

REPORT AND RECOMMENDATIONS

FINANCE COMMITTEE

WEDNESDAY, DECEMBER 21, 2022

8:00 AM

FREDERICK COUNTY ADMINISTRATION BUILDING

FIRST FLOOR CONFERENCE ROOM

107 N. KENT STREET, WINCHESTER, VA 22601

Attendees –

Committee Members Present: Judith McCann-Slaughter, Chairman; Charles DeHaven; Blaine Dunn; Gary Oates; Angela Wiseman; and Jeffrey Boppe. Non-voting liaison William Orndoff, Treasurer; and Seth Thatcher, Commissioner of the Revenue.

Committee Members Absent: none.

Staff present: Cheryl Shiffler, Finance Director; Sharon Kibler, Assistant Finance Director; Jay Tibbs, Assistant County Administrator; Rod Williams, County Attorney; Nick Sabo, WRAA Executive Director; Lenny Millholland, Sheriff; and Stacy Herbaugh, Parks and Recreation Director.

Others present: none.

A. Action Items

A.1. The Parks and Recreation Director requests a General Fund supplemental appropriation in the amount of \$3,000.

This amount represents a donation from the Kiwanis Club of Winchester for the purchase of a youth disc golf course. Final project costs are pending awaiting final location determination for the course. The committee recommends approval.

[FinCmte20221221A1ParksDonationDiscGolf.pdf](#)

A.2. The Parks and Recreation Director requests a General Fund supplemental appropriation in the amount of \$20,000.

This amount represents a donation from the Blue Ridge Volleyball Association for the installation of three sand volleyball courts at Clearbrook Park. No local funds required. The committee recommends approval.

[FinCmte20221221A2ParksDonationVB.pdf](#)

- A.3. **The Treasurer requests a General Fund supplemental appropriation in the amount of \$700.**

This amount represents the balance of proffer funds dedicated to the Treasurer for the renovation of the drive-thru window area in the Treasurer's office. The committee recommends approval.

[FinCmte20221221A3TreasProffer.pdf](#)

- A.4. **The Landfill Manager requests a Landfill fund supplemental appropriation in the amount of \$14,921.**

This amount represents an insurance reimbursement for fence damage. No local funds required. The committee recommends approval.

[FinCmte20221221A4LandfillInsClaim.pdf](#)

- A.5. **The Sheriff requests a General Fund supplemental appropriation in the amount of \$3,091.80.**

This amount represents an insurance reimbursement for an auto claim. No local funds required. The committee recommends approval.

[FinCmte20221221A5SheriffAutoClaim.pdf](#)

- A.6. **The Sheriff requests a General Fund supplemental appropriation in the amount of \$9,091.77.**

This amount represent reimbursement from the DEA for overtime. No local funds required. The committee recommends approval.

[FinCmte20221221A6SheriffDEA.pdf](#)

- A.7. **The Sheriff requests a General Fund supplemental appropriation in the amount of \$2,359.**

This amount represents donations toward the Honor Guard and the building at the impound lot. No local funds required. The committee recommends approval.

[FinCmte20221221A7SheriffDonations.pdf](#)

- A.8. **The WRA Executive Director requests an Airport Capital Fund supplemental appropriation in the amount of \$327,778, and an Airport Operating Fund supplemental appropriation in the amount of \$6,556.**

The amounts represent the FAA-AIG for the "North Side Environmental Assessment" project. No local funds required. The committee recommends

approval.

[FinCmte20221221A8AirportAIG \(1\).pdf](#)

[FinCmte20221221A8AirportAIG \(2\).pdf](#)

A.9. The WRA Executive Director requests an Airport Operating Fund supplemental appropriation in the amount of \$500,000.

This amount represents aviation fuel sales for the remainder of the fiscal year. No local funds required. The committee recommends approval.

[FinCmte20221221A9AirportFuel.pdf](#)

A.10. The Finance Committee at its October 19, 2022 meeting recommended approval to advance cash for the budgeted \$4,117,427 SBCR Grant funds for the Frederick County Public Schools in order to reduce the delay in completing capital projects. The item was mistakenly overlooked for action at the Board of Supervisor's December 14, 2022.

[FinCmte20221221A10FCPSAdvance.pdf](#)

B. Items Not Requiring Action

B.1. The WRA Executive Director requests advertising for public hearing a General Fund supplemental appropriation in the amount of \$5,000,000.

This amount represents revenue from the VA Dept of Commerce for construction related costs for the airport terminal project. Funds must be received by the County and disbursed to the EDA per the terms from the State of VA. No local funds required. The committee recognizes the item will be on the Board of Supervisors agenda and advertised for public hearing due to the amount of the request.

[FinCmte20221221B1AirportFd10EDAIncentive.pdf](#)

B.2. The Finance Director requests discussion on including the Airport Capital budget in the regularly scheduled budget process.

Historically, the Airport Capital budget was drafted and approved outside of the regular County budget cycle. The committee consented to incorporating the Airport Capital budget in the regular budget process with the WRAA Executive Director presenting information at a budget work session.

C. Items For Information Only

C.1. The Finance Director provides an FY 2023 Fund Balance Report ending December 16, 2022.

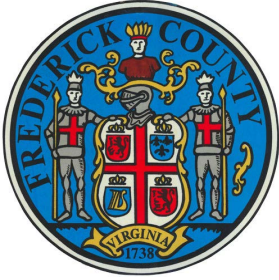
[FinCmte20221221C1FundBalance.pdf](#)

C.2. The Finance Director provides financial statements ending November 30, 2022.

[FinCmte20221221C2Financial Statements.pdf](#)

C.3. The Finance Director provides a Fund 10 Transfer Report for November 2022.

[FinCmte20221221C3TransferRpt.pdf](#)



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Action Items

Title: The Parks and Recreation Director requests a General Fund supplemental appropriation in the amount of \$3,000.

This amount represents a donation from the Kiwanis Club of Winchester for the purchase of a youth disc golf course. Final project costs are pending awaiting final location determination for the course. The committee recommends approval.

Attachments:

[FinCmte20221221A1ParksDonationDiscGolf.pdf](#)



COUNTY of FREDERICK

Parks and Recreation Department

540/665-5678

Fax: 540/665-9687

E-mail: fcprd@fcva.us

www.fcprd.net

MEMO

To: Finance Department
From: Stacy Herbaugh, Director Parks and Recreation ^{EH}
Subject: Fund Transfer
Date: November 29, 2022

Please transfer \$3,000 from Donation Line 1033-1899-0003 to Expenditure Line 4-010-071040-5412-000-000 which represents a donation from the Kiwanis Club of Winchester for the purchase of a Youth Disc Golf Course to be installed in either Clearbrook or Sherando Park.



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Action Items

Title: The Parks and Recreation Director requests a General Fund supplemental appropriation in the amount of \$20,000.

This amount represents a donation from the Blue Ridge Volleyball Association for the installation of three sand volleyball courts at Clearbrook Park. No local funds required. The committee recommends approval.

Attachments:

[FinCmte20221221A2ParksDonationVB.pdf](#)



COUNTY of FREDERICK

Parks and Recreation Department

540/665-5678

Fax: 540/665-9687

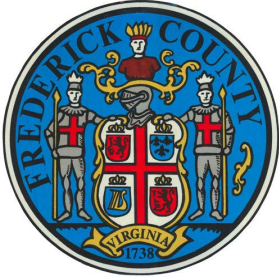
E-mail: fcprd@fcva.us

www.fcprd.net

MEMO

To: Finance Department
From: Stacy Herbaugh, Director Parks and Recreation ^{SH}
Subject: Fund Transfer
Date: October 19, 2022

Please transfer \$20,000 from Donation Line 1033-1899-0003 to Expenditure Line 4-010-071090-5412-000-000 which represents a donation from the Blue Ridge Volleyball Association for the installation of three sand volleyball courts at Clearbrook Park.



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Action Items

Title: The Treasurer requests a General Fund supplemental appropriation in the amount of \$700.

This amount represents the balance of proffer funds dedicated to the Treasurer for the renovation of the drive-thru window area in the Treasurer's office. The committee recommends approval.

Attachments:

[FinCmte20221221A3TreasProffer.pdf](#)



COUNTY of FREDERICK

Office of Treasurer
PO Box 225
Winchester, VA 22604-0225
540-665-5607
Fax 540-662-5838
www.fredtax.com

C. William Orndoff, Jr., MGT
County Treasurer

R. Wayne Corbett, MGD
Deputy Treasurer of Operations

October 17, 2022

TO: Finance Committee

FROM: C. William Orndoff, Treasurer

Subject: Proffer Request

The Frederick County Treasurer's Office is requesting \$700.00 of the Treasurer's Proffer funds for the installation of a new countertop at the drive-thru window. Replacement needed due to installation of new transaction drawer. This will deplete the fund due the Treasurer. Total cost of project is \$2,697.00.

We request that these funds be appropriated into line item 4-010-012130-5401-000-000.

Please feel free to contact me in advance with any questions.



AMENDMENT

Action:

PLANNING COMMISSION: March 1, 2006 - Recommended Approval

BOARD OF SUPERVISORS: March 22, 2006 APPROVED DENIED

AN ORDINANCE AMENDING

THE ZONING DISTRICT MAP

REZONING #01-06 OF CLEARBROOK BUSINESS CENTER

WHEREAS, Rezoning #01-06 of Clearbrook Business Center, submitted by GreyWolfe, Inc., to rezone 16.886 acres from RA (Rural Areas) District to B3 (Industrial Transition) District with proffers was considered. The property is located on the west side of Route 11, approximately 2,000' north of Hopewell Road (Route 672), in the Stonewall Magisterial District, and is identified by Property Identification Numbers (PINs) 33-A-122A and 33-A-123.

WHEREAS, the Planning Commission held a public hearing on this rezoning on March 1, 2006; and

WHEREAS, the Board of Supervisors held a public hearing on this rezoning on March 22, 2006; and

WHEREAS, the Frederick County Board of Supervisors finds the approval of this rezoning to be in the best interest of the public health, safety, welfare, and in conformance with the Comprehensive Policy Plan;

NOW, THEREFORE, BE IT ORDAINED by the Frederick County Board of Supervisors that Chapter 165 of the Frederick County Code, Zoning, is amended to revise the Zoning District Map to change 16.886 acres from RA (Rural Areas) District to B3 (Industrial Transition) District with proffers, as described by the application and plat submitted, subject to the attached conditions voluntarily proffered in writing by the applicant and the property owner.

d. Signalization

- i. The applicant, R & J Land Development, LLC, hereby proffers to contribute a prorated share of cost of a signalization improvement at the offset intersection of Route 11 with Hopewell Road (Route 672) and Brucetown Road (Route 672) in recognition of off-site transportation impacts. The final design and location of the signalization improvements will be determined by the Virginia Department of Transportation (VDOT). This agency will also determine when this improvement will be warranted. The applicant shall enter into a "signalization agreement" with VDOT that provides a one-time contribution towards the cost of the signalization in a prorated amount to be determined by VDOT. The applicant also proffers an additional \$2,500 with the prorated amount to be applied towards right of way acquisition for future turn lanes at the intersection. VDOT will also determine when this improvement will be warranted

\$2,500.⁰⁰

e. Right of Way Dedication

- i. The applicant hereby proffers to the Commonwealth of Virginia a strip of land ten feet (10') in width along the entire frontage of the property on Martinsburg Pike (Route 11) Right of Way. The dedication will take place prior to site plan approval.

2. Monetary Contributions – Fire & Rescue

- a. In recognition of the increased demand on public services, the applicant hereby offers the following cash contributions to be paid at the time of building permits. The term "building square foot" shall be the combined floor area for each story.

\$700.⁰⁰

- i. The applicant hereby voluntarily proffers a cash contribution directly to the Clear Brook Fire & Rescue Department the following amount:

\$0.05 per building square foot

\$700.⁰⁰

- ii. The applicant hereby voluntarily proffers a cash contribution to the Treasurer of Frederick County, Virginia, the following amount:

\$0.05 per building square foot



July 31, 2015

Gary R.Oates, LS-B, PE
Grey Wolfe, Inc.
1073 Redbud Road
Winchester, VA 22603

RE: Proffers for Rezoning #01-06 Clearbrook Business Center

Dear Mr. Oates:

This letter is to inform you that your client has paid a monetary contribution of \$3,900.00 as required by the proffers of Rezoning #01-06. The breakdown of the paid proffer is as follows:

\$2,500 for transportation improvements. (Proffer A.1.d.i.)

\$0.05 per building square foot to the Clear Brook Fire & Rescue Department. (Proffer 2 a.i.)

\$0.05 per building square foot to the Treasurer of Frederick County. (Proffer 2.a.ii.)

The site plan for this property has a 14,000 square foot building foot print per proffer 14,000 x .1=\$1400.00 + \$2,500 for transportation improvements=\$3,900.00

A monetary contribution of \$26,445 for a proffer amount for signalization at Rt.11 is needed in order for Frederick County to issue a Certificate of Occupancy (CO) for this project. (Proffer A.1.d.i) I have included a copy of the proffers for your review.

If you have any questions, please call me at (540) 665-5651.

Sincerely,

Mark R. Cheran
Zoning Administrator

MRC/pd

Frederick County
Cash Proffer Policy

As approved by the Board of Supervisors on January 28, 2009.

