

**CONSENT AGENDA
JULY 11, 2011**

A. APPROVAL OF MINUTES

**1. SUBJECT: APPROVAL OF MINUTES DATED
JANUARY 24, 2011 AND FEBRUARY 7, 2011**

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

B. APPROPRIATIONS AND TRANSFERS

**1. SUBJECT: RE-APPROPRIATION OF COUNTY
ENCUMBRANCES**

**A-FY-12-
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, 2012, for the function and in the amount as follows:

100	Board of Supervisors	\$109,468
110	County Administration	\$6,738
130	Financial and Management Services	\$15,042
140	Information Technology	\$130,661
141	Customer Premises Equipment Grants	\$90,277
152	Assessment	\$4,881
170	Registrar	\$13,745
180	Internal Services	\$67,096
230	J & D Relations Court	\$334
400	General Services	\$218,670
700	Parks and Recreation	\$42,208
710	Library	\$69,330
720	Floyd Library	\$30,200
800	Planning and GIS	\$6,299
810	Economic Development	<u>\$3,223</u>
	Total	\$808,172

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

<u>Revenue Account</u>		
451205	Designated General Fund Balance	\$808,172

Said resolution reappropriates monies supporting the balances of outstanding purchase orders as of June 30, 2011.

ISSUE/PURPOSE: Reappropriate outstanding purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are reappropriated into the next fiscal year. In April, 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, 2011.

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

**A-FY-12
COUNTY CAPITAL PROJECTS FUND
REAPPROPRIATION OF 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, 2012, for the function and in the amount as follows:

110	New Government Center/Building C	\$162,649
	Courthouse Renovation	\$7,922,812
320	Jail Renovation/Public Safety Building	\$926,335
330	Fire and Rescue	\$158,600
810	Economic Development	<u>\$500,251</u>
	Total	\$9,670,647

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

Revenue Account

451205 Designated County Capital Projects Fund Balance \$9,670,647

Said resolution reappropriates monies supporting the balances of outstanding purchase orders remaining in the County Capital Projects fund as of June 30, 2011.

ISSUE/PURPOSE: Reappropriate outstanding purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are reappropriated into the next fiscal year. In April, 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, 2011.

3. SUBJECT: RE-APPROPRIATION OF COUNTY CIP PROJECTS

**A-FY-12-
RE-APPROPRIATION OF
COUNTY CIP 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, 2012, for the function and in the amount as follows:

110	New Government Center	\$636,673
	Building C Renovation	354,613
	Courthouse Renovation	8,251,931
142	Munis Document Management	6,475
320	Jail Renovation	2,453,000
	Public Safety Building	4,274,000
330	Fire and Rescue Reserve	11,322
400	Animal Control	7,187
	CJ&S Property Improvements	11,569
	Elliston Bridge	22,036
	Consolidated Sites	32,689
700	Park Revitalization	25,967
	Frog Pond	9,728
710	Meadowbrook Library	12,590
800	GIS	30,739
	Topo Maps	22,544
810	Economic Development Projects	<u>67,677</u>
	Total	\$16,230,740

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

Revenue Accounts:

451205	Designated Fund Balance	\$ 16,230,740
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Said resolution reappropriates remaining account balances of CIP projects.

ISSUE/PURPOSE: Reappropriate County Capital Improvement Projects

JUSTIFICATION: CIP 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 reappropriates those balances for the CIP accounts in the County Capital Projects Fund. Funds encumbered for contractual arrangements or purchases orders within these accounts will be appropriated through another resolution at the time all purchase orders are carried forward into the new year.

In order to identify completed projects, CIP 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 in TAB B .

4. SUBJECT: RE-APPROPRIATION OF GRANTS

**A-FY-12-
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, 2012, for the function and in the amount as follows:

143	Customer Premises Equipment Grants	\$66,005
201	Domestic Violence Victim Fund	22,977
321	DARE Program	1,884
	Project Lifesaver	8,905
710	Library Gates Grant	16,374
721	Floyd Library Gates Grant	16,539
911	Mental Health - NRVCS	<u>13,420</u>
	Total	\$146,104

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

Revenue Account:

21432-424401	VITA State Grant	\$66,005
02201-424401	Domestic Violence Victim Fund	\$22,977
29114-434401	Mental Health Service Grant	\$13,420

02-451205 Designated Fund Balance	<u>\$43,702</u>
	Total \$146,104

Said resolution reappropriates available account balances of grants as of June 30, 2011.

ISSUE/PURPOSE: Reappropriate grant balances.

JUSTIFICATION: Each year balances remaining in the accounts for federal and state grants are reappropriated. 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 reappropriated from fiscal year to fiscal year.

