



Finance Department
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TO: Finance Committee
FROM: Cheryl B. Shiffler, Finance Director
DATE: July 14, 2006
SUBJECT: Finance Committee Agenda

The Finance Committee will meet in the Board of Supervisors' Meeting Room at 107 North Kent Street on Wednesday, July 19, 2006 at 8:00 a.m.

1. The Public Safety Communications Operations Supervisor requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$26,000.00. This amount represents a carry-forward for the cost of upgrading the MAGIC system, which is required by the Virginia State Wireless Board, and the maintenance agreement for the system. See attached memo, p. 1.
2. The Public Safety Communications Operations Supervisor requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$1,015.00. This amount represents a carry-forward for the cost of dispatcher testing software. See attached memo, p. 2.
3. The Public Safety Communications Operations Supervisor requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$4,700.00. This amount represents a carry-forward for the travel expenses and training cost of the CAD supplier to instruct staff on mapping. See attached memo, p. 3.
4. The Public Safety Communications Operations Supervisor requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$24,000.00. This amount represents a carry-forward for the cost of tower repairs currently scheduled for July 2006. See attached memo, p. 4.
5. The Shawneeland Sanitary District Advisory Committee requests an FY 2006-2007 Shawneeland Sanitary District Fund supplemental appropriation in the amount of \$40,000.00. This amount is needed to demolish and replicate the historic water wheel building in Shawneeland. This item was postponed at the June 15, 2006 committee meeting awaiting further information. No additional local funds are needed. See attached letter, p. 5.

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6. The Assistant County Administrator requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$8,027.28. This amount represents a carry-forward for unexpended funds for training and maintenance of the County's telephone system. See attached memo, p. 6.
7. The Deputy County Administrator requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$600.00. This amount represents a carry-forward for services requested for a modification to the Board of Supervisors' minutes web page. See attached memo, p. 7.
8. The County Administrator requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$31,099.08. This amount represents a carry-forward for administrative costs associated with legal, staff and engineering review of the design of the new public safety center. See attached memo, p. 8.
9. The County Administrator request authorization to retain the services of a lobbyist to work on behalf of the County during the upcoming General Assembly session. No additional local funds required. See attached memo, p. 9.
10. The Sheriff requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$3,000.00. This amount represents two Department of Motor Vehicle grants awarded to the County. No additional local funds are needed. See attached memo, p. 10 - 12.
11. The Sheriff has been notified by the State Compensation Board of the addition of two new Deputy I positions. It is requested that the Committee decide to fund the additional positions through a supplemental appropriation or to use the funds toward currently budgeted positions. Additional local funds may be needed. See attached memo, p. 13 - 17.
12. The Clerk of Court has been notified by the State Compensation Board of the addition of three new Cashier I positions. It is requested that the Committee decide to fund the additional positions through a supplemental appropriation or to use the funds toward currently budgeted positions. Additional local funds may be needed. See attached memo, p. 18 - 20.
13. The Commissioner of the Revenue has been notified by the State Compensation Board of the addition of three new positions. It is requested that the Committee decide to fund the additional positions through a supplemental appropriation or to use the funds toward currently budgeted positions. Additional local funds may be needed. See attached memo, p. 21 - 24.
14. The Director of Public Works requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$25,000.00. This amount represents the costs to obtain the services of a consultant to prepare the Phase II Stormwater Management

Permit application and has been endorsed by the Public Works Committee. Additional local funds needed. See attached memo, p. 25 - 34.

15. The Director of Public Works requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$20,000.00. This amount represents the costs to cleanup and stabilize the Cook resident blast site and has been endorsed by the Public Works Committee. Additional local funds may be needed. See attached memo, p. 35.
16. The Director of Public Works requests an FY 2006-2007 Landfill Fund supplemental appropriation in the amount of \$475,993.00. This amount represents carry-forward requests, which have been endorsed by the Public Works Committee, for projects, purchases and/or services (detail attached) budgeted in FY 2005-2006, but not complete at this time. See attached memo, p. 36 – 38.
17. The Director of Public Works requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$37,875.00. This amount represents a carry-forward request to complete the development of an automated scheduling system in the Inspections department. The Public Works Committee has endorsed this request. See attached memo, p. 39 - 40.
18. The Director of Public Works requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$266,751.00. This amount represents carry-forward requests for printing and binding of a wall calendar, to construct new citizens' convenience site in Clearbrook and to pay the lease on the Greenwood citizens' convenience site. The Public Works Committee has endorsed this request. See attached memo, p. 41.
19. The Chief Magistrate requests an FY 2006-2007 General Fund supplemental appropriation in the amount of \$10,375.00. This amount represents the FY 2006-2007 budget request for the magistrate office. All funds needed are local. See attached memo, p. 42 - 43.
20. Attached is a response regarding the criteria for inclusion of a project in the Capital Improvements Plan. This is in response to last month's discussion on cash proffers and the legal opinion submitted by council. Mr. Mitchell will attend the August 16, 2006 meeting to answer further questions. See attached email, p. 44 - 46.
21. The Commissioner of the Revenue has provided additional requested scenarios to continue discussion on Property Tax Relief. See attached spreadsheet, p. 47 - 49.
22. Staff recommendation is provided for the proposed revision of the County's transfer of funds policy. See attached, p. 50.

**** FOR INFORMATION ONLY ****

1. Attached are letters sent, at the request of the committee, to Senator Potts, Delegate Athey and Delegate Sherwood concerning future primary elections and the responsibility of the costs being transferred to the political party/parties. See attached, p. 51 - 53.
2. The Finance Director is providing a report on fund balance. See attached, p. 54.