



Finance Department
Cheryl B. Shiffler
Director

540/665-5610

Fax: 540/667-0370

E-mail: cshiffle@co.frederick.va.us

TO: Board of Supervisors
FROM: Finance Committee
DATE: February 17, 2010
SUBJECT: Finance Committee Report and Recommendations

The Finance Committee met in the First Floor Conference Room at 107 North Kent Street on Wednesday, February 17, 2010 at 8:00 a.m. Member Stephen Swiger was absent. Item 2 was approved under consent agenda.

1. The Valley Connector is seeking commitment from the County for matching grant funds in FY 2011. Local funds are required. See attached information, p. 1 – 6. The committee recommends postponement until additional information is available regarding other localities commitments.
2. The Sheriff requests a General Fund supplemental appropriation in the amount of \$1,355.95. This amount represents DARE reimbursements. See attached memo, p. 7.
3. The Court Services Director requests a Court Services Fund supplemental appropriation in the amount of \$3,585 in order to cover an unemployment claim. See attached memo, p. 8. The committee recommends approval.
4. The IT Director requests a General Fund supplemental appropriation in the amount of \$27,986 for the purchase of an off-site backup system and server room reconfiguration. Local funds are required. See attached memo, p. 9 – 11. The committee recommends approval of \$10,529.86 as requested for the server room reconfiguration.

5. The County Administrator requests a General Fund supplemental appropriation in the amount of \$50,000. This amount represents funds needed to cover legal expenses and other professional services through year end. Local funds are required. See attached memo, p. 12. The committee recommends approval.

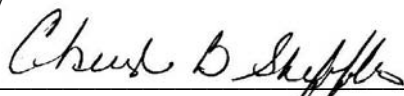
Information Only

1. The Finance Director provides January 31, 2010 financial statements. See attached, p. 13 – 17.
2. The Finance Director provides the Fund 10 Transfer report. See attached, p. 18 – 20.
3. The Finance Director provides the Unreserved Fund Balance report. See attached, p. 21.
4. The Registrar provides information on a possible upcoming June 2010 Primary election. See attached, p. 22.

Respectfully submitted,
FINANCE COMMITTEE

Bill M. Ewing
Richard Shickle
Charles DeHaven
Richie Wilkins
Ron Hottle

By



Cheryl B. Shiffler, Finance Director

Sharon Kibler

From: Jay Tibbs
Sent: Monday, February 08, 2010 10:34 AM
To: Sharon Kibler
Subject: FW: Request for agenda item for Frederick County Finance Committee Meeting
Attachments: Request for Frederick County.ppt

FYI –See Below.

Jay E. Tibbs
Deputy County Administrator
County of Frederick, VA
107 N. Kent Street
Winchester, VA 22601
540-665-6382
Fax: 540-667-0370
E-mail: jnbbs@co.frederick.va.us

From: Bruce Coulliette [<mailto:bruce.coulliette@gmail.com>]
Sent: Monday, February 08, 2010 9:50 AM
To: John Bishop; Jay Tibbs
Subject: Request for agenda item for Frederick County Finance Committee Meeting

The Valley Connector respectfully requests an agenda item be placed on the Finance Committee agenda for Wednesday February 17, 2010.

The Frederick County Board of Supervisors approved a resolution of support for the Valley Connector in January 2010.

The Valley Connector and the Northern Shenandoah Valley Regional Commission applied for grant funds to cover operating and capital costs for the Valley Connector using the Resolution of Support.

Then Valley Connector is now seeking matching funds to be allocated from the FY2011 budget year for the grant.

See attached file explaining the grants applied for and matching funds being requested.

Thanks
Bruce Coulliette
Valley Connector
540=624-2493

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Thanks,
Bruce Coulliette
bruce.coulliette@gmail.com
540-624-2493
www.valleyconnector.com

Valley Connector

Request for matching funds for grant
filed on February 1, 2010

Resolution of Support

- January 2010 – Frederick County Board approved Resolution of Support
- January 2010 – Warren County Board approved Resolution of Support

Grant Application

- February 1, 2010, NSVRC submitted grant applications for Valley Connector
 - Operating Assistance (\$240,000)
 - Capital Assistance (\$122,600)
- Grants typically require 50% Match
 - Operating Assistance Match = \$120,000
 - Capital Assistance Match = \$61,300
- Total Match Required = \$181,300

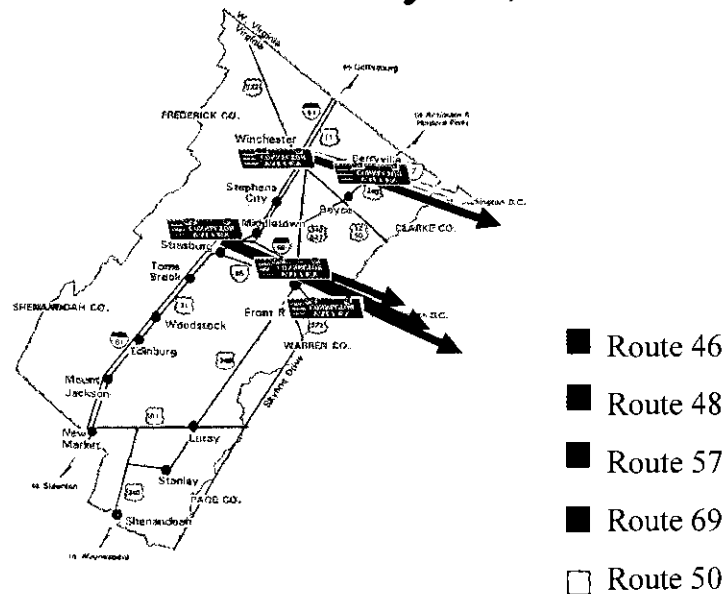
Request Made to Counties

- Even split of operating assistance
 - Frederick County \$20,000
- Split based on projected ridership
 - Frederick County (30%) \$36,000
- Clarke County currently considering support based on projected ridership.
- Warren County currently unable to commit funding.
- No word from Page or Shenandoah County.