Proffered funds received by Frederick County will be held for the use specified by the proffer language. In the case of funds proffered to offset impacts to fire and rescue services, in the absence of other proffered specifications, the funds will be earmarked for the first due company in the area of the subject rezoning at the time the proffered funds are received. All proffered funds will be collected, held, and will accumulate until such time as a capital project funding request is received from a qualifying County department, agency, or volunteer fire and rescue company.

Qualifying agency or departmental **requests to access proffered funds shall be submitted to the County=s Finance Department** for processing. In order to qualify as a capital project the following criteria must be met:

- 1) the item or project must have a minimum value of five thousand dollars (\$5,000), and;*
- 2) the item/project must have an anticipated useful life of at least five (5) years.*

The Finance Department will forward requests to the Finance Committee for a recommendation to the Board of Supervisors on the appropriateness of the use of proffered funds for the requested purpose. To assist the Finance Committee and Board in their deliberations requests to utilize proffered funds should include the following: 1) the amount of funds requested, 2) the total project cost, 3) a detailed description of the desired capital project or purchase including a discussion of how recent or anticipated development contributes to the need for the expenditure, and, 4) indicate whether or not the item or project is listed on the County=s Capital Improvements Plan (CIP).

In order to comply with State Code ' 15.2-2-2298 (A) the Planning staff, working in conjunction with the County Attorney, will attempt to insure that cash proffers associated with future rezonings are appropriately addressed through inclusion of relevant capital projects in the County=s CIP prior to acceptance of the proffered funds.

For the purpose of determining whether a project or item is appropriate for individual listing on the CIP only, a threshold value of \$100,000 and useful life of at least five year shall be utilized. (This would not preclude the purchase of capital items valued at less than \$100,000 utilizing proffered funds, where other relevant criteria are met and procedures followed.)



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Action Items

Title: The Landfill Manager requests a Landfill fund supplemental appropriation in the amount of \$14,921.

This amount represents an insurance reimbursement for fence damage. No local funds required. The committee recommends approval.

Attachments:

[FinCmte20221221A4LandfillInsClaim.pdf](#)



MEMORANDUM

TO: Sharon Kibler
FROM: Ron Kimble, Landfill Manager *RK*
THROUGH: Joe Wilder, Director of Public Works *JCW*
SUBJECT: Property Damage Claim Reimbursement Funds Allocation
DATE: November 30, 2022

The county has been reimbursed through VACORP regarding a claim for repairs to the litter fencing at the Landfill in the amount of \$14,921. Date of loss is July 13, 2022, Claim# 0342022307576. The amount represents appraisal minus the \$1,000 deductible. Repairs have already been made through Golf Design Group, Inc.

We would like to request the funds be appropriated to line item 12-4204-3004-000-003 in which we allocated the repair.

Please feel free to call or contact me if you have any further questions or concerns regarding this matter.

bls

See Attached

September 21, 2022

Frederick County
Attention: Jennifer Place
107 N. Kent Street
Winchester, VA 22601

Virginia Association of Counties Self-Insurance Risk Pool
Member: Frederick County
Claim Number: 0342022307576
Date of Loss: 07/13/2022

Dear Ms. Place,

Enclosed please find a VAcorp property damage check in the amount of \$6,915.70 for the damage to the litter control fence. This payment is based on the Metis Property Appraisal in the amount of \$7,915.70, less the \$1,000.00 deductible.

If you should have any questions regarding this payment, please feel free to call me at 1-888-822-6772 ext. 223.

Sincerely,

Kelly Alexander

Kelly Alexander
Claims Specialist

Enclosed – Check

FREDERICK
COUNTY

SEP 29 2022

FINANCE
DEPARTMENT





November 9, 2022

Frederick County
Attention: Jennifer Place
107 N. Kent Street
Winchester, VA 22601

FREDERICK
COUNTY

NOV 20 2022

FINANCE
DEPARTMENT

Virginia Association of Counties Self-Insurance Risk Pool
Member: Frederick County
Claim Number: 0342022307576
Date of Loss: 07/13/22

Dear Ms. Place,

Enclosed please find a VAcorp property damage check in the amount of \$8,005.30 based on the supplement from Metis Services, Inc. A copy of the report was provided to you previously by email.

If you should have any questions regarding this payment, please feel free to call me at 1-888-822-6772 ext. 223.

Sincerely,

Kelly Alexander

Kelly Alexander
Claims Specialist

Enclosed - Check



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Action Items

Title: The Sheriff requests a General Fund supplemental appropriation in the amount of \$3,091.80.

This amount represents an insurance reimbursement for an auto claim. No local funds required. The committee recommends approval.

Attachments:

[FinCmte20221221A5SheriffAutoClaim.pdf](#)

FREDERICK COUNTY SHERIFF'S OFFICE



Sheriff Lenny Millholland

Major Steve A. Hawkins

1080 COVERSTONE DRIVE
WINCHESTER, VIRGINIA 22602

540-662-6168
FAX 540-504-6400

TO : Cheryl Shiffler Director of Finance
FROM : Sheriff Lenny Millholland
DATE : December 5, 2022
SUBJECT : Insurance Reimbursement

The Frederick County Sheriff's Office has received a check from VACoRP totaling \$3,091.80 for an auto claim dated July 14, 2022, involving Deputy Dempsey. The amount was posted to 3-010-018990-0001

We are requesting the amount to be appropriated in 31020-3004-000-002 vehicle/maintenance line item. This amount will cover repair costs.

Thank you,

LWM/adc



Finance Department
Cheryl B. Shiffler
Director

540/665-5610
Fax: 540/667-0370
E-mail: cshiffle@fcva.us

MEMORANDUM

TO: Angela Carroll, Sheriff's Office

FROM: Jennifer L. Place, Finance Department *JLP*

DATE: September 30, 2022

SUBJECT: Insurance Reimbursement

Attached is a copy of a check received from VACORP in the amount of \$3,091.80 for the auto claim dated July 14, 2022 involving Deputy Dempsey. This amount represents the Safford Collision Center estimate.

If you would like these funds appropriated to your budget, please send the Finance Department a memo requesting appropriation to forward to the Finance Committee.

If you have any questions, please give me a call.



VAcorp

August 16, 2022

Frederick County
ATTN: Jennifer Place
107 N. Kent Street
Winchester, VA 22601

VA Association of Counties Group Self-Insurance Risk Pool

Participant: Frederick County
Claim Number: 0342022307860
Date of Loss: 7/14/2022
Vehicle: 2019 Ford Police Interceptor
VIN: 9273

Dear Jennifer Place,

Enclosed please find a VAcorp property damage check in the amount of \$3,091.80. This check is for repair of the above referenced vehicle. This amount was determined by the estimate from Safford Collision Center. There was no deductible applied to this claim because this was the second vehicle involved. Please let me know if there are any questions and concerns.

Sincerely,

Candance M. Mills

Candance M. Mills
Claims Associate

Enclosed: check

FREDERICK
COUNTY

SEP 06 2022

FINANCE
DEPARTMENT

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A TWO-TONED COLORED BACKGROUND AND MICROPRINTING IN THE BORDER

VACORP CLAIMS
1819 Electric Rd. Suite C
Roanoke, VA 24018
540-345-8500

PINNACLE FINANCIAL PARTNERS

68-183/514

412 VOID AFTER 180 DAYS

PAY
TO
THE
ORDER
OF

Three Thousand Nine Hundred and 80/100 Dollars

DATE	CHECK NO.
08/31/2022	509053
AMOUNT	
\$ 3,091.80	

FREDERICK COUNTY

Step 2 Rawlings

AUTHORIZED ACCOUNT SIGNER
TWO SIGNATURES REQUIRED OVER \$0,000

SECURITY FEATURES INCLUDED. DETAILS ON BACK

⑈ 509053 ⑈ ⑆ 053112039 ⑆ 800 1046 349 10 ⑈

REMITTANCE STATEMENT - PLEASE DETACH BEFORE DEPOSITING

Description	From Date	To Date	Invoice #	Invoice Amt	Amount
Auto Collision	8/16/2022	8/16/2022		\$3,091.80	\$3,091.80

Claim Number: 0342022307860 Payee: FREDERICK COUNTY
Check Number: 509053 Total Check Amt: \$3,091.80 Event Date: 7/14/2022 Department: 034 Frederick Date of Check: 8/31/2022
Check Memo: Letter

3-010-018990-
0001

1096
\$3,091.80

Angela Carroll

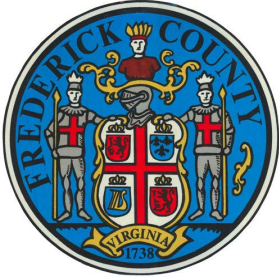
From: Jennifer Place
Sent: Friday, September 30, 2022 1:08 PM
To: Angela Carroll; Sarah Cornwell; Mike Ellinger
Subject: Auto Claim 07-14-2022
Attachments: SFinance Ba22093012420.pdf

Please see attached, this is for the other vehicle involved that was not a total loss.

The remainder of the funds for the total loss vehicle will be mailed to the county once the vehicle is ready for pick up by the salvage company.

Jennifer L. Place

County of Frederick, VA | Finance Department
107 North Kent Street | Winchester, VA 22601 | Phone: 540.722.8285



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Action Items

Title: The Sheriff requests a General Fund supplemental appropriation in the amount of \$9,091.77.

This amount represent reimbursement from the DEA for overtime. No local funds required.
The committee recommends approval.

Attachments:

[FinCmte20221221A6SheriffDEA.pdf](#)

FREDERICK COUNTY SHERIFF'S OFFICE



Sheriff Lenny Millholland

Major Steve A. Hawkins

1080 COVERSTONE DRIVE
WINCHESTER, VIRGINIA 22602

540-662-6168
FAX 540-504-6400

TO : Cheryl Shiffler Director of Finance
FROM : Sheriff Lenny Millholland
SUBJECT : DEA Federal Reimbursements
DATE : December 5, 2022

Frederick County Sheriff's Office has received reimbursements from the DEA totaling \$9,091.77. This amount has been posted to 3-010-033010-0025.

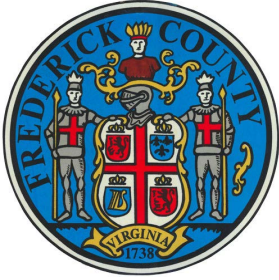
We are requesting the total amount to be appropriated in our overtime line item 4-010-031020-1005-000-000.

Thank you

LWM

Reimbursement DEA Reimbursement FY22

Rev. line	Reimb. Amount	Reimb. Received	OT Incurred Date	Date handed in	Date reimb. posted	Comments	amount posted
3-010-033010-025	\$1,051.16	\$1,055.84	May 8 - June 4 2022	6/9/2022	8/17/2022		
3-010-033010-025	\$717.60	\$720.79	May 8 - June 4 2022	6/9/2022	8/16/2022		
3-010-033010-0025	\$907.82	\$907.82	June 5, 2022 - July 2, 2022	7/11/2022	7/25/2022		
3-010-033010-0025	\$621.92	\$621.92	June 5 2022 - July 2 2022	7/11/2022	8/3/2022		
3-010-033010-0025	\$1,624.64	\$1,624.64	July 3, July 30, 2022	8/1/2022	9/6/2022		
3-010-033010-0025	\$1,625.60		July 3, July 30, 2022	8/1/2022			
3-010-033010-0025	\$2,589.27	\$2,589.27	July 31 , Aug. 27, 2022	8/29/2022	11/28/2022		
3-010-033010-0025	\$2,032.00	\$2,032.00	July 31 , Aug. 27, 2022	8/29/2002	9/30/2022		
3-010-033010-0025	\$1,827.72	\$1,827.72	Aug. 28 - Sept 24, 2022	9/28/2022	10/31/2022		
3-010-033010-0025	-\$1,016.00	\$1,018.14	Aug. 28 - Sept 24, 2022	9/28/2022			
3-010-033010-0025		-\$907.82	FY22				
3-010-033010-0025		-\$621.92	FY22				
3-010-033010-0025		-\$720.79	FY22				
3-010-033010-0025		-\$1,055.84	FY22				
3-010-033010-0025	\$2,335.42		October 23 - November 19 2022	11/28/2022			
3-010-033010-0025	\$1,473.20		October 23 - November 19 2022	11/28/2022			
3-010-033010-0025							
3-010-033010-0025							
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3-010-033010-0025							
Total	\$15,790.35	\$9,091.77					



Finance Committee
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Title: The Sheriff requests a General Fund supplemental appropriation in the amount of \$2,359.

This amount represents donations toward the Honor Guard and the building at the impound lot. No local funds required. The committee recommends approval.

Attachments:

[FinCmte20221221A7SheriffDonations.pdf](#)

FREDERICK COUNTY SHERIFF'S OFFICE



Sheriff Lenny Millholland

Major Steve A. Hawkins

1080 COVERSTONE DRIVE
WINCHESTER, VIRGINIA 22602

540-662-6168
FAX 540-504-6400

TO : Cheryl Shiffler Director of Finance
FROM : Sheriff Lenny Millholland
SUBJECT : Appropriation of Funds – building
DATE : December 5, 2022

The Frederick County Sheriff's Office has received donations totaling \$2,359.00. This amount has been posted to 3-010-018990-0006

We are requesting \$2259.00 to be appropriated in line item 31020-8900-000-000 (Improvements other than buildings). This amount will go towards the building at the impound lot.

