

**CONSENT AGENDA
October 11, 2016**

A. APPROVAL OF MINUTES

1. SUBJECT: APPROVAL OF MINUTES DATED APRIL 25, 2016 and MAY 2, 2016

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

B. APPROPRIATIONS

1. SUBJECT: CLERK OF CIRCUIT COURT – RECOVERED COSTS

**A-FY-17-
CLERK OF CIRCUIT COURT
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, 2017, for the function and in the amount as follows:

250	Clerk of Circuit Court	\$29,483
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The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>	
419108 Recovered Costs	\$29,483

Said resolution appropriates recovered cost revenue that will offset copier charges and a portion of their technology cost related to record keeping.

ISSUE/PURPOSE: Recovered Costs.

JUSTIFICATION: The Clerk is permitted under state code to retain a portion of fees they collect. A portion of these funds (\$19,617) were remitted by the Clerk to the County to be used for technology fees related to their record keeping system. The Clerk's offices also received recovered costs (\$9,866) from the state court system to offset copier expenses. This resolution appropriates these funds.

2. SUBJECT: NEW RIVER VALLEY EMERGENCY COMMUNICATIONS REGIONAL AUTHORITY

**A-FY-17-
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, 2017, for the function and in the amount as follows:

110 NRV Emergency Communications Regional Authority \$32,420

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

<u>Revenue Account</u>	
419108 Recovered Costs	\$32,420

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

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 employed the Executive Director and other administrative staff through June 30, 2016. This resolution appropriates funds for the June 16-30, 2016 payroll, which was paid in FY 2017. These funds will be reimbursed by the Authority. These employees transferred from the County to the Authority effective July 1, when the Authority official became operational. The County will now fund its portion of the Authority's costs through the outside agencies budget.

3. SUBJECT: PARKS AND RECREATION – PARENTAL LEAVE

**A-FY-17-
PARKS AND RECREATION
PARENTAL LEAVE**

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, 2017, for the function and in the amount as follows:

700 Parks and Recreation \$574

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

451501 Designated Fund Balance – Parental Leave Reserve \$574

Said resolution appropriates funds from the Parental Leave Reserve to cover the cost of paid parental leave usage in the Parks and Recreation Department.

ISSUE/PURPOSE: Paid Parental Leave.

JUSTIFICATION: In December 2015, the Board of Supervisors approved a paid parental leave policy that entitles employees to 4 weeks of paid leave upon birth or adoption of a child. A parks and recreation employee used 4 weeks of paid parental leave during the first three months of fiscal year 2017. This required a part time departmental employee to work additional hours to cover a portion of this employee's duties. These funds were not included in the department's original budget.

4. SUBJECT: RSVP GRANT

**A-FY-17-
RSVP GRANT**

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, 2017, for the function and in the amount as follows:

520 Human Services \$3,500

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

<u>Revenue Account</u>		
025205-433107	RSVP Grant	\$3,500

Said resolution appropriates additional grant funds from the Corporation for National and Community Service.

ISSUE/PURPOSE: RSVP Additional Grant Funds

JUSTIFICATION: The Retired Senior Volunteer Program received an additional one time grant fund augmentation of \$3,500 from the Corporation for National and Community Service.

5. SUBJECT: SHERIFF – DMV GRANTS

**A-FY-17-
SHERIFF
DMV 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, 2017, for the function and in the amount as follows:

321 Sheriff Grants	\$15,309
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The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>		
434401 Federal Grants		\$15,309

Said resolution appropriates monies from two DMV grants for FY 2017.

ISSUE/PURPOSE: FY 2017 DMV grants.

JUSTIFICATION: The Sheriff's department received a Selective Enforcement Occupant Protection Grant (\$6,974) and Selective Enforcement Alcohol (\$8,335) DMV grant. These funds will be used for overtime and have no local match.

6. SUBJECT: SHERIFF – DONATIONS

**A-FY-17-
SHERIFF
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, 2017, for the function and in the amount as follows:

323 Sheriff County \$11,000

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

Revenue Account

416158 Donations \$11,000

Said resolution appropriates donation funds received by the Sheriff Office.