Current Ridership

- Based on December 2009 Survey
 - Frederick County 29%
 - Total Frederick County riders responding = 18
 - 11 board in Berryville
 - 6 boarding in Front Royal
 - 1 boarding in Winchester
- Effective February 16, 2010
 - Two of the five routes originate in Winchester and Berryville.

Routes as of February 16, 2010



Projected Ridership June 2011

- Frederick County 30% (48 passengers)
 - 24 boarding in Winchester
 - 8 boarding in Berryville
 - 16 boarding in Front Royal
- Winchester 9% (14 passengers)
- Clarke County 11% (18 passengers)
- 40% of service originating in Winchester
 - Frederick County - 32 passengers
 - Winchester - 14 passengers
 - Clarke County - 18 passengers

Match Funds Needed

- Based on Grants Submitted
 - \$181,300
- Requested from Localities
 - \$120,000
- Deficit
 - \$61,300

Sources of Matching Funds

- Locality matches
 - Requested \$120,000
- Non passenger revenues
 - Charter trips
 - Advertising
 - Gifts
 - *Donations*
 - Sale of shares
 - Fundraisers

Frederick County Sheriff's Office

ROBERT T. WILLIAMSON
Sheriff



MAJOR R. C. ECKMAN
Chief Deputy

1080 Coverstone Drive
Winchester, Virginia 22602

(540) 662-6168
Fax (540) 504-6400

 **COPY**

TO : Finance Department

FROM : Sheriff R. T. Williamson *RTW*

SUBJECT : Donations/Reimbursements

DATE : January 20, 2010

Attached please find checks totaling \$1,355.95. These represent donations and reimbursements for DARE t-shirts.

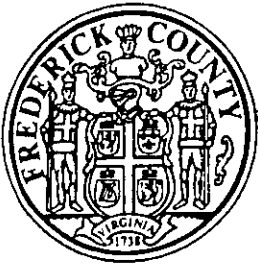
We are requesting this amount be appropriated into our budget for the DARE Program; 3102-5413-001.

Thank you.

RTW/asw

RTW *1000*
Copy to CBS

JAN 2010



Division of Court Services
317 South Cameron St.
Winchester, VA 22601

540/665-5633
Fax 540/678-0730

MEMORANDUM

To: Frederick County Finance Committee

Through: Cheryl Shiffler – Frederick County Finance Director

From: Scott Anderson – Court Services Director *DSA*

Date: January 29, 2010

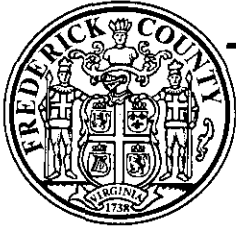
Re: Request for use of reserve funding

We have received an unexpected unemployment claim from the Virginia Employment Commission in the amount of \$3,585.00 for a former "Starting Point" Facility Aide who resigned in March of 2009.

At this time, I do not believe it would be wise to move funding from other program budget line items to pay this claim. Therefore, I am asking to use reserve funding to pay for this claim.

Please contact me if you have any questions.





COUNTY OF FREDERICK, VIRGINIA

INFORMATION TECHNOLOGIES

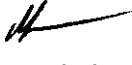
Phone: 540.665.5614

FAX: 540.722.2169

M E M O

TO: Frederick County Finance Committee

THROUGH: John R. Riley, JR., Frederick County Administrator

FROM: Marcus D. Lemasters, IT Director 
Frederick County IT Working Group, Chairman

SUBJECT: Request funding for specialized Enterprise IT projects

DATE: February 3, 2010

Due to network development, upgrades and advancements, Information Technologies (IT) is faced with some challenges that cannot be met without additional financial support. Therefore, IT is requesting a supplemental appropriation in the amount of \$27,986.06. There are two areas of concern that are proving particularly troublesome, the Backup System and optimization of the current server room –

1. Redundant and Off-Site Backup System - \$ 17,456.20 requested: Currently, staff is running 25 backup jobs on 12 servers through one back-up server, to an old technology tape drive and two external USB drives. This is nowhere close to being adequate, as every department with a server, i.e. Treasurer, Parks, Planning, Commissioner of Revenue, desires a full daily backups of each server, which is not physically possible with the staff and equipment currently in place. The backups must be scheduled at night or during the weekends to avoid service conflicts during regular work hours, as the process of backing up data slows down staff access to an unacceptable level and in some cases locks up the system if a file is open. Our antiquated single tape drive storage system requires time consuming scheduling and low speed, low capacity storage tapes that must be constantly swapped out. More modern equipment had to be down-graded and reverse engineered in efforts to try and get the tape system to work at higher efficiency and speed.

