

CONSENT AGENDA
January 14, 2013

A. APPROVAL OF MINUTES

**1. SUBJECT: APPROVAL OF MINUTES DATED
SEPTEMBER 10,2012**

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

B. APPROPRIATIONS AND TRANSFERS

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

**A-FY-13-
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, 2013, for the function and in the amount as follows:

200	Commonwealth's Attorney	\$3,078
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The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>	
419104	Confiscations
	\$3,078

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

ISSUE/PURPOSE: 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 AND RESCUE

**A-FY-13-
FIRE AND RESCUE
INSURANCE RECOVERIES CARRYOVER**

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, 2013 for the function and in the amount as follows:

330 Fire and Rescue \$7,297

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

Revenue Account

451204 Designated Fund Balance \$7,297

Said resolution appropriates insurance recoveries received from lighting damage at the Elliston Fire Station.

ISSUE/PURPOSE: Insurance recoveries.

JUSTIFICATION: The County received \$7,297 in insurance recoveries from lighting damage at Elliston Fire Station. These funds were received in FY 12 and were not carried over. This resolution appropriates the funds to cover the cost for the repairs.

**3. SUBJECT: RETIRED SENIOR VOLUNTEER PROGRAM
FUNDRAISERS AND DONATIONS**

**A-FY-13-
RETIRED SENIOR VOLUNTEER PROGRAM
APPROPRIATION OF FUNDRAISING AND DONATIONS**

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, 2013, for the function and in the amount as follows:

520 Human Services \$11,187

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

Revenue Account

25202-416158 Donations RSVP \$11,187

Said resolution appropriates donations and fundraising monies generated by the Volunteers for use by the RSVP.

ISSUE/PURPOSE: Appropriate donations and fundraising monies.

JUSTIFICATION: This resolution appropriates donations and fundraising monies generated by the RSVP Volunteers. These funds will be used to support fundraising activities and scholarships.

4. SUBJECT: SHERIFF – RECOVERED COSTS

**A-FY-13-
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, 2013, for the function and in the amount as follows:

320 Sheriff County \$17,348

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

<u>Revenue Account</u>		
419108	Recovered Costs	\$16,449
419104	Confiscations	<u>\$ 899</u>
	Total	\$17,348

Said resolution appropriates recovered costs and confiscations for use by the Sheriff's office.

ISSUE/PURPOSE: Appropriate Sheriff's department recovered costs and confiscations.

JUSTIFICATION: This resolution appropriates recovered costs from security services at area football games (\$10,931), litter pick-up services (\$4,964), and drug buy money (\$554).

This resolution also appropriates \$899 in monies seized in cases investigated by the Montgomery County Sheriff's Office. These funds must be used for law enforcement purposes only and may not be used to supplant existing funding.

5. SUBJECT: REGISTRAR

A-FY-13-
REGISTRAR
CARRYOVER FY-12 YEAR END 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, 2013, for the function and in the amount as follows:

170 Registrar \$19,366

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

Revenue Account

02 451203 Undesignated Fund Balance \$19,366

Said resolution appropriates funds remaining at FY 12 year-end in the Registrar’s office to cover cost over runs for the fall Presidential election.

ISSUE/PURPOSE: Appropriate carryover funds remaining at FY 12 year-end in the Registrar’s office.

JUSTIFICATION: The Registrar’s base budget includes funding to operate in a routine year. Additional expenses resulted from the presidential election requiring approximately \$19,366 in the following categories:

Part-time wages	\$10,407
Postage	\$ 8,329
Professional Services to program voting machines	\$ 630
Total	\$19,366

Sufficient funds remained in the Registrar’s budget at the end of FY 12 to cover these costs. Some election costs were not known when other carryover requests were submitted to the Board of Supervisors for approval.

6. SUBJECT: TRANSFER – GENERAL SERVICES AND INFORMATION TECHNOLOGY

**A-FY-13-
TRANSFER OF FUNDS
GENERAL SERVICES AND INFORMATION TECHNOLOGY**

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

FROM:

400 General Services (\$60,000)

TO:

140 Information Technology \$60,000

Said resolution transfers funds from General Services to Information Technology for Land Development Office software management.

