

**AGENDA
REGULAR MEETING
FREDERICK COUNTY BOARD OF SUPERVISORS
WEDNESDAY, FEBRUARY 11, 2015
7:00 P.M.
BOARD ROOM, COUNTY ADMINISTRATION BUILDING
107 NORTH KENT STREET, WINCHESTER, VIRGINIA**

5:00 P.M. – Board of Supervisors Budget Work Session

7:00 P.M. – Regular Meeting - Call To Order

Invocation

Pledge of Allegiance

Adoption of Agenda:

Pursuant to established procedures, the Board should adopt the Agenda for the meeting.

Consent Agenda:

(Tentative Agenda Items for Consent are Tabs: D and G)

Citizen Comments (Agenda Items Only, That Are Not Subject to Public Hearing.)

Board of Supervisors Comments

Minutes: (See Attached)----- A

1. Regular Meeting, January 14, 2015.
2. Budget Work Session, January 21, 2015
3. Budget Work Session with School Board, January 28, 2015.
4. Special Meeting, January 29, 2015.

County Officials:

**AGENDA
REGULAR MEETING
FREDERICK COUNTY BOARD OF SUPERVISORS
WEDNESDAY, FEBRUARY 11, 2015
PAGE 2**

- 1. Committee Appointments. **(See Attached)**----- **B**
- 2. Commissioner of the Revenue Refund. **(See Attached)**----- **C**
- 3. Resolution Supporting the Funding of Public Education in Virginia.
(See Attached) ----- **D**

Committee Reports:

- 1. Public Works Committee. **(See Attached)**----- **E**
- 2. Transportation Committee. **(See Attached)**----- **F**

Planning Commission Business:

- 1. Road Resolutions: **(See Attached)**----- **G**
 - a. Snowden Bridge Boulevard
 - b. Snowden Bridge Subdivision, Section 1
 - c. Snowden Bridge Subdivision, Section 4

Board Liaison Reports (If Any)

Citizen Comments

Board of Supervisors Comments

Adjourn

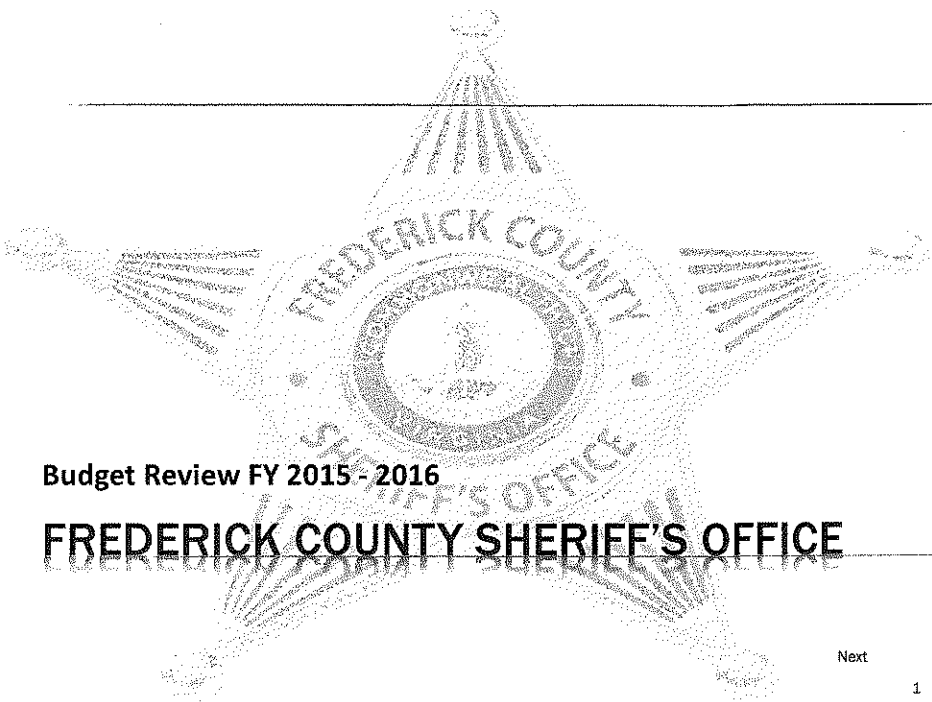
Agenda

Budget Worksession

Board of Supervisors Meeting Room

February 11, 2015, 5:00 p.m.

