CONSENT AGENDA
January 13, 2014

A. APPROVAL OF MINUTES

1. SUBJECT: **APPROVAL OF MINUTES DATED JULY 8, 2013**

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

B. APPROPRIATIONS AND TRANSFERS

1. SUBJECT: **COMMONWEALTH ATTORNEY FORFEITED ASSET SHARING PROGRAM**

A-FY-14-
COMMONWEALTH'S ATTORNEY
FORFEITED ASSET SHARING PROGRAM

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, 2014, for the function and in the amount as follows:

200 Commonwealth's Attorney $7,204

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

Revenue Account
419104 Confiscations $7,204

Said resolution appropriates monies received as part of the Forfeited Asset Sharing Program from the Department of Criminal Justice Services.

ISSUE/PURPOSE: Appropriate Forfeited Asset Sharing Program funds.

JUSTIFICATION: This money was seized from cases investigated by the Montgomery County Drug Task Force and prosecuted by the Commonwealth's Attorney's office 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.

2. SUBJECT: FIRE PROGRAM FUND ALLOCATION

A-FY-14
FIRE PROGRAM FUND ALLOCATION

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, 2014 for the function and in the amount as follows:

23311 Fire Program Fund Distribution $165,349

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

Revenue Account
424401 Fire Program Fund Distribution $165,349

Said resolution appropriates funds received from the Fire Program Fund for use by volunteer fire departments.

ISSUE/PURPOSE: Fire Program Funds.

JUSTIFICATION: Monies within the Fire Fund are provided by the Department of Fire Programs for the improvement of volunteer and salaried fire service operations in Counties, Cities and Towns. Funds are obtained from a 1% assessment levied by the state on insurance premiums. Monies provided by the County are distributed based on population in the unincorporated areas of the county that are served by each fire department. The population data is based on address points in each area as maintained in the County's GIS system. The proceeds for this resolution were received by the County on December 19, 2013 and consist of funds collected by the state for two fiscal years FY 13 ($87,647) and FY 14 ($77,702) for a total of $165,349. Funds can be used for fire service training and the purchase of fire-fighting equipment. The distribution is as follows:

	Population	%	Allocation
Blacksburg	11071	31.05%	51,337
Christiansburg	9552	26.79%	44,293
Elliston	7228	20.27%	33,516
Longshop/McCoy	1962	5.50%	9,098
Riner	5845	16.39%	27,104
	35658		165,349

3. SUBJECT: HEALTH DEPARTMENT – TRANSFER FROM GENERAL CONTINGENCIES (Balance in General Contingencies before this Resolution is $366,576)

A-FY-14-
HEALTH DEPARTMENT
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	($28,126)

TO:

530	Public Health Department	$28,126

Said resolution transfers appropriated funds from General Contingencies to the Public Health Department for the County's match requirement for state funding.

ISSUE/PURPOSE: Transfer of General Contingencies funds.

JUSTIFICATION: This resolution transfers $28,126 from general contingencies to the Public Health Department to cover local match requirements. The Public Health Department is funded on a formula basis with costs shared between the state and the County. The County's share is 38.3% and the state's share is 61.7%. The State appropriated more for the County Health Department than anticipated in the FY 14 budget. The Health Department has $12,615 provided by the County in FY 13 that was not used at year-end. Rather than refund the excess to the County, they are requesting to use those monies plus an additional $28,126 to match state funds in the amount of $65,599, making the FY 14 allocation $505,881 in local dollars and $814,543 in state dollars. According to the Health Director, funds will be used to fill a public health nurse position in Montgomery County. See TAB **J** .

4. SUBJECT: INFORMATION TECHNOLOGY

A-FY-14-
INFORMATION TECHNOLOGY
TRANSFER FROM THE TECHNOLOGY FUND
FOR PARKS AND RECREATION ON-LINE REGISTRATION
AND COUNTY/SCHOOL FINANCIAL SYSTEMS CONSOLIDATION

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, 2014, for the function and in the amount as follows:

140	Information Technology	$202,612

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

45120	Designated Fund Balance Technology Reserve	$202,612

Said resolution appropriates funds for the Finance System Consolidation Project between the County and the Schools and to upgrade Parks and Recreation's on-line registration system.

ISSUE/PURPOSE: Appropriate funds for the County/School Financial Systems Consolidation and the Parks and Recreation Department's on-line registration project.

JUSTIFICATION: This resolution appropriates funding for the one-time costs of consolidating financial systems between the County and the Schools System and upgrading the on-line registration system for Parks and Recreation. Currently, the County and Schools each maintain their own version of the same financial system, resulting in numerous inefficiencies. County and School staff and the County Technology Leadership Committee recommended the systems be combined into one consolidated system and database. Benefits include improved efficiency and reduced duplications of effort; more accurate data and more timely reporting; opportunities for consolidation of IT support of the system. The costs of the County/School Consolidation project are outlined below:

- License expansion, training, installation of modules for schools $45,211
- License expansion, training, installation of modules for County $34,663
- Services to Implement Consolidation $81,338
- Data Conversion $31,400

Total $192,612

The Parks and Recreation Department's on-line registration upgrade will provide a product that includes features enabling remote registration, automatic upgrades and marketing tools to integrate with e-mail and social media. The Technology Leadership Committee has also recommended funding for this project.