The Network Analyst/Engineer spends anywhere from 60% to 80% of his daily work time, fixing and rebuilding failed back-up jobs and problems. Not to mention all of the personal time he puts into back-ups on nights and weekends. He currently runs 3-4 full back-ups on weekends, by remote access from his home. Problems with the backup also affect other systems which results in additional staff time and service loss. Recently when IT staff tried to remotely back-up the GIS interactive

mapping server during the weekend, the job crashed and the GIS server was unavailable until it could be repaired three days later. With either the equipment or software failing, the amount of paid staff time lost is tremendous, versus the expense of buying into a new system or expanding our current system.

An additional concern that has been raised, by the County Treasurer, is the lack of off-site backups for data stored on IT servers. In order to provide redundancy and fail-safe backups, it is common to have data stored in a secondary system off-site. If the main system fails or if the facility is compromised, the data can be safely restored from the off-site system. With the exception of the AS400 data, Frederick County IT does not have this capability. Keeping the information in a hand carried tape/disk or “sneaker-net” off-site storage off-site backup is often a problem and is also an additional security risk.

Staff has spent a considerable amount of time and effort in researching a solution to the County’s back-up dilemma. We have devised an in-house solution that would greatly reduce projected expenditure in building and configuring a redundant off-site back-up. This plan utilizes the current back-up system as a secondary or redundant back-up while incorporating new servers at both the Kent Street Complex and the Public Safety Building with twenty terabyte disk array storage systems. By using disk array storage, the jobs would be less complex, multiple jobs could be run to multiple disks, storage capacity would be greatly increased and the physical storage format is more reliable. Back-ups would be mirrored and synced between the Kent Street Complex server and the PSB server, allowing for simultaneous back-ups in two locations. This action would provide us with the sorely missed off-site and redundant back-up the system needs, while satisfying Library of Virginia requirements for Laserfiche data and document retention.

2. Server Room Reconfiguration and Optimization plan - \$10,529.86 requested: As has been evidenced by electrical, power, temperature, and humidity problems causing equipment failures this year, staff has taken on the task of evaluating the current facilities and code requirements. Over the last couple of months, several meetings have been conducted to review current assets and the utility configuration has been found inadequate. Plans have been drawn up to remodel the server room to include, removal of carpet, installation of tile, removal and reconfiguration of walls, replacement of A/C and installation of a back-up generator.

Through these meetings, staff from multiple departments has realized that the current server containment system is woefully inadequate and should be moved and/or updated. The current server room layout is makeshift, maxed-out, inefficient and a hazard because power disruptions and heat buildup.

In efforts to mitigate power fluctuations, two new rack mounted power distributions units have been added to the current server rack. Of the three servers being replaced in the current fiscal year, two were box or floor models that will be moved to the more compact and proficient rack mounted

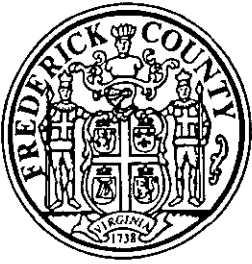
format. With exceeding the current racks capacity, we'll have to purchase another rack to accommodate the upgraded servers.

Within the last two weeks, we've had problems on two additional servers and we'll be evaluating their repair and/or replacement options. In addition, we've had inquiries from departments looking into new software and enterprise systems requiring specialized virtualized servers capable of running multiple system platforms at the same time.

Building maintenance has installed electrical grounding to the main control panel and has added circuits to the box with additional outlets in both the small and larger server rooms. This added electrical supply will allow us to move the servers from their confined space into the larger and open server room.

IT is requesting funding for the purchase of three professional grade secure server racks with enclosed cabinets, individual power distribution and power protection. With this equipment we can move all of the servers to the larger server room, reroute and clean up cabling, provide a more secure power supply, and concentrate efforts in going green by reducing the number of "box" servers through standardizing server equipment management practices.

These components would be considered Phase I of the Server Room Reconfiguration and Optimization Plan. Expansion or upgrading of any current systems and procurement of future systems would be housed in this equipment over the next two years. Any additional or future servers or equipment would be handled through the regular annual budgeting process.



John R. Riley, Jr.
County Administrator

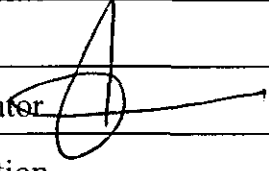
540/665-5666

Fax 540/667-0370

E-mail:

jriley@co.frederick.va.us

MEMORANDUM

TO:	Finance Committee
FROM:	John R. Riley, Jr., County Administrator 
SUBJECT:	Request for Supplemental Appropriation
DATE:	February 12, 2010

I am requesting approval from the Finance Committee for a supplemental appropriation in the amount of **\$50,000.00** into Professional Services-Other (010-12240-3002-000-000) to cover legal and other professional services expenses to be incurred between now and the end of fiscal year 2009-2010.