- Presentation from Sheriff, p. 2-28
- Presentation from Fire and Rescue Director, p. 29-89
- Discussion with the Commissioner of the Revenue on Land-Use, p. 90
- Budget timeline discussion, p. 91
- Scenario selection, p. 92
- Reassessment Public Hearing discussion, p. 93
- Proffer discussion, p. 94



Budget Review FY 2015 - 2016

FREDERICK COUNTY SHERIFF'S OFFICE

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FREDERICK COUNTY SHERIFF'S OFFICE

	FY2011	FY2012	FY2013	Percent Change FY12 – FY13	
Calls for Service	71,124	77,052	76,418	0.82 %	↓
Warrants Served	6,793	7,604	7,608	0.05 %	↑
Criminal Arrests	3,891	4,117	4,013	2.52 %	↓
Citations Issued	7,273	5,892	6,379	8.26 %	↑
Crimes Reported	7,488	6,765	6,484	4.15 %	↓
Civil Papers Served	19,383	19,494	19,087	2.09 %	↓
Extraditions/Transports	372	364	392	7.69 %	↑

Data July to June

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FREDERICK COUNTY SHERIFF'S OFFICE

Goals and Objectives

- Maintain Virginia Law Enforcement Accreditation Standards – Next Review 2015
- Enhance Law Enforcement And Community Relations Through Deputies Performing Civic Duties As Child Fingerprinting, Sheriff's Kid Camp, The DARE Program, Neighborhood Watch Meetings And Updating The Frederick County Sheriff's Office Website
- Reduce Traffic Related Deaths With Increased Enforcement Efforts
- Upgrade equipment , Take Advantage of New Technology
- Improve Officer & Community Safety By Providing Less Lethal Alternatives To The Use Of Deadly Force

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FREDERICK COUNTY SHERIFF'S OFFICE

Goals and Objectives continued

- Increase crime prevention efforts through education of the Public, i.e. suggestions about personal safety as well as home, business and internet safety & security. Utilized media, i.e. cable channel 16 to provide safety tips, details regarding criminal events, frauds, & wanted persons information.
- Seek Funding To Provide School Resource Officers In All County Public Schools
- Continue Efforts To Provide At Least One Trained Evidence Technician Per Shift At All Times To Reduce The Necessity Of Personal Being Paid Overtime To Respond
- Provide Specialized Training To All Personnel Over and Above DCJS Minimum Standards

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FREDERICK COUNTY SHERIFF'S OFFICE

Department Organization

Sheriff's Office Four Divisions Are:

- Patrol Division
- Administrative Services Division
- Investigative Division
- Court Security/Civil Process Division

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FREDERICK COUNTY SHERIFF'S OFFICE

Patrol Division

- Answering Calls For Service
- Initial/Follow-Up Investigations
- Patrol
- Business Checks
- Serving Warrants
- Responding To Alarms
- Handling Detention Orders
- Handling Protective Orders
- Preparing Cases/Evidence For Court
- Traffic Enforcement
- Crash Investigations
- Issuance of Citations
- Special Enforcement Programs
- DUI Check Points
- Seatbelt Safety Check Points
- Shoplifting On The Increase

Next

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FREDERICK COUNTY SHERIFF'S OFFICE

Administrative Services Division

- School Resource Deputies
- Animal Control
- Sheriff's Accreditation Program
- Crime Analysis
- Community Services Programs
 - ❖ Neighborhood Watch
 - ❖ Project Watch
 - ❖ Project Lifesaver
 - ❖ Emergency Response Team

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FREDERICK COUNTY SHERIFF'S OFFICE

Investigative Division

- Investigate All Major Felonies
- Investigate Serious/Violent Misdemeanors
- Special Investigations Such As.....
 - Drugs
 - Child Pornography
 - Child Sexual & Physical Abuse
 - White Collar Crimes
 - Computer Crimes
 - Fraud

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FREDERICK COUNTY SHERIFF'S OFFICE

Court Security/Civil Process Division

- Court Security
- Service Civil Papers
- Prisoner Transports
- Extraditions
 - 392 Transports 2014
 - 84 Were Out of State Extraditions

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Professional Health Services

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
8,331	5,584	3,000	400	3,060	60	↑ 2.00 %

