

**CONSENT AGENDA
JULY 13, 2015**

A. APPROVAL OF MINUTES

1. SUBJECT: APPROVAL OF MINUTES DATED MARCH 30 AND APRIL 9, 2015

ISSUE/PURPOSE: The above listed minutes are before the Board for approval. See TAB **B**.

B. APPROPRIATIONS

1. SUBJECT: COMPENSATION BOARD RECONCILIATION

**A-FY-16-
COMPENSATION BOARD
BUDGET RECONCILIATION**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund is adjusted for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

<u>Revenue Account</u>		
423100	Shared Expenses	\$11,832
451203	Undesignated Fund Balance	<u>(\$11,832)</u>
	Total Revenue	\$ 0

Said resolution adjusts revenue estimates for constitutional officers for FY 16 based on the approved FY 16 Compensation Board budgets.

ISSUE/PURPOSE: Compensation Board reconciliation.

JUSTIFICATION: This resolution adjusts the County's revenue estimates to reflect the FY 16 approved Compensation Board Budgets for constitutional officers. At the time the FY 16 budget was developed, the state Compensation Board Budget had not been approved. This resolution reconciles the Constitutional Officer's revenue budgets to match their approved Compensation Board Budget for FY 16. This resolution only makes revenue adjustments; there are no expenditure adjustments.

	FY 16 Approved County Budget	FY 16 Approved Comp Board Budget	Difference
Sheriff	\$ 3,954,090	\$ 3,966,278	\$ 12,188
Commonwealth Attorney	\$ 666,576	\$ 666,576	\$ (0)
Clerk of Court	\$ 394,853	\$ 394,851	\$ (2)
Treasurer	\$ 184,340	\$ 184,170	\$ (170)
Commissioner of Revenue	\$ 197,709	\$ 197,525	\$ (184)
Totals	\$ 5,397,568	\$ 5,409,400	\$ 11,832

2. SUBJECT: COUNTY CAPITAL PROJECT – FOR FROG POND RENOVATION

**A-FY-16-
COUNTY CAPITAL PROJECT
FROG POND REFURBISHMENT**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

570120 Transfer to County Capital Projects \$250,000

The source of funds for the foregoing appropriation is as follows:

451500 Undesignated Fund Balance \$250,000

BE IT FURTHER RESOLVED, The County Capital Projects fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016 for the function and in the amount as follows:

700 Frog Pond \$250,000

The source of funds for the foregoing appropriation is as follows:

451020 Transfer from General Fund \$250,000

Said resolution appropriates funds from undesignated fund balance to the County Capital projects Fund for renovations to the County's outdoor pool.

ISSUE/PURPOSE: Frog Pond Renovation.

JUSTIFICATION: The County's outdoor pool, the Frog Pond, is nearly 20 years old and requires extensive renovations to continue operations. As discussed by the Board of Supervisors at various worksessions, this resolution appropriates funds to cover the cost of these improvements.

3. SUBJECT: NEW RIVER VALLEY EMERGENCY COMMUNICATIONS REGIONAL AUTHORITY

**A-FY-16-
NEW RIVER VALLEY EMERGENCY
COMMUNICATIONS REGIONAL AUTHORITY**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

110	NRV Emergency Communications Regional Authority	\$330,326
-----	---	-----------

The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>		
419108	Recovered Costs	\$330,326

Said resolution appropriates funds to cover the NRV Emergency Communications Regional Authority's personnel costs.

ISSUE/PURPOSE: NRV Emergency Communications Regional Authority Personnel Costs.

JUSTIFICATION: In accordance with a memorandum of understanding between the NRV Emergency Communications Regional Authority and Montgomery County, the County is employing the Executive Director and other administrative staff on an interim basis. The Authority will reimburse the County for all costs associated with the positions. This resolution appropriates funds to cover these costs for the year.