5. SUBJECT: RE-APPROPRIATION OF SCHOOL CIP PROJECTS

**A-FY-12-
RE-APPROPRIATION OF SCHOOL CIP PROJECTS**

BE IT RESOLVED, That the School Capital Projects Fund was granted an appropriation in addition to the annual appropriation for fiscal year ending June 30, 2012 for the function and in the amount as follow:

600	Capital Projects Fund - Schools	\$23,633,309
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The source of funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>		
451204	Capital Projects Fund Balance	\$23,633,309

Said resolution reappropriates remaining account balances of School CIP projects. These balances exclude encumbrances which will be reappropriated through a second resolution.

ISSUE/PURPOSE: Reappropriate 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 reappropriates the School Construction Projects balances.

These funds cover the following projects:

Price’s Fork Elementary	\$11,576,777
Elliston/Lafayette Elementary	\$331,326
New Auburn High School	\$2,217,477
Energy Projects	\$3,519,442
New Blacksburg High School	\$2,400,000
Temporary Schools	\$300,000
Repairs from Inspections	\$1,100,000
Engineering Inspections	\$350,000
PPEA Evaluations	\$55,534
Future Debt Service	<u>\$1,782,753</u>
Total	\$23,633,309

**6. SUBJECT: PLANNING AND GIS DEPARTMENT
CONSERVATION EASEMENT CARRYOVER**

**A-FY-12-
PLANNING AND GIS DEPARTMENT
RE-APPROPRIATION OF
CONSERVATION EASEMENT FUNDING**

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, 2012 for the function and in the amount as follows:

800	Planning and GIS	\$128,538
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The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>		
451205	Designated Fund Balances	\$128,538

Said resolution reappropriates remaining account balances for conservation easement funding as of June 30, 2011.

ISSUE/PURPOSE: Re-appropriate conservation easement funding.

JUSTIFICATION:

On September 24, 2004, the Board of Supervisors approved Conservation Easement funding, which included a transfer of monies collected from roll-back taxes in excess of the fiscal year budget estimate to an acquisition fund for the purpose of assisting with the purchase of conservation easements. No additional monies were collected in excess of the FY 11 budget estimate. Therefore, this resolution appropriates funds from prior fiscal years (\$128,538).

7. SUBJECT:

RE-APPROPRIATION OF GYPSY MOTH AND VDOT REVENUE SHARING FUNDS

A-FY-12-

RE-APPROPRIATION OF GYPSY MOTH AND VDOT REVENUE SHARING 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, 2012, for the function and in the amount as follows:

930 Special Projects \$378,575

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

Revenue Account

451205 Fund Balance \$378,575

Said resolution reappropriates remaining account balances of the Gypsy Moth Program and VDOT revenue sharing as of June 30, 2011.

ISSUE/PURPOSE:

Reappropriate Gypsy Moth and VDOT revenue sharing funds.

JUSTIFICATION:

This resolution carries forward the unexpended FY 11 balances of \$55,585 for the Gypsy Moth Program and \$322,990 for VDOT revenue sharing. \$223,000 is from FY 08/09 funding and \$99,990 is from FY 2010 funding. See TAB C.

8. SUBJECT: RE-APPROPRIATION OF RSVP AND LIBRARY DONATIONS, FUNDRAISING AND SCHOLARSHIP FUNDS

**A-FY-12-
RE-APPROPRIATION OF RSVP AND LIBRARY DONATIONS, FUNDRAISING AND SCHOLARSHIP 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, 2012, for the function and in the amount as follows:

520	RSVP	\$ 4,986
700	Parks and Recreation	\$ 8,516
710	Library	\$41,658
720	Floyd Library	<u>\$35,952</u>
	Total	\$91,112

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

Revenue Account:

02-451205	Designated Fund Balance	\$91,112
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Said resolution reappropriates remaining account balances of donations, fund raising, and scholarships in previous fiscal years.

ISSUE/PURPOSE: Reappropriate donations, fund raising and scholarship activity funds.

JUSTIFICATION: This resolution appropriates funds received from donations, fund raising, and scholarship activities in previous fiscal years. These funds are earmarked for specific purposes by the donor and are appropriated to allow the departments to expend the funds based upon the expected use of the donation.

9. SUBJECT: RE-APPROPRIATION OF FEDERAL FORFEITED ASSET SHARING PROGRAM FUNDS

**A-FY-12-
RE-APPROPRIATION OF
FEDERAL FORFEITED ASSET SHARING
PROGRAM 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, 2012, for the function and in the amount as follows:

200	Commonwealth Attorney	\$ 5,662
321	Sheriff	<u>\$65,218</u>
	Total	\$70,880

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

<u>Revenue Account</u>		
451205	Fund Balance	\$70,880

Said resolution re-appropriates remaining account balances of Federal Asset Forfeiture funds as of June 30, 2011.

ISSUE/PURPOSE: Reappropriate Federal Asset Forfeiture funds.