JRR/jet

County of Frederick
General Fund
1/31/2010

ASSETS	Notes:	
	FY10 1/31/10	FY09 1/31/09
Cash and Cash Equivalents	26,645,231.25	26,749,511.21
Petty Cash	1,555.00	1,555.00
Receivables:		
Taxes, Commonwealth, Reimb. PIP	3,582,972.51	2,948,240.76
Streetslights	3,597.53	1,071.26
Commonwealth Federal 45 day Taxes	129,543.23	137,499.40
Due from Fred. Co. San. Auth.	734,939.23	752,980.07
Prepaid Postage	2,375.53	3,599.82
GL controls (est.rev / est. exp)	<u>(7,615,062.92)</u>	<u>(12,234,583.28)</u>
TOTAL ASSETS	23,485,151.36	18,359,874.24
LIABILITIES		
Accrued Liabilities	340,487.06	548,126.53
Performance Bonds Payable	1,626,245.00	908,530.89
Taxes Collected in Advance	102,578.81	150,763.78
Deferred Revenue	<u>3,644,571.78</u>	<u>3,056,543.94</u>
TOTAL LIABILITIES	5,713,882.65	4,663,965.14
EQUITY		
Fund Balance		
Reserved:		
Encumbrances General Fund	121,873.69	164,212.34
Prepaid Items	949.63	949.63
Advances	734,939.23	752,980.07
Employee Benefits	93,120.82	93,120.82
Historical Markers	16,973.27	16,749.10
Transportation Reserve	440,300.00	440,300.00
Animal Shelter(Samsell Estate)	233,761.27	221,561.27
Profifers	1,860,766.54	1,256,370.74
Economic Development	687.01	687.01
VDOT Revenue Sharing	436,270.00	436,270.00
Undesignated Adjusted Fund Balance	<u>13,831,627.25</u>	<u>10,753,008.12</u>
TOTAL EQUITY	17,771,268.71	13,695,909.10
TOTAL LIAB. & EQUITY	23,485,151.36	18,359,874.24

(1) GL Controls	FY10	FY09	Incl/(Decrease)
Est.Revenue	124,001,632	127,131,747	3,130,116
Appropriations	-57,476,907	-60,158,060	-2,681,153
Est.Tr.to Other fds	-74,261,661	-79,372,483	-5,110,822
Encumbrances	121,874	164,212	42,339
	-7,615,063	-12,234,583	-4,619,520

(2) General Fund Purchase Orders

Outstanding @1/31/10

DEPARTMENT	Amount	Description
Clerk	13,254.00	Records Preservation
	44,996.64	Social Security Number Redaction
Fire & Rescue	672.60	Repair Parts
	12,505.00	Air Packs
Sheriff	19,360.00	Ammunition
	9,268.00	Radar Detector
Parks	4,392.45	T-Shirts
	2,750.00	Clearbrook Fence
EDC	5,000.00	Revision/Sherando Trail
	9,675.00	DataBase Subscription
Total	121,873.69	

(3) Proffer Information	SCHOOLS	PARKS	Designated		TOTAL
			FIRE & RESCUE	Other	
@12/31/09	746,526.34	220,181.09	182,111.36	711,947.75	1,860,766.54

Designated Other Projects Detail

Trans.Imp.Rt.50	10,000.00
Administration	91,670.00
Bridges	40,300.00
Library	73,987.75
Sheriff	45,615.00
Stop Lights	26,000.00
Rt.277	162,375.00
Rt.11	250,000.00
Solid Waste	12,000.00
Total	711,947.75

County of Frederick
 Comparative Statement of Revenues, Expenditures
 and Changes in Fund Balance
 1/31/2010

REVENUES:	Appropriated	FY10 1/31/10 Actual	Budget Variance	FY09 1/31/09 Actual	YTD Actual Variance
General Property Taxes	80,085,000.00	34,158,490.05	(45,926,509.95)	33,887,468.67	271,021.38 (1)Spreadsheet Attached
Other local taxes	25,627,042.00	9,632,873.33	(15,994,168.67)	10,064,104.01	(431,230.68) (2)Spreadsheet Attached
Permits & Privilege fees	1,219,649.00	595,659.65	(623,989.35)	816,786.48	(221,126.83) (3)Spreadsheet Attached
Revenue from use of money and property	880,048.45	136,319.41	(743,729.04)	482,769.83	(346,450.42) (4)Spreadsheet Attached
Charges for Services	2,402,424.00	1,206,599.79	(1,195,824.21)	1,241,293.87	(34,694.08)
Miscellaneous	1,054,772.26	251,392.86	(803,379.40)	307,032.77	(55,639.91)
Recovered Costs	1,826,588.00	865,655.73	(960,932.27)	1,444,758.91	(579,103.18)
Intergovernmental:					
Commonwealth	9,116,446.55	11,407,322.53	2,290,875.98	11,707,264.07	(299,941.54)
Federal	-1,789,661.27	163,161.06	(1,626,500.21)	127,644.54	35,516.52
Transfers	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	124,001,631.53	58,417,474.41	(65,584,157.12)	60,079,123.15	(1,661,648.74)

EXPENDITURES:

General Administration	9,001,573.00	4,667,966.95	4,333,606.05	5,086,471.42	(418,504.47)
Judicial Administration	2,344,258.08	1,137,733.91	1,206,524.17	1,131,865.80	5,868.11
Public Safety	24,749,844.70	12,793,915.93	11,955,928.77	14,229,346.37	(1,435,430.44)
Public Works	4,433,408.30	1,899,948.33	2,533,459.97	2,569,231.53	(669,283.20)
Health and Welfare	7,282,106.00	3,418,184.83	3,863,921.17	3,917,601.07	(499,416.24)
Education	62,770.00	31,385.00	31,385.00	36,923.50	(5,538.50)
Parks, Recreation, Culture	5,663,154.59	2,786,830.94	2,876,323.65	3,058,744.78	(271,913.84)
Community Development	2,091,391.00	943,760.38	1,147,630.62	1,247,853.63	(304,093.25)
TOTAL EXPENDITURES	55,628,505.67	27,679,726.27	27,948,779.40	31,278,038.10	(3,598,311.83)

