



Finance Department  
**Cheryl B. Shiffler**  
Director

540/665-5610

Fax: 540/667-0370

E-mail: [cshiffle@co.frederick.va.us](mailto:cshiffle@co.frederick.va.us)

**TO:** Finance Committee  
**FROM:** Cheryl B. Shiffler, Finance Director  
**DATE:** September 15, 2006  
**SUBJECT:** Finance Committee Agenda

---

The Finance Committee will meet in the Board of Supervisors' Meeting Room at 107 North Kent Street on Wednesday, September 20, 2006 at 8:00 a.m.

1. The Winchester Regional Airport requests an Airport Capital Fund supplemental appropriation in the amount of \$1,084,279. This amount represents projects that are requested to be carried forward. See attached memo, p. 2.
2. The Finance Director requests a General Fund supplemental appropriation in the amount of \$52,867. This amount represents the County's share of the above Airport projects that need to be carried forward. See attached memo, p. 2.
3. The Clerk of Court requests a General Fund supplemental appropriation in the amount of \$74,926. This amount represents State funds for scanning equipment, computers and viewing stations. No local funds required. See attached information, p. 3 – 9.
4. The Director of Information Services requests a General Fund supplemental appropriation in the amount of \$37,953. This amount represents a carry forward and is needed to pay the balance for the completion of the technology survey. See attached memo, p. 10.

---

NOTE: Agenda items that amend the budget by \$500,000 or more require a public hearing. See attached Code of Virginia § 15.2-2507, p. 1.

5. The Director of Public Works requests a Landfill Fund supplemental appropriation in the amount of \$1,636,071. This amount is needed for Phase II, Cell B construction. See attached memo, p. 11 – 12.
6. The Director of Public Works requests a General Fund supplemental appropriation in the amount of \$24,000. This amount represents proffers received and is needed to pay the 2006 lease for the Greenwood citizens' convenience site. No local funds are needed. See attached memo, p. 13.
7. The Sheriff requests a General Fund supplemental appropriation in the amount of \$8,890. This amount represents a reimbursement for BFI image monitoring and is requested to be appropriated to the Sheriff's overtime budget. No local funds needed. See attached memo, p. 14 – 18.
8. The Sheriff requests a General Fund supplemental appropriation in the amount of \$1,606.75. This amount represents funds received from area schools for the DARE program. No local funds needed. See attached memo, p. 19 – 21.
9. The Sheriff requests an FY 06 General Fund supplemental appropriation in the amount of \$58,309.39. This amount represents a quarterly expense reimbursement from Shenandoah County for the Gang Task Force and is requested to be appropriated to the Sheriff's overtime/salary budget. No local funds needed. See attached memo, p. 22 – 24.
10. The Sheriff requests a General Fund supplemental appropriation in the amount of \$21,492.23. This amount represents carry forwards of DARE funds, \$4,900.22, and forfeited asset funds, \$16,592.01. No local funds needed. See memo, p. 25.
11. The School Board requests a School Operating Fund supplemental appropriation in the amount of \$179,872; a School Capital Project Fund supplemental appropriation in

the amount of \$642,488; and a School Construction Fund supplemental appropriation in the amount of \$3,257,520. These amounts represent outstanding encumbrances at June 30, 2006. See attached information, p. 26 – 29.

12. The School Board requests a School Operating Fund supplemental appropriation in the amount of \$21,655. This amount represents a carry forward of restricted funds for the regional adult education program. See attached memo, p. 30 – 31.
13. The School Board requests a School Capital Fund supplemental appropriation in the amount of \$55,330. This amount represents remaining FY 06 funds in the School Capital Project Fund. See attached memo, p. 30 – 31.
14. The School Board requests a School Capital Project Fund supplemental appropriation in the amount of \$622,287. This amount represents remaining undesignated FY 06 funds in the School Operating Fund. See attached memo, p. 30 – 31.
15. The School Board requests a School Construction Fund supplemental appropriation in the amount of \$1,737,066. This amount represents carry forward project balances from FY 06. See attached memo, p. 31.
16. Division of Court Services requests a Court Services Fund supplemental appropriation in the amount of \$54,682. This amount represents grant funds for Old Dominion Local Community Based Probation. No additional local funds are needed. See attached memo, p. 32.
17. The Finance Director requests an FY 06 and an FY 07 General Fund supplemental appropriation to appropriate Fire Program and Four-for-Life Funds. The FY 06 General Fund supplemental appropriation is needed in the amount of \$78,497 and the FY 07 General Fund supplemental appropriation is in the amount of \$87,218. No additional local funds needed. See attached memo, p. 33.

18. The Finance Director requests an FY 06 General Fund supplemental appropriation of \$26,790. These additional funds were needed for property tax relief. See attached expenditure information, p. 34.
19. The Commissioner of the Revenue requests a General Fund supplemental appropriation in the amount of \$97,200. This amount represents funding to hire and train additional staff, to conduct the reassessment, and associated costs. Additional local funds required. See memo, p. 35.
20. The Assistant County Administrator has provided a proposed policy governing the acceptance and use of cash proffers to continue dialog on the subject. See attached information, p. 36 – 48.

**\*\* FOR INFORMATION ONLY \*\***

1. The Fire and Rescue Department has provided requested detail of State Homeland Security Grant funds received and expended. See attached information, p. 49 – 51.
2. The Metropolitan Washington Ear, Inc., Northern Virginia 4-H Educational and Conference Center and the Lord Fairfax Emergency Medical Services Council send letters of appreciation for the FY 07 contributions. See attached memos, p. 52 – 55.