ISSUE/PURPOSE: Transfer of funds

JUSTIFICATION: Funding for the automation of the Building Inspection process is appropriated in the Information Technology Division and the General Services Division. This resolution consolidates all funds in the Information Technology Division. This resolution is a transfer of funds. There are no additional funds added.

C. GRANTS

1. SUBJECT: RESOLUTION AUTHORIZING THE APPLICATIONS OF A SAFE ROUTE TO SCHOOLS GRANT – AUBURN AND BELVIEW STRAND

**R-FY-13-
A RESOLUTION APPROVING SAFE ROUTE TO SCHOOL (SRTS)
INFRASTRUCTURE GRANT APPLICATIONS FOR BELVIEW ELEMENTARY
SCHOOL AND FOR THE AUBURN ELEMENTARY AND AUBURN MIDDLE
SCHOOLS**

WHEREAS, There is a need to provide options that allow children to walk and bicycle to school safely, and Safe Routes to School (SRTS) Programs can address these challenges through a coordinated action plan; and

WHEREAS, Safe Routes to School Programs use a variety of education, engineering and enforcement strategies that help make routes safer for children to

walk and bicycle to school and encouragement strategies to entice more children to walk and bicycle; and

WHEREAS, The Safe Routes to School Program provides grant opportunities up to \$500,000 to support engineering (infrastructure) projects that will increase the number of children who bike and walk to school based upon a School Travel Plan; and

WHEREAS, The Safe Routes to School Program is fully supported by federal funds and requires no local match; and

WHEREAS, A coordinated effort has taken place over the last year in which Montgomery County, Montgomery County Public Schools, school staff, local law enforcement, local planners, local engineers, and the Virginia Department of Transportation have developed an approved Travel Plan for Belview Elementary, Auburn Elementary School and Auburn Middle School; and

WHEREAS, The County is developing infrastructure grant applications to fund engineering solutions identified in the School Travel Plans for Belview Elementary, Auburn Elementary and the Auburn Middle School; and

WHEREAS, Montgomery County, Montgomery County Public Schools, Belview Elementary School, Auburn Elementary School, and Auburn Middle School anticipate a continuing Safe Routes to School Program in the community.

NOW, THEREFORE, BE IT RESOLVED By the Board of Supervisors of the County of Montgomery, Virginia that the Board of Supervisors hereby approves applying for the Safe Routes to School Grants for infrastructure improvements to support more children walking and biking to school as identified in the School Travel Plans developed for Belview Elementary School, Auburn Elementary School, and Auburn Middle School respectively.

BE IT FURTHER RESOLVED By the Board of Supervisors of the County of Montgomery, Virginia that the Board of Supervisors hereby authorizes the Montgomery County Administrator, F. Craig Meadows, to sign all documents necessary to apply for the Safe Routes to School Grants on behalf of the County of Montgomery.

ISSUE/PURPOSE: Authorize the grant applications for Safe Routes to Schools grant.

JUSTIFICATION: A coordinated effort has taken place over the last year in which Montgomery County, Montgomery County Public Schools, school staff, local law enforcement, local planners, local engineers, and the Virginia Department of Transportation have developed an approved Travel Plan for Belview Elementary, Auburn Elementary School and Auburn Middle School

Auburn Middle School for safe school travel. This resolution authorizes the submittal of grant applications to the Safe Route to School Program.

D. APPOINTMENTS

**1. SUBJECT: EMERGENCY SERVICES DIRECTOR-
REAPPOINT COUNTY ADMINISTRATOR**

**R-FY-13-
EMERGENCY SERVICES DIRECTOR
REAPPOINT COUNTY ADMINISTRATOR**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby reappoints **F. Craig Meadows** as **Director of Emergency Services** effective January 1, 2013 and expiring December 31, 2013.

BE IT FURTHER RESOLVED, That employees appointed to boards/commissions/authorities as a representative for Montgomery County, such appointment is contingent upon their continued employment with the County and that any such termination or resignation from employment would also constitute a voluntary resignation from such board/commission/authority.