4. SUBJECT: GOVERNOR'S OPPORTUNITY FUNDS

**A-FY-16-
GOVERNOR'S OPPORTUNITY FUNDS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

810 Economic Development \$100,000

The source of funds for the foregoing appropriation is as follows:

424500 Governor's Opportunity Funds \$100,000

Said resolution appropriates the Governor's Opportunity Fund proceeds for payment to Hubbell Lighting.

ISSUE/PURPOSE: Appropriate Governor's Opportunity Funds.

JUSTIFICATION: This resolution appropriates \$100,000 in Governor's Opportunity Fund proceeds to cover incentives provided by the Commonwealth to Hubbell Lighting. See TAB C.

5. SUBJECT: LINE OF DUTY RESERVE

**A-FY-16-
LINE OF DUTY RESERVE**

WHEREAS, The state previously covered the cost of line of duty benefits; and

WHEREAS, The state decided it would now be the responsibility of the locality to pay for these expenses starting in fiscal year 2012; and

WHEREAS, The Board of Supervisors established a Line of Duty Reserve in FY 12; and

WHEREAS, \$34,331 in additional dollars can be added to the reserve from the FY 15 line of duty balances.

NOW, THEREFORE, BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the Line of Duty Reserve be increased by \$34,331 to pay for future line of duty program costs for a total balance of \$131,254.

ISSUE/PURPOSE: Line of Duty Reserve.

JUSTIFICATION: This resolution adds Line of Duty funds remaining at year-end of \$34,331 to the Line of Duty Reserve for a total of \$131,254.

6. SUBJECT: TECHNOLOGY RESERVE

**A-FY-16-
TECHNOLOGY RESERVE**

WHEREAS, The Board of Supervisors approved the establishment of a Technology Reserve on October 11, 2005; and

WHEREAS, \$180,359 additional dollars can be added to the reserve from the Information Technology’s 2015 vacancy savings; and

WHEREAS, The actual cost and timeframe for implementation of some technology projects has not yet been established.

NOW, THEREFORE, BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the Technology Reserve be increased from \$106,785 to \$287,144 to cover the future costs of technology projects.

ISSUE PURPOSE: Technology Reserve.

JUSTIFICATION: Based on the Board’s policy established in October of 2005, this resolution adds the savings from the Information Technology Department to the Technology Reserve for future technology projects.

7. SUBJECT: RE-APPROPRIATION OF GRANT BALANCES

**A-FY-16-
RE-APPROPRIATION OF GRANTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

111	Emergency Services Grants	\$611,677
143	Customer Premises Equipment Grants	\$24,773
251	Technology Trust Fund	\$12,667
321	Selective Traffic Enforcement	
	Alcohol	\$6,066
	Occupant Protection	\$2,232
	Speed	\$4,296

DARE Program	\$2,399
Project Lifesaver	\$5,104
Byrne Justice	\$1,791
Asset Forfeiture Grant	\$1,847
Non-lethal Equipment	\$543
331 Fire Programs	\$14,295
710 Library Gates Grant	\$40,627
721 Floyd Library Gates Grant	\$12,602
800 Public Safety Answering Point	\$3,821
Safe Routes to Schools	\$489,610
911 Huckleberry Trail VDOT Grant – Christiansburg	\$208,003
Total	\$1,442,353

The sources of funds for the foregoing appropriation are as follows:

Revenue:

020-422401	State Grants	\$1,379,622
02-451205	Designated Fund Balance	\$62,731
	Total	\$1,442,353

Said resolution re-appropriates available account balances of grants as of June 30, 2015.

ISSUE/PURPOSE: Carryover outstanding grant balances from FY 15.

JUSTIFICATION: Each year balances remaining in the accounts for federal and state grants are re-appropriated. Grants frequently cover a period of time that varies from the County fiscal year, and the funds provided through grants are often on a project basis, meaning they continue through the life of the project up to the grant award amount. In order to complete projects, cover payments submitted through grant programs, ensure the use of funds for their mandated purpose, and make required refunds, balances are re-appropriated from fiscal year to fiscal year.

