

**MOTION: WOLFE**

**May 10, 2021  
Regular Meeting  
Res No. R-2021-47**

**SECOND: SEBESKY**

**RE: RESOLUTION APPROVING THE CITY OF MANASSAS FISCAL YEAR 2022 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM**


**WHEREAS**, the City of Manassas Planning Commission reviewed the FY 2022-2026 Five-Year Capital Improvement Program (CIP) on January 20, 2021, and approved the CIP on February 3, 2021; and

**WHEREAS**, the School Board of the Manassas City Public Schools approved the Manassas City Schools CIP on March 23, 2021, and transmitted to the City Council on March 26, 2021; and

**WHEREAS**, the Manassas City Schools CIP is incorporated into the City of Manassas CIP; and

**WHEREAS**, the City Council held a public hearing on the CIP on April 26, 2021;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Manassas meeting in regular session this 10<sup>th</sup> day of May, 2021, hereby approves the City of Manassas Fiscal Year 2022 Five-Year Capital Improvement Program containing capital projects necessary for the betterment of the community.

  
Michelle Davis-Younger Mayor  
On behalf of the City Council  
of Manassas, Virginia

**ATTEST:**

  
Lee Ann Henderson City Clerk

**Votes:**

**Ayes:** Ellis, Farajollahi, Osina, Sebesky, Smith, Wolfe

**Nays:** None

**Absent from Vote:** None

**Absent from Meeting:** None



## PLANNING COMMISSION RESOLUTION

**Re: City of Manassas FY2022-2026 – Capital Improvement Program (CIP)**

**WHEREAS**, the Planning Commission annually reviews and provides recommendations to the City Manager on the department recommended Capital Improvement Program in accordance with Section 15.2-2239 of the Code of Virginia;

**WHEREAS**, the Planning Commission is responsible for review of all proposed Capital Improvement Program projects for conformance with the adopted Comprehensive Plan in accordance with Section 15.2-2232 of the Code of Virginia; and

**WHEREAS**, the Planning Commission's CIP Committee held a worksession to review new projects in the proposed FY2022-2026 CIP on January 20, 2021.

**NOW THEREFORE BE IT RESOLVED**, that the Planning Commission does hereby **RECOMMEND APPROVAL** of the FY2022-2026 CIP, as submitted to the City Manager, on this the 3<sup>rd</sup> day of February 2021.

**BE IT FUTHER RESOLVED**, that D-036 Round Elementary Retrofit to convert the existing facility to a wet pond, is consistent with the Comprehensive Plan to meet City stormwater program requirements and provide needed maintenance. The Commission recommends to the City Manager:

- The Engineering Department provide public outreach and communication to the adjacent Lee Manor neighborhood before and during construction;
- The pond project includes tree removal and should include prompt tree replanting and buffering as well as permanent safety fencing between the pond and adjacent single-family homes to the maximum extent feasible; and
- The project should be coordinated with the City's park (C-031) and trail (T-058) maintenance projects to enhance existing walking trails consistent with Comprehensive Plan Strategy PCR 9.1.7.

3 Feb 2021  
Date

Harry J. Clark  
Chairperson

## GLOSSARY

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**Ad Valorem** – The application of a rate percent of value. Taxes are imposed at a rate percentage of the value of goods.

**Appropriation** – Authorization of the City Council to incur obligations for specific purposes. Appropriations are limited to amount, purpose, and time. All appropriations of the City Council lapse at June 30<sup>th</sup> as provided in the Code of Virginia.

**Bond** – A written promise to pay a designated sum of money (principal) as a specific date in the future, as well as periodic interest at a specified rate. The payments on bonds are identified as debt service.

**Bond Proceeds** – The money paid to the issuer by the purchaser or underwriter of a new issue of municipal securities. These moneys are used to finance the project or purpose for which the securities were issued and to pay certain costs of issuance as may be provided in the bond contract.

**Bond Ratings** – Rate given to a government by a third party agency to signify the government's capacity and willingness to repay its debt. In rating municipalities for the issuance of general obligation debt, credit rating agencies (Standard & Poor's, Moody's, Fitch) consider factors that are considered especially relevant to a government's "capacity and willingness" to repay its debt: (1) the local economic base including local employment, taxes, and demographics (for example, age, education, income level, and skills of the local population); (2) financial performance and flexibility including accounting and reporting methods, revenue and expenditure structure and patterns, annual operating and budgetary performance, financial leverage and equity position, budget and financial planning, and contingency financial obligations such as pension liability funding; (3) debt burden; and (4) administration including local autonomy and discretion regarding financial affairs, background and experience of key administrative officials, and frequency of elections. Bond ratings impact the interest rate and the cost of debt service in the operating budget.

**Bonding Power** – Power of government to borrow money.

**Bonds** – Type of security sold to finance capital improvement projects.

**Budget** – Financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services. The budget is the primary tool by which most of the financing, acquisition, spending, and service delivery activities of a government are planned and controlled.

**Budget Resolution** – Method used by the City to establish and amend the budget.

**Capital Improvement Program** – A plan for future capital project expenditures. The multi-year plan serves as a roadmap for creating, maintaining, and funding present and future infrastructure requirements. The Capital Program addresses needs relating to the acquisition, expansion, and rehabilitation of long-lived facilities and systems. It serves as a planning instrument to identify needed capital projects and coordinate the financing and timing of these improvements.

**Capital Project** – Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life. In order to be a capital project, a project must have a cost greater than \$100,000 and a useful life of more than 10 years. If a project does not meet the criteria, it is considered to be a maintenance capital project.