OTHER FINANCING SOURCES (USES):

Operating transfers from / to	76,110,062.47	(39,819,934.63)	36,290,127.84	(40,996,868.19)	(1,176,933.56)
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Excess (deficiency)of revenues & other
sources over expenditures
& other uses

	7,736,936.61	(9,082,186.49)		(12,195,783.14)	3,113,596.65
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Fund Balance per General Ledger

		22,913,813.74		22,948,791.26	(34,977.52)
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Fund Balance Adjusted to reflect
Income Statement@1/31/10

	13,831,627.25		10,753,008.12	3,078,619.13	
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(1) General Property Taxes	FY10	FY09	Increase/Decrease
Real Estate Taxes	20,002,696	19,992,079	10,617
Public Services	656,550	531,036	125,515
Personal Property	13,065,593	12,823,837	241,757
Penalties and Interest	357,140	418,816	-61,675
Credit Card Chgs./Delinq.Advertising	-11,381	-8,920	-2,461
Adm.Fees For Liens&Distress	87,892	130,622	-42,730
	34,158,491	33,887,469	271,022

(2) Other Local Taxes	FY10	FY09	Increase/Decrease
Local Sales Tax	3,755,907.14	3,971,343.99	-215,436.85
Communication Sales Tax	578,802.10	612,641.19	-33,839.09
Utility Taxes	1,419,347.18	1,386,970.43	32,376.75
Business Licenses	924,518.22	1,076,042.51	-151,524.29
Motor Vehicle Licenses Fees	311,167.76	329,390.57	-18,222.81
Auto Rental Tax	30,579.54	37,272.08	-6,692.54
Bank Stock	-8,854.00	28,898.50	-37,752.50
Recordation Taxes	737,988.76	765,945.84	-27,957.08
Meals Tax	1,667,770.75	1,641,506.88	26,263.87
Lodging Taxes	187,069.69	200,227.78	-13,158.09
Street Lights	11,299.89	13,864.24	-2,564.35
Star Fort Fees	17,276.30	0	17,276.30
Total	9,632,873.33	10,064,104.01	-431,230.68

(3) Permits & Privileges	FY10	FY09	Increase/Decrease
Dog Licenses	25,541.00	20,351.00	5,190.00
Land Use Application Fees	14,425.00	2,800.00	11,625.00
Transfer Fees	1,610.54	1,616.40	-5.86
Development Review Fees	173,937.94	334,345.77	-160,407.83
Building Permits	275,775.17	313,475.58	-37,700.41
2% State Fees	1,184.45	990.73	193.72 *1
Electrical Permits	42,204.80	68,543.00	-26,338.20
Plumbing Permits	7,600.00	15,955.00	-8,355.00
Mechanical Permits	26,295.75	34,469.00	-8,173.25
Sign Permits	2,190.00	2,450.00	-260.00
Permits for Commercial Burning	150.00	325.00	-175.00
Explosive Storage Permits	200.00	400.00	-200.00
Blasting Permits	105.00	270.00	-165.00
Annual Burning Permit	0.00	175.00	-175.00
Land Disturbance Permits	24,440.00	20,620.00	3,820.00
Total	595,659.65	816,766.48	-221,126.83

(4) Revenue from use of Money Property	FY10	FY09	Increase/Decrease
Revenue from use of Money	44,624.16	413,275.95	-368,651.79 *2
Property	91,695.25	69,493.88	22,201.37
	136,319.41	482,769.83	-346,450.42

*1 The State Fees collected for building, electrical, plumbing, mechanical, and sign permits increased from 1.75 in FY09 to 2% in FY10

*2 The decrease on the investments can be attributed to a reduction in funds available to invest and lower interest rates. The LGIP rate at 1/31/10 was .221%.

County of Frederick
General Fund
January 31, 2010
Income Statement

Expenditures

The expenditures for FY10 decreased \$3,598,311.83. **Public Safety** decreased \$1,435,430.44. The Sheriff's department decreased \$882,951.87 and includes a \$351,031.54 decrease in salaries and fringes and a \$ 520,042.80 decrease for purchase of motor vehicles. Contributions to fire departments and rescue squads decreased \$193,801.49, Inspections decreased \$13,646.64, and Fire and Rescue decreased \$118,482.24. **Public Works** decreased \$669,283.20 and includes the following: \$ 231,689.10 decrease in refuse collection, \$219,671.70 decrease in disposal. **Parks, Recreation, and Culture** decreased \$271,913.84 and includes Parks decrease of \$132,272.25 in salaries and fringes. The contribution to the Regional Library decreased \$ 78,594.50. **Community Development** decreased 304,093.25 and includes an Economic Development Commission decrease of \$155,421.94. The Soil and Water District salaries and fringes cost of \$173,262.62 was picked up by a participating locality.

Operating Transfers

Transfers increased \$1,176,933.56 in FY10.