8. SUBJECT: FY 15 CARRYOVER OF EARMARKED DOLLARS

**A-FY-16-
FY 15 CARRYOVER OF EARMARKED DOLLARS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016 for the function and in the amount as follows:

152	Commissioner of Revenue	\$12,800
200	Commonwealth Attorney	\$52,836
320	Sheriff – County Range	\$80,182
321	Sheriff – Asset Forfeiture	\$20,550
520	RSVP	\$13,322
700	Parks and Recreation	\$10,102
710	Library	\$43,683
720	Floyd Library	\$43,574
800	Planning and GIS	\$13,035
	Conservation Easements	<u>\$50,538</u>
	Total	\$340,622

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451501	Designated Fund Balance	\$340,622
--------	-------------------------	-----------

Said resolution re-appropriates FY 15 funds from donations, fundraising, scholarships, federal forfeited assets, and other dollars earmarked for specific purposes that were not expended before year-end.

ISSUE/PURPOSE: Carryover of earmarked dollars.

JUSTIFICATION: This resolution re-appropriates FY 15 dollars from donations, fundraising, scholarships, federal forfeited assets, and other dollars earmarked for specific purposes that were not expended before year-end. Each year, the Board re-appropriates designated funds that are earmarked for a specific purpose, but are not expended by year-end. This resolution appropriates these funds from the prior fiscal year.

9. SUBJECT: RE-APPROPRIATION OF COUNTY ENCUMBRANCES

**A-FY-16-
RE-APPROPRIATION OF
COUNTY ENCUMBRANCES**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

100	Board of Supervisors	\$2,118
-----	----------------------	---------

110	County Administration	\$24,356
111	Emergency Services Grants	\$2,011
140	Information Technology	\$332,576
152	Assessment	\$5,250
180	Internal Services	\$4,247
320	Sheriff – County	\$289,271
321	Sheriff's Grants	\$7,600
400	General Services	\$91,056
420	Engineering and Regulatory Compliance	\$91,139
540	Social Services	\$8,500
700	Parks and Recreation	\$14,041
710	Library	\$82,571
720	Floyd Library	\$7,378
800	Planning and GIS	<u>\$36,582</u>
	Total	\$998,696

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451501	Designated General Fund Balance	\$998,696
--------	---------------------------------	-----------

Said resolution re-appropriates monies supporting the balances of outstanding purchase orders as of June 30, 2015.

ISSUE/PURPOSE: Outstanding General Fund purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are re-appropriated into the next fiscal year. In May, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid through June 30, 2015.

10. SUBJECT: RE-APPROPRIATION OF COUNTY CAPITAL PROJECTS ENCUMBRANCES

**A-FY-16
RE-APPROPRIATION OF
COUNTY CAPITAL PROJECTS ENCUMBRANCES**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the County Capital Projects was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

110	Courthouse	\$13,013
110	Government Center	\$3,059

320	Public Safety Building	\$1,493,449
330	Fire and Rescue	\$680,851
400	Animal Care and Adoption Center	<u>\$208,979</u>
	Total	\$2,399,351

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451501 Designated County Capital Projects Fund Balance \$2,399,351

Said resolution re-appropriates monies supporting purchase orders that are open in the County Capital Projects fund as of June 30, 2015.

ISSUE/PURPOSE: Outstanding capital fund purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are re-appropriated into the next fiscal year. In May, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid through June 30, 2015.

