



Finance Department
Cheryl B. Shiffler
Director

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

TO: Board of Supervisors
FROM: Finance Committee
DATE: July 15, 2015
SUBJECT: Finance Committee Report and Recommendations

A Finance Committee meeting was held in the First Floor Conference Room at 107 North Kent Street on Wednesday, July 15, 2015 at 8:00 a.m. Member Gary Lofton was absent.

1. The Parks & Recreation Director requests an FY16 General Fund supplemental appropriation in the amount of \$95,000. This amount represents the use of proffer funds for a restroom building at Rose Hill Park. Proffer funds are available. The Proffer Policy is included. See attached information, p. 4 – 16. The committee recommends approval.
2. The Parks & Recreation Director requests an FY16 General Fund supplemental appropriation in the amount of \$168,000 for the construction of a trail at Rose Hill Park. This amount represents anticipated remaining FY15 funds. The current balance is \$168,000 and the appropriation will not exceed the final FY15 year end balance. See attached memo, p. 17. The committee recommends approval.
3. The Parks & Recreation Director requests an FY16 General Fund supplemental appropriation in the amount of \$22,780.36. This amount represents anticipated remaining FY15 funds for the completion of the Sherando Park Master Plan. The current balance is \$28,520.36 and the appropriation will not exceed the final FY15 year end balance. See attached memo, p. 18. The committee recommends approval.

4. The Public Safety Communications Director requests an FY16 General Fund supplemental appropriation in the amount of \$2,000. This amount represents a grant from the Virginia E911 Wireless Education Program. No local funds required. See attached information, p. 19 – 21. The committee recommends approval.
5. The Sheriff requests an FY15 General Fund supplemental appropriation in the amount of \$400. This amount represents two (2) donations to the DARE program. See attached memos, p. 22 – 23. The committee recommends approval.
6. The Sheriff requests an FY16 General Fund supplemental appropriation not to exceed the final FY15 year end balance for the Abbott Grant. The current balance is \$41,480.72. See attached memo, p. 24. The committee recommends approval.
7. The County Administrator requests authorization to engage in the services of a financial consultant. See attached memo, p. 25 – 26. The committee recommended authorization; however, the County Administrator requests postponement of board action awaiting further information.

INFORMATION ONLY

1. The Government Finance Officers Association (GFOA) has awarded the County the Award for Outstanding Achievement for Outstanding Achievement in Popular Annual Financial Reporting for the June 30, 2014 Popular Annual Financial Report (PAFR). This is the 8th consecutive year that Frederick County has received this achievement. See attached, p. 27 – 28.
2. At the request of the committee, the EDA Executive Director will provide an overview of final reporting mechanism by the Economic Development Authority (EDA) on Local Economic Development Incentive Grants (LEDIG) at the next Finance Committee meeting. Mr. Barker is not available for the scheduled July meeting.

3. The Finance Director provides a Fund 10 Transfer Report for June 2015. See attached, p. 29 – 30.

4. The Finance Director provides a **preliminary** FY 2015 Fund Balance Report for the period ending June 30, 2015. See attached, p. 31.

Respectfully submitted,

FINANCE COMMITTEE

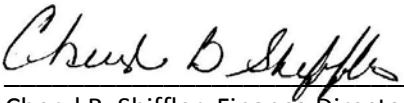
Charles DeHaven, Chairman

Richard Shickle

Judy McCann-Slaughter

Angela Rudolph

Bill Ewing

By 
Cheryl B. Shiffler, Finance Director

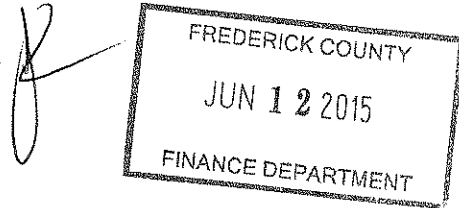


COUNTY of FREDERICK

Parks and Recreation Department
540-665-5678
FAX: 540-665-9687
www.fcprd.net
e-mail: fcprd@fcva.us

MEMO

To: Finance Committee
From: Jason Robertson Director, Parks and Recreation
Subject: Parks and Recreation Proffer Fund Request
Date: June 10, 2015

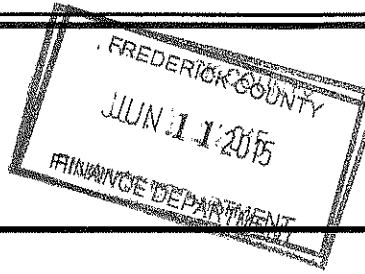


The Parks and Recreation Commission is requesting \$95,000 in Parks and Recreation proffer funds. The purpose of the requested funds is for the construction of a restroom building and related infrastructure at Rose Hill Park.

Per the Rose Hill Park Addendum, the Museum of the Shenandoah Valley / Glass Glen Burnie Foundation will contribute \$18,000 to the restroom project upon completion. It is understood that this amount and any unused remainder of the requested proffer funds will be returned to the Parks and Recreation proffer account.

This item is a portion of priority #8 on the approved fiscal 2016 Parks and Recreation Capital Improvements Program. As a community park the service area of Rose Hill Park includes the majority of growth areas in Frederick County.

Please feel free to contact me in advance with any questions you may have regarding this request at: (540) 722-8294



MEMO

To: Brenda G. Garton, County Administrator
From: Jason L. Robertson, Director, Parks & Recreation Dept.
Subject: Parks and Recreation Commission Action
Date: June 10, 2015

The Parks and Recreation Commission met on June 9, 2015. Members present were: Kevin Anderson, Patrick Anderson, Randy Carter, Natalie Gerometta, Gary Longerbeam, Ronald Madagan, Charles Sandy, Jr. and Jason Ransom. Members absent were: Marty Cybulski.

Items Requiring Board of Supervisors Action:

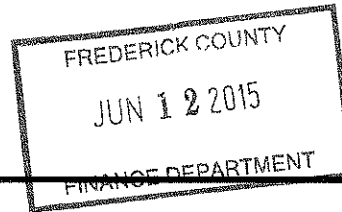
None

Submitted for Board Information Only:


1. Sherando Park Master Plan North – Mr. Ron Madagan moved to recommend entering into an agreement with Land Planning and Design Associates to prepare a master plan for the Sherando Park northside, second by Mr. Patrick Anderson, motion carried unanimously (7-0).
2. Buildings and Grounds Committee – Rose Hill Park Restroom - The Buildings and Grounds Committee recommended the use of \$95,000 from the Parks and Recreation proffer account for the construction of the Rose Hill Park restroom building and related infrastructure, second by Mr. Patrick Anderson, carried unanimously (7-0). This recommendation will be forwarded to the Finance Committee prior to requiring Board of Supervisor action.

Attachment

cc: Charles R. Sandy, Jr., Chairman
Jason Ransom, Board of Supervisor Liaison
Cheryl Shiffler, Finance Committee



MEMO

To: Finance Committee
From: Jason Robertson Director, Parks and Recreation 
Subject: Rose Hill Park Memorandum of Understanding Addenda 1
Date: June 10, 2015

To meet the restroom requirements associated with shelter development at Rose Hill Park, the Parks and Recreation Commission is recommending approval of an addendum (**Attachment 1**) to the Rose Hill Park Memorandum of Understanding (MOU).