	FY10	FY09	Increase(Decrease)
Fringe Benefits (INS)	(79.93)	(144.41)	64.48
School Operating	30,515,347.47	32,862,612.95	(2,347,265.48)
Debt Service School	7,313,075.50	6,065,321.00	1,247,754.50
Debt Service County	1,482,538.59	1,735,173.40	(252,634.81)
Operational Transfers	509,053.00	333,905.25	175,147.75
Total	39,819,934.63	40,996,868.19	(1,176,933.56)

FUND 10

DATE	DEPARTMENT	REASON FOR TRANSFER	FROM	TO ACCT CODE	DESCRIPTION	AMOUNT
2009-07-12	REASSESSMENT/BOARD OF ASSESSORS	MARSHALL & SWIFT GUIDE	12100 5401 000	000	OFFICE SUPPLIES	500.00-
	REASSESSMENT/BOARD OF ASSESSORS		12100 5411 000	000	BOOKS & SUBSCRIPTIONS	500.00
2009-07-12	ELECTORAL BOARD AND OFFICIALS	WARRANTY MAINT. AGREEMENT	13010 3004 000	001	REPAIR AND MAINTENANCE-EQUIP.	371.71-
	ELECTORAL BOARD AND OFFICIALS		13010 3005 000	000	MAINTENANCE SERVICE CONTRACTS	371.71
2009-07-12	CLERK OF THE CIRCUIT COURT	REG. FEE ANNUAL CLERKS CONV	21060 5401 000	000	OFFICE SUPPLIES	100.00-
	CLERK OF THE CIRCUIT COURT		21060 5506 000	000	TRAVEL	100.00
2009-07-12	PARKS AND RECREATION MINISTRATION	PRELIM. ENG. REPT. PHERA WATER/SEW	71010 3002 000	000	PROFESSIONAL SERVICES-OTHER	1,679.00-
	PARKS MAINTENANCE		71030 3002 000	000	PROFESSIONAL SERVICES - OTHER	1,679.00
2009-09-01	COMMONWEALTH'S ATTORNEY	PART-TIME GRANT POSITION	22010 1003 000	001	ASST. COMM ATTY-P/T GRANT	48,336.00
	COMMONWEALTH'S ATTORNEY		22010 1001 000	003	VICTIM WITNESS REC. ACT ATTY	41,406.00-
	COMMONWEALTH'S ATTORNEY		22010 2005 000	000	HOSPITAL/MEDICAL PLANS	6,930.00-
2009-09-16	AGRICULTURE	AG AGENT ADVERTISING	83010 5401 000	000	OFFICE SUPPLIES	86.24-
	AGRICULTURE		83010 3007 000	000	ADVERTISING	86.24
2009-09-21	SHERIFF	PURCHASE CITY DIRECTORIES	31020 5409 000	000	POLICE SUPPLIES	200.00-
	SHERIFF		31020 5411 000	000	BOOKS AND SUBSCRIPTIONS	200.00
2009-09-22	COUNTY OFFICE BUILDINGS/COURT	GAINESBORO SCHOOL FIRE ALARM	43040 3010 000	000	OTHER CONTRACTUAL SERVICES	800.00-
	COUNTY OFFICE BUILDINGS/COURT		43040 5204 000	005	POSTAGE AND TELEPHONE-GAINESBORO	800.00
2009-09-22	GYPSY MOTH SUPPRESSION	UP-GRADE LAPTOP	82020 5400 000	000	MATERIALS AND SUPPLIES	150.00-
	GYPSY MOTH SUPPRESSION		82020 5401 000	000	OFFICE SUPPLIES	150.00
2009-10-09	FIRE AND RESCUE	PROTECTIVE EQUIPMENT/SWINE FLU	35050 4003 000	002	CENTRAL STORES - GASOLINE	8,000.00-
	FIRE AND RESCUE		35050 5404 000	000	MEDICAL AND LABORATORY SUPPLIES	8,000.00
2009-10-13	FIRE AND RESCUE	FOREST FIRE CONTROL EXPENSE	35050 5506 000	000	TRAVEL	6,633.51-
	FIRE AND RESCUE		35050 3009 000	004	FOREST FIRE EXT.	6,633.51
2009-10-16	SHERIFF	REPLACE LAPTOPS	31020 5410 000	000	UNIFORMS AND WEARING APPAREL	5,000.00-
	SHERIFF		31020 5401 000	000	OFFICE SUPPLIES	5,000.00
2009-10-23	OTHER	MAIL MACHINE RENTAL	12240 5415 000	000	OTHER EXPENSES	600.00-
	OTHER		12240 9001 000	000	LEASE/RENT OF EQUIPMENT	600.00
2009-10-23	COUNTY OFFICE BUILDINGS/COURT	MAINTENANCE WORK ORDER SYSTEM	43040 3005 000	005	MAINTENANCE SERVICE CONTRACTS	440.00-
	COUNTY OFFICE BUILDINGS/COURT		43040 3002 000	000	PROFESSIONAL SERVICES-OTHER	440.00
2009-10-28	COMMISSIONER OF THE REVENUE	TO SEPARATE OT&PT	12090 1005 000	000	OVERTIME	10,600.00-
	COMMISSIONER OF THE REVENUE		12090 1003 000	000	PART TIME/EXTRA HELP	10,600.00
	GENERAL DISTRICT COURT		21020 1003 000	000	PART TIME/EXTRA HELP	7,000.00
	GENERAL DISTRICT COURT		21020 1005 000	000	OVERTIME	7,000.00-
	CLERK OF THE CIRCUIT COURT		21060 1003 000	000	PART TIME/EXTRA HELP	46,494.00
	CLERK OF THE CIRCUIT COURT		21060 1005 000	000	OVERTIME	46,494.00-
	COMMONWEALTH'S ATTORNEY		22010 1003 000	000	PART TIME/EXTRA HELP	40,000.00
	COMMONWEALTH'S ATTORNEY		22010 1005 000	000	OVERTIME	40,000.00-
	SHERIFF		31020 1003 000	000	PART TIME/EXTRA HELP	130,000.00
	SHERIFF		31020 1005 000	001	OVERTIME	115,000.00-
	SHERIFF		31020 1007 000	000	INCENTIVE PAY	15,000.00-
	MAINTENANCE ADMINISTRATION		43010 1003 000	000	PART TIME/EXTRA HELP	15,098.50
	MAINTENANCE ADMINISTRATION		43010 1005 000	000	OVERTIME	15,098.50-