8/15/22 – Carolyn Blankenship = \$200.00
10/21/22 – Mission BBQ = \$1,559.00
10/21/22 – BPO Elks Lodge 867 = \$500.00

We're also requesting \$100.00 to be appropriated in line item 31020-5410-000-000 (Uniforms). This amount will go towards the Honor Guard

9/26/22 – Timothy Weir = \$100.00

Thank you,

LWM/adc

c.s. 10/26/22; 9/27/22; 8/16/22

CAROLYN L BLANKENSHIP OR
ROBERT BLANKENSHIP

65-270/550

2163

Date 8-09-2022



Pay to the
order of

Frederick County Sheriff's Office \$ 200.⁰⁰/₁₀₀
Two hundred and 00 Dollars

Heat
Reactive
Ink

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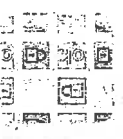
9/26/2022

PAY TO THE ORDER OF DREDERICK CO. SHERIFF'S OFFICE-YOUTH CAMP

\$ **500.00

Five Hundred and 00/100 ***** DOLLARS

FREDERICK CO. SHERIFF'S OFFICE-YOUTH CA



MEMO CONTRIBUTIONS/DONATIONS



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MISSION BBQ Winchester, VA. LLC.



7-11/520

10/7/2022

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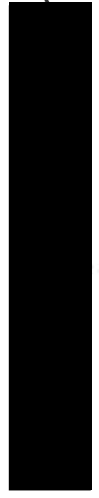
PAY TO THE ORDER OF Frederick County Sheriff's Department

\$ **1,559.00

One Thousand Five Hundred Fifty-Nine and 00/100***** DOLLARS

Frederick County Sheriff's Department

VOID AFTER 90 DAYS



MEMO 911 Never Forget Red Cups Sept 22

AUTHORIZED SIGNATURE



TIMOTHY T. WEIR



17 SEP 20 22

PAY FREDERICK COUNTY SHERIFF'S OFFICE

\$ 100⁰⁰/_{XX}

to the order of

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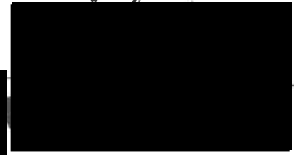


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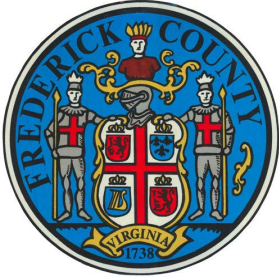
ADMIRAL



for HONOR GUARD



MP



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Action Items

Title: The WRA Executive Director requests an Airport Capital Fund supplemental appropriation in the amount of \$327,778, and an Airport Operating Fund supplemental appropriation in the amount of \$6,556.

The amounts represent the FAA-AIG for the "North Side Environmental Assessment" project. No local funds required. The committee recommends approval.

Attachments:

[FinCmte20221221A8AirportAIG \(1\).pdf](#)
[FinCmte20221221A8AirportAIG \(2\).pdf](#)



WINCHESTER REGIONAL AIRPORT

491 AIRPORT ROAD
WINCHESTER, VIRGINIA 22602
(540) 662-5786

MEMORANDUM

To: Cheryl Shiffler, Frederick County Finance Director
From: Nick Sabo, Winchester Regional Airport Authority Executive Director
Date: December 12, 2022
RE: Finance Committee Agenda Item | Federal & State Grant for North Side EA

The Winchester Regional Airport Authority (WRAA) approved a proposal to make application to the Federal Aviation Administration (FAA) Airport Infrastructure Grant (AIG) program for the “North Side Environmental Assessment” project. The outcome of the project is for the Authority to be compliant with NEPA and cleared to develop approximately 25 acres of prime airport property. The WRAA requests a supplemental appropriation to its FY 2023 Fund 85 budget for the total project amount of **\$327,778**.

The AIG provides for reimbursement of 90% of the total project costs, and a matching Virginia Department of Aviation (DOAV) grant will cover 8%. The WRAA proposes to cover the remaining 2% out of a transfer from its unencumbered Fund 17 balance; therefore no local funds are required.

North Side EA Project	
Source	Revenue
FAA	\$295,000
DOAV	\$26,222
WRAA	\$6,556
Total	\$327,778

Revenue: 3 - 085 - 033010 - 0012, Federal Reimbursement Capital Projects, \$295,000
3 - 085 - 024040 - 0012, State Reimbursement Capital Projects, \$26,222
3 - 085 - 051050 - 0003, Transfer from Airport Operating Fund, \$6,556
Expense: 4 - 085 - 081030 - 8801 - 000 - 041, Environmental Assessment

We sincerely appreciate the support of Frederick County. Please advise if you have questions or need additional information.

Grant Application Request Form

The Grant Application & Acceptance Policy, adopted by the Board of Supervisors on March 23, 2016, outlines the policies for submitting grant applications on behalf of Frederick County and for the acceptance and appropriation of all grant awards. This policy applies to any Frederick County program, department or constitutional office preparing and submitting grant applications to agencies outside the County government for funds, materials or equipment to be received and administered by the County or by an agency for which the County acts as fiscal agent.

Please refer to the policy flow chart on the back of this form to assist in determining the appropriate course of action. The policy in its entirety can be found on the Finance intranet page.

Complete the information below and attach as the cover to all grant applications sent to the County Administrator for approval.

Requesting Department					
Name of Grant					
Grantor					
Grant deadline for submission					
Total Amount of Anticipated Award					
Purpose of grant (summary)					
Grant approved through budget process? (Yes/No)					
Local Match Requirement (Yes/No)		Amount:			
If yes, Source(s) & amount(s) of local match (fin comm/BOS approval required if match requires a budget amendment)					
Other associated costs					
Continuing obligation and cost (fin comm/BOS approval required)					
Addition of Staff and cost (Yes/No) (fin comm/BOS approval required)		How many?		Total cost, including fringes:	
Revenue and Expenditure codes & amounts					
Department Contact (name, email, phone)					
Department Head approval to apply for grant				Date	
BOS approval date (if applicable)					
Finance review of grant policy compliance				Date	
County Administrator approval to apply for grant				Date	

Notes:



WINCHESTER REGIONAL AIRPORT

491 AIRPORT ROAD
WINCHESTER, VIRGINIA 22602
(540) 662-5786

MEMORANDUM

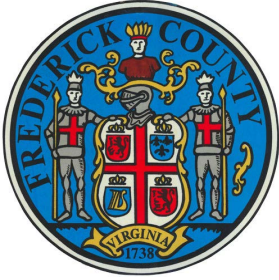
To: Cheryl Shiffler, Frederick County Finance Director
From: Nick Sabo, Winchester Regional Airport Authority Executive Director
Date: December 12, 2022
RE: Finance Committee Agenda Item | Fund 17 Appropriation

The Winchester Regional Airport Authority (WRAA) intends to make application to the Federal Aviation Administration (FAA) Airport Infrastructure Grant (AIG) program for the “North Side Environmental Assessment” project. In support of this effort, the WRAA requests an appropriation from its Fund 17 operating balance to its Fund 85 capital balance in the amount of **\$6,556**. The remaining project expenses will be reimbursed through federal and state grants (see table below). No local funds are required.

North Side EA Project	
Source	Revenue
FAA	\$295,000
DOAV	\$26,222
WRAA	\$6,556
Total	\$327,778

Expense: 4 - 017 - 092010 - 5880 - 000 - 001, Transfers to Airport Capital Fund 85, \$6,556
Revenue: 3 - 085 - 051050 - 0003, Transfer from Airport Operating Fund, \$6,556

We sincerely appreciate the support of Frederick County. Please advise if you have questions or need additional information.



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Action Items

Title: The WRA Executive Director requests an Airport Operating Fund supplemental appropriation in the amount of \$500,000.

This amount represents aviation fuel sales for the remainder of the fiscal year. No local funds required. The committee recommends approval.

Attachments:

[FinCmte20221221A9AirportFuel.pdf](#)



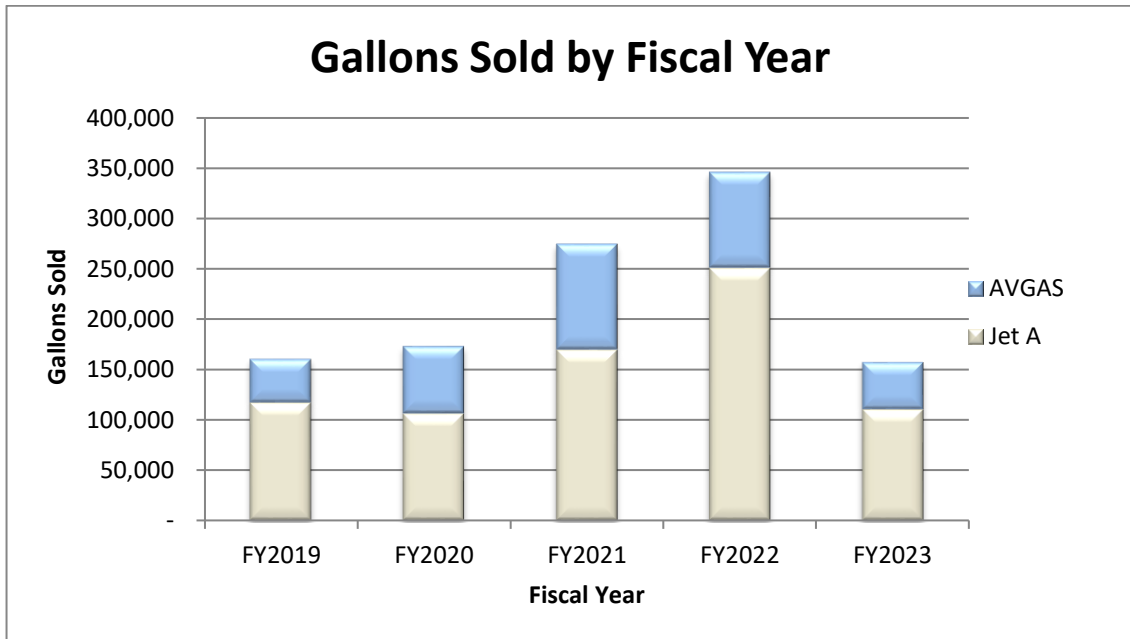
WINCHESTER REGIONAL AIRPORT

491 AIRPORT ROAD
WINCHESTER, VIRGINIA 22602
(540) 662-5786

MEMORANDUM

To: Cheryl Shiffler, Frederick County Finance Director
From: Nick Sabo, Winchester Regional Airport Authority Executive Director
Date: December 12, 2022
RE: Finance Committee Agenda Item | Operating Budget Supplemental Appropriation

The Winchester Regional Airport Authority (WRAA) requests a supplemental appropriation in the amount of \$500,000 for aviation fuel cost-of-sales for the remainder of FY 2023. The supplemental appropriation is necessary because actual costs of aviation fuels and freight have been significantly higher than when the FY 2023 budget was drafted. This supplemental appropriation is offset by the revenue from fuel sales; therefore no local funds are required.



Revenue: 3 - 017 - 018990 - 0010, Miscellaneous Revenue
Expense: 4 - 017 - 081090 - 5414 - 000 - 000, Merchandise for Resale

We sincerely appreciate the support of Frederick County. Please advise if you have questions or need additional information.



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Action Items

Title: The Finance Committee at its October 19, 2022 meeting recommended approval to advance cash for the budgeted \$4,117,427 SBCR Grant funds for the Frederick County Public Schools in order to reduce the delay in completing capital projects. The item was mistakenly overlooked for action at the Board of Supervisor's December 14, 2022.

Attachments:

[FinCmte20221221A10FCPSAdvance.pdf](#)

After Meeting Action Report

Committee Business - Finance Committee Business Postponed From Previous Meetings, continued

- 10.B. **The FCPS Executive Director of Finance requests School Capital Fund and General Fund supplemental appropriations in the amount of \$1,023,546.**

Approved – Slaughter/Wells 4-2, 1 absent

This amount represents FY 2022 unspent and unobligated School Operating Fund funds. Funds will be used to provide support for the FY 2023 Capital Asset Plan. Local funds are required. The committee recommends approval.

The committee approved a second motion to advance cash for the budgeted \$4,117,427 SBCR Grant funds in order to reduce the delay in completing capital projects.

[BOS12-14-22MemoCapitalSupplementalRequest.pdf](#)
[FinCmte20221019A4A5SchoolsSA.pdf](#)
[FinCmte20221019A5SchoolsYrEndPresentation.pdf](#)

- 10.C. **The Finance Director requests discussion and direction on FY 2023 funding for Laurel Ridge Community College.**

While no signed MOU exists, Board of Supervisors' minutes indicate that Frederick County and other localities agreed to fund the college. LRCC provides the County and updated contract annually. The FY 2022 contribution was \$81,308. The FY 2023 requested amount is \$92,094. The committee recommends funding \$92,094.

Funding of \$55,000 Approved – Graber/Dunn 4-2, 1 absent

[BOS12-14-22MemoLaurelRidge.pdf](#)
[FinCmte20221019A3LRCC.pdf](#)

11. Committee Business - Transportation Committee

11.A.