❖ Cost For Physicals Up

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Repair/Maintenance Equipment

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
9,286	7,146	9,250	990	10,230	980	↑ 10.59 %

- ❖ Equipment Age - More Repairs
- ❖ Costs To Complete Repairs Up

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Maintenance Service Contracts

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
31,096	40,910	94,264	74,944	97,119	2,855	↑ 3.03 %

- ❖ Required Service Contracts

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Printing & Binding

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
3,098	3,877	4,517	570	6,950	2,433 ↑	53.86 %

❖ Printing Costs for Warrant Jackets, Forms, Stationary, etc. Up

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Contractual Services

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
52,826	55,053	62,312	57,351	72,615	10,303 ↑	16.53 %

❖ With Additional Personnel - Training Academy Costs Will Increase
 ▪ Cost Based On Number of Employees To Be Trained

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Gasoline

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
370,172	363,054	311,367	62,861	36,4968	53,601	↑ 17.21 %

- ❖ Figures Based Current Month
- ❖ Potential Cost Per Gallon Increase
- ❖ Grant Period Propane Vehicles Has Expired
 - Number Of Vehicles Using Gasoline Will increase

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Postage/Telephone

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
52,302	69,068	70,703	6,538	76,839	6,136	↑ 8.68 %

- ❖ Increased Fees Associated With Cellular Service & Postage

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Internet Access

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
3,130	3,639	4,085	3,314	5,032	947	↑ 23.18 %

❖ Internet Access Fee – Required By County IT

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Motor Vehicle Insurance

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
60,518	55,176	56,181	0	60,191	4,010	↑ 7.14 %

❖ Based On Current Expenditures

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Surety Bonds

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
132	132	160	0	172	12.00	↑ 7.50 %

❖ Based On Current Expenditures

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – K-9 Maintenance/Food

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
2,571	2,156	5,000	566	10,345	5,345	↑ 106.90 %

- ❖ Two (2) Dogs added
- ❖ Food, Vet, Boarding Four (4) Dogs

Next

FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Vehicle & Power Equipment

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
41,447	32,680	43,314	34,431	87,018	43,704	↑ 100.90 %

- ❖ Costs Associated With Routine Maintenance (Vehicle Parts, Wipers, Headlamps) Up
- ❖ Additional Funding Equipment New Vehicles

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Police Supplies

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
96,572	96,548	103,247	18,495	14,1950	38,703	↑ 37.49 %

- ❖ Day to Day Supplies Utilized by Deputies/Investigators
- ❖ Add Electric Gun Racks Police Vehicles
 - Unsecured Weapons - Officer Safety Issue
 - \$539 X \$122 = \$65,758
- ❖ Replace Recording Equipment Interview Rooms
 - Equipment Dated - Audio Cannot Be Used Newer Software Systems, etc.

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Police Supplies - ERT/Search/Rescue

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
9,701	0	0	0	8,150	8,150	↑ 100.00 %

- ❖ Replace Equipment Utilized By Special Response Teams
- ❖ Reduce Need To Depend On Outside Agencies For Equipment Needed

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Uniforms/ Wearing Apparel

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
41,581	35,489	37,425	3,500	40,688	3,263	↑ 8.72 %

- ❖ Replace Ballistic Vests
- ❖ Uniforms Deputies, Special Response Teams

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Dare Program

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
8,151	10,663	5,000	0	5,800	800	↑ 16.00 %

- ❖ Costs Promotional Items
- ❖ Costs T-Shirts Students Graduating Dare Program

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Travel/Training

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
26,538	18,815	37,365	3,022	48,000	10,635	↑ 28.46 %

- ❖ Costs Providing Training Above Minimum Standards
- ❖ Costs Providing Specialized Training

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Dues/Association Memberships

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
1,340	1,090	1,315	0	2,155	840	↑ 63.88 %

- ❖ Va. Sheriff's Association

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Machinery & Equipment

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
8,185	22,245	3,780	3,780	125,469	121,689	↑ 3,219.29%

- ❖ AFIS System
- ❖ Digital Imager
- ❖ Computerized Polygraph
- ❖ Thermal Imagers

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Professional Services-Other

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
460	17,415	3,125	160	2,475	(650)	↓ (20.80) %