FUND 10

DATE	DEPARTMENT	REASON FOR TRANSFER	FROM	TO	ACCT CODE	DESCRIPTION	AMOUNT
2009-10-28	CLEARBROOK PARK	TO SEPARATE OT&PT	71090 1003 000	000	000	EXTRA HELP	80,700.00
	CLEARBROOK PARK		71090 1005 000	000	000	NO LONGER USED EXTRA HELP	80,700.00
	SHERANDO PARK		71100 1003 000	000	000	COMPENSATION OF EXTRA HELP	80,013.00
	SHERANDO PARK		71100 1005 000	000	000	NO LONGER USED EXTRA HELP	80,013.00
	ECONOMIC DEVELOPMENT COMMISSION		81020 1003 000	000	000	PART TIME/EXTRA HELP	41,592.00
	ECONOMIC DEVELOPMENT COMMISSION		81020 1005 000	000	000	OVERTIME	41,592.00
2009-10-29	MAINTENANCE ADMINISTRATION	REVERSE OT 312	43010 1005 000	000	000	OVERTIME	15,098.50
	MAINTENANCE ADMINISTRATION		43010 1003 000	000	000	PART TIME/EXTRA HELP	15,098.50
2009-10-29	MAINTENANCE ADMINISTRATION	TRANSFER FUNDS/ALLOCATE PT/OT	43010 1003 000	000	000	PART TIME/EXTRA HELP	65,653.00
	MAINTENANCE ADMINISTRATION		43010 1005 000	000	000	OVERTIME	65,653.00
2009-11-02	ANIMAL SHELTER	DOG FOOD	43050 3002 000	001	001	CITIZEN ASSISTANCE PROGRAM	1,430.00
	ANIMAL SHELTER		43050 5402 000	001	001	DOG FOOD	1,430.00
2009-11-06	PUBLIC SAFETY COMMUNICATIONS	CONTRACTUAL SERVICE	35060 3004 000	001	001	REPAIR AND MAINTENANCE - EQUIPMENT	1,400.00
	PUBLIC SAFETY COMMUNICATIONS		35060 3010 000	000	000	CONTRACTUAL SERVICES	1,400.00
2009-11-13	REFUSE COLLECTION	CONTRACTUAL EXPENSES	42030 5412 000	001	001	EDUCATIONAL SUPPLIES - GRANT	8,000.00
	REFUSE COLLECTION		42030 3010 000	000	000	OTHER CONTRACTUAL SERVICES	8,000.00
2009-11-13	PARKS AND RECREATION MINISTRATION	ENGINEERING SERV. EVALUATE SITE	71010 3002 000	000	000	PROFESSIONAL SERVICES-OTHER	1,529.00
	PARKS MAINTENANCE		71030 3002 000	000	000	PROFESSIONAL SERVICES - OTHER	1,529.00
2009-11-16	MAINTENANCE ADMINISTRATION	MOVE FUNDS FOR P/T HELP	43010 1005 000	005	005	OVERTIME PSB	20,000.00
	MAINTENANCE ADMINISTRATION		43010 1003 000	005	005	PART TIME HELP/PSB	20,000.00
2009-11-17	SHERIFF	PURCHASE DARE T-SHIRTS	31020 5410 000	000	000	UNIFORMS AND WEARING APPAREL	2,700.00
	SHERIFF		31020 5413 000	001	001	DRUG PROGRAM	2,700.00
2009-11-19	INFORMATION TECHNOLOGY	UPGRADE SERVER SOFTWARE	12200 5506 000	003	003	TRAVEL - NETWORK	1,000.00
	INFORMATION TECHNOLOGY		12200 5413 000	003	003	OTHER OPERATING SUPPLIES-NETWORK	1,000.00
2009-11-23	COMMISSIONER OF THE REVENUE	COVER INCREASED DUES COSTS	12090 3006 000	000	000	PRINTING AND BINDING	500.00
	COMMISSIONER OF THE REVENUE		12090 5801 000	000	000	DUES AND ASSOC. MEMBERSHIPS	500.00
2009-12-08	COUNTY ATTORNEY	LITIGATION	12020 3002 000	000	000	PROFESSIONAL SERVICES - OTHER	5,000.00
	OTHER		12240 3002 000	000	000	PROFESSIONAL SERVICES-OTHER	5,000.00
2009-12-16	INFORMATION TECHNOLOGY	POWER OUTLETS/SERVER ROOM &RAC	12200 5506 000	003	003	TRAVEL - NETWORK	502.72
	INFORMATION TECHNOLOGY		12200 5413 000	003	003	OTHER OPERATING SUPPLIES-NETWORK	502.72
2009-12-16	FIRE AND RESCUE	PURCHASE BREATHING APPARATUS	35050 5407 000	000	000	REPAIR AND MAINTENANCE SUPPL	1,200.00
	FIRE AND RESCUE		35050 5413 000	000	000	OTHER OPERATING SUPPLIES	1,200.00
	FIRE AND RESCUE		35050 3010 000	000	000	OTHER CONTRACTUAL SERVICES	4,000.00
	FIRE AND RESCUE		35050 5413 000	000	000	OTHER OPERATING SUPPLIES	4,000.00
	FIRE AND RESCUE		35050 3004 000	001	001	REPAIR AND MAINTENANCE-EQUIP.	7,000.00
	FIRE AND RESCUE		35050 5413 000	000	000	OTHER OPERATING SUPPLIES	7,000.00
2009-12-16	REFUSE COLLECTION	SET UP "UNIFORMS" SEPARATELY	42030 5405 000	000	000	LAUNDRY/HOUSEKEEPING SUPPLIES	450.00
	REFUSE COLLECTION		42030 5410 000	000	000	UNIFORMS	450.00
2009-12-28	GENERAL ENGINEERING/ADMINISTRATION	MAJOR REPAIRS TO VEHICLES	42010 4003 000	002	002	CENTRAL STORES - GASOLINE	2,000.00
	GENERAL ENGINEERING/ADMINISTRATION		42010 3004 000	000	002	REPAIR AND MAINTENANCE-VEHICLE	2,000.00