Application Preparation Expenditures Request: The Committee recommends that the Board authorize staff to incur expenses under the transportation fund for several efforts related to preparation for upcoming application rounds and due diligence for project development/readiness. These are the Lenoir Drive slip ramps conceptual layout and cost estimate, concept drawings and cost estimates for Transportation Alternatives program applications and the concept drawings and cost estimates for Revenue Sharing program applications. The estimated cost for these efforts through the end of the fiscal year is expected to be under \$100,000.00.

Approved – Slaughter/Graber 6-0, 1 absent

[BOS12-14-22TCMinutes2022November28-New.pdf](#)



COUNTY of FREDERICK

Michael Bollhoefer
County Administrator

540/665-6382

Fax: 540/667-0370

E-mail: michael.bollhoefer@fcva.us

MEMORANDUM

To: Board of Supervisors
From: Michael Bollhoefer
Date: December 9, 2022
Re: Supplemental appropriation of \$1,023,546 to the FCPS Capital Projects Fund

The Finance Committee recommended a FYE 2023 supplemental appropriation to the School Capital Projects Fund for \$1,023,546 which represents the FYE 2022 unobligated surplus in the School Operating Fund. Approval of this request will provide funds to support the FYE 2023 Capital Asset Plan.

Attached to this memo are the Capital Projects Fund financial information, the FYE 2023 Capital Asset Plan, a chart reconciling the FYE 2023 proposed budget to the final budget, and a final chart with detail information related to the budget reconciliation.

The Finance Committee also recommended advancing the cash for the budgeted \$4,117,427 SBCR Grant Funds in order to reduce the delay in completing capital projects.

Capital Projects Fund

SBCR Grant (state funds)	\$4,117,427
FY22 Unobligated Funds	<u>\$1,023,546</u>
Total	\$5,140,973



FYE 2023 Capital Asset Plan

<u>Location</u>	<u>System/Component Replacement</u>	<u>Category</u>	<u>Cost</u>
Multiple Locations	Building Automation System Replacements	Full System Replacement	\$2,000,000
Dowell J Howell Center	Fire Alarm Replacement	Full System Replacement	170,000
Dowell J Howell Center	Chiller and Water Heater Replacement	Partial HVAC Replacement	350,000
NREP, Senseny Road	Boiler and Water Heater Replacement	Partial HVAC Replacement	350,000
Bass Hoover ES	Boiler and Water Heater Replacement	Partial HVAC Replacement	350,000
Apple Pie Ridge ES	Lighting Replacement	Full System Replacement	400,000
Apple Pie Ridge ES	Building Wiring Renovation Technology Dept.	Full System Replacement	241,150
Millbrook HS	Roof	Full System Replacement	2,700,000
James Wood MS	Stadium Bleachers	Full System Replacement	880,000
Total FYE 2023 Capital Projects Request			<u>\$7,441,150</u>

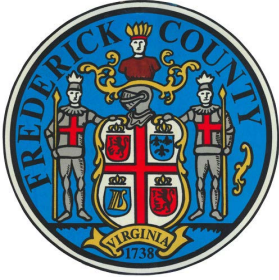
2022-2023 BUDGET - SCHOOL BOARD OPERATING FUND						
			Advertised Projected Budget 2022-2023	Final Budget 2022-2023	Variances	Variance Explained
Expenditures by Category						
Instruction			\$ 156,489,209	\$ 155,741,577	\$ (747,632)	eliminated pay differential for special education, speech therapist, and behavior specialist due to reduction in funding and 3 CTE teachers, learning loss funds from ESSER III
Administration, Attendance and Health			\$ 9,879,244	\$ 9,553,415	\$ (325,829)	learning loss ESSER III funds moved to the instruction category (see above)
Pupil Transportation			\$ 12,162,523	\$ 12,376,179	\$ 213,657	increase due to increase in fuel cost
Operation and Maintenance			\$ 28,112,915	\$ 18,158,179	\$ (9,954,736)	reduced due to Armel HVAC system with ESSER III funds
School Food Services			\$ 8,000	\$ 8,000	\$ -	n/a
Facilities			\$ 1,532,501	\$ 9,198,260	\$ 7,665,759	increase due to Armel HVAC system with ESSER III funds
Fund Transfers			\$ 786,496	\$ 786,496	\$ -	n/a
Technology			\$ 10,613,555	\$ 11,662,337	\$ 1,048,782	Increase for Chromebooks and computer hot spots for students
TOTAL EXPENDITURES - SCHOOL OPERATING FUND			\$ 219,584,443	\$ 217,484,444	\$ (2,100,000)	\$2.1M represents the BOS cut to our FY23 budget request

**Reconciliation of
Instruction Account**

<u>Original Budget Instruction</u>	\$ 156,489,209
Eliminate pay differential special education	(1,874,999)
Eliminate 3 CTE teachers	(225,000)
Move ESSER III funds from Admin, Attendance, & Health to Instruction	325,829
Move to Pupil Transportation for fuel costs	(213,657)
Move funds from O&M to instruction for learning loss	1,240,195
Final Budget Instruction	<u>\$ 155,741,577</u>
 Variance	 <u>\$ (747,632)</u>

**Reconciliation of
Operations and Maintenance Account**

<u>Original Budget Operations and Maintenance</u>	\$ 28,112,915
Move funds to Facilities for Armel HVAC (ESSER III)	(7,665,759)
Move funds to Instruction	(1,240,195)
Move funds to Technology for Chromebooks & hot spots	(1,048,782)
Final Budget Operations and Maintenance	<u>\$ 18,158,179</u>
 Variance	 <u>\$ 9,954,736</u>



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Items Not Requiring Action

Title: The WRA Executive Director requests advertising for public hearing a General Fund supplemental appropriation in the amount of \$5,000,000.

This amount represents revenue from the VA Dept of Commerce for construction related costs for the airport terminal project. Funds must be received by the County and disbursed to the EDA per the terms from the State of VA. No local funds required. The committee recognizes the item will be on the Board of Supervisors agenda and advertised for public hearing due to the amount of the request.

Attachments:

[FinCmte20221221B1AirportFd10EDAIncentive.pdf](#)



WINCHESTER REGIONAL AIRPORT

491 AIRPORT ROAD
WINCHESTER, VIRGINIA 22602
(540) 662-5786

MEMORANDUM

To: Angela Whitacre, Frederick County Treasurer's Office
From: Nick Sabo, Winchester Regional Airport Authority Executive Director
Date: November 29, 2022
RE: Virginia Department of Commerce and Trade Appropriation

At the August 10, 2022 Board of Supervisors meeting, the Winchester Regional Airport Authority received approval for a supplemental appropriation for its FY23 Airport Capital Fund to support the Airport Terminal of the Future project. This appropriation includes revenue in the amount of \$5,000,000 from the Virginia Department of Commerce and Trade (the "EDA Incentive").

This memo is to request that the funds received by Frederick County through the EDI system be disbursed to the Frederick County Economic Development Authority, which in turn will disburse the funds to the Winchester Regional Airport Authority for actual project expenses incurred.

We sincerely appreciate the support of Frederick County. Please advise if you have any questions.

Enclosures

1. FY2022-2023 Budget Amendment Resolution
2. Office of the Governor Memorandum re: FY 2023 Budget Item 113 (Q)
3. EDA Resolution to Approve Receipt and Disbursement of Terminal Project Funds



WINCHESTER REGIONAL AIRPORT

491 AIRPORT ROAD
WINCHESTER, VIRGINIA 22602
(540) 662-5786

MEMORANDUM

To: Cheryl Shiffler, Frederick County Finance Director
From: Nick Sabo, Winchester Regional Airport Authority Executive Director
Date: July 13, 2022
RE: Finance Committee Agenda Item | Airport Terminal Project

The Winchester Regional Airport Authority requests a supplemental appropriation for its FY23 Airport Capital Fund in the amount of **\$11,500,000**. This is the amount necessary to cover the costs of construction, construction administration, and administrative and legal fees for the Airport Terminal Project at the Winchester Regional Airport.

The enclosed spreadsheet shows the expenses and revenue sources that comprise the total project budget. *No funds from Frederick County are requested; instead we seek consent for the Winchester Regional Airport Authority to take on debt through the USDA Rural Development Program to fund the outstanding local share.* A resolution to that effect will be presented to the Frederick County Board of Supervisors for consideration at its meeting on August 10, 2022.

We sincerely appreciate the support of Frederick County and look forward to delivering a quality project that will benefit its citizens, businesses, civic groups, and educational institutions for decades to come.

Enclosure:
Project Budget



COMMONWEALTH of VIRGINIA
Office of the Governor

Caren DeWitt Merrick
Secretary of Commerce and Trade

September 26, 2022

MEMORANDUM

To: The Honorable Glenn Youngkin,
Governor of Virginia

Through: The Honorable Secretary Steve Cummings,
Secretary of Finance

Jeff Goettman,
Chief of Staff

From: The Honorable Caren Merrick
Secretary of Commerce and Trade

Subject: Economic development incentive payment to the Frederick County Economic
Development Authority in accordance with FY 2023 Budget Item 113 (Q).

This memo outlines the background for approving the allocation of an economic development incentive payment of \$5 million to the Frederick County Economic Development Authority in accordance with FY 2023 Budget Item 113 (Q) which was sponsored by Senator Jill Vogel. The incentive supports the construction of a facility that will support aerospace and unmanned systems in the Shenandoah Valley.

The Airport Terminal of the Future project at the Winchester Regional Airport is envisioned to accommodate future aviation business models (i.e., "Regional Air Mobility") and connect the airport to the community as a regional gateway into the national airspace system. The Winchester Regional Airport is a participant in the Virginia Advanced Air Mobility Alliance (VAMAA) and is striving to make the Shenandoah Valley a key attractant and producer of aerospace business and talent. Delivering the Airport Terminal of the Future supports these goals.



NOTICE OF PUBLIC HEARING

The Frederick County Board of Supervisors will hold a Public Hearing on Wednesday, August 10, 2022, 7:00 P.M., in the Board of Supervisors' Meeting Room, County Administration Building, 107 North Kent Street, Winchester, Virginia, to Consider the Following:

Amendment to the 2022-2023 Fiscal Year Budget – Pursuant to Section 15.2-2507 of the Code of Virginia, 1950 as Amended, the Board of Supervisors will Hold a Public Hearing to Amend the Fiscal Year 2022-2023 Budget to Reflect an Airport Capital Fund Supplemental Appropriation in the amount of \$11,500,000. This Amount Represents the Airport Construction Related Costs for the Terminal Project.

Inquiries concerning the above item may be addressed to the County Administration Office between the hours of 8:00 A.M. and 5:00 P.M., Monday through Friday, 107 North Kent Street, Winchester, Virginia 22601, (540)665-6382.

Rezoning #04-22 of 84 Lumber Winchester Submitted to Rezone 2.21 Acres from B3 (Industrial Transition) District to the M1 (Light Industrial) District with Proffers, and 8.69 Acres from the B3 District to the M1 District with Proffers, Totaling 10.9 Acres. These Properties are Located Northwest of the Intersection of Martinsburg Pike (Route 11) and Yardmaster Court and are Identified by Property Identification Numbers 44-A-75F and 44-A-75G in the Stonewall Magisterial District.

Ordinance Amendment to the Frederick County Code, Chapter 165 Zoning, Article II Supplementary Use Regulations; Parking; Buffers; and Regulations for Specific Uses; Part 204 Additional Regulations for Specific Uses, §165-204.36. Backyard Chickens; Chicken Coops in RP Zoning District. Revision to the Frederick County Zoning Ordinance to Allow Backyard Chickens in the RP (Residential Performance) District. The Ordinance Would Allow Single-Family Detached (SFD) Lots 15,000 Square Feet (SF, or 0.34-acres) or Greater to have up to a Maximum of Six (6) Chickens by Right. This Ordinance Amendment Would also Apply to Lots of 15,000 SF or Greater in the R4 (Residential Planned Community) and R5 (Residential Recreational Community) Zoning District.

Inquiries concerning the above item(s) may be addressed to the Office of Planning and Development, between the hours of 8:00 A.M. and 5:00 P.M., Monday through Friday, 107 North Kent Street, Winchester, Virginia 22601, (540)665-5651. Any subject file(s), including the full text of any ordinance or of any other item(s) to be adopted are available at the Office of Planning and Development.

The meeting will be broadcast via Cable Channel 16 and will be live streamed on the website at www.fcva.us/BOSMeetings. Citizens preferring not to attend the meeting to speak are encouraged to submit comments to the Board via:

Electronic commenting on the county website at www.fcva.us/BOSMeetings (Click on the 'eComment' to submit your comments.)

Email to county staff Karen Vacchio at kvacchio@fcva.us or Ann Phillips at ann.phillips@fcva.us by noon on the day of the meeting.

Mail to: August 10 Public Hearing Comments, 107 N. Kent St., Winchester, VA 22601. Include your name, address, and magisterial district.

In person by calling the Deputy Clerk at 540-722-8273 to arrange to drop off your comments.

Interested citizens may appear before the Board to speak on the above item(s). The agenda is available online at www.fcva.us/BOSMeetings and at the Frederick County Administrative Offices, 107 North Kent Street, Winchester, Virginia.