Please note that concurrent with this recommendation request, a Parks and Recreation Proffer request for the associated restroom construction costs is being submitted to the Finance Committee.

The addenda outlines six points of change which allow the County to meet the Building Code and Health Code requirements for restrooms associated with planned park amenities. In allowing the County to construct a compliant restroom at the park, savings of \$18,000 will be realized by our partners the Glass Glen-Burnie Foundation (GGBF), and Glass Glen-Burnie Museum (GGBM). GGBF & GGBM have agreed to contribute this \$18,000 to the restroom construction project as stipulated in this addendum. Additional savings realized by GGBF & GGBM resulting from a shift in the parking lot location and resultant lengthening of the recreation trail (\$3,200) is also addressed.

A reference a copy of the original MOU, marked-up with proposed changes is attached (**Attachment 2**).

Please feel free to contact me in advance with any questions you may have regarding this request at: (540) 722-8294

ADDENDA NO. 1

To the
MEMORANDUM OF UNDERSTANDING
Between
The COUNTY OF FREDERICK, VIRGINIA (County)
and
the GLASS GLEN-BURNIE FOUNDATION (GGBF)
and
the GLASS GLEN-BURNIE MUSEUM, INC. (GGBM)

- I. On the 5th of May, 2014, the County, GGBF, and GGBM entered into a Memorandum of Understanding (MOU) for the purpose of developing a portion of the property (hereinafter known as "Rose Hill"), located at 1985 Jones Road in the County of Frederick Virginia identified with Property Identification Number 62-A-73B in the Back Creek Magisterial District.

- II. The parties now mutually desire and agree to amend the reference MOU as follows.
 - In Article 2, delete "restroom building"
 - Delete Article 3 and replace with: "GGBF and GGBM agree to allow the County to provide a restroom facility in a location to be agreed upon by all parties, but in the general vicinity of the final parking area. The structural maintenance and utility costs associated with the restroom shall be the responsibility of the County."
 - In Article 4, delete "restroom building"
 - In Article 12, change, "in the event portable toilets are utilized" to "in the event portable toilets are utilized for County events or as a temporary measure until the restroom facility is operational".
 - In Article 21, after "multi-use trail" add "and restroom building". Remove "(engineer estimate is \$169,097)".
 - Add Article 26, "In recognition of cost savings associated with minor site revisions for GGBF and GGBM, and resultant cost increases for the County, GGBF and GGBM agree to contribute \$3,200 for trail length increase and \$18,000 for the restroom construction, payable to the County upon completion of the respective amenity."

All other terms and conditions that are not hereby amended are to remain in full force and effect.

THIS AGREEMENT EXECUTED IN DUPLICATE with one copy to Glass-Glen Burnie Foundation, and the other to the County of Frederick, Virginia.

WITNESS the following signatures and seals:

THE COUNTY OF FREDERICK, VIRGINIA

By: _____
County Administrator

State of _____ City/County of _____, on _____,
_____, whose name is signed to the foregoing instrument, personally appeared
before me, acknowledged the foregoing signature to be his, and having been duly sworn by me,
made oath that the statements made in the said instrument are true.

My Commission expires _____ (Seal)
Notary

GLASS-GLEN BURNIE FOUNDATION

Trustee

State of _____ City/County of _____, on _____,
_____, whose name is signed to the foregoing instrument, personally appeared
before me, acknowledged the foregoing signature to be his, and having been duly sworn by me,
made oath that the statements made in the said instrument are true.

My Commission expires _____ (Seal)
Notary

Trustee

State of _____ City/County of _____, on _____,
_____, whose name is signed to the foregoing instrument, personally appeared
before me, acknowledged the foregoing signature to be his, and having been duly sworn by me,
made oath that the statements made in the said instrument are true.

My Commission expires _____ (Seal)
Notary

AGREEMENT BETWEEN THE COUNTY OF FREDERICK, GLASS GLEN-BURNIE MUSEUM, INC.
AND THE GLASS-GLEN BURNIE FOUNDATION.

This agreement is made and entered into this 5TH day of MAY, 2014, by and between the COUNTY OF FREDERICK, VIRGINIA (hereinafter, the "County"), THE GLASS GLEN-BURNIE FOUNDATION, a trust created by agreement dated January 29, 1986, and as such agreement was subsequently amended (hereinafter, "GGBF"), and THE GLASS GLEN-BURNIE MUSEUM, INC. (hereinafter, "GGBM").

WHEREAS, GGBF is the fee simple owner of certain property (hereinafter known as "Rose Hill"), located at 1985 Jones Road in the County of Frederick, Virginia identified with Property Identification Number 62-A-73B in the Back Creek Magisterial District and is agreeable to a 50 year lease, commencing on this date, on a 118.4 acre portion of that real estate shown on the attached diagram, labeled Exhibit A, prepared by Painter-Lewis dated 9/9/13, which will be used for recreation purposes for the general public; and

WHEREAS, GGBM has leased Rose Hill from GGBF pursuant to a long-term lease, but GGBM approves the proposed long-term lease\sublease of the 7.7 acre tract identified in Exhibit B, on the terms and conditions set forth herein.

WHEREAS, GGBM expects to receive additional community support and the annual sum of one dollar (\$1) as a result of the location of recreation facilities upon its premises; and

WHEREAS, the County is tasked with meeting the recreational needs of the community and has recognized that amenities located at Rose Hill will provide for fulfilling an identified community need.

NOW THEREFORE, THIS AGREEMENT, WITNESSETH: That for and in consideration of the mutual benefits to be derived and the desire of the parties hereto to meet and fulfill the recreational needs of the general public of Frederick County, in consideration of the premises and the mutual covenants and promises contained herein, GGBF and GGBM hereby lease to the County for a term of fifty (50) years from the date hereof, that certain portion of its real estate situated in Back Creek Magisterial District, Frederick County, Virginia, consisting of 7.7 acres to include the physical footprint of recreation amenities, specific amenity access routes, and a six (6) foot buffer area of amenities and amenity access routes developed on the property, as designated by the attached diagram, labeled Exhibit B, prepared by Painter-Lewis dated 10/01/13, and agreed by the parties hereto, subject to the following:

1. The County will pay GGBM the sum of one dollar (\$1) per year.
2. GGBF hereby agrees to be solely responsible, within two (2) years of the date hereof, for the costs of construction of access road, parking lot, gate, ~~restroom building~~, and interpretative signage at the Rose Hill property shown in substantial conformance with the attached diagram, labeled Exhibit C, prepared by Painter-Lewis dated 11/13/2012, and which items, irrespective of whether located within the leased area, shall remain the property of GGBF or GGBM, but when constructed shall be subject to this sublease. DELETE
3. ~~Restroom building as set forth in 2 above may include indoor fixtures, or alternatively be of a design to accommodate two (2) portable toilets at the discretion of GGBF, utility costs associated with the restroom facility shall be the responsibility of GGBF.~~ } DELETE +
REPLACE TO
ALLOW FCPRD
TO INSTALL
RESTROOM
4. GGBF hereby agrees to make all necessary major repairs necessary to maintain the structural integrity of said items (identified in 2 above); ~~restroom building~~, gate and interpretative signage and structural elements of access road and parking lot. DELETE
5. GGBF and GGBM agree to allow public access to the Rose Hill parking area and recreation amenities on a daily basis, consistent with existing County park rules.
6. GGBF agrees to mow open fields adjacent to the leased area at a minimum annually.
7. GGBF and GGBM agree that main entrance signage to Rose Hill shall be agreed by the parties hereto and identify "Frederick County Parks and Recreation" in substantial conformance with the attached diagram, labeled Exhibit D, prepared by FCPRD dated 8/22/13.
8. GGBM and the County shall keep in force and effect during the term of this agreement General Liability Insurance in mutually agreeable amounts. The County's insurance will provide coverage for recreation amenities provided by the County. Parties shall provide the other with a Certificate of Insurance annually.
9. Except as set forth in 2 above, the County hereby agrees to be solely responsible for the costs of construction of recreation amenities at the Rose Hill property to include a compacted stone dust surface multi use trail and park entrance sign within two (2) years of the date hereof, picnic shelter, play fields, associated signage and at its option a playground within five (5) years of the date hereof in substantial conformance with the attached diagram prepared by Painter-Lewis dated 10/1/2013, and other amenities as agreed upon by the County, GGBM and GGBF; the playground and shelter shall remain the property of the County, including upon termination of the lease term.
10. Location of playground set forth in 9 above, shall be subject to finding a suitable drain field replacement site or finding a mutually acceptable alternate location, the cost of this effort shall be borne by the County.
11. The County hereby agrees to be responsible for the routine day to day maintenance and repairs of the said recreation amenities (identified in 9 above), specified buffer area, access road, parking lot, and specific amenity and restroom access routes on a year

round basis, including trash removal and regular mowing of the grass on or adjacent to the amenity.

12. The County shall be responsible for cleaning, stocking and associated restroom facility costs, in the event portable toilets are utilized, ~~the County shall be responsible for rental and maintenance charges associated with the portable toilets.~~ *ADD: FOR COUNTY EVENTS OR UNTIL RESTROOM IS COMPLETED.*
13. It is agreed that the playground and multipurpose trail will be unscheduled, open to anyone, provided however, that the rules governing the use of the playground and trail will be formulated and enforced by the County. GGBF and GGBM shall have the opportunity for input in the formulation of the rules. Posting the rules in appropriate areas, once formulated, will be the responsibility of the County. Failure to comply with the formulated rules may result in the termination of the privilege of the use of these facilities by persons failing to comply, for such periods of time as the County shall determine.
14. It is agreed that the shelter and play field(s) will be open on a first come first basis unless reserved. The County will manage reservations consistent with County policy; any fees collected will remain with the County, GGBF and GGBM shall have fees waived for reservations.
15. The County shall be responsible for daily opening and closing and clearing of Rose Hill access road consistent with County park rules.
16. GGBM and the County shall agree to coordinate opening or closing due to either parties' special events or activities requiring access to Rose Hill outside of regular hours.
17. GGBF and/or GGBM, or its designated representatives and the County or its designated representatives shall agree to invite representative(s) of the other organization to meetings where the Rose Hill project is on the agenda to be discussed.
18. The parties shall attempt in good faith to resolve any dispute arising out of or relating to this agreement promptly by negotiation between officials who have authority to settle the controversy. Each party shall give the other part written notice of any dispute not resolved in the normal course of business.
19. If the dispute has not been resolved within 45 days after written notice of a dispute, this Agreement does not preclude either party from initiating litigation thereafter, provided, however, that if one party fails to participate in resolution of a dispute or in the instance of irreparable harm or the need for injunctive relief, the other parties can initiate litigation prior to the expiration of the time period set forth above.
20. In the event the recreation amenities are abandoned or eliminated within the period of this lease, the County shall physically remove the amenities, other than the trail and play fields, and restore the property to the substantial equivalent of its original condition, unless funds to do so are not appropriated. The County represents that it will make a good faith effort to obtain an appropriation of necessary funds to do so.

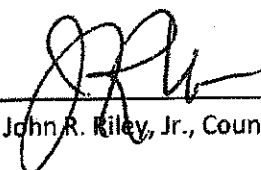
21. In the event GGBF or GGBM terminates or otherwise renders null this agreement prior to the agreed upon date, GGBF shall pay the County a prorated amount of the nominal total construction costs of the multi use trail. ~~Such costs shall be agreed to be the actual cost after competitive bidding process and completion of work (engineer estimate is \$169,097), and the proration shall be based upon the remaining portion of the 50-year term at the time of termination.~~ ^{ADD: AND RESTROOM BUILDING}
22. If no notice of termination is presented by a party to the other parties at least six months prior to the conclusion of this agreement, the agreement will continue until six months after such notice is presented. Any party may also, upon two years notice or upon any nonappropriation of funds, sooner terminate this agreement.
23. This agreement represents the entire agreement of the parties and supersedes all prior written and/or oral understandings. No amendment to this agreement or waiver of any term of this agreement shall be effective except upon a writing signed by the parties to this agreement.
24. This agreement shall be construed according to the law of the Commonwealth of Virginia and any disputes hereunder shall be heard only in the courts of Frederick County, Virginia.
25. The signatories represent they have authority to act for their respective entity.

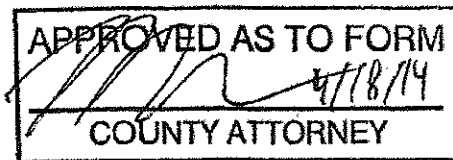
26. ADD SAVINGS TRANS.

THIS AGREEMENT EXECUTED IN TRIPLICATE with one copy for each party hereto.

WITNESS the following signatures and seals:

THE COUNTY OF FREDERICK, VIRGINIA

By: 
John R. Riley, Jr., County Administrator



State of Virginia City/County of Winchester, on April 22, 2014,

John R. Riley, Jr. whose name is signed to the foregoing instrument, personally appeared before me, acknowledged the foregoing signature to be his, and having been duly sworn by me, made oath that the statements made in the said instrument are true.

My Commission expires 11/30/2015  (Seal)
Notary # 7011423

GLASS-GLEN BURNIE FOUNDATION

Trustee

State of _____ City/County of _____, on _____,
_____, whose name is signed to the foregoing instrument, personally appeared
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made oath that the statements made in the said instrument are true.

My Commission expires _____ (Seal)

Notary

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.)

