt
<b>Bank Qualification</b>	Non-Bank Qualified	Non-Bank Qualified	Non-Bank Qualified
<b>Rate Basis</b>	Fixed	Fixed	Fixed for 15 years with 5 year put*      Fixed for 10 years with 10 year put
<b>Rate</b>	3.64%	3.02%	3.23%*      3.57%
<b>Interest Payment Frequency</b>	Semi-Annually	Semi-Annually	Semi-Annually
<b>Bank/Legal Fees</b>	\$0	Up to \$5,000	\$4,500      \$24,500
<b>Offer Expiration</b>	9/30/2014	10/31/2014	9/22/2014
<b>Early Prepayment Option</b>	Non-callable until after Year 7; Callable in whole thereafter at par on any payment date	Non-callable prior to 01/01/2023; callable in whole or in a minimum amount of \$250,000 on any payment date thereafter	In whole or in part at anytime without penalty
<b>Financial Reporting</b>	Not specified	Annual CPA audited year-end financial statements within 270 days of the close of each fiscal year. Additionally, Pinnacle will request City agree to provide adopted budget once it becomes publicly available.	Annual CPA audited year-end financial statements within 180 days of the fiscal year end and an annual budget within 30 days of adoption
<b>Other</b>	Subject to final credit approval	Subject to final credit approval  Taxable rate of 4.65% if loan becomes taxable due to City action  Loan can be assigned without disclosure requirement of the City. If loan is assigned, either the bank will continue servicing the loan or it will pay for a paying agent.	Proposal is for discussion purposes only and is not an offer to extend credit; not a commitment or agreement to issue a commitment  Rate increases subject to 3.73% cap if change in Corporate Tax Rate  *Offer valid only if City agrees to implement a procurement card within 90-120 days of closing  Proposal is for discussion purposes only and is not an offer to extend credit; not a commitment or agreement to issue a commitment  Rate increases subject to 4.12% cap if change in Corporate Tax Rate
<b>Total Debt Service</b>	\$53,706,987.40	\$50,713,502.07	\$51,719,734.57 (Assumes constant rate through maturity)      \$53,399,336.90

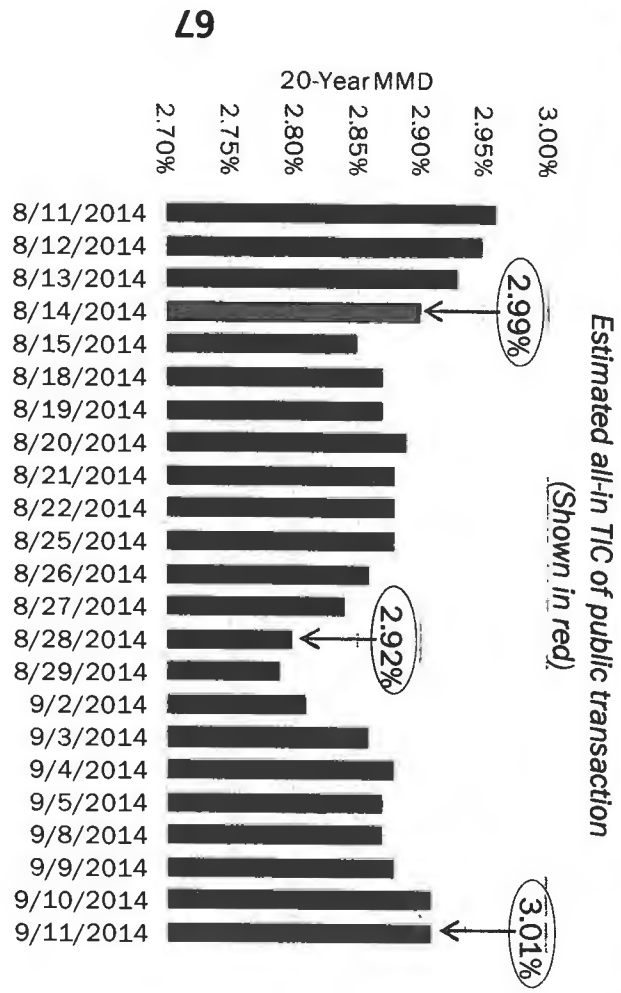
**Attachment B - Summary of Proposals Received - General Obligation Bond, Series 2014C**  
**City of Manassas**