Michael L. Bollhoefer
County Administrator
County of Frederick, Virginia

www.fcva.us

The
Winchester Star

Wednesday
August 3, 2022

Budget Language:

Q. Included in the amounts in this item, \$5,000,000 the first year from the general fund is provided to the Frederick County Economic Development Authority for regional economic development initiatives and construction or improvements to facilities that support the growth of small aerospace, avionics, and unmanned systems companies in Planning District 7. Prior to the release of any funds to the Authority, documentation shall be provided, to the satisfaction of the Secretary of Commerce and Trade and the Secretary of Finance, that matching funding, exclusive of in-kind contributions or currently pledged amounts, from local or other non-state sources are available to be pledged to the project. Funding shall be released only upon the written approval of the Governor and any funding not awarded by June 30, 2023 shall revert to the general fund.

Background of the Project:

During the 2022 legislative session, the Winchester Regional Airport Authority requested a \$5 million economic development incentive payment to aid in the construction of an Airport Terminal of the Future at the Winchester Regional Airport to support the growth of aerospace and unmanned systems in the Shenandoah Valley. With the support of Senator Jill Vogel, the funding was included in the 2023-2024 biennium budget.

The Winchester Regional Airport serves the fastest-growing metropolitan statistical area (MSA) in Virginia and a functional terminal facility is critical to capitalizing on the economic development opportunities in the region. The airport is strategically located along Interstate 81 and major highways Route 522 and Route 50 and is the official airport of the Virginia Inland Port. The airport is a critical transportation node that facilitates the fluid movement of goods, people, and services in the Northern Shenandoah Valley. The Airport Terminal of the Future will enhance the airport's ability to meet the future aerospace needs of the region in the following ways:

1. Prepares the region for Advanced Air Mobility (AAM) operations and new business models for commercial aeronautical services that require a suitable terminal facility (e.g., drone package delivery, cargo operations by autonomous aircraft, commercial passenger service). The Winchester Regional Airport Authority is positioned to lead in this space; evidenced by being an active participant in the Virginia Advanced Air Mobility Alliance (VAAMA) and having co-hosted the first-ever fly-in for unmanned aerial systems (UAS) on April 30, 2022 in partnership with the Virginia Innovative Partnership Corporation (VIPIC) (the "Apple Blossom Fly-In"). The new facility is approximately 79% larger than the facility it replaces and can accommodate sensors and infrastructure required to support technologically advanced aircraft operations within the surrounding region.
2. Provides 3000SF of premium office space suitable for aviation companies, entrepreneurs, or aeronautical service providers to establish or grow their business. This represents a net increase of the airport's leasable office space of 30%.

3. Supports economic growth; nearly 10% of the facility is devoted to a configurable business center to be used for regional commerce and economic development purposes. This space is envisioned to support aerospace accelerator and workforce initiatives, traditional aviation business operations, and non-aviation companies looking for capable space to grow their business in the Commonwealth.
4. Guarantee 24/7 secure building access for pilots and crews to access restroom and rest facilities; a critical new capability for regional medevac and air ambulance missions, and often-requested convenience item for many aircraft operators.
5. Sustainable initiatives to position the airport to attract new aerospace companies to the Commonwealth and limit the impact of the new facility on the environment. The airport is working with 2021 State of the Commonwealth Report, Old Dominion University the NASA Langley Research Center, Aeronautics Systems Analysis Branch on a research project to understand the current and future utility demands of airports. The research may entail a demonstration project at the Winchester Regional Airport and will inform collaboration on future infrastructure centered on the Airport Terminal of the Future.
6. The Airport Terminal of the Future will be a community resource that will reap indirect, catalytic benefits. One example is that the City of Winchester Office of Emergency Management has expressed interest using the facility as an alternate emergency operations center (EOC) due to its backup power capability.
7. The Airport Terminal of the Future will serve as headquarters for a 501(c)(3) nonprofit foundation dedicated to serving the Shenandoah Valley through STEM education, scholarships, and workforce development.

Justification:

The airport is currently operating under a Modification of Standards (MOS) issued by the Federal Aviation Administration (FAA) for insufficient spacing between its runway and parallel taxiway. To rectify the MOS, the aircraft parking apron and taxiway must be relocated, which impacts the current building (see exhibits below). The footprint of the new building will be shifted approximately 100' south to accommodate the relocated taxiway and parking apron and ensure full compliance with FAA airport design criteria. Secondly, the condition of the current building is no longer suitable to meet the future needs of the airport. In 2016 the Virginia Department of General Services (DGS) conducted an assessment of the current terminal building and found it to be "at the end of its useful life".

According to a 2017 study commissioned by the Virginia Department of Aviation, the airport contributes 179 jobs, \$6.8 million in wages, and \$20.9 million in annual impact to the local economy. The airport is designated as a "Business Class" facility in the Virginia Air Transportation System Plan due in part to its capability to support precision navigation. The specialized equipment at the airport allows pilots to land safely in weather conditions as poor as half-mile visibility and 200-foot cloud ceilings.

Documentation of Funding and Support for Project:

The Frederick County Economic Development authority provided substantial documentation and background on the project as prescribed in the budget language. The documentation included a signed notification of the US Department of Agriculture Rural Development loan funds the project has secured in the amount of \$3 million to construct a terminal building.

The project also enjoys broad community support with 15 letters of support from community organizations, businesses, all of their local government partners and their federal representatives, Senators Mark Warner and Tim Kaine and Congresswoman Jennifer Wexton. All of the letters of support are included in Frederick EDA's application.

In consultation with the Secretary of Finance's office, we have completed our due diligence and believe this package meets the requirements set out in budget item 113 (Q) to release the \$5 million in funding for the Frederick County Economic Development Authority.

Recommended Action

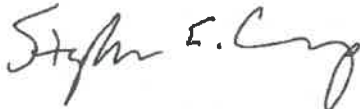
I recommend approval of the allocation of \$5 million for an economic development incentive payment to the Frederick County Economic Development Authority in accordance with FY 2023 Budget Item 113 (Q) and direct the Department of Planning and Budget to release the funds.



Secretary Caren Merrick

9/27/22

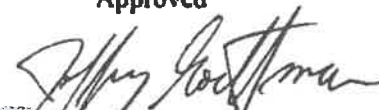
Date



Secretary Steve Cummings
Approved

9/28/22

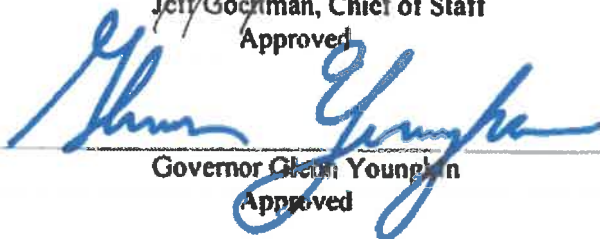
Date



Jeff Gochman, Chief of Staff
Approved

9/30/22

Date



Governor Glenn Youngkin
Approved

9/29/22

Date

Date: September 1, 2022

**RESOLUTION TO APPROVE RECEIPT AND DISBURSEMENT
OF TERMINAL PROJECT FUNDS**

WHEREAS, the Commonwealth of Virginia approved its FY 2023 Budget, which includes an appropriation through the Virginia Department of Commerce and Trade for funding to support the Terminal Project at the Winchester Regional Airport; and

WHEREAS, the Winchester Regional Airport Authority's Terminal Project has been selected as the recipient of funds in the sum of Five Million Dollars (\$5,000,000.00) (the "Terminal Funds").

NOW, THEREFORE, upon Motion duly made and seconded, it is unanimously

RESOLVED, that the Economic Development Authority of the County of Frederick, Virginia (the "EDA") has agreed to accept and disburse the Terminal Funds as necessary to support the Airport Terminal of the Future project at the Winchester Regional Airport.

ADOPTED this ____ day of September, 2022.

JAY TIBBS, Secretary (SEAL)

11. The Finance/Audit Committee charter adopted by the Board of Supervisors requires an annual review and reassessment. See attached charter, p.31 – 33. The committee recommends approval.
12. The Finance Director and the committee began discussions on personal property surplus. See attached information, p. 34 – 40. The committee recommends review of the personal property rate during the FY23 budget. The County Administrator will provide additional information at the work session on September 14, 2022.

INFORMATION ONLY

1. The Finance Director provides a Fund 10 Transfer Report for June 2022. See attached, p. 41 – 42.
2. Fund balance and financial information will be provided after the County closes FY22.
3. The Proffer Policy is provided. See attached, p. 43.
4. The WRAA Executive Director requests an Airport Capital Fund supplemental appropriation in the amount of \$11,500,000 and consent for the WRAA to issue debt in the amount of \$2,225,850 for the construction and related costs for the airport terminal project. No local funds required. See attached information, p. 44 – 45. The committee recommends forwarding the supplemental appropriation to public hearing.

Respectfully submitted,

FINANCE COMMITTEE

Judith McCann-Slaughter, Chairman
Charles DeHaven
Blaine Dunn
Jeffrey Boppe
Gary Oates

By Cheryl B. Shiffler
Finance Director

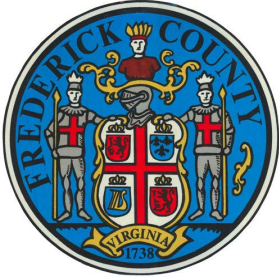
PROJECT COST SUMMARY

DATE: July 13, 2022

AIRPORT TERMINAL PROJECT						
LINE	CLASSIFICATION	COST	PERCENTAGE		BUDGET	
			DOAV	LOCAL	DOAV	LOCAL
a.	OWNER ADMINISTRATION					
	Administrative Fees	\$30,000	38%	62%	\$11,400	\$18,600
	Bond Counsel + Legal Fees	\$50,000	0%	100%	\$0	\$50,000
	Subtotal:	\$80,000				
b.	CONSTRUCTION					
	Low Bid Amount*	\$10,211,900	38%	62%	\$3,880,522	\$6,331,378
	Subtotal:	\$10,211,900				
c.	PROJECT MANAGEMENT					
	USDA Bid Requirements Fees	\$31,176	0%	100%	\$0	\$31,176
	AECOM Construction Administration Services	\$787,641	38%	62%	\$299,304	\$488,337
	Subtotal:	\$818,817				
d.	PROJECT CONTINGENCY					
	3% Allowance	\$306,357	0%	100%	\$0	\$306,357
	Subtotal:	\$306,357				
	TOTAL:	\$11,417,074			\$4,191,226	\$7,225,848

*Subject to final review and acceptance

LOCAL REVENUE SOURCES	
EDA Incentive	\$5,000,000
USDA Debt	\$2,225,848
TOTAL:	\$7,225,848

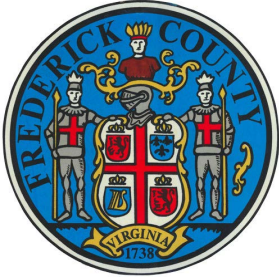


Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Items Not Requiring Action

Title: The Finance Director requests discussion on including the Airport Capital budget in the regularly scheduled budget process.

Historically, the Airport Capital budget was drafted and approved outside of the regular County budget cycle. The committee consented to incorporating the Airport Capital budget in the regular budget process with the WRAA Executive Director presenting information at a budget work session.

Attachments:



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Items For Information Only

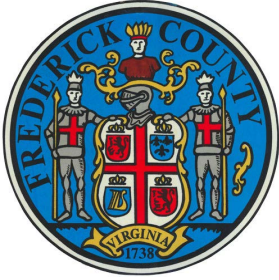
Title: The Finance Director provides an FY 2023 Fund Balance Report ending December 16, 2022.

Attachments:

[FinCmte20221221C1FundBalance.pdf](#)

County of Frederick, VA
Report on Unreserved Fund Balance
Ending December 16, 2022

Unreserved Fund Balance, End of Year, June 30, 2022	68,737,258	
Year End Adjusting Entries	4,401,673	
Unreserved Fund Balance, Beginning of Year, July 1, 2022		73,138,931
 Prior Year Funding & Carryforward Amounts		
C/F Clearbrook Fire reno	(26,047)	
C/F P&R amphitheater	(55,000)	
C/F Gore Convenience Center	(726,790)	
Reserve P&R PLAY funds	(7,482)	
C/F DSS vehicle	(24,201)	
C/F Fire Company Capital	(304,671)	
Reserve P&R SGEMF	(14,183)	
Return unspent Parks proffer	(24)	
C/F Spay/Neuter Fleming trust	(406)	
C/F Animal shelter restitution received	(157)	
C/F forfeited asset funds	(120,370)	
C/F Public Works projects in process	(34,070)	
C/F Parks projects in process	(773,018)	
VJCCA return unspent FY21 funds	(2,974)	
C/F Sheriff vehicles	(132,328)	
C/F Sheriff vehicle building	(85,588)	
C/F Sheriff SRO rifles	(12,192)	
Reserve unspent PEG funds	(25,000)	
C/F School Operating for CAP	(1,023,546)	
C/F Airport Capital	(27,504)	
C/F School restricted funds	(266,148)	
		(3,661,700)
 Other Funding / Adjustments		
COR refund - Acar Leasing	(8,958)	
COR refund - ARI Fleet	(7,188)	
COR refund - DL Peterson	(12,717)	
COR refund - Trex	(9,593)	
COR refund - Alban Tractor	(19,885)	
Sheriff tasers	(10,687)	
PP tax reimbursements	(4,637,218)	
Transfer to County Capital Fund (F/B above 20%)	(19,586,622)	
COR refund - Sprint Spectrum	(15,031)	
COR refund - Lease Plan USA	(10,347)	
		(24,318,245)
 Fund Balance, December 16, 2022		 45,158,986



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Items For Information Only

Title: The Finance Director provides financial statements ending November 30, 2022.