ISSUE/PURPOSE: Reappoint the County Administrator as Director of Emergency Services.

JUSTIFICATION: The Director of Emergency Services, with the consent of the Board of Supervisors, is the constituted legal authority for approving emergency operations and declaring a local state of emergency.

**2. SUBJECT: NRV ALCOHOL SAFETY ACTION
PROGRAM (ASAP)**

**R-FY-13-
APPOINTMENT
NRV ALCOHOL SAFETY ACTION PROGRAM**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby reappoints **Mary Pettit** to the **Alcohol Safety Action Program (New River Valley)** effective January 15, 2013 and expiring April 30, 2013.

ISSUE/PURPOSE: Reappoint Mary Pettit to the Alcohol Safety Action Program (ASAP).

JUSTIFICATION: The Memorandum of Agreement between

the participating jurisdictions (Counties of Floyd, Giles, Montgomery and Pulaski, the City of Radford, the Towns of Blacksburg, Christiansburg and Pulaski) specifies that the annual appointments begin on May 1st and end on April 30th. The above appointment resolution expires on April 30th in order to adhere to Section IV (b) of the Memorandum of Agreement dated May 31, 1976.

3. SUBJECT: PARKS AND RECREATION COMMISSION

**R-FY-13-
APPOINTMENT
PARKS AND RECREATION COMMISSION**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby appoints **Don Karnes**, who resides in District C, to the **Parks and Recreation Commission** effective January 15, 2013 and expiring February 25, 2014.

Said appointment fills the unexpired term of Norma Lawson, resigned.

ISSUE/PURPOSE: Appoint Don Karnes to the Parks and Recreation Commission to fill the unexpired term of Norma Lawson, who resigned.

JUSTIFICATION: The Interview Committee (Supervisors Jim Politis and Bill Brown) interviewed Mr. Karnes on November 28th and recommended his appointment to the Parks and Recreation Commission.

4. SUBJECT: PLANNING COMMISSION

**R-FY-13-
APPOINTMENT
PLANNING COMMISSION**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby reappoints **Bryan Katz** to the **Montgomery County Planning Commission** effective March 10, 2013 and expiring March 8, 2017.

ISSUE/PURPOSE: Reappoint Bryan Katz to the Planning Commission for a full 4-year term. Mr. Katz was first appointed to the Planning Commission on October 10, 2012 to fill the unexpired term of Walt Haynes, deceased, which ends on March 9, 2013. Staff was directed to send a letter to Mr. Katz and ask if he was interested in reappointment. See **TAB H** for Mr. Katz's response that he wishes to be reappointed.

5. SUBJECT: APPOINTMENT – NEW RIVER VALLEY HOME CONSORTIUM

**R-FY-13-
APPOINTMENT
NEW RIVER VALLEY HOME CONSORTIUM**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby reappoints **Steve Sandy, Montgomery County Planning Director**, to the **New River Valley HOME Consortium Board** effective January 1, 2013 and expiring June 30, 2013.

BE IT FURTHER RESOLVED, That employees appointed to boards/commissions/authorities as a representative for Montgomery County, such appointment is contingent upon their continued employment with the County and that any such termination or resignation from employment would also constitute a voluntary resignation from such board/commission/authority.

ISSUE/PURPOSE: Reappoint the Planning Director to represent Montgomery County on the New River Valley HOME Consortium Board.

JUSTIFICATION: In the past, the BoS has listed this as an annual appointment. The Consortium Board is asking that appointments coincide with the 3-year renewal process. HUD requires all participants to renew their membership in the Consortium every three years and the Consortium Board is requesting that appointments be made to coincide with the 3-year membership. The next 3-year period begins July 1, 2013. The above resolution reappoints the Planning Director to the HOME Consortium, with term ending on June 30th. When an appointment/reappointment is made by the BoS effective July 1, 2013 it will be for a full 3-year term. See **TAB I** for a memo from the New River Valley HOME Consortium's Housing & Neighborhood Services Manager.