ISSUE/PURPOSE: Sheriff's Donations.

JUSTIFICATION: \$10,000 was received from the Tracy and Sarah Wilkins Charitable Foundation for the Sheriff to use at his discretion. An additional \$1,000 was received from River Ridge Dermatology for the purpose of purchasing a canopy tent to be utilized at community events.

7. SUBJECT: REVENUE SHARING FUNDS

**A-FY-17-
REVENUE SHARING FUNDS**

BE IT RESOLVED, By the Montgomery County Board of Supervisors that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2017, for the function and in the amount as follows:

930 VDOT Revenue Sharing \$225,000

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

Revenue Account

451501 Designated Fund Balance
VDOT Revenue Sharing Reserve \$225,000

Said resolution appropriates VDOT Revenue Sharing funds for the Brush Creek Road project.

ISSUE/ PURPOSE: VDOT Revenue Sharing.

JUSTIFICATION: This resolution appropriates the funding for the County's share of the Brush Creek Road – unpaved road reconstruction project, which the board approved as part of the FY 17 Revenue Sharing projects on October 26, 2015.

C. BOARD MEETINGS

1. SUBJECT: AMEND BOARD OF SUPERVISORS MEETING DATES

**R-FY-17-
RESOLUTION AMENDING THE
BOARD OF SUPERVISORS MEETING DATES IN
NOVEMBER AND DECEMBER 2016**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby changes its first meeting in November from Monday, November 14, 2016 to Wednesday, November 16, 2016.

BE IT FURTHER RESOLVED, The Board of Supervisors hereby cancels its second meeting in December due to the holidays.

ISSUE/PURPOSE: Resolution changing the first meeting in November due to Board Members attending the VACo Conference at the Homestead, November 12-14, 2016. This resolution also cancels the second meeting in December due to the holidays.

D. VIRGINIA ASSOCIATION OF COUNTIES

1. SUBJECT: VIRGINIA ASSOCIATION OF COUNTIES VOTING CREDENTIALS FOR 2016

**R-FY-17-
VACO 2016 ANNUAL MEETING
VOTING CREDENTIALS**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia authorizes Christopher A. Tuck, Chair, to cast its vote at the 2016 Annual Meeting of the Virginia Association of Counties (VACo) on November 15, 2015 and designates Mary W. Biggs as the alternate.

ISSUE/PURPOSE: Designate Chair Tuck to vote at VACo’s 2016 annual Business Meeting, and Supervisor Biggs as his alternate.

JUSTIFICATION: VACo’s bylaws state that each county shall designate a representative of its board of supervisors to cast its vote(s) at the Annual Business Meeting. If a member of the Board of Supervisors cannot be present for the meeting, a county can designate a non-elected official or a member of a board of supervisors from another county to cast a proxy vote(s) for their county.

See TAB B for a copy of VACo’s letter and the Voting Credentials Form.

E. APPOINTMENTS

**1. SUBJECT: NEW RIVER VALLEY AGENCY ON AGING-
REAPPOINT RAYMOND E. LYONS, JR. AS
ALTERNATE**

**R-FY-17-
REAPPOINT RAYMOND E. LYONS, JR.
AS ALTERNATE ON
NEW RIVER VALLEY AGENCY ON AGING**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby reappoints **Raymond E. Lyons, Jr.** as an **alternate** to the **New River Valley Agency on Aging** effective October 1, 2016 and expiring September 30, 2017.

2. SUBJECT: PLANNING COMMISSION-APPOINT
WILLIAM G. FOSTER, JR.

**R-FY-17-
PLANNING COMMISSION
APPOINT WILLIAM G. FOSTER, JR.**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby appoints **William G. Foster, Jr.** to the **Planning Commission** effective October 11, 2016 and expiring September 9, 2017.

Said appointment fills the unexpired term of Sonia Hirt, resigned.