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<b>Maturity Amount</b>	January 1, 2035 subject to put provision \$38,000,000	January 1, 2035 subject to put provision Up to \$38,000,000
<b>Tax Treatment</b>	Tax-Exempt	Tax-Exempt
<b>Bank Qualification</b>	Non-Bank Qualified	Non-Bank Qualified
<b>Rate Basis</b>	Fixed for 10 years with 10 year put	Fixed at closing for 10 years with 10 year put
<b>Rate</b>	2.99%	3.19%*
<b>Interest Payment Frequency</b>	Semi-Annually	Semi-Annually
<b>Bank/Legal Fees</b>	\$10,000	\$0
<b>Offer Expiration</b>	10/31/2014	Not specified
<b>Early Prepayment Option</b>	In whole or in part at anytime without penalty	Yes: Option to prepay the loan at 105% of the principal balance during years 1-3, 104% of the principal balance in years 4-6, 103% of the principal balance in years 7-9 and 100% thereafter. However, Borrower may repay up to 10% of the loan balance on an annual basis without penalty.
<b>Financial Reporting</b>	Not specified	Annual audited financial statements and submission of the annual operating budget prior to the beginning of each new fiscal year
<b>Other</b>		Not a commitment to lend; requires final underwriting approval
		* Rate set at closing for years 1-10 is the 10-Year Mid-Market swap rate plus 1.40%. In year 11, the remaining term will adjust to the then prevailing 10 year Mid-Market Swap Rate plus 1.40%.
<b>Total Debt Service</b>	\$50,577,450.78 (Assumes constant rate through maturity)	\$51,520,337.65 (Assumes constant rate through maturity)

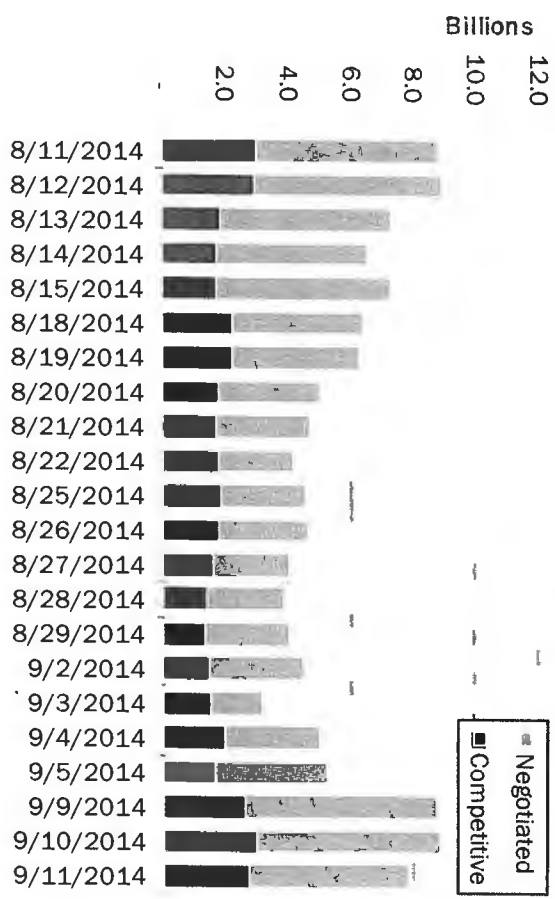
# Attachment C: Market Conditions Over the Past Month

## 20-Year MMD Benchmark Yield



- The 'AAA' MMD Curve is a composite index released on a daily basis by Municipal Market Data, a Thomson Financial company.
- Represents the industry benchmark for tax-exempt municipal yields and is the basis for pricing new issues in the tax-exempt capital markets.

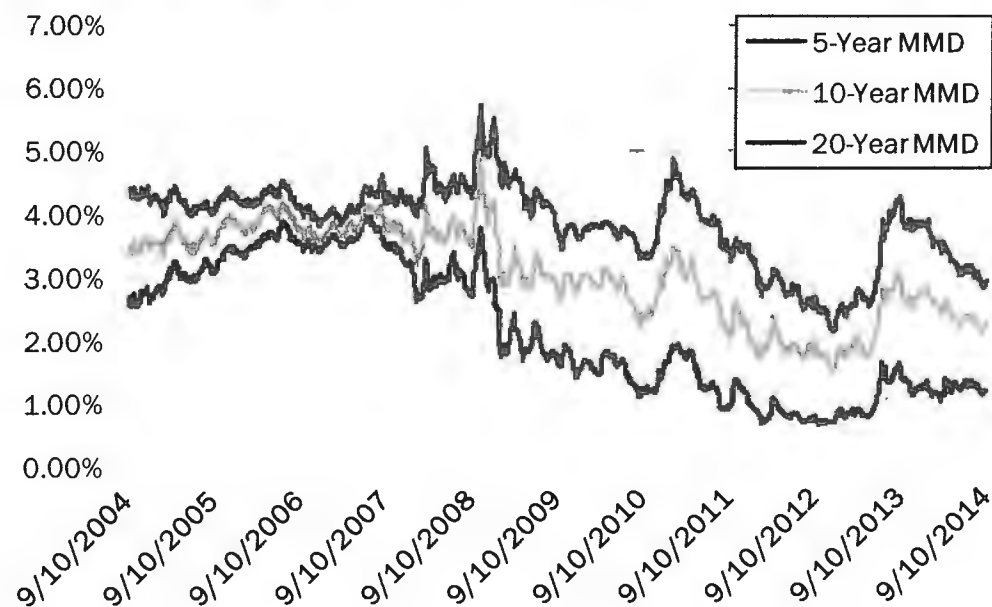
## 30-Day Visible Supply



- 30-Day Visible Supply is the dollar volume of municipal bonds scheduled to be issued, on both a competitive and negotiated basis, over the coming month.
- Used by issuers and other market participants to determine whether the coming month presents a good opportunity to buy, sell, or issue new bonds.