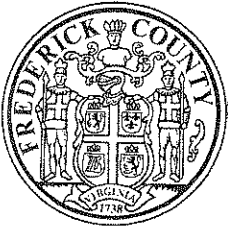
PROFFER BALANCES

JUNE 2015	SCHOOLS	PARKS	FIRE&RESCUE	OTHER	TOTAL
FUND BALANCE @6/30/11	1,067,746.18	284,661.18	394,823.75	767,572.19	2,514,803.30
FY12 REVENUE	255,092.01	45,376.29	35,463.90	444,502.35	780,434.55
B.A.6/22/11 Sherando Ballfield		-150,000.00			-150,000.00
B.A.9/14/11 Greenwood Upgrade			-65,905.03		-65,905.03
B.A.9/28/11 SCFR addition			-58,809.17		-58,809.17
B.A.1/25/12 Imp.to Amherst St.Campus	-600,000.00				-600,000.00
B.A.5/23/12 IT Equip.Sheriff				-39,650.00	-39,650.00
FY13 REVENUE	584,170.65	106,011.70	86,213.31	408,867.50	1,185,263.16
Parks Proffer Mini Bus B.A.9/12/12		-75,000.00			-75,000.00
B.A. 2/27/13 Greenwood Ambulance			-25,211.38		-25,211.38
B.A. 2/17/13 TRANSPORTATION RT.11				-650,000.00	-650,000.00
B.A. 5/22/13 CLEARBROOK FIRE Co			-15,000.00		-15,000.00
FY14 REVENUE	938,297.09	177,930.76	1,170,124.32	103,110.20	2,389,462.37
Unspent Proffers Returned Parks(Bus)		13,681.00	0.00		13,681.00
Unspent Proffers Returned SCFR			29,004.17		29,004.17
B.A.10/9/13 Stephens City Fire C/F			-2,202.30		-2,202.30
B.A.2/26/14 BRIDGES VALLEY MILL				-45,300.00	-45,300.00
FY15 REVENUE	809,400.97	141,909.23	89,427.83	72,191.10	1,112,929.13
B.A.5/28/14 SHERANDO PARK SITE PLAN		-15,000.00			-15,000.00
B.A.6/25/14 Round Hill Event Center&FC			-1,000,000.00		-1,000,000.00
B.A.9/10/14 Round Hill Event Center&FC			-146,790.00		-146,790.00
GRAND TOTAL	3,054,706.90	529,570.16	491,139.40	1,061,293.34	5,136,709.80

*Other Category

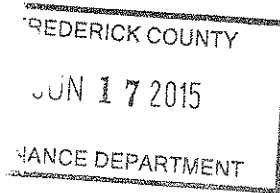
Transportation Imp.Rt.50	10,000.00
Rt.50 Rezoning	25,000.00
Rt.656&657 Transportation Imp.	25,000.00
Administration Building	218,936.34
Bridges	1,000.00
Library	101,206.00
Sheriff	41,776.00
Stop Lights	26,000.00
Historic and Open Space Preservation	108,000.00 *1
Meadows Edge RaceyTract Rt.277	162,375.00
BPG Properties/RT.11 Corridor	330,000.00
Solid Waste	12,000.00
Other Proffers @6/30/15	1,061,293.34

*1 Bd.Action 12/11/13 \$50,000 for debt payment Huntsberry Property



COUNTY of FREDERICK

Parks and Recreation Department
540-665-5678
FAX: 540-665-9687
www.fcprd.net
e-mail: fcprd@fcva.us



MEMO

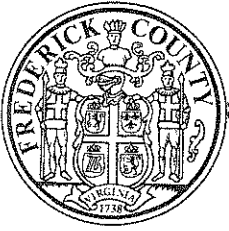
To: Finance Committee
From: Jason L. Robertson, Director
Subject: Fiscal Year 2015 Carry Forward
Date: June 12, 2015

The Parks and Recreation Department is requesting a fiscal year 2015 fund carry forward of \$168,000 in line item 4-010-07103-8900-000-000 to fiscal year 2016.

The \$168,000 is needed for the construction of the one mile trail at Rose Hill Park. Staff will be applying for and is awaiting the announcement of the Virginia Department of Conservation and Recreation(DCR) Recreation Trails Program Grant.

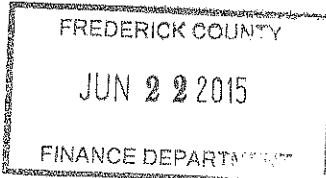
JLR/kcd

7/7/15 balance: \$168,000

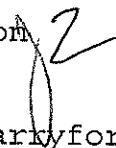


COUNTY of FREDERICK

Parks and Recreation Department
540-665-5678
FAX: 540-665-9687
www.fcprd.net
e-mail: fcprd@fcva.us



M E M O R A N D U M

TO: Frederick County Finance Committee
FROM: Jason Robertson, 
Director
SUBJ: Fiscal 2015 Carryforward
DATE: June 19, 2015

The Parks and Recreation Department is requesting a fiscal 2015 fund carry forward of \$ 22,780.36 in line 7103-3002-00 to fiscal 2016.

The \$ 22,780.36 is needed for the completion of the Sherando Park Master Plan. An agreement was entered into with the consultant group Land Planning and Design Associates under the Professional Services line code in FY 15. Payment for services from this agreement will be incurred in FY 16.

7/7/15 balance: ~~\$~~ 28,520.36



COUNTY of FREDERICK, VIRGINIA

DEPARTMENT OF PUBLIC SAFETY COMMUNICATIONS
5 North Kent Street, Winchester, VA 22601

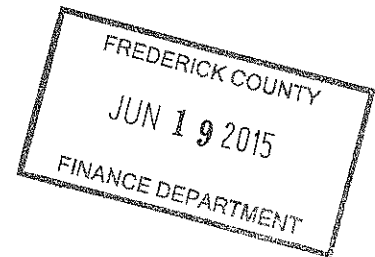
LeeAnna Pyles
Director

TO: Finance Committee

FROM: LeeAnna Pyles, Director
Public Safety Communications

DATE: June 15, 2015

REF: July Committee Agenda



I would like be placed on the Finance Committee's July agenda for grant appropriations for the Department of Public Safety Communications. The grant, from the Virginia E-911 Wireless Education Program, is in the amount of \$2,000 for training and education. We are asking that the funds be accepted into FY 15-16 line item: 3506-5506-000-000 from Revenue line item: 3-010-024040-0042 (10DB).

If you have any questions please call me at your convenience.

Sharon Kibler

From: Leeanna Pyles
Sent: Wednesday, July 08, 2015 1:08 PM
To: Sharon Kibler
Subject: FW: Award letter
Attachments: FY16BoardGrants.pdf

Will this email and attachment do?

LeeAnna

From: Spears-Dean, Dorothy (VITA) [<mailto:Dorothy.SpearsDean@vita.virginia.gov>]
Sent: Wednesday, July 08, 2015 1:06 PM
To: Marzolf, Steve (VITA); Leeanna Pyles
Subject: RE: Award letter

Hi Leeanna:

We do not issue award letters for WEP grants. Typically, we refer WEP grant awardees to the award spreadsheet that is posted to the ISP website. For your convenience, I have attached the spreadsheet. Your award was approved by the Board at their January 2015 Board meeting. It is grant ID #33 and it is located midway down on the first page.

If I can be of further assistance, please don't hesitate to contact me. Thanks and have a great day.

Dorothy A. Spears-Dean, Ph.D.