The estimated costs include:

- One-time implementation fee $7,600
- Equipment and annual fees $2,400

Total $10,000

5. SUBJECT: REVENUE SHARING –OLD SOURWOOD ROAD

A-FY-14-
REVENUE SHARING
OLD SOURWOOD ROAD (SR 717)

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, 2014, for the function and in the amount as follows:

930	VDOT Revenue Sharing	$30,000

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

Revenue Account		
419103	Recovered Costs	$15,000
451203	Undesignated Fund Balance	$15,000
	Total	$30,000

Said resolution appropriates funds from undesignated fund balance to cover the costs of improvements to Old Sourwood Road (SR 717).

ISSUE/ PURPOSE: Appropriate funds to cover the costs of improvements to Old Sourwood Road.

JUSTIFICATION: In July of 2013, the Board of Supervisors appropriated $175,000 for Old Sourwood Road improvements. This project is part of the VDOT revenue sharing program with 50% of the costs ($87,500) coming from the state and an additional 50% ($87,500) coming from the County. It was later determined that the actual cost of the road improvements would exceed the original estimates. On September 13, 2013, the Board of Supervisors approved a resolution requesting VDOT to transfer $30,000 in remaining revenue sharing funds from the Craig's Creek Road and Alleghany Springs Road projects to the Old Sourwood Road Revenue Sharing Project to cover the shortfall. This resolution appropriates those funds, which consist of a 50% local match ($15,000) and 50% ($15,000) in state revenue sharing funds.

6. SUBJECT: SHERIFF – GRANT

A-FY-14-
SHERIFF
APPROPRIATION OF GRANT 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, 2014 for the function and in the amount as follows:

321 Sheriff Grants $111,303

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

Revenue Account
424401 State Grants $111,303

Said resolution appropriates monies from an Office of the Attorney General (OAG) grant of federal asset forfeiture monies.

ISSUE/PURPOSE: Appropriation of grant funding received for the Sheriff's Department.

JUSTIFICATION: This resolution appropriates monies from an Office of the Attorney General (OAG) grant of federal asset forfeiture monies. These funds will be used for the purchase of various types of public safety equipment for use by the Sheriff's Office. There is no local match requirement and funding cannot be

used to supplant state or local funds but used to increase the amounts made available for law enforcement activities.

7. SUBJECT: SHERIFF – RECOVERED COSTS

A-FY-14-
SHERIFF – RECOVERED COSTS

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, 2014, for the function and in the amount as follows:

320	Sheriff County	$17,047

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

Revenue Account		
419108	Recovered Costs	$11,622
419104	Confiscations	$ 5,425
	Total	$17,047

Said resolution appropriates recovered costs and asset forfeitures.

ISSUE/PURPOSE: Recovered costs and asset forfeitures.

JUSTIFICATION: Sheriff Security Services Recovered Costs ($10,670): The Sheriff provides security services at local football and special sporting events. This resolution appropriates $10,670 for these services.

Inmate Litter Control Recovered Costs ($952): The Sheriff's office Inmate Litter pick up program is funded in two ways. The Sheriff's office contracts with VDOT contractors to pick up litter along the Route 460 by-pass and is reimbursed for this work. The County-funded portion of the program focuses on other roads within the County. Litter is not collected by VDOT on these roads. This resolution appropriates funds received ($952) from the VDOT contractor.

Asset Forfeitures ($5,425): This resolution also appropriates $5,425 in monies seized in cases investigated by the Montgomery County Sheriff's Office and/or the Drug Task Force. These funds

must be used for law enforcement purposes only and may not be used to supplant existing funding.

C. SUPERVISOR ENDORSEMENT

1. SUBJECT: VIRGINIA LOCAL GOVERNMENT TRANSITION COUNCIL – ENDORSE SUPERVISOR BIGGS' PARTICIPATION

R-FY-14-
SUPERVISOR MARY BIGGS
LOCAL GOVERNMENT TRANSITION COUNCIL

WHEREAS, Supervisor Mary W. Biggs has been invited to serve on the Local Government Transition Council.

NOW, THEREFORE, BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia endorses Supervisor Biggs' participation on the Local Government Transition Council.

BE IT FURTHER RESOLVED, The Board of Supervisors authorizes the County Administrator to reimburse Supervisor Biggs for expenses arising from attendance at committee meetings.

ISSUE/PURPOSE: Endorse Supervisor Biggs' participation on the Local Government Transition Council.

JUSTIFICATION: The Local Government Transition Council is a creation of Governor Terry McAuliffe. The group will advise McAuliffe's transition team on issues relating to local government, helping to map goals, challenges and opportunities for the next four years.