Attachments:

[FinCmte20221221C2Financial Statements.pdf](#)

County of Frederick
General Fund
November 30, 2022

ASSETS	FY23 <u>11/30/22</u>	FY22 <u>11/30/21</u>	Increase <u>(Decrease)</u>
Cash and Cash Equivalents	86,501,157.62	94,043,063.75	(7,541,906.13) *A
Petty Cash	1,555.00	1,555.00	0.00
Receivables:			
Receivable Arrears Pay Deferred	388,927.35	401,146.21	(12,218.86)
Taxes, Commonwealth, Reimb.P/P	53,171,065.05	27,783,766.55	25,387,298.50
Streetlights	2,405.08	1,747.29	657.79
Miscellaneous Charges	49,418.56	61,987.65	(12,569.09)
Prepaid Postage	4,018.98	3,795.51	223.47
GL controls (est.rev / est. exp)	<u>(27,051,471.30)</u>	<u>(29,952,237.55)</u>	<u>2,900,766.25</u> (1) Attached
TOTAL ASSETS	<u>113,067,076.34</u>	<u>92,344,824.41</u>	<u>20,722,251.93</u>
LIABILITIES			
Accrued Wages Payable	1,611,803.87	1,526,742.87	85,061.00
Performance Bonds Payable	1,493,493.04	1,043,101.15	450,391.89
Taxes Collected in Advance	2,893,150.83	264,464.93	2,628,685.90 *B
Deferred Revenue	<u>53,277,757.76</u>	<u>27,847,800.49</u>	<u>25,429,957.27</u> *C
TOTAL LIABILITIES	59,276,205.50	30,682,109.44	28,594,096.06
EQUITY			
Fund Balance			
Reserved:			
Encumbrance General Fund	1,933,861.11	964,868.90	968,992.21 (2) Attached
Conservation Easement	4,779.85	4,779.85	0.00
Peg Grant	564,942.58	530,887.25	34,055.33
Prepaid Items	949.63	949.63	0.00
Advances	657,083.23	657,083.23	0.00
Courthouse Fees	539,188.28	513,310.91	25,877.37
Animal Shelter	1,341,126.42	1,232,526.42	108,600.00
Sheriff's Reserve	1,000.00	1,000.00	0.00
Proffers	7,600,900.67	5,296,629.18	2,304,271.49 (3) Attached
Parks Reserve	132,668.69	111,003.70	21,664.99
E-Summons Funds	216,272.75	195,802.97	20,469.78
VDOT Revenue Sharing	436,270.00	436,270.00	0.00
Undesignated Adjusted Fund Balance	<u>40,361,827.63</u>	<u>51,717,602.93</u>	<u>(11,355,775.30)</u> (4) Attached
TOTAL EQUITY	<u>53,790,870.84</u>	<u>61,662,714.97</u>	<u>(7,871,844.13)</u>
TOTAL LIAB. & EQUITY	<u>113,067,076.34</u>	<u>92,344,824.41</u>	<u>20,722,251.93</u>

NOTES:

*A Cash decrease includes a decrease in revenue, transfers, and fund balance and an increase in expenditures. (refer to the comparative statement of revenue, expenditures, transfers, and change in fund balance).

*B Prepayment of taxes.

*C Deferred revenue includes taxes receivable, street lights, misc. charges, dog tags, and motor vehicle registration fees.

BALANCE SHEET

(1) GL Controls	FY23	FY22	Inc/(Decrease)
Estimated Revenue	232,708,712	211,821,422	20,887,289
Appropriations	(131,306,744)	(124,226,661)	(7,080,082)
Est. Transfers to Other Funds	(130,387,300)	(118,511,867)	(11,875,433)
Encumbrances	1,933,861	964,869	968,992
Total	(27,051,471)	(29,952,238)	2,900,766

(2) General Fund Purchase Orders 11/30/22

	Amount	
County Office Buildings	103,460.00	35 Ton Rooftop Unit
	113,270.00	Administration Building Fire Alarm System Replacement
	37,268.00	Cooling Tower Support Steel Repair/County Administration Building
	16,673.00	Chiller Roof Replacement
Engineering	33,310.84	2022 Ford Ranger XLT
	7,625.76	SWAPPP Track Software Renewal
Fire and Rescue	16,359.00	Training Key Hose 22
	33,440.99	Emergency Vehicle Lighting and Equipment
	117,722.20	Uniforms
	145,026.00	Vehicle Exhaust Removal System
	174.02	Medical Supplies
	14,043.90	Lifepak 1000 Upgrade EMS License on Fire Engines
	2,587.20	Ammunition
	7,452.00	(180) Barri Aire Particulate Blocking Masks
	48,830.32	Pump,Hose,Ladder,Aerial Testing
	13,320.00	Ultrasound Equipment
IT	28,250.57	Virtual Infrastructure/Nutanix
Maintenance Administration	34,248.46	2022 Ford F-150 Truck
Parks and Recreation	16,175.00	Clearbrook Park Pickleball Court Pad,Paint,Net, and Access Trail
	13,590.26	(1,500) Shirts for Half Marathon,Thanksgiving 5K,& Staff Shirts
	45,763.36	Toro Multi Pro Spray Rig
	138,983.46	(2) Turbo Wide Area Mowers(Clearbrook & Sherando Park)
	30,498.00	(2) Hustler 72" Super Hyper Drive Mowers
	23,776.00	Playground Equipment Stonewall Park
	14,937.90	Ventrac Reel Mower
	45,747.00	(3) Hustler 72" Super Z Hyper Drive Mower
	5,986.56	Agricultural Supplies
	85,293.50	Construction of Outdoor Amphitheatre
	18,000.00	Grass Seed Sports Blend
	25,000.00	Pulsar Briquettes
	14,350.00	Pickleball Court Perimeter Fence Installed Clearbrook Park
	10,718.25	The Big Kahuna Pergola Kit
Public Safety	31,000.00	Emergency Radio Equipment Replacement Relocation
Refuse Collection	10,167.68	60" Cut John Deere Zero Turn Mower
Sheriff	24,299.75	(35) Body Armor W/Carriers
	35,265.90	Ammunition
	6,448.00	Dry Suits for Diving
	73,918.24	(2) Ford Police Responders F-150
	368,968.30	Uplifting for New Vehicles
	10,538.00	(22) Smith & Wesson Night Sight
	74,667.19	2022 Dodge Charger and 2022 Dodge RAM
	20,880.00	(29) Rifles
	9,239.00	Drone
	6,587.50	Polygraph Machine
Total	1,933,861.11	

(3) Proffer Information	SCHOOLS	PARKS	FIRE & RESCUE	Designated Other Projects	TOTAL
Balance 11/30/2022	4,044,273.57	224,349.82	406,251.20	2,926,026.08	7,600,900.67

Designated Other Projects Detail

Administration	11,865.76
Bridges	17,014.32
Historic Preservation	129,000.00
Library	376,631.00
Rt. 50 Trans.Imp.	10,000.00
Rt. 50 Rezoning	25,000.00
Rt. 656 & 657 Imp.	25,000.00
RT.277	162,375.00
Sheriff	141,372.00
Solid Waste	12,000.00
Stop Lights	52,445.00
Treasurer	700.00
Freedom Manor Transportation	36,250.00
BPG Properties/Rt.11 Corridor	330,000.00
Blackburn Rezoning	452,745.00
Clearbrook Bus.Ctr.Rezoning	2,500.00
Carbaugh Business Center	1,141,128.00
Total Other Proffers 11/30/22	2,926,026.08

(4) Fund Balance Adjusted	
Beginning Balance 11/22	46,476,183.63
Revenue 11/22	62,878,750.50
Expenditures 11/22	(47,201,141.45)
Transfers 11/22	(21,791,965.05)
Ending Balance 11/30/22	40,361,827.63

County of Frederick
 Comparative Statement of Revenues, Expenditures
 and Changes in Fund Balance
 November 30, 2022

REVENUES:	<u>Appropriated</u>	FY23 11/30/2022 <u>Actual</u>	FY22 11/30/2021 <u>Actual</u>	YTD Actual <u>Variance</u>
General Property Taxes	160,030,000.00	32,541,372.93	49,476,908.98	(16,935,536.05) (1)
Other local taxes	48,934,660.00	11,898,620.78	11,656,384.09	242,236.69 (2)
Permits & Privilege fees	2,146,385.00	1,261,701.71	929,457.25	332,244.46 (3)
Revenue from use of money and property	450,018.00	1,648,207.61	237,351.12	1,410,856.49 (4)
Charges for Services	4,252,660.00	1,266,086.88	1,215,009.62	51,077.26
Miscellaneous	486,399.24	512,311.19	331,562.94	180,748.25
Recovered Costs	2,144,249.00	1,162,577.28	996,263.16	166,314.12 (5)
Proffers		792,471.59	1,700,125.52	(907,653.93) (5)
Intergovernmental:				
Commonwealth	14,173,431.24	11,786,308.76	11,267,993.68	518,315.08 (6)
Federal	90,909.09	9,091.77	21,458.83	(12,367.06) (7)
Transferred from the Cares Act			1,509,000.00	
TOTAL REVENUES	232,708,711.57	62,878,750.50	79,341,515.19	(16,462,764.69)
EXPENDITURES:				
General Administration	21,765,479.44	13,064,447.37	8,242,392.65	4,822,054.72
Judicial Administration	3,535,777.14	1,364,152.81	1,316,361.97	47,790.84
Public Safety	55,451,216.85	21,878,784.49	21,534,819.12	343,965.37
Public Works	8,228,994.42	2,261,671.71	2,209,670.96	52,000.75
Health and Welfare	12,862,127.00	4,225,231.94	4,226,835.94	(1,604.00)
Education	92,045.00	0.00	40,654.00	(40,654.00)
Parks, Recreation, Culture	11,273,032.57	3,720,196.24	3,008,342.61	711,853.63
Community Development	2,536,690.41	686,656.89	717,440.42	(30,783.53)
TOTAL EXPENDITURES	115,745,362.83	47,201,141.45	41,296,517.67	5,904,623.78 (8)
OTHER FINANCING SOURCES (USES):				
Operating transfers from / to	145,948,681.15	21,791,965.05	28,798,056.92	(7,006,091.87) (9)
 Excess (deficiency)of revenues & other sources over expenditures & other uses	 (28,985,332.41)	 (6,114,356.00)	 9,246,940.60	 15,361,296.60
 Fund Balance per General Ledger		 46,476,183.63	 42,470,662.33	 4,005,521.30
 Fund Balance Adjusted to reflect Income Statement 11/30/22		 40,361,827.63	 51,717,602.93	 (11,355,775.30)

(1)General Property Taxes	FY23	FY22	Increase/Decrease
Real Estate Taxes	18,791,754	29,732,665	(10,940,911)
Public Services	997,891	684,129	313,762
Personal Property	11,833,349	18,391,435	(6,558,086)
Penalties and Interest	561,486	413,009	148,477
Credit Card Chgs./Delinq.Advertising	(11,230)	12,042	(23,272)
Adm.Fees For Liens&Distress	368,123	243,629	124,494
	32,541,373	49,476,909	(16,935,536)

(2) Other Local Taxes

Local Sales and Use Tax	5,438,068.78	5,186,462.16	251,606.62
Communications Sales Tax	237,851.91	246,492.00	(8,640.09)
Utility Taxes	1,191,748.59	1,261,147.26	(69,398.67)
Business Licenses	865,637.19	785,420.51	80,216.68
Auto Rental Tax	77,951.80	64,032.74	13,919.06
Motor Vehicle Licenses Fees	224,528.95	297,890.18	(73,361.23)
Recordation Taxes	1,121,484.69	1,273,407.15	(151,922.46)
Meals Tax	2,203,462.49	2,052,673.17	150,789.32
Lodging Tax	528,569.60	475,284.28	53,285.32
Street Lights	6,287.46	9,944.64	(3,657.18)
Star Fort Fees	3,029.32	3,630.00	(600.68)
Total	11,898,620.78	11,656,384.09	242,236.69

(3)Permits&Privileges

Dog Licenses	14,181.00	17,204.00	(3,023.00)
Land Use Application Fees	7,150.00	4,300.00	2,850.00
Transfer Fees	1,570.72	1,931.85	(361.13)
Development Review Fees	273,436.00	215,810.82	57,625.18
Building Permits	595,727.87	425,535.14	170,192.73
2% State Fees	4,714.24	3,573.44	1,140.80
Electrical Permits	54,035.00	76,029.00	(21,994.00)
Plumbing Permits	13,487.88	10,858.00	2,629.88
Mechanical Permits	40,923.00	48,618.00	(7,695.00)
Sign Permits	3,325.00	1,700.00	1,625.00
Land Disturbance Permits	249,101.00	120,297.00	128,804.00
Institutional Inspections Permit	2,650.00	2,600.00	50.00
Septic Haulers Permit	-	200.00	(200.00)
Transfer Development Rights	1,400.00	700.00	700.00
Small Cell Tower Permit	-	100.00	(100.00)
Total	1,261,701.71	929,457.25	332,244.46

(4) Revenue from use of

Money	1,585,641.06	87,128.90	1,498,512.16 *1
Property	62,566.55	150,222.22	(87,655.67) *2
Total	1,648,207.61	237,351.12	1,410,856.49

*1 The Federal Funds rate has gone from .25 to 3.25 in one year.