Public Safety Communications Coordinator,
Service Management and Delivery
Virginia Information Technologies Agency (VITA)
VITA - Enabling the Business of Government
dorothy.spearsdean@vita.virginia.gov
www.vita.virginia.gov
(804) 416-6201 (voice)
(804) 840-7260 (mobile)
(804) 416-6353 (fax)

VITA Customer Care Center - Call (866) 637-8482 (toll free) to report an outage or request service. Or e-mail the VCCC at vccc@vita.virginia.gov. Please note: E-mail should not be used to report critical issues or outages impacting an agency. To report a critical issue, please call the VCCC directly.

FY16 PSAP GRANT APPLICATIONS - BOARD APPROVED (January 8, 2015)

Region	PSAP Name	Grant ID	Project Title (GIS,Fall,Spring,Other for WEP)	Grant Type	Prog Type	Tier	Project Focus (Priority)	Amount Requested	Project Cost	Rank After Review (AutoFill)	Amount Approved
1	Amelia	1	WEP - EMD	IND	WEP	N/A	WEP	\$2,000.00	\$3,000.00	0	\$2,000.00
3	Amherst	52	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
3	Appomattox	54	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
7	Arlington	134	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
3	Augusta	55	WEP - GIS, Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
6	Bedford	118	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
3	Campbell	58	WEP - GIS, Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
1	Caroline	3	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
3	Charlottesville-UVA-Albemarle	60	WEP - Fall	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
5	Chesapeake	97	WEP - Fall	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
1	Chesterfield	4	WEP - Fall, Spring, APCO Nat'l	IND	WEP	N/A	WEP	\$2,000.00	\$2,924.00	0	\$2,000.00
6	Christiansburg	121	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
2	Clarke	28	WEP - Fall, Spring, Southern Software CAD Conf in SC 10/2016	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
1	Colonial Heights	5	WEP - Fall, Spring, & GIS Plus Online	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
2	Culpeper	29	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
4	Dickenson	77	WEP-Fall	IND	WEP	N/A	WEP	\$1,500.00	N/A	0	\$1,500.00
1	Dinwiddie	7	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
5	Eastern Shore	100	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
7	Fairfax	136	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
3	Farmville	63	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
2	Fauquier	31	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
3	Fluvanna	64	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
6	Franklin County	123	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
2	Frederick	33	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
2	Fredericksburg	35	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
5	Hampton	103	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
1	Hanover	8	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$3,774.00	0	\$2,000.00
2	Harrisonburg-Rockingham	36	WEP - Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
1	Henrico	10	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
5	Isle of Wight	104	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
5	James City	105	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
1	King William	12	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
4	Lee	79	WEP-Fall	IND	WEP	N/A	WEP	\$1,500.00	N/A	0	\$1,500.00
1	Louisa	17	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
3	Lunenburg	68	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
3	Lynchburg	69	WEP - GIS, Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
2	Madison	38	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
6	Martinsville-Henry	125	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
3	Nelson	72	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
1	New Kent	20	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
5	Newport News	107	WEP - APCO National	IND	WEP	N/A	WEP	\$2,000.00	\$2,555.00	0	\$2,000.00
5	Norfolk	108	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
2	Orange	42	WEP - Fall, Spring, VA OEMS in Norfolk, VA 11/2016	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
2	Page	43	WEP - GIS, Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	\$2,000.00	0	\$2,000.00
6	Patrick	128	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
1	Petersburg	21	WEP - Fall, GIS	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
6	Pittsylvania	129	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00
1	Powhatan	23	WEP - Fall, Spring	IND	WEP	N/A	WEP	\$2,000.00	N/A	0	\$2,000.00

FREDERICK COUNTY SHERIFF'S OFFICE



ROBERT T. WILLIAMSON
Sheriff

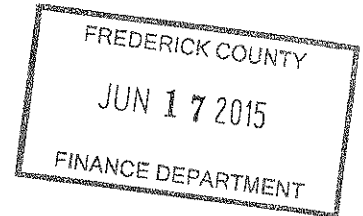
MAJOR C.L. VANMETER
Chief Deputy

1080 COVERSTONE DRIVE
WINCHESTER, VIRGINIA 22602

540/662-6168
FAX 540/504-6400

COPY

TO : Angela Whitacre, Treasurer's Office
FROM : Robert T. Williamson, Sheriff *RTW*
SUBJECT : Reimbursements / Donation Received
DATE : June 16, 2015



Attached please find:

- 1) A check from the Commonwealth of Virginia – Circuit Courts, in the amount of \$37.00. This amount represents reimbursement for a prisoner extradition. We are requesting this amount be posted to Revenue line 3-010-019110-0058 (10FL).
- 2) Five checks from the elementary schools' PTO totaling \$2,866.04. This amount represents the schools reimbursement for DARE t-shirts. We are requesting this amount be posted to Revenue line 3-010-018990-0015 (100J).
- 3) A check from Evandale Elementary School in the amount of \$100.00. This amount represents a donation to the DARE Program. We are requesting this amount be posted to Revenue line 3-010-018990-0015 (100J).

A copy of this memo will be sent to Finance requesting appropriation.

Thank you.

RTW/asw

Attachments

Cc: Finance - \$2,903.04 (items 1 & 2) can be appropriated into the General Fund
\$100.00 (item 3) please appropriate into 3102-5413-000-001

C.S. 6/18/15

FREDERICK COUNTY SHERIFF'S OFFICE

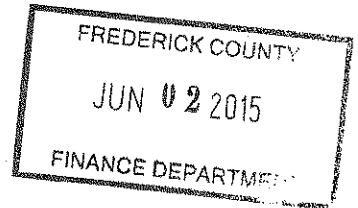


ROBERT T. WILLIAMSON
Sheriff

MAJOR C.L. VANMETER
Chief Deputy

1080 COVERSTONE DRIVE
WINCHESTER, VIRGINIA 22602

540/662-6168
FAX 540/504-6400



TO : Angela Whitacre – Treasurer's Office
FROM : Sheriff R. T. Williamson *RTW*
SUBJECT : Donation – DARE Program
DATE : June 1, 2015

Attached please find a check in the amount of \$300.00 made payable to the DARE Program from a local civic club. We are requesting this amount be posted to revenue 3010-018990-0015.

A copy of this memo will be sent to Finance requesting appropriation.

Thank you.

RTW/asw

Cc: Finance – appropriate into 3102-5413-000-001

C.S. 6/3/15

WINCHESTER-SHAWNEE LIONS CLUB

PO BOX 106
WINCHESTER, VA 22604

09-07

983

68-258/514
12

DATE 1 May 15

PAY TO THE ORDER OF D.A.R.E

\$ 300.00

Three Hundred and NO/100

DOLLARS



FirstBank
Strasburg, VA 540.465.9121

FOR

FREDERICK COUNTY SHERIFF'S OFFICE

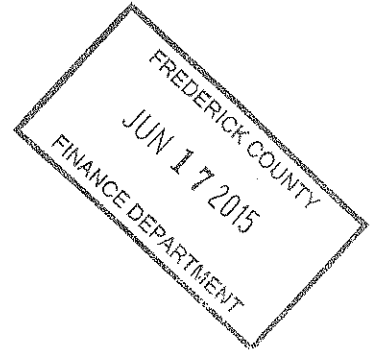


ROBERT T. WILLIAMSON
Sheriff

MAJOR C.L. VANMETER
Chief Deputy

1080 COVERSTONE DRIVE
WINCHESTER, VIRGINIA 22602

540/662-6168
FAX 540/504-6400



TO : Cheryl Shiffler, Director of Finance
FROM : Robert T. Williamson, Sheriff *RTW*
SUBJECT : Carry Forward of Funds
DATE : June 16, 2015

We are requesting a carry forward of funds for budget line: 3102-5413-000-012 into our FY 2016 budget. This money is a grant the Sheriff's Office was awarded from the Attorney General's Office. This grant does not expire until 2017.