JUSTIFICATION: This resolution appropriates funds received as part of this program but not expended in previous years. This money was seized from cases investigated by the Montgomery County Drug Task Force as a participant of the Department of Criminal Justice Services' Forfeited Asset Sharing program. These funds must be used for law enforcement purposes only and may not be used to supplant existing funding. Therefore, unexpended year funds must be carried over until used for law enforcement purposes.

10. SUBJECT: SHERIFF'S DEPARTMENT – DEN HILL RANGE RE-APPROPRIATION

**A-FY-12-
SHERIFF'S DEPARTMENT
DEN HILL RANGE
RE-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, 2012, for the function and in the amount as follows:

324 Sheriff - County \$48,818

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

Revenue Account
451205 Designated Fund Balance \$48,818

Said resolution reappropriates remaining account balances of the Den Hill Range project as of June 30, 2011.

ISSUE/PURPOSE: Appropriates unspent Den Hill Range funds.

JUSTIFICATION: This resolution appropriates funds remaining in the Den Hill Range projects as of June 30, 2011. These funds were earmarked for the development of the range and need to be carried over to complete the project.

11. SUBJECT: PARKS AND RECREATION CARRYOVER LOOP TRAIL FUNDS

**A-FY-12-
PARKS AND RECREATION
CARRYOVER ELLET VALLEY LOOP TRAIL 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, 2012, for the function and in the amount as follows:

700 Parks and Recreation \$3,800

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

Revenue Account

451205 Designated Fund Balance \$3,800

Said resolution reappropriates remaining balance as of June 30, 2011 for costs associated with the Ellet Valley Loop Trail.

ISSUE/PURPOSE: Appropriate unspent Loop Trail funds.

JUSTIFICATION: On April 11, 2011, the Board of Supervisors appropriated \$3,800 to cover costs associated with the Ellet Valley Loop Trail. The County is planning to hire Community Design Assistance Center (CDAC) to design specifications for the Ellet Valley Loop Trail Section 2 Connector. The total cost of the design is \$7,600, with costs being shared between the Town of Blacksburg and Montgomery County. CDAC has not yet been hired, therefore, these funds need to be carried over into FY 12 to allow the project to continue.

**12. SUBJECT: PARKS AND RECREATION
CARRYOVER OF FUNDS FOR
HUCKLEBERRY TRAIL PAVING PROJECT**

**A-FY-12-
PARKS AND RECREATION
CARRYOVER OF YEAR END BALANCE
FOR THE HUCKLEBERRY TRAIL PAVING PROJECT**

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, 2012, for the function and in the amount as follows:

451209 Transfer to County Capital Projects \$30,000

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

451203 Undesignated Fund Balance \$30,000

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, 2012 for the function and in the amount as follows:

127003PR Parks Revitalization Project \$30,000

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

451100 Transfer from General Fund \$30,000

Said resolution appropriates funds remaining at June 30, 2011 to complete the Huckleberry Trail paving project.

ISSUE/PURPOSE: Appropriate funds for the Huckleberry Trail Paving Project.

JUSTIFICATION: Funding is needed to complete paving on damaged sections of the Huckleberry Trail. Funds remaining at the end of FY 11 are sufficient to cover this project.

13. SUBJECT: NEW RIVER VALLEY EMERGENCY COMMUNICATIONS REGIONAL AUTHORITY

**A-FY-12-
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, 2012, for the function and in the amount as follows:

110 NRV Emergency Communications \$124,786
Regional Authority

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

Revenue Account
419108 Recovered Costs \$ 124,786

Said resolution appropriates funds necessary to cover the costs associated with the NRV Emergency Communications Regional Authority.

ISSUE/PURPOSE: Appropriate recovered 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 on an interim basis. The Authority will reimburse the County for all costs associated with the position. This resolution appropriates funds to cover these costs for the year.

**14. SUBJECT: FLOYD LIBRARY BUDGET
APPROPRIATION FOR FY 12**

**A-FY-12-
FLOYD LIBRARY
BUDGET APPROPRIATION FOR FY 12**

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, 2012 for the function and in the amount as follows:

720	Floyd Library	\$200,225
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The sources of funds for the foregoing appropriation are as follows:

Revenue Account

710 416156	Floyd Contribution	\$140,921
720 415211	Sale of Copies	\$ 5,000
720 416157	Town of Floyd Contribution	\$ 2,000
720 416151	Fines and Fees	\$ 18,900
720 424409	State Library Grant	<u>\$ 33,404</u>
	Total	\$200,225

Said resolution provides the appropriation for the operation of the Floyd Library with Floyd residents.

ISSUE/PURPOSE: Appropriation for the Floyd Library for FY 12.

JUSTIFICATION: The Floyd Library budget is appropriated after the beginning of the fiscal year when revenue amounts are known.