*2 Sale of Old Albin Convenience site for \$101,750.00 in previous year.

(5) Recovered Costs	FY23	FY22	Increase/Decrease
	11/30/2022	11/30/2021	
Recovered Costs Treasurer's Office	74,376.00	-	74,376.00
Recovered Costs Social Services	21,428.80	19,910.22	1,518.58
Purchasing Rebate	184,640.27	185,263.43	(623.16)
Recovered Cost Fire & Rescue Fee Recovery	222,802.19	200,791.55	22,010.64
Recovered Cost Fire Companies	177,389.17	175,620.57	1,768.60
Recovered Costs Sheriff	65,260.00	68,920.00	(3,660.00)
Reimbursement Circuit Court	3,479.80	3,651.58	(171.78)
Reimbursement Public Works	154.52	400.00	(245.48)
Clarke County Container Fees	33,456.40	29,423.68	4,032.72
City of Winchester Container Fees	34,116.13	26,414.95	7,701.18
Refuse Disposal Fees	70,069.11	55,900.79	14,168.32
Recycling Revenue	5,416.10	11,651.10	(6,235.00)
Container Fees Bowman Library	1,161.75	930.87	230.88
Restitution Other	494.96	1,501.54	(1,006.58)
Litter-Thon/Keep VA Beautiful Grant	1,000.00	-	1,000.00
Reimb.of Expenses Gen.District Court	7,926.57	7,224.35	702.22
Gasoline Tax Refund-VPA	15,359.67	-	15,359.67
Reimb.Task Force	33,794.62	31,888.54	1,906.08
Sign Deposits	-	500.00	(500.00)
Westminister Canterbury Lieu of Tax	-	19,692.00	(19,692.00)
Labor-Grounds Maint.Fred.Co. Schools	159,650.15	100,340.86	59,309.29
Comcast PEG Grant	37,893.50	41,086.50	(3,193.00)
Fire School Programs	4,100.00	6,660.00	(2,560.00)
Clerks Reimbursement to County	2,595.04	4,486.55	(1,891.51)
Reimb. Sheriff	6,012.53	4,004.08	2,008.45
Subtotal Recovered Costs	1,162,577.28	996,263.16	166,314.12
Proffers Fire Department	-	30,000.00	(30,000.00)
Proffers Other	-	1,141,128.00	(1,141,128.00)
Proffer Sovereign Village	-	14,634.92	(14,634.92)
Proffer Snowden Bridge	347,498.80	481,457.60	(133,958.80)
Proffer Cedar Meadows	-	24,405.00	(24,405.00)
Proffer Madison Village	421,810.80	-	421,810.80
Proffer Freedom Manor	5,500.00	8,500.00	(3,000.00)
Proffer The Village at Middletown	17,661.99	-	17,661.99
Subtotal Proffers	792,471.59	1,700,125.52	(907,653.93)
Grand Total	1,955,048.87	2,696,388.68	(741,339.81)

(6) Commonwealth Revenue	FY23	FY22	
	11/30/2022	11/30/2021	Increase/Decrease
Motor Vehicle Carriers Tax	39,898.80	39,495.49	403.31
Mobile Home Titling Tax	90,174.40	22,620.00	67,554.40
State Noncategorical Funding	-	12,960.00	(12,960.00)
P/P State Reimbursement	6,526,528.18	6,526,528.18	-
Shared Expenses Comm.Atty.	212,626.40	203,132.76	9,493.64
Shared Expenses Sheriff	1,030,314.88	930,970.46	99,344.42
Shared Expenses Comm.of Rev.	92,399.14	81,089.62	11,309.52
Shared Expenses Treasurer	71,460.67	68,452.59	3,008.08
Shared Expenses Clerk	175,526.76	148,961.31	26,565.45
Public Assistance Grants	2,594,311.61	2,401,746.84	192,564.77
Emergency Services Fire Program	353,258.00	304,416.00	48,842.00
Other Revenue From The Commonwealth	687.78	398.25	289.53
Four-For-Life Funds	101,536.24	94,369.60	7,166.64
DMV Grant Funding	2,372.02	8,223.15	(5,851.13)
State Grant Emergency Services	82,927.74	13,381.00	69,546.74
Sheriff's State Grants	82,320.00	82,320.00	-
Parks State Grants	1,512.00	-	1,512.00
JJC Grant Juvenile Justice	66,430.00	64,180.00	2,250.00
Rent/Lease Payments	96,332.65	111,693.20	(15,360.55)
Wireless 911 Grant	104,185.31	106,518.19	(2,332.88)
State Forfeited Asset Funds	9,158.71	3,079.92	6,078.79
Victim Witness-Commonwealth Office	52,347.47	43,457.12	8,890.35
Total	11,786,308.76	11,267,993.68	518,315.08

County of Frederick

General Fund

November 30, 2022

	FY23	FY22	Increase/Decrease
(7) Federal Revenue			
Federal Funds Sheriff	9,091.77	21,258.83	(12,167.06)
Emergency Services Grant -Federal	-	200.00	(200.00)
Total	9,091.77	21,458.83	(12,367.06)

(8) Expenditures

Expenditures increased \$5.9 million. **General Administration** increased \$4.8 million and includes the \$4.6 million PP Rebate. **The Parks and Recreation** increased \$711,853.63 and includes Abrams Creek Trail schematic design, Clearbrook Park pickleball court pad and access trail, and the Sherando Park playground Equipment. Transfers increased \$7,006,091.87. See chart below:

	FY23	FY22	Increase/Decrease	
(9) Transfers Decreased \$7,006,091.87				
Transfer to School Operating Fund	836,679.21	1,518,446.50	(681,767.29)	*1
Transfer to Debt Service County	1,469,086.65	1,586,247.82	(117,161.17)	*2
Operational Transfers	(103,140.15)	(125,965.15)	22,825.00	
Reserve for Merit/COLA Increases	2,717.34	1,413.75	1,303.59	
Operational Contingency	-	(282,086.00)	282,086.00	*3
Reserve for Capital	19,586,622.00	26,100,000.00	(6,513,378.00)	
Total	21,791,965.05	28,798,056.92	(7,006,091.87)	

*1 School Operating FY23 C/F Encumbrances \$836,679.21 and FY22 includes \$1,064,170.38 C/F Encumbrances and \$454,276.12 unspent restricted funds.

*2 Payments in FY23 include City of Winchester for Courtroom and HVAC Projects, Millwood and Roundhill F.D., and Public Safety Building. FY22 includes City of Winchester for Courtroom and Roundhill F.D., Public Safety Building, and Bowman Library.

*3 Board Approved (2) Apparatus in FY22.

County of Frederick
 FUND 11 NORTHWESTERN REGIONAL ADULT DETENTION CENTER
 November 30, 2022

ASSETS	FY23 <u>11/30/22</u>	FY22 <u>11/30/21</u>	Increase <u>(Decrease)</u>
Cash	10,607,246.78	8,476,810.14	2,130,436.64 *1
Receivable Arrears Pay Deferred	101,307.30	111,051.74	(9,744.44)
GL controls(est.rev/est.exp)	<u>(1,121,068.28)</u>	<u>(2,607,103.95)</u>	<u>1,486,035.67</u>
TOTAL ASSETS	<u>9,587,485.80</u>	<u>5,980,757.93</u>	<u>3,606,727.87</u>
LIABILITIES			
Accrued Wages Payable	442,389.90	429,795.90	12,594.00
Accrued Operating Reserve Costs	<u>3,048,824.76</u>	<u>2,859,074.91</u>	<u>189,749.85</u>
TOTAL LIABILITIES	<u>3,491,214.66</u>	<u>3,288,870.81</u>	<u>202,343.85</u>
EQUITY			
Fund Balance Reserved			
Encumbrances Undesignated	300,154.06	114,284.30	185,869.76
Fund Balance	<u>5,796,117.08</u>	<u>2,577,602.82</u>	<u>3,218,514.26</u> *2
TOTAL EQUITY	<u>6,096,271.14</u>	<u>2,691,887.12</u>	<u>3,404,384.02</u>
TOTAL LIABILITY & EQUITY	<u>9,587,485.80</u>	<u>5,980,757.93</u>	<u>3,606,727.87</u>

NOTES:

*1 Cash increased \$2,130,436.64. Refer to the following page for comparative statement of revenues, expenditures and changes in fund balance.

*2 Fund balance increased \$3,218,514.26. The beginning balance was \$5,410,687.07 includes adjusting entries, budget controls FY23(\$1,130,400.00), and the year to date revenue less expenditures of \$1,515,830.01.

Current Unrecorded Accounts Receivable-	<u>FY23</u>
Prisoner Billing:	23,433.21
Compensation Board Reimbursement 11/22	<u>628,109.50</u>
Total	651,542.71

County of Frederick
 Comparative Statement of Revenues, Expenditures
 and Changes in Fund Balance
 November 30, 2022

FUND 11 NORTHWESTERN REGIONAL ADULT DETENTION CENTER

REVENUES:	<u>Appropriated</u>	FY23 11/30/22 <u>Actual</u>	FY22 11/30/21 <u>Actual</u>	YTD Actual <u>Variance</u>
Credit Card Probation	-	212.29	195.18	17.11
Interest	20,000.00	47,112.65	3,872.50	43,240.15
Supervision Fees	49,163.00	9,848.62	8,912.50	936.12
Drug Testing Fees	300.00	210.00	180.00	30.00
Work Release Fees	348,000.00	115,135.56	97,755.39	17,380.17
Federal Bureau Of Prisons	0.00	440.00	385.00	55.00
Local Contributions	9,100,845.00	4,550,422.50	3,941,735.00	608,687.50
Miscellaneous	18,000.00	9,038.25	4,755.35	4,282.90
Phone Commissions	550,000.00	152,866.40	82,339.49	70,526.91
Food & Staff Reimbursement	68,000.00	14,532.18	23,745.11	(9,212.93)
Elec.Monitoring Part.Fees	87,000.00	1,219.72	24,132.95	(22,913.23)
Share of Jail Cost Commonwealth	1,415,000.00	328,232.16	386,613.43	(58,381.27)
Medical & Health Reimb.	65,000.00	16,937.19	11,504.65	5,432.54
Shared Expenses CFW Jail	6,150,000.00	2,045,282.08	1,902,083.32	143,198.76
State Grants	314,016.00	32,276.00	32,726.00	(450.00)
Local Offender Probation	370,005.00	194,682.00	0.00	194,682.00
Pretrial Expansion Grant	346,865.00	0.00	0.00	0.00
Transfer Funds/CARES/ARPA	0.00		183,000.00	
Transfer From General Fund	7,258,753.00	3,629,376.50	2,894,434.00	734,942.50
TOTAL REVENUES	<u>26,160,947.00</u>	<u>11,147,824.10</u>	<u>9,598,369.87</u>	<u>1,732,454.23</u>
EXPENDITURES:	<u>27,582,169.34</u>	<u>9,631,994.09</u>	<u>10,245,957.39</u>	<u>(613,963.30)</u>
Excess(Deficiency)of revenues over expenditures	(1,421,222.34)	1,515,830.01	(647,587.52)	2,163,417.53
FUND BALANCE PER GENERAL LEDGER		<u>4,280,287.07</u>	<u>3,225,190.34</u>	<u>1,055,096.73</u>
Fund Balance Adjusted To Reflect Income Statement 11/30/22		5,796,117.08	2,577,602.82	3,218,514.26

County of Frederick
Fund 12 Landfill
November 30, 2022

ASSETS	FY23 <u>11/30/22</u>	FY22 <u>11/30/21</u>	Increase <u>(Decrease)</u>
Cash	41,263,183.52	37,390,339.72	3,872,843.80
Receivables:			
Accounts Receivable	8,644.41	66,744.09	(58,099.68)
Fees	957,802.20	782,459.95	175,342.25 *1
Receivable Arrears Pay Deferred	15,314.30	18,551.34	(3,237.04)
Allow.Uncollectible Fees	(84,000.00)	(84,000.00)	0.00
Fixed Assets	64,477,807.18	60,976,077.03	3,501,730.15
Accumulated Depreciation	(41,291,783.00)	(38,369,357.59)	(2,922,425.41)
GL controls(est.rev/est.exp)	<u>(6,343,748.42)</u>	<u>(4,004,462.53)</u>	<u>(2,339,285.89)</u>
TOTAL ASSETS	<u>59,003,220.19</u>	<u>56,776,352.01</u>	<u>2,226,868.18</u>
LIABILITIES			
Accounts Payable	-	-	
Accrued VAC.Pay and Comp TimePay	187,340.08	199,328.15	(11,988.07)
Accrued Remediation Costs	14,993,148.59	14,344,656.18	648,492.41 *2
Deferred Revenue Misc.Charges	8,644.41	66,744.09	(58,099.68)
Accrued Wages Payable	<u>57,194.70</u>	<u>55,918.70</u>	<u>1,276.00</u>
TOTAL LIABILITIES	<u>15,246,327.78</u>	<u>14,666,647.12</u>	<u>578,404.66</u>
EQUITY			
Fund Balance			
Reserved:			
Encumbrances	716,952.00	0.00	716,952.00 *3
Land Acquisition	1,048,000.00	1,048,000.00	0.00
New Development Costs	3,812,000.00	3,812,000.00	0.00
Environmental Project Costs	1,948,442.00	1,948,442.00	0.00
Equipment	3,050,000.00	3,050,000.00	0.00
Undesignated			
Fund Balance	<u>33,181,498.50</u>	<u>32,251,262.89</u>	<u>930,235.61</u> *4
TOTAL EQUITY	<u>43,756,892.50</u>	<u>42,109,704.89</u>	<u>1,647,187.61</u>
TOTAL LIABILITY AND EQUITY	<u>59,003,220.28</u>	<u>56,776,352.01</u>	<u>2,226,868.27</u>

NOTES:

*1 Landfill receivables increased \$175,342.25. Landfill fees at 11/22 were \$738,531.99 compared to \$756,848.58 at 11/21 for a decrease of \$18,316.59. Delinquent fees at 11/22 were \$267,881.40 compared to \$75,439.33 at 11/21 for an increase of \$192,492.07.