We are requesting the remaining balance in 5413-000-012, after FY15 expenditures have been deducted, to be carried forward to FY16.

Thank you.

RTW/asw

balance 7/7/15: \$41,480.72

MEMORANDUM

TO:	Finance Committee
FROM:	Brenda G. Garton, County Administrator
SUBJECT:	Engagement of a Financial Consultant
DATE:	July 9, 2015

While I had intended to propose to the Finance Committee that the county consider engaging a financial consultant later in the year, since the issue was brought up at the July 8 joint meeting between the Board of Supervisors, the School Board, and the Finance Committee, I would like to request consideration at this time.

Frederick County would benefit from an analysis by a financial consulting firm with experience in Virginia. We can draft an RFP and go through an extensive process to procure a firm, or we may find a locality with an RFP written in such a way that we can piggyback on that locality's procurement. There are several well respected firms in Virginia, and I have some experience with and knowledge of a couple of them.

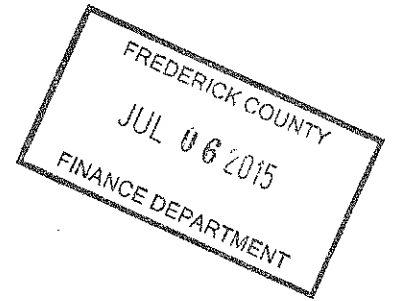
- I would recommend that a financial consulting firm be engaged to, among other things:
- Review Frederick County's financial policies and make recommendations for changes which would improve the county's financial position and its standing with rating agencies.
 - Perform revenue projections to help the county weigh requests for funding against projected future revenue streams.
 - Perform debt analysis in order to advise the Board of Supervisors on debt service consequences of capital funding decisions.
 - Analyze various funding options to meet future needs and make recommendations to the Board of Supervisors based on the Board's goals.
 - Conduct special analysis and other projects needed from time to time by the county.

I am requesting the Finance Committee's recommendation to the Board that the county engage a financial consulting firm to perform at least the tasks noted above and others staff may consider advisable and that staff be given latitude to engage a firm by either an RFP process or by piggybacking on another locality's procurement, within those constraints imposed by state law and local policy.

I will be prepared to discuss this request at the Finance Committee Meeting. Meanwhile, if you have any questions or wish to discuss this request, please do not hesitate to give me a call.



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806



June 30, 2015

Cheryl B. Shiffler
Finance Director
County of Frederick
107 N. Kent Street
Winchester, VA 22601

Dear Ms. Shiffler:

A panel of independent reviewers has completed its examination of your Popular Annual Financial Report (PAFR). We are pleased to notify you that your PAFR for the fiscal year ended June 30, 2014, has substantially met the requirements of the PAFR Program. In the absence of authoritative standards governing the presentation, these requirements are based on an evaluation of information presented, reader appeal, understandability, distribution, and other elements (such as whether the PAFR is a notable achievement for the government given the government's type and size, and the PAFR's creativity and usefulness). The report received a weighted average score of 75.00 percent or above from three of the four highest individual reviews.

Each entity submitting a report to the PAFR Program is provided with confidential comments and suggestions for possible improvements in the subsequent year's presentation. Your comments and suggestions, as well as the summary of grading sheet, are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next PAFR.

Continuing participants will find a certificate and brass medallion enclosed with these results. The brass medallion may be mounted on your ten-year plaque. First-time recipients will find a certificate enclosed with these results to be followed by a plaque in approximately six weeks. The award certificate commemorates your achievement and may be used for formal presentations.

A current holder of a PAFR award may include a reproduction of the award in its immediately subsequent PAFR. A camera ready copy of your award is enclosed for that purpose. If you reproduce your award in your next report, please refer to the enclosed instructions.

Cheryl B. Shiffler
June 30, 2015
Page 2

The PAFR award is valid for one year. To continue your participation in the program, it will be necessary for you to submit your next PAFR to the Government Finance Officers Association within 6 months of the end of your entity's fiscal year. Enclosed is an application form to facilitate a timely submission. If submitting electronically, the completed application can be scanned and emailed along with a link to the electronic version of the PAFR. If hard copies are submitted, four copies of the completed application should be enclosed with four copies of the PAFR. The appropriate fee may be paid by credit card or check.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain a well presented PAFR. If we can be of further assistance, please contact Jim Phillips in the Technical Services Center.

Sincerely,

A handwritten signature in cursive script that reads "Stephen J. Gauthier". The signature is written in black ink and is positioned above the typed name and title.