D. VACATION UTILITY EASEMENT

1. SUBJECT: VACATION OF A LOT LINE AND PUBLIC UTILITY AND PUBLIC DRAINAGE

ORD-FY-14-
AN ORDINANCE VACATING A LOT LINE AND PUBLIC UTILITY AND PUBLIC DRAINAGE EASEMENT BETWEEN LOTS 71 AND 72 LOCATED IN PHASE 3 OF THE INDIAN RUN INVESTMENT COMPANY SUBDIVISION RECORDED IN PLAT BOOK 7, PAGE 170 IN THE MONTGOMERY COUNTY CIRCUIT COURT CLERK'S OFFICE RICHARD W. AND KRISTI RENTFROW

WHEREAS, Richard W. Rentfrow and Kristi R. Rentfrow have requested the Montgomery County Board of Supervisors to vacate a lot line and a public utility and public drainage easement between lots 71 and 72 located in Phase 3 of the Indian Run Investment Company subdivision recorded in plat book 7, page 170 in the Montgomery County Circuit Court Clerk's office, as shown more particularly on the Plat entitled "Plat of Boundary Line Vacation From Records of Tax Parcels 29-5-71 and 29-5-72 for Richard W. Rentfrow & Kristi R. Rentfrow Located in Indian Run Investment Company Subdivision, Phase No. 3" dated December 12, 2013, plat prepared by Anderson & Associates, Inc. (the "Plat"); and

WHEREAS, Section 15.2-2272 of the Code of Virginia, as amended, provides that the Board of Supervisors may vacate a portion of a plat after sale of a lot by Ordinance.

NOW THEREFORE, BE IT ORDAINED, By the Board of Supervisors of the County of Montgomery, Virginia that the Board of Supervisors in accordance with Section 15.2-2272 of the Code of Virginia, as amended, hereby authorizes the vacation of a lot line and a public utility and public drainage easement between lots 71 and 72 located in Phase 3 of the Indian Run Investment Company subdivision recorded in plat book 7, page 170 in the Montgomery County Circuit Court Clerk's office, as shown more particularly on the Plat entitled "Plat of Boundary Line Vacation From Records of Tax Parcels 29-5-71 and 29-5-72 for Richard W. Rentfrow & Kristi R. Rentfrow located in Indian Run Investment Company Subdivision, Phase No. 3" dated December 12, 2013, plat prepared by Anderson & Associates, Inc. (the "Plat"); and

BE IT FURTHER ORDAINED, By the Board of Supervisors of the County of Montgomery, Virginia that the Board of Supervisors hereby authorizes the Chair to sign the respective plat for recordation.

This Ordinance shall take effect upon adoption.

ISSUE/PURPOSE: Approve the vacation of a lot line and a public utility and public drainage easement.

JUSTIFICATION: Richard W. Rentfrow and Kristi R. Rentfrow have requested the Montgomery County Board of Supervisors to vacate a lot line and a public utility and public drainage easement between lots 71 and 72 located in Phase 3 of the Indian Run Investment Company Subdivision. See TAB **G** for a copy of the Plat and Easement Certification.

E. APPOINTMENTS

1. SUBJECT: PUBLIC SERVICE AUTHORITY

R-FY-14-
PUBLIC SERVICE AUTHORITY
APPOINTMENTS

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that **M. Todd King** is hereby appointed to the **Public Service Authority** effective January 14, 2014 and expiring December 31, 2017 or until a successor is elected.

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that **Annette S. Perkins and Gary D. Creed,** are hereby reappointed to the **Public Service Authority** effective January 14, 2014 and expiring December 31, 2017 or until a successor is elected.

BE IT FURTHER RESOLVED, The expiration of a Board of Supervisors term in office, shall constitute a voluntary resignation from any board/commission /authority appointment as a representative of Montgomery County.

ISSUE/PURPOSE: Appointments to the Public Service Authority Board.

2. SUBJECT: MONTGOMERY REGIONAL ECONOMIC DEVELOPMENT COMMISSION – REAPPOINT TOWN OF CHRISTIANSBURG REPRESENTATIVE

R-FY-14-
MONTGOMERY REGIONAL ECONOMIC DEVELOPMENT COMMISSION
REAPPOINT TOWN OF CHRISTIANSBURG REPRESENTATIVE

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby re-appoints **John T. Overton** as a Town of Christiansburg representative to the **Montgomery Regional Economic Development Commission** effective January 1, 2014 and expiring December 31, 2016.

ISSUE/PURPOSE: Re-appoint John T. Overton as Christiansburg's representative on the Montgomery Regional Economic Development Commission.

JUSTIFICATION: See TAB **H** for a copy of a letter from Christiansburg Mayor Richard Ballengee advising that the Christiansburg Town Council has recommended John Overton be re-appointed as their representative on the EDC.

3. SUBJECT: INTERIM SUBDIVISION AGENT

R-FY-14-
APPOINT COUNTY ADMINISTRATOR
AS INTERIM SUBDIVISION AGENT

BE IT RESOLVED, That the Board of Supervisors of Montgomery County, Virginia hereby appoints F. Craig Meadows as Interim Subdivision Agent for the purposes of carrying out the responsibilities of administering the Montgomery County Subdivision Ordinance.

ISSUE/PURPOSE: Appoint the County Administrator as Interim Subdivision Agent due to the resignation of the Planning Director.