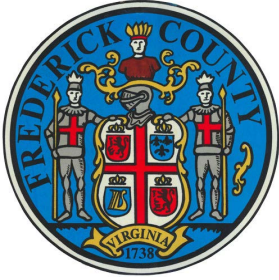
*2 Remediation increased \$648,492.41 that includes \$640,654.00 for post closure and \$7,838.41 in interest.

*3 The encumbrance balance at 11/30/22 was \$716,952.00 for (2) CAT 963 track loaders.

*4 Fund balance increased \$930,235.61. The beginning balance was \$37,808,293.58 and includes adjusting entries, budget controls for FY23(\$4,051,983.00), C/F of (\$2,980,269.42) for ongoing projects, and \$2,405,457.34 year to date revenue less expenses.

County of Frederick
 Comparative Statement of Revenue, Expenditures
 and Changes in Fund Balance
 November 30, 2022

FUND 12 LANDFILL REVENUES	<u>Appropriated</u>	FY23 11/30/2022 <u>Actual</u>	FY22 11/30/2021 <u>Actual</u>	YTD Actual <u>Variance</u>
Credit Card Charges	0.00	2,278.83	2,282.23	(3.40)
Interest on Bank Deposits	50,000.00	188,164.35	10,305.23	177,859.12
Salvage and Surplus	130,000.00	84,692.62	94,637.07	(9,944.45)
Sanitary Landfill Fees	7,934,550.00	3,442,123.57	3,324,442.22	117,681.35
Charges to County	0.00	286,674.44	302,333.59	(15,659.15)
Charges to Winchester	0.00	94,002.37	88,532.07	5,470.30
Tire Recycling	431,000.00	164,965.68	111,101.80	53,863.88
Reg. Recycling Electronics	80,000.00	18,445.00	15,970.00	2,475.00
Greenhouse Gas Credit Sales	10,000.00	0.00	5,195.86	(5,195.86)
Miscellaneous	0.00	64.09	89.00	(24.91)
Refunds Other	0.00	14,943.88	0.00	14,943.88
Renewable Energy Credits	189,216.00	57,060.00	18,615.00	38,445.00
Landfill Gas To Electricity	302,746.00	237,053.06	198,022.34	39,030.72
Transfer from CARES/ARPA			81,000.00	
TOTAL REVENUES	<u>9,127,512.00</u>	<u>4,590,467.89</u>	<u>4,252,526.41</u>	418,941.48
Operating Expenditures	12,010,794.80	1,824,635.55	1,876,211.36	(51,575.81)
Capital Expenditures	4,177,417.62	360,375.00	2,217,990.41	(1,857,615.41)
TOTAL Expenditures	<u>16,188,212.42</u>	<u>2,185,010.55</u>	<u>4,094,201.77</u>	(1,909,191.22)
Excess(deficiency)of revenue over expenditures	(7,060,700.42)	2,405,457.34	158,324.64	2,247,132.70
Fund Balance Per General Ledger		<u>30,776,041.16</u>	<u>32,092,938.25</u>	(1,316,897.09)
FUND BALANCE ADJUSTED		33,181,498.50	32,251,262.89	930,235.61



Finance Committee
Agenda Item Detail
Meeting Date: December 21, 2022
Agenda Section: Items For Information Only

Title: The Finance Director provides a Fund 10 Transfer Report for November 2022.

Attachments:

[FinCmte20221221C3TransferRpt.pdf](#)

BUDGET TRANSFERS NOVEMBER 2022								
DATE	DEPARTMENT/GENERAL FUND	REASON FOR TRANSFER	FROM	TO	ACCT CODE	AMOUNT		
11/3/2022	COUNTY OFFICE BUILDINGS/COURTHOUSE	CORRECT BUDGET LOCAL FEMA	4304	8009	000 021	(109,090.91)		
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	8900	000 021	109,090.91		
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	8900	000 021	(54,973.91)		
	TRANSFERS/CONTINGENCY		9301	5890	000 000	54,973.91		
11/7/2022	COMMISSIONER OF THE REVENUE	ADDITIONAL NEEDED FOR POSTAGE AND TELEPHONE	1209	5401	000 000	(3,800.00)		
	REASSESSMENT/BOARD OF ASSESSORS		1210	5204	000 000	3,800.00		
11/14/2022	RECREATION CENTERS AND PLAYGROUNDS	MOBILE RECREATION VAN	7104	8005	000 000	45,284.00		
	CLEARBROOK PARK	CLEARBROOK PLAYGROUND REPLACEMENT	7109	8900	000 000	367,500.00		
	CLEARBROOK PARK	CLEARBROOK POOL SLIDE	7109	8900	000 000	50,000.00		
	SHERANDO PARK	LAKESIDE LAKE PIER	7110	8900	000 000	30,000.00		
	SHERANDO PARK	SHERANDO POOL SLIDE	7110	8900	000 000	50,000.00		
	TRANSFERS/CONTINGENCY	TRANSFER FUNDS FOR PARKS CAPITAL	9301	5890	000 000	(542,784.00)		
11/15/2022	COMMISSIONER OF THE REVENUE	LABOR/MATERIALS-FABRICATE/INSTALL WINDOW SHELF	1209	5401	000 000	(2,165.00)		
	REASSESSMENT/BOARD OF ASSESSORS		1210	8002	000 000	2,165.00		
11/15/2022	PUBLIC SAFETY COMMUNICATIONS	MOTOROLA UPGRADE PUBLIC SAFETY	3506	8003	000 000	89,000.00		
	TRANSFERS/CONTINGENCY		9301	5890	000 000	(89,000.00)		
11/17/2022	COUNTY OFFICE BUILDINGS/COURTHOUSE	HVAC FILTERS	4304	3004	000 087	(500.00)		
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5400	000 086	500.00		
11/17/2022	REFUSE COLLECTION	PARTS	4203	3004	000 001	(1,200.00)		
	REFUSE COLLECTION		4203	5408	000 000	1,200.00		
11/17/2022	COUNTY OFFICE BUILDINGS/COURTHOUSE	MILLWOOD FIRE STATION PARKING LOT LEASE	4304	3010	000 052	(1,200.00)		
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	9001	000 021	1,200.00		
11/21/2022	PLANNING	CAPITAL FUNDING FOR PLANNING	8101	5401	000 000	4,900.00		
	PLANNING		8101	9001	000 000	3,000.00		
	PLANNING		8101	8002	000 000	5,500.00		
	PLANNING		8101	3007	000 000	2,600.00		
	PLANNING		8101	5411	000 000	1,000.00		
	TRANSFERS/CONTINGENCY		9301	5890	000 000	(17,000.00)		
11/21/2022	COMMONWEALTH'S ATTORNEY	PART TIME HELP	2201	5401	000 000	(3,932.50)		
	COMMONWEALTH'S ATTORNEY		2201	1003	000 000	3,932.50		
11/22/2022	SHERANDO PARK	EXPENSES HIGHER THAN ANTICIPATED	7110	5413	000 000	(7,000.00)		
	SHERANDO PARK		7110	3004	000 003	7,000.00		
11/22/2022	SHERIFF	DEFICIT	3102	3002	000 000	(5,000.00)		
	SHERIFF		3102	5411	000 000	5,000.00		
11/22/2022	COUNTY ADMINISTRATOR	DEFICIT BOOKS AND SUBSCRIPTIONS	1201	5506	000 000	(800.00)		
	COUNTY ADMINISTRATOR		1201	5411	000 000	800.00		
11/22/2022	CIRCUIT COURT	JURY EXPENSES	2101	5415	000 000	(874.00)		
	CLERK OF THE CIRCUIT COURT		2106	3010	000 000	874.00		
11/22/2022	COMMISSIONER OF THE REVENUE	PP BUSINESS CARDS	1209	5401	000 000	(98.25)		
	COMMISSIONER OF THE REVENUE		1209	3006	000 000	98.25		
11/28/2022	SHERIFF	PROMOTIONS 11/22	3102	1007	000 001	(3,369.00)		
	SHERIFF		3102	1001	000 031	3,369.00		
	SHERIFF		3102	1007	000 001	(2,734.00)		
	SHERIFF		3102	1001	000 073	2,734.00		
	FIRE AND RESCUE		3505	1007	000 001	(2,453.00)		
	FIRE AND RESCUE		3505	1001	000 141	2,453.00		
	SHERIFF		3102	1007	000 001	(3,014.00)		
	SHERIFF		3102	1001	000 075	3,014.00		
	FIRE AND RESCUE		3505	1007	000 001	(2,450.00)		
	FIRE AND RESCUE		3505	1001	000 137	2,450.00		
	FIRE AND RESCUE		3505	1007	000 001	(2,447.00)		
	FIRE AND RESCUE		3505	1001	000 135	2,447.00		
	SHERIFF		3102	1007	000 001	(2,750.00)		
	SHERIFF		3102	1002	000 091	2,750.00		
	FIRE AND RESCUE		3505	1007	000 001	(3,113.00)		
	FIRE AND RESCUE		3505	1001	000 136	3,113.00		
	SHERIFF		3102	1007	000 001	(2,743.00)		
	SHERIFF		3102	1002	000 094	2,743.00		
	FIRE AND RESCUE		3505	1007	000 001	(3,700.00)		
	FIRE AND RESCUE		3505	1001	000 134	3,700.00		
	FIRE AND RESCUE		3505	1007	000 001	(145.00)		
	FIRE AND RESCUE		3505	1001	000 113	145.00		
	FIRE AND RESCUE		3505	1007	000 001	(2,447.00)		
	FIRE AND RESCUE		3505	1001	000 133	2,447.00		
	FIRE AND RESCUE		3505	1007	000 001	(31.00)		
	FIRE AND RESCUE		3505	1001	000 114	31.00		
	FIRE AND RESCUE		3505	1007	000 001	(2,451.00)		
	FIRE AND RESCUE		3505	1001	000 102	2,451.00		
	FIRE AND RESCUE		3505	1007	000 001	(2,448.00)		
	FIRE AND RESCUE		3505	1001	000 138	2,448.00		
	FIRE AND RESCUE		3505	1007	000 001	(1,267.00)		
	FIRE AND RESCUE		3505	1001	000 121	1,267.00		
	PUBLIC SAFETY COMMUNICATIONS		3506	1003	000 001	(201.00)		
	PUBLIC SAFETY COMMUNICATIONS		3506	1001	000 003	201.00		
	SHERIFF		3102	1007	000 001	(3,015.00)		
	SHERIFF		3102	1002	000 638	3,015.00		
11/28/2022	SHERIFF	Promotions 11/22	3102	1002	000 096	715.00		
	SHERIFF		3102	107	000 001	(2,744.00)		
	SHERIFF		3102	1002	000 097	2,744.00		
	SHERIFF		3102	1007	000 001	(2,717.00)		

BUDGET TRANSFERS NOVEMBER 2022							
DATE	DEPARTMENT/GENERAL FUND	REASON FOR TRANSFER	FROM	TO	ACCT	CODE	AMOUNT
	SHERIFF		3102	1002	000	008	2,717.00
	SHERIFF		3102	1007	000	014	(3,229.00)
	SHERIFF		3102	1001	000	024	3,229.00
11/30/2022	SHERIFF	POLYGRAPH EQUIPMENT	3102	8007	000	000	6,673.00
	TRANSFERS/CONTINGENCY		9301	5890	000	000	(6,673.00)
11/30/2022	FIRE AND RESCUE	PURCHASE FORESTRY SKID FOR UTV	3505	5413	000	000	(6,921.05)
	FIRE AND RESCUE		3505	8005	000	000	6,921.05
12/5/2022	PLANNING	NO LONGER QUALIFIES FOR CAPITAL FUNDING WITH FINAL QUOTE	8101	8002	000	000	(5,500.00)
	PLANNING		8101	5401	000	000	5,500.00
12/6/2022	REGISTRAR	ADDITIONAL TRAVEL FUNDS	1302	3007	000	000	(300.00)
	REGISTRAR		1302	5506	000	000	300.00
12/6/2022	ELECTORAL BOARD AND OFFICIALS	INCREASED INSURANCE PREMIUM	1301	3010	000	000	(60.00)
	ELECTORAL BOARD AND OFFICIALS		1301	5302	000	000	60.00
12/6/2022	CLEARBROOK PARK	PAINTING/NET INSTALLATION OF PICKLEBALL COURT	7109	8900	000	000	(17,075.00)
	CLEARBROOK PARK		7109	3004	000	001	17,075.00