# Attachment C: MMD Over the Past 10 Years

MMD Over the Past 10 Years



# Attachment C: Recent Competitive Sale Results

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## Recent Competitive Sale Results

Issuer	Date of Sale	Par Amount	Credit Type	Credit Ratings	Number of Bids Received	Spread Between Highest and Lowest Bid
City of Manassas, VA	3/18/2014	13,525.000	G.O.	Aa1/AA+	14	52.0 bps
Spotsylvania County, VA	8/13/2014	57.830.000	G.O.	Aa2/AA+/AA+	10	12.5 bps
City of Suffolk, VA	7/30, 2014	124.745,000	G.O.	Aa1/AAA/AA+	8	14.6 bps
Virginia Resources Authority	7/29/2014	40.905.000	Revenue	Aa2, AA	6	21.7 bps
James City County, VA	7/23/2014	22.230,000	G.O.	Aa1 /AAA/AAA	9	7.9 bps
Town of Leesburg, VA	7, 17/2014	23,660.000	G.O.	AA+/Aa1/AAA	11	16.8 bps

# DAVENPORT & COMPANY

## Series 2014C General Obligation Bond Summary

September 11, 2014

The U.S. Securities and Exchange Commission (the "SEC") has clarified that a broker, dealer or municipal securities dealer engaging in municipal advisory activities outside the scope of underwriting a particular issuance of municipal securities should be subject to municipal advisor registration. Davenport & Company LLC ("Davenport") has registered as a municipal advisor with the SEC. As a registered municipal advisor Davenport may provide advice to a municipal entity or obligated person. An obligated person is an entity other than a municipal entity, such as a not for profit corporation, that has commenced an application or negotiation with an entity to issue municipal securities on its behalf and for which it will provide support. If and when an issuer engages Davenport to provide financial advisory or consultant services with respect to the issuance of municipal securities, Davenport is obligated to evidence such a financial advisory relationship with a written agreement.

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons.

This material was prepared by public finance, or other non-research personnel of Davenport. This material was not produced by a research analyst, although it may refer to a Davenport research analyst or research report. Unless otherwise indicated, these views (if any) are the author's and may differ from those of the Davenport fixed income or research department or others in the firm. Davenport may perform or seek to perform financial advisory services for the issuers of the securities and instruments mentioned herein.

This material has been prepared for information purposes only and is not a solicitation of any offer to buy or sell any security/instrument or to participate in any trading strategy. Any such offer would be made only after a prospective participant had completed its own independent investigation of the securities, instruments or transactions and received all information it required to make its own investment decision, including, where applicable, a review of any offering circular or memorandum describing such security or instrument. That information would contain material information not contained herein and to which prospective participants are referred. This material is based on public information as of the specified date, and may be stale thereafter. We have no obligation to tell you when information herein may change. We make no representation or warranty with respect to the completeness of this material. Davenport has no obligation to continue to publish information on the securities/instruments mentioned herein. Recipients are required to comply with any legal or contractual restrictions on their purchase, holding, sale, exercise of rights or performance of obligations under any securities/instruments transaction.

The securities/instruments discussed in this material may not be suitable for all investors or issuers. Recipients should seek independent financial advice prior to making any investment decision based on this material. This material does not provide individually tailored investment advice or offer tax, regulatory, accounting or legal advice. Prior to entering into any proposed transaction, recipients should determine, in consultation with their own investment, legal, tax, regulatory and accounting advisors, the economic risks and merits, as well as the legal, tax, regulatory and accounting characteristics and consequences, of the transaction. You should consider this material as only a single factor in making an investment decision.

The value of and income from investments and the cost of borrowing may vary because of changes in interest rates, foreign exchange rates, default rates, prepayment rates, securities/instruments prices, market indexes, operational or financial conditions or companies or other factors. There may be time limitations on the exercise of options or other rights in securities/instruments transactions. Past performance is not necessarily a guide to future performance and estimates of future performance are based on assumptions that may not be realized. Actual events may differ from those assumed and changes to any assumptions may have a material impact on any projections or estimates. Other events not taken into account may occur and may significantly affect the projections or estimates. Certain assumptions may have been made for modeling purposes or to simplify the presentation and/or calculation of any projections or estimates, and Davenport does not represent that any such assumptions will reflect actual future events. Accordingly, there can be no assurance that estimated returns or projections will be realized or that actual returns or performance results will not materially differ from those estimated herein. This material may not be sold or redistributed without the prior written consent of Davenport.

Version 01.13.14 LS|TC|TW