11. SUBJECT: RE-APPROPRIATION OF COUNTY CAPITAL PROJECTS FUND FY 15 BALANCES

**A-FY-16-
RE-APPROPRIATION OF
COUNTY CAPITAL PROJECTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the County Capital Projects Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

110	Government Center	\$582,934
	Courthouse Renovation	\$96,811
142	Munis Document Management	\$2,975
320	Public Safety Building	\$143,244
330	Fire and Rescue Reserve	\$29,367
400	Animal Care and Adoption Center	\$3,887,649
	Elliston Bridge	\$22,036
	Consolidated Sites	\$122,499
700	Park Revitalization	\$62,394
800	GIS	\$16,115
	Topo Maps	\$14,786
900	Future Projects	<u>\$2,000,000</u>

Total \$6,980,810

The source of funds for the foregoing appropriation is as follows:

Revenue Accounts:

451501 Designated Fund Balance \$6,980,810

Said resolution re-appropriates remaining account balances of capital projects.

ISSUE/PURPOSE: County Capital Projects.

JUSTIFICATION: County Capital projects are approved for the length of the project. Consequently, at the end of each year, the available balances remaining in these accounts are re-appropriated until the close of the project. This resolution re-appropriates those balances,

Project managers were asked to report on the status of these projects and justify the re-appropriation of funds. The results are reported in a status report included as TAB D.

12. SUBJECT: RE-APPROPRIATION OF SCHOOL CAPITAL PROJECTS FY 15 BALANCES

**A-FY-16-
RE-APPROPRIATION OF
SCHOOL CAPITAL PROJECTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the School Capital Projects Fund was granted an appropriation in addition to the annual appropriation for fiscal year ending June 30, 2016 for the function and in the amount as follow:

600 Capital Projects Fund - Schools \$8,716,576

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451501 Capital Projects Fund Balance \$8,716,576

Said resolution re-appropriates remaining account balances of School Capital projects. These balances exclude encumbrances which will be re-appropriated through a second resolution.

ISSUE/PURPOSE: School Capital Projects.

JUSTIFICATION:

School Capital Projects are approved for the length of the project. Consequently, at the end of each year, the available balances remaining in these accounts are re-appropriated until the close of the project. This resolution re-appropriates the School Capital Projects balances. As the projects are completed, the School Board will request the Board of Supervisors reallocate remaining balances to future projects. These funds cover the following projects, as requested by the Schools:

New Auburn High School	\$761,564
Renovated Auburn Middle School	\$124,944
New Blacksburg High School	\$211,319
School Security Upgrades	\$1,451
Future Unspecified Projects	\$554,529
Proceeds from Sale of Surplus	\$278,700
Funds from real estate tax increase	\$3,500,000
Funds from General Fund	\$3,000,000
Future Debt Service	<u>\$284,069</u>
Total	\$8,716,576

13. SUBJECT: SCHOOL YEAR-END ENCUMBRANCE CARRYOVER

**A-FY-16-
SCHOOL OPERATING FUND
YEAR-END ENCUMBRANCE CARRYOVER**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund is granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

570090 Transfer to School Operating Fund \$1,517,666

The source of funds for the foregoing appropriation is as follows:

451500 Undesignated Fund Balance \$1,517,666

BE IT FURTHER RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the School Operating Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

<u>School Operating</u>	
Instruction	\$ 92,602
Admin, Attend, & Health	\$ 20,590
Transportation	\$ 90,328

Operation and Maintenance	\$1,314,146
Total Funds	\$1,517,666

The source of funds for the foregoing appropriation is as follows:

<u>Revenue Account:</u>	
451020	Transfer from General Fund \$1,517,666

Said resolution re-appropriates monies supporting outstanding purchase order balances for the schools.

ISSUE/PURPOSE: Carryover outstanding School Operating Fund purchase orders.

JUSTIFICATION: Each year, balances of outstanding purchase orders are re-appropriated into the new fiscal year. See TAB E for this request from the School Board.

14. SUBJECT: RE-APPROPRIATION OF FIRE AND RESCUE PROJECTS FY 15 BALANCES

**A-FY-16-
RE-APPROPRIATION OF
FIRE AND RESCUE PROJECTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

330	Fire and Rescue	\$75,980
-----	-----------------	----------

The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>	
451501	Designated Fund Balance \$75,980

Said resolution appropriates funds remaining at year end for use by Fire and Rescue Departments in FY 16.