15. SUBJECT: RSVP GRANT REDUCTION FOR FY 12

**A-FY-12-
RSVP GRANT REDUCTION**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund appropriation was reduced for the fiscal year ending June 30, 2012, for the function and in the amount as follows:

520 RSVP (\$12,136)

The source for the revenue reduction is as follows:

Revenue Accounts:

433107 RSVP-Grant (\$12,136)

Said resolution reduces funds in the RSVP grant due to federal reduction for FY 12.

ISSUE/PURPOSE: Reduction in federal funding.

JUSTIFICATION: The previously approved RSVP grant award was \$60,679. However, due to a reduction in federal funding for FY 12 of 20%, the new grant award is \$48,543, requiring a reduction in funds of \$12,136.

**16. SUBJECT: BRAIN INJURY SERVICES – TRANSFER
FROM GENERAL CONTINGENCIES
(Balance in General Contingencies before this
Resolution is \$371,400)**

**A-FY-12-
BRAIN INJURY SERVICES OF SOUTHWEST VIRGINIA
TRANSFER FROM GENERAL CONTINGENCIES**

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

FROM:

950 General Contingencies (\$800)

TO:

910 Other Agencies – Brain Injury Services \$800

Said resolution transfers appropriated funds from General Contingencies to Brain Injury Services of Southwest Virginia

ISSUE/PURPOSE: Transfer of funds.

JUSTIFICATION: At the April 25, 2011 meeting, the Board of Supervisors approved providing \$800 in one-time funding to Brain Injury Services of SWVA. This resolution appropriates those funds. Brain Injury Services of Southwest Virginia provides case management services for citizens that have suffered brain injuries.

17. SUBJECT: SHERIFF – TRANSFER OF FUNDS

**A-FY-12-
SHERIFF
TRANSFER OF FUNDS**

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

FROM:

310 Sheriff – Compensation Board (\$14,194)

TO:

320 Sheriff – County \$14,194

Said resolution transfers funds from the Sheriff’s Compensation Board Budget to the Sheriff’s County Budget

ISSUE/PURPOSE: Transfer of funds.

JUSTIFICATION: This resolution transfers \$14,194 in appropriated funds from the Sheriff’s Compensation Board Budget to the Sheriff’s County Budget. This transfer is made based on salary savings from the change of appointment of the Captain of Corrections position. These funds will be permanently moved from salaries to operations and maintenance for FY 12 and beyond.

C. VDOT

**1. SUBJECT: REVENUE SHARING PROJECTS
CRAIG'S CREEK ROAD (SR 621)**

**R-FY-12-
REVENUE SHARING PROJECT
TRANSFER OF FUNDS
CRAIG'S CREEK ROAD (SR 621)**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby requests the Virginia Department of Transportation to transfer \$28,163 from Revenue Sharing Project 768-060-R15 UPC 87227 (SR 768 Quartz Lane) to Project 621-060-R27 UPC 91587 (SR 621 Craig's Creek Road) for the purpose of completing the project.

JUSTIFICATION: John Thompson at VDoT has advised that work can be completed on Craig's Creek Road (SR 621) with revenue sharing funds left over from other projects. Approval of the above resolution will allow VDoT to transfer the balance of funds left in FY 2007-08 Revenue Sharing funds from the completed Quartz Lane project, to be used for the Craig's Creek Road project. Craig's Creek Road is a FY 2009-10 Revenue Sharing project. The County has already paid its share of the \$28,163.

D. PERFORMANCE AGREEMENT

**1. SUBJECT: PERFORMANCE CONTRACT
NEW RIVER VALLEY COMMUNITY
SERVICES - FY 2012**

**R-FY-12-
RESOLUTION ACKNOWLEDGING RECEIPT
OF THE NEW RIVER VALLEY COMMUNITY SERVICES
FY 2012 PERFORMANCE CONTRACT**

BE IT RESOLVED, The Board of Supervisors of the County of Montgomery, Virginia acknowledges receipt of the New River Valley Community Services Board Performance Contract for Fiscal Year 2012 between New River Valley Community Services and the State Department of Behavioral Health and Development Services.

BE IT FURTHER RESOLVED, The Montgomery County Board of Supervisors makes no comment regarding the performance contract for the New River Valley Community Services for Fiscal Year 2012.

ISSUE/PURPOSE:

Acknowledge receipt of the New River Valley Community Services FY 2012 Performance Contract.

JUSTIFICATION:

As in past years, the complexity of the Contract inhibits a full analysis of the commitments the County may be making by endorsing this plan. Whether endorsed by the Board or not, the Commonwealth will implement the contract after September 30, 2011. In the past, we have elected not to formally adopt the plan. See TAB **D** for a copy of the performance contract and letter from the NRV Community Services Executive Director.