FUND 10

DATE	DEPARTMENT	REASON FOR TRANSFER	FROM	TO ACCT CODE	DESCRIPTION	AMOUNT
2010-01-20	JUVENILE AND DOMESTIC COURT JUVENILE AND DOMESTIC COURT	OFFICE SUPPLIES	21050 5204 000 000 21050 5401 000 000	000 000	POSTAGE AND TELEPHONE OFFICE SUPPLIES	600.00- 600.00
2010-01-22	INFORMATION TECHNOLOGY INFORMATION TECHNOLOGY	GIS DATA STORAGE SERVER	12200 5506 000 002 12200 5413 000 002	002 002	TRAVEL - GIS OTHER OPERATING SUPPLIES-GIS	3,000.00- 3,000.00
2010-02-04	COMMISSIONER OF THE REVENUE REASSESSMENT/BOARD OF ASSESSORS	PRINTER REPAIR	12090 3006 000 000 12100 3004 000 001	000 001	PRINTING AND BINDING REPAIR AND MAINTENANCE-EQUIP.	600.00- 600.00
2010-02-09	COUNTY ATTORNEY COUNTY ATTORNEY	SOFTWARE UPGRADES	12020 5413 000 000 12020 5401 000 000	000 000	OTHER OPERATING OFFICE SUPPLIES	71.17- 71.17
2010-02-09	COUNTY ATTORNEY COUNTY ATTORNEY	SUBSCRIPTION INCREASES	12020 5413 000 000 12020 5411 000 000	000 000	OTHER OPERATING BOOKS & SUBSCRIPTIONS	47.92- 47.92

*** E N D O F R E P O R T ***

**County of Frederick, VA
Report on Unreserved Fund Balance
January 2010**

Unreserved Fund Balance, Beginning of Year, July 1, 2009	26,029,172
 Prior Year Funding & Carryforward Amounts	
IT carryforwards	(93,391)
Fire Company Capital carryforward	(148,982)
DARE carryforward	(5,000)
Forfeited Asset carryforward	(29,995)
School carryforwards	(1,894,285)
Double Tollgate Citizen's Convenience Ctr carryforward	(15,600)
Sheriff grants carryforward	(242,672)
Transportation carryforward	(440,300)
Return unspent FY09 grant funds	(7,200)
Fire station PPEA carryforward	(50,000)
	(2,927,424)
 Other Funding / Adjustments	
EDC reduction	1,936
Audit Adjustment	(1,894)
Litter-Thon donations	(267)
Electronic poll books	(11,728)
AARP Tax Aid	(2,100)
EDC incentive - Fisher	(90,000)
Bowman Library chiller replacement	(83,881)
	(187,934)
 Fund Balance, January 2010	 <u><u>22,913,814</u></u>



OFFICE OF VOTER REGISTRATION & ELECTION ADMINISTRATION

General Registrar of Voters

E-mail: fevotes@co.frederick.va.us

Rick Miller
540/665-5660
Fax 540/665-8976

MEMORANDUM

TO: John Riley, County Administrator
FROM: Rick Miller, Voter Registrar *RM*
DATE: Friday, January 22, 2010
SUBJECT: June 2010 Primary Election



In talking with the Frederick County Republican Party Chairman this week, I was informed that a June 8, 2010, 10th Congressional District Republican Primary will be called and take place. As stated in the Code of Virginia 24.2- 518, "The treasurer of the county or city in which elections are held shall pay the costs of primary elections."

In the Frederick County Electoral Board and Voter Registrars' budgets, primary elections are not included, as we never know when they may or may not be called.

The cost of conducting the June 2010 Primary election will be approximately \$ 25,000.00 for Frederick County.