Stephen J. Gauthier, Director
Technical Services Center

DATE	DEPARTMENT/GENERAL FUND	REASON FOR TRANSFER	FROM	TO	ACCT	CODE	AMOUNT
6/1/2015	CIRCUIT COURT	CIRCUIT COURT JURORS	2101	3010	000	002	5,000.00
	TRANSFERS		9201	5880	000	015	(5,000.00)
6/1/2015	FIRE AND RESUCE	PROMOTION 6/15	3505	1001	000	005	391.84
	FIRE AND RESUCE		3505	1007	000	001	(391.84)
6/10/2015	REFUSE COLLECTION	PURCHASE OUTREACH MATERIAL	4203	5413	000	000	(500.00)
			4203	5412	000	000	500.00
6/10/2015	COUNTY ADMINISTRATION	SHORTAGE IN OFFICE SUPPLIES	1201	4003	000	002	(113.00)
	COUNTY ADMINISTRATION		1201	5401	000	000	113.00
	COUNTY ADMINISTRATION		1201	5506	000	000	(800.00)
	COUNTY ADMINISTRATION		1201	5401	000	000	800.00
6/10/2015	OTHER	SHORTAGE IN PROFESSIONAL SERVICES	1224	3002	000	000	7,000.00
	OTHER		1224	3002	000	000	2,000.00
	OTHER		1224	3002	000	000	1,000.00
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	3010	000	000	(7,000.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5407	000	000	(2,000.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5400	000	000	(1,000.00)
6/16/2015	INSPECTIONS	COST OF MEMBERSHIP	3401	5410	000	000	(75.00)
	INSPECTIONS		3401	5801	000	000	75.00
6/16/2015	COUNTY ATTORNEY	FEDERAL COURT BAR RENEWAL	1202	3002	000	000	(25.00)
	COUNTY ATTORNEY		1202	5801	000	000	25.00
6/16/2015	LITTER CONTROL GRANT	LITTER CREW EXPENSES	4205	5204	000	000	(200.00)
	LITTER CONTROL GRANT		4205	5413	000	000	200.00
6/16/2015	COUNTY ATTORNEY	PORTION OF INTERN PAYROLL	1202	3002	000	000	(600.00)
	COUNTY ATTORNEY		1202	1003	000	000	600.00
6/16/2015	BOARD OF SUPERVISORS	TO COVER DEFICIT	1101	5801	000	000	(650.00)
	BOARD OF SUPERVISORS		1101	5411	000	000	650.00
	BOARD OF SUPERVISORS		1101	5801	000	000	(1,200.00)
	BOARD OF SUPERVISORS		1101	3002	000	000	1,200.00
	BOARD OF SUPERVISORS		1101	5506	000	000	(900.00)
	BOARD OF SUPERVISORS		1101	3002	000	000	900.00
6/16/2015	CLEARBROOK PARK	PURCHASE PICKUP TRUCK FOR SHERANDO PARK	7109	8005	000	000	(24,375.00)
	SHERANDO PARK		7110	8005	000	000	24,375.00
6/16/2015	COMMISSIONER OF THE REVENUE	USED VEHICLE FOR ASSESSMENT & FIELDWORK	1209	3005	000	000	(1,600.00)
	COMMISSIONER OF THE REVENUE		1209	3010	000	000	(4,900.00)
	COMMISSIONER OF THE REVENUE		1209	5204	000	000	(2,000.00)
	COMMISSIONER OF THE REVENUE		1209	5506	000	000	(700.00)
	COMMISSIONER OF THE REVENUE		1209	5506	000	000	(1,000.00)
	REASSESSMENT/BOARD OF ASSESSORS		1210	8005	000	000	1,600.00
	REASSESSMENT/BOARD OF ASSESSORS		1210	8005	000	000	4,900.00
	REASSESSMENT/BOARD OF ASSESSORS		1210	8005	000	000	2,000.00
	REASSESSMENT/BOARD OF ASSESSORS		1210	8005	000	000	700.00
	REASSESSMENT/BOARD OF ASSESSORS		1210	5204	000	000	(10,000.00)
	REASSESSMENT/BOARD OF ASSESSORS		1210	8005	000	000	10,000.00
	REASSESSMENT/BOARD OF ASSESSORS		1210	8005	000	000	1,000.00
6/16/2015	COUNTY ATTORNEY	RECORDING FEE BOS RESOLUTION FOR VRA FINANCING	1202	3002	000	000	(21.00)
	COUNTY ATTORNEY		1202	5413	000	000	21.00
6/16/2015	FIRE AND RESCUE	TO COVER YEAR END	3505	4003	000	002	(2,500.00)
	FIRE AND RESCUE		3505	5407	000	000	2,500.00
6/16/2015	LITTER CONTROL GRANT	VAN REGISTRATION AND TAG FEES	4205	5407	000	000	(350.00)
	LITTER CONTROL GRANT		4205	5413	000	000	350.00
6/16/2015	SHERIFF	UNIFORMS FOR NEW POSITIONS	3102	5408	000	000	(10,000.00)
	SHERIFF		3102	5410	000	000	10,000.00
6/16/2015	FIRE AND RESCUE	COVER YEAR END	3505	3010	000	000	(2,500.00)
	FIRE AND RESCUE		3505	5407	000	000	2,500.00
6/18/2015	SHERIFF	NEW AND REPLACEMENT DUTY WEAPONS	3102	5506	000	001	(15,000.00)
	SHERIFF		3102	5409	000	000	15,000.00
6/18/2015	JUVENILE AND DOMESTIC COURT	OFFICE FURNITURE	2105	5506	000	000	(600.00)
	JUVENILE AND DOMESTIC COURT		2105	5401	000	000	600.00
6/18/2015	SHERIFF	TACTICAL VESTS	3102	5506	000	000	(6,100.00)
	SHERIFF		3102	5410	000	001	6,100.00
6/19/2015	COMMISSIONER OF THE REVENUE	CORRECT ACCOUNT NUMBER ON TRANSFER	1209	5506	000	000	1,000.00
	REASSESSMENT/BOARD OF ASSESSORS		1210	5506	000	000	(1,000.00)
6/19/2015	AGRICULTURE	FUNDS NEEDED FOR PROGRAMMING SUPPLIES	8301	5204	000	000	(440.00)
	AGRICULTURE		8301	5401	000	000	440.00
	AGRICULTURE		8301	5506	000	000	(79.05)
	AGRICULTURE		8301	5401	000	000	79.05
6/22/2015	COUNTY OFFICE BUILDINGS/COURTHOUSE	DEFICIT IN ELECTRICAL COUNTY ADMINISTRATION BLDG.	4304	5400	000	000	(5,200.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5101	000	000	5,200.00
6/22/2015	COUNTY OFFICE BUILDINGS/COURTHOUSE	DEFICIT IN WATER/SEWER BUILDINGS CAB	4304	5407	000	000	(3,000.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5103	000	000	3,000.00
6/22/2015	COUNTY OFFICE BUILDINGS/COURTHOUSE	DEFICIT IN WATER/SEWER COUNTY ADM. BLDG.	4304	5407	000	000	(118.66)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5101	000	000	118.66
6/22/2015	COUNTY OFFICE BUILDINGS/COURTHOUSE	ROOF TOP UNIT REPAIR AT PUBLIC SAFETY BUILDING	4304	5103	000	005	(900.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	3004	000	006	900.00
6/23/2015	COUNTY ATTORNEY	SUMMER INTERN SALARY FY15	1202	5401	000	000	(200.00)
	COUNTY ATTORNEY		1202	1003	000	000	200.00
	COUNTY ATTORNEY		1202	3007	000	000	(200.00)
	COUNTY ATTORNEY		1202	1003	000	000	200.00
	COUNTY ATTORNEY		1202	5204	000	000	(320.00)
	COUNTY ATTORNEY		1202	1003	000	000	320.00