**Capital Projects Funds** – Funds, defined by the State Auditor of Public Accounts, which account for the acquisition and/or construction of major capital facilities or capital improvements. These funds can include maintenance and renovation of capital facilities.

**Clean Water Act (CWA)** – Regulation passed in 1972 that establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters. Under the act, the EPA has implemented pollution control programs and set water quality standards for all contaminants in surface waters. For additional information visit the EPA's website at <http://www2.epa.gov/laws-regulations/summary-clean-water-act>.

**Code of Virginia** – Laws of the Commonwealth of Virginia

**Costs of Issuance** – The expenses associated with the sale of a new issue of municipal securities, including such items as printing, legal and rating agency fees, and others.

## GLOSSARY

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**Debt** – Obligation or something owed to someone else.

**Debt Limit** – The maximum amount of debt which an issuer of municipal securities is permitted to incur under constitutional, statutory or charter provisions

**Debt Service** – Annual payment of principal and interest on the City's bonds

**District of Columbia** – Washington, D.C. – the capital of the United States

**Encumbrance** – Obligation against budgeted funds in the form of a purchase order or contract

**Expenditure** – Cost of goods or services as recorded on a modified accrual basis of accounting

**Feasibility** – Degree to which something can be achieved

**Financial Policy** – City's policy with respect to taxes, spending, and debt management as related to the provision of City services, programs, and capital investment

**Fund** – Independent fiscal and accounting entity with a self-balancing set of accounts recording its assets, liabilities, fund balance/net assets, revenues, and expenditures/expenses

**General Obligation Bond** – Full faith and credit of the City, through its taxing authority, guarantees the principal and interest payments on debt

**Grant** – Cash award given by a government to a public agency in a lower level of government or special recipient for a specialized purpose

**Levy** – Impose or collect

**Issuing Bonds** – To "issue" bonds means to sell, deliver, and receive payment for bonds

**Long-Term Debt** – Debt with a maturity of more than one year after the date of issuance.

**Maintenance Capital Project** – A project that is capital in nature but does not meet the cost and/or useful life criteria of a capital project (i.e. cost is less than \$100,000 and/or the useful life is less than 10 years).

**Pay-As-You-Go Financing** – The portion of capital outlay which is financed from current revenue from the general fund, rather than by borrowing.

**Referendum** – A means by which a legislative body requests the electorate to approve or reject proposals such as constitutional amendments, long-term borrowing, and other special laws.

**Refunding** – A procedure whereby an issuer refinances an outstanding bond issue by issuing new bonds.

**Short-Term Debt** – Debt with a maturity of less than one year after the date of issuance.

**Strategic Planning** – Continuous and systematic process whereby guiding members of the City make decisions about its future, develop the necessary procedures and operations to achieve in the future, and determine how success will be measured

**Total Maximum Daily Load** – the calculation of the maximum amount of pollution a body of water can receive and still meet state water quality standards designed to ensure waterways meet a national primary goal of being swimmable and fishable.

## ACRONYMS

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**ADA** – Americans with Disability Act – Federal law that prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities, and transportation

**ALP** – Airport Layout Plan

**BAS** – Building Automation System

**BBJ** – Boeing Business Jet – Commercial airplane

**BMP** – Best Management Practice

**CIP** – Capital Improvement Program – List of capital projects that are anticipated and scheduled over a five-year period

**CMAQ** – Congestion Mitigation and Air Quality Improvement Program – Provides funds to states for transportation projects designed to reduce traffic congestion and improve air quality

**DMV** – Department of Motor Vehicles

**FAA** – Federal Aviation Administration – Federal agency charged with regulating aircraft, airports and all other aspects of air travel

**FY** – Fiscal Year – A 12-month period to which the annual operating budget applies. The City's fiscal year is July 1<sup>st</sup> through June 30<sup>th</sup>

**HVAC** – Heating, Ventilation, and Air Conditioning

**IT** – Information Technology

**kV** – Kilovolt – a unit of electromotive force

**LED** – Light-emitting diode – A semiconductor diode that emits light when conducting current and is used in electronic displays and both indoor and outdoor lighting

**MALSR** – Medium Approach Lighting System with Runway Alignment Indicator Lights– Lighting system installed in airport runway approach zones along the extended centerline of the runway

**MCPS** – Manassas City Public Schools

**mgd** – Million gallons per day as it relates to water service

**MS4** – Small Municipal Separate Storm Sewer System – Authorizes cities, counties, or other governmental entities to discharge stormwater collected by their storm sewer systems to waters of the United States

**MVA** – Megavolt amp – Power in an electrical circuit

**MW** – Megawatts – Measure of the output of a power plant or the amount of electricity required by an entire city

**NVTA** – Northern Virginia Transportation Authority – A regional body responsible for long range transportation planning, prioritization, and funding for regional transportation projects in Northern Virginia.

**RSTP** – Regional Surface Transportation Program – Provides flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects

**TMDL** – Total Maximum Daily Load – The calculation of the maximum amount of pollution a body of water can receive and still meet state water quality standards designed to ensure waterways meet a national primary goal of being swimmable and fishable

**UG** – Underground, as in underground electric distribution services

## **ACRONYMS**

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**USEPA** – United States Environmental Protection Agency – Federal agency to protect the human health and the environment

**VA** – State of Virginia

**VADEQ** – Virginia Department of Environmental Quality – State agency that oversees environmental protection services

**VDH** – Virginia Department of Health – State agency responsible with protecting the health of all Virginians

**VDOT** – Virginia Department of Transportation – State agency responsible for building, maintaining, and operating the state's roads, bridges, and tunnels