ISSUE/PURPOSE: Fire and Rescue funds.

JUSTIFICATION: During FY 15, the Fire and Rescue Commission approved funding for several one-time projects. These projects were not completed and year end. This appropriation carries funds into FY 16 so the projects can be completed.

CBVFD – Poor Mountain Tower	\$40,000
SVRS – Medical Supplies	\$ 5,000
SVRS – Recruitment	\$ 5,000
Undistributed Funds	<u>\$25,980</u>
Total	\$75,980

15. SUBJECT: FIRE AND RESCUE CAPITAL PROJECTS

**A-FY-16-
TRANSFER FIRE AND RESCUE CAPITAL RESERVE TO
BLACKSBURG FIRE DEPARTMENT**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that a transfer of appropriation within the County Capital Projects Fund is hereby authorized, as follows:

FROM:
123301 Fire and Rescue Capital Reserve (\$730,000)

TO:
123301BB Blacksburg Fire Department \$730,000

Said resolution transfers appropriated funds as approved by the Fire and Rescue Commission to a project account for the purchase of a fire truck for the Blacksburg Fire Department.

ISSUE/PURPOSE: Blacksburg Fire Department Fire Truck

JUSTIFICATION: This resolution transfers \$730,000 from the Fire and Rescue Capital Reserve to Blacksburg Fire Department to replace Tanker 6. The Fire and Rescue Commission approved this transfer at the June 2015 meeting.

16. SUBJECT: FLOYD LIBRARY FY 16 BUDGET APPROPRIATION

**A-FY-16-
FLOYD LIBRARY
FY 16 BUDGET APPROPRIATION**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016 for the function and in the amount as follows:

720 Floyd Library \$65,362

The sources of funds for the foregoing appropriation are as follows:

<u>Revenue Account</u>	
415211 Sale of Copies	\$ 5,000
416156 Floyd County Reimbursement	\$ 8,159
416157 Town of Floyd Contribution	\$ 5,000
416151 Fines and Fees	\$12,000
424409 State Library Grant	<u>\$35,203</u>
Total	\$65,362

Said resolution appropriates operating funds for the Floyd Library for FY 16.

ISSUE/PURPOSE: Appropriate FY 16 Floyd Library Budget.

JUSTIFICATION: The Floyd Library budget is appropriated separately from the County Library budget and only includes monies for the Floyd branch.

17. FLOYD LIBRARY CARRYOVER FY 15 BALANCE

**A-FY-15-
FLOYD LIBRARY
CARRYOVER FY 15 YEAR-END BALANCE**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016 for the function and in the amount as follows:

720	Floyd Library	\$15,120
-----	---------------	----------

The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>	
451501 Designated Fund Balance	\$15,120

Said resolution re-appropriates FY 15 Floyd Library funds that were not expended before year-end 2015.

ISSUE/PURPOSE: FY 15 Floyd Library carryovers

JUSTIFICATION: The Floyd Library had \$5,340 left in unspent expenditures and \$9,780 in excess revenue remaining at year end. This resolution re-appropriates these funds for use by the Floyd Library for FY 2016.

18. SUBJECT: GENERAL SERVICES SUPPLEMENTAL APPROPRIATION FOR REPAIRS AT THE CHRISTIANSBURG LIBRARY

**A-FY-16-
GENERAL SERVICES
SUPPLEMENTAL APPROPRIATION
REPAIRS TO THE CHRISTIANSBURG LIBRARY**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2016, for the function and in the amount as follows:

400	General Services	\$15,000
-----	------------------	----------

The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>		
451500	Undesignated Fund Balance	\$15,000

Said resolution appropriates one- time funds to General Services to repair drainage issues at the Christiansburg Library.

ISSUE/PURPOSE: Christiansburg Library Drainage Repair.

JUSTIFICATION: This resolution appropriates one-time funds to address Christiansburg Library drainage issues which create hazardous conditions during the winter.