DATE	DEPARTMENT/GENERAL FUND	REASON FOR TRANSFER	FROM	TO	ACCT	CODE	AMOUNT
6/23/2015	PARKS MAINTENANCE	Z-TURN MOWERE FOR SHERANDO	7103	3002	000	000	(3,132.14)
	SHERANDO PARK		7110	8001	000	000	3,132.14
	CLEARBROOK PARK		7109	8001	000	000	(3,890.95)
	CLEARBROOK PARK		7109	5102	000	000	(1,255.21)
	SHERANDO PARK		7110	8001	000	000	3,890.95
	SHERANDO PARK		7110	8001	000	000	1,255.21
	SHERANDO PARK		7110	5408	000	000	(4,080.75)
	SHERANDO PARK		7110	8001	000	000	4,080.75
6/23/2015	COMMISSIONER OF THE REVENUE	ADDITIONAL OFFICE SUPPLIES	1209	3004	000	002	(800.00)
	COMMISSIONER OF THE REVENUE		1209	5401	000	000	800.00
	COMMISSIONER OF THE REVENUE		1209	5204	000	000	(1,000.00)
	COMMISSIONER OF THE REVENUE		1209	5401	000	000	1,000.00
	COMMISSIONER OF THE REVENUE		1209	5801	000	000	(400.00)
	COMMISSIONER OF THE REVENUE		1209	5401	000	000	400.00
6/23/2015	COUNTY OFFICE BUILDINGS/COURTHOUSE	TOPOGRAPHIC SURVEY CAB	4304	3005	000	000	(1,000.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	3002	000	000	1,000.00
6/24/2015	AGRICULTURE	BOOK USED FOR FCS PROGRAM	8301	5401	000	000	(22.57)
	AGRICULTURE		8301	5411	000	000	22.57
6/24/2015	COUNTY OFFICE BUILDINGS/COURTHOUSE	PARKING LOT RESTORATION	4304	3005	000	005	(6,233.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	3004	000	006	6,233.00
6/24/2015	MAINTENEANCE ADMINISTRATION	REPAIR ON 2007 FORD F150	4301	5408	000	000	(100.59)
	MAINTENEANCE ADMINISTRATION		4301	3004	000	002	100.59
	MAINTENEANCE ADMINISTRATION		4301	5401	000	005	(450.00)
	MAINTENEANCE ADMINISTRATION		4301	3004	000	002	450.00
	MAINTENEANCE ADMINISTRATION		4301	5305	000	000	(91.32)
	MAINTENEANCE ADMINISTRATION		4301	3004	000	002	91.32
6/24/2015	FIRE AND RESCUE	TO COVER LINE ITEM EXPENSE	3505	3010	000	000	(500.00)
	FIRE AND RESCUE		3505	9001	000	000	500.00
6/24/2015	FIRE AND RESCUE	3RD VEHICLE PURCHASE	3505	5408	000	000	(20,000.00)
	FIRE AND RESCUE		3505	8005	000	000	20,000.00
6/25/2015	COMMONWEALTH'S ATTORNEY	PRINTER/COPIER FOR COURTHOUSE USE	2201	5413	000	007	(7,800.00)
	COMMONWEALTH'S ATTORNEY		2201	8007	000	000	7,800.00
6/25/2015	COMMONWEALTH'S ATTORNEY	TRANSCRIPTS FOR COURT REPORTER	2201	5411	000	000	(1,000.00)
	COMMONWEALTH'S ATTORNEY		2201	3002	000	000	1,000.00
6/29/2015	REFUSE COLLECTION	END OF YEAR INVOICES	4203	5405	000	000	(1,000.00)
	REFUSE COLLECTION		4203	5413	000	000	1,000.00
6/30/2015	COMMISSIONER OF THE REVENUE	REPAIR TO PLOTTER	1209	3004	000	001	220.00
	REASSESSMENT/BOARD OF ASSESSORS		1210	4003	000	002	(220.00)
6/30/2015	PUBLIC ASSISTANCE	ALIGN BUDGET WITH STATE APPROPRIATION	5317	5812	000	000	900.00
	PUBLIC ASSISTANCE		5317	5817	000	000	(900.00)
	PUBLIC ASSISTANCE		5317	5820	000	000	1,933.00
	PUBLIC ASSISTANCE		5317	5872	000	000	(1,933.00)
	PUBLIC ASSISTANCE		5317	5811	000	000	24,000.00
	PUBLIC ASSISTANCE		5317	5813	000	000	(5,000.00)
	PUBLIC ASSISTANCE		5317	5833	000	000	(11,000.00)
	PUBLIC ASSISTANCE		5317	5873	000	000	(8,000.00)
	PUBLIC ASSISTANCE		5317	5812	000	000	4,100.00
	PUBLIC ASSISTANCE		5317	5817	000	000	(4,100.00)
	PUBLIC ASSISTANCE		5317	5866	000	000	2,100.00
	PUBLIC ASSISTANCE		5317	5872	000	000	(2,100.00)
7/1/2015	OTHER	PROFESSIONAL SERVICES	1224	3002	000	000	19,500.00
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5605	000	000	(19,500.00)
7/1/2015	OTHER	SHORTFALL IN PROFESSIONAL SERVICES	1224	3002	000	000	3,000.00
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5101	000	006	(3,000.00)
7/1/2015	CLEARBROOK PARK	STONE FOR CLEARBROOK PARK	7109	3004	000	001	(318.21)
	CLEARBROOK PARK		7109	3004	000	003	318.21
7/1/2015	OTHER	SHORTFALL IN PROFESSIONAL SERVICES	1224	3002	000	000	1,650.00
	OTHER		1224	3002	000	000	200.00
	OTHER		1224	3002	000	000	1,000.00
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5302	000	006	(1,650.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5400	000	006	(200.00)
	COUNTY OFFICE BUILDINGS/COURTHOUSE		4304	5403	000	005	(1,000.00)

County of Frederick, VA
Report on Unreserved Fund Balance
June 30, 2015 *PRELIMINARY*

Unreserved Fund Balance, Beginning of Year, July 1, 2014 **39,292,350**

Prior Year Funding & Carryforward Amounts

C/F Dare	(2,065)
C/F sign materials	(4,500)
C/F Shelter van accessories	(1,330)
C/F K9 unit accessories	(3,000)
C/F Fire Company Capital	(167,180)
C/F Designated School Operating funds	(108,939)
C/F School Operating to School Capital	(542,594)
C/F forfeited assets	(53,015)
C/F EDA incentives	(375,000)
	(1,257,622)

Other Funding / Adjustments

HP Hood incentive	(500,000)
Airport capital	(80,282)
COR refund - Disabled Veteran	(2,793)
(7) DSS positions	(221,648)
COR refund - Disabled Veteran	(3,817)
OSSI licenses - Sheriff	(53,693)
COR refund - New World Pasta	(44,457)
Recycling cans	(14,850)
Sheriff PT - court bailiffs	(175,000)
Sheriff - 10 vehicles & equipment	(284,781)
Inspections PT to FT position	(11,843)
COR PT to FT position	(14,393)
Litigation settlement	(118,972)
COR refund - St Beach Spa	(2,670)
COR refund - Autotrademark of Winchester	(4,960)
COR refund - Michael Webber	(3,542)
Parks pools sand filters	(48,000)
COR refund - VFS Leasing Co	(17,575)
COR refund - Ryder Truck Rental Inc	(4,007)
COR refund - ARI Fleet LT	(6,589)
Litigation settlement	(33,321)
COR refund - Chemstone	(33,241)
COR refund - Disabled Veteran	(6,014)
Parks FT Rech Tech position	(18,770)
VJCCA funds returned	(20,488)
COR refund - Quantum	(2,565)
COR refund - Ryder Truck Rental Inc	(3,420)
EDA incentive - Chemstone	(150,000)
Bariatric Equipment - F&R	(16,406)
COR refund - Sonoco	(2,933)
COR refund - United Rentals	(5,523)
COR refund - BMW Financial Services	(2,796)
COR refund - mortgage company	(60,113)
F&R overtime	(160,000)
June 2015 primary election	(24,495)
EDA incentive reserve correction	550,000
COR refund - Dominion Self Storage	(4,012)
COR refund - RDM Hospitality LLC	(15,342)
DSS local share reduction	10,000
Airport operating	(37,550)
	(1,650,860)

Year End Adjustments

Remove FY15 Budget	8,592,513
	8,592,513

Fund Balance, June 30, 2015 *PRELIMINARY* **44,976,381**