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Repair/Maintenance-Vehicles

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
192,118	180,698	172,006	31,118	140,826	(31,180)	↓ (18.13)%

❖ Vehicle Replacements Reduce Costs for Repair

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Fire Insurance

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
434	440	600	0	459	(141)	↓ (23.50) %

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Office Supplies

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
197,923	486,476	64,487	18,883	59,842	(4,645)	↓ (7.20)%

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Polices Supplies/Dive Team

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
323	0	5,088	0	4,378	(710)	↓ (13.95)%

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Uniforms/Dive & ERT

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
0	0	24,000	0	7,900	(16,100)	↓ (67.08)%

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Other Operating

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
14,344	19,588	17,265	455	13,740	(3,525)	↓ (20.42)%

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Vehicles

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
308,763	585,833	697,361	412,580	523,539	(173,822)	↓ (24.93)%

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FREDERICK COUNTY SHERIFF'S OFFICE

Changes Budget – Vehicles – Fuel & Lubricants

FY/13	FY/14	Budget Amended	Actual As Of 10/2014	Dept. Request	Difference	Percentage
33,580	38,115	37,814	4,661	28,902	(8,912)	↓ (23.57)%

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FREDERICK COUNTY SHERIFF'S OFFICE

Capital Requests

Vehicles

- 17 Vehicles More Than 100,000 miles
- Without Replacements
 - ❖ Cost Of Maintenance Increases
 - ❖ Safety Concerns Older Equipment
- (10) Patrol Vehicles, Cost \$26,571 Total = \$265,710
- (2) 4x4 Patrol Vehicles, Cost \$25,977 Total = \$51,954
- (4) Unmarked Vehicles, Cost \$26,571 Total = \$106,284
- (1) ACO Vehicle, Cost \$24,591 Total = \$24,591

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FREDERICK COUNTY SHERIFF'S OFFICE

Capital Requests Continued

Vehicles ... Continued

- 1 Crisis Negotiation/Command Post Vehicle, Cost \$75,000

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FREDERICK COUNTY SHERIFF'S OFFICE

Capital Requests Continued

Machinery And Equipment

- Thermal Imager (3)
 - ❖ Patrol/Search and Rescue Locate Missing/Wanted Individuals
- AFIS - Automated Fingerprint Identification System
 - ❖ Identify Latent Prints Collected Crime Scenes
 - ❖ State Lab Current Turn Around Time 6 Months
 - ❖ In-House System Could Reduce Turn Around To Hours
- Scene Scope Digital Imager
 - ❖ Allows direct view/electronic capture of fingerprints non-porous surfaces

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FREDERICK COUNTY SHERIFF'S OFFICE

Capital Requests Continued

Machinery And Equipment

- Computerized Polygraph Instrument
 - ❖ Conduct polygraph examinations
 - ❖ Required for variety of administrative and investigative purposes
 - ❖ Current machine 9 years old

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FREDERICK COUNTY SHERIFF'S OFFICE

FY 16 Projected Law Enforcement Positions Due
Based on 1:1500 Population

FY 16 COST \$6,465,923

Tentative Listing (subject to change per population)	Position(s) Due
Appomattox County	1
Augusta County	2
Bedford County	9
Botetourt County	1
Buckingham County	1
Campbell County	4
Caroline County	4
Calverton County	3
Dinwiddie County	1
Essex County	1
Fauquier County	1
Floyd County	1
Fleming County	1
Frederick County	9
Giles County	1

Glencastr County	2
Goodson County	2
Greene County	2
Harrison County	5
Isle of Wight County	1
King George County	4
King William County	7
Loudoun County	85
Louisiana County	4
Middlesex County	1
Montgomery County	7
New Kent County	3
Orange County	3
Patrick County	1
Powhatan County	2
Prince Edward County	1
Randolph County	7
Rockbridge County	1
Rockingham County	5

Shenandoah County	1
Smyth County	1
Sydney County	8
Stafford County	14
Sussex County	1
Warren County	1
Washington County	1
Wayne County	1
York County	3
Total Positions Due	227

Frederick County
Due 9 Positions

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FREDERICK COUNTY SHERIFF'S OFFICE

	Approved Budget	Requested Budget	Change	Percent
Personal Services	\$7,476,464	\$7,245,274	(\$231,190)	↓ (3.09)
Employee Benefits	\$2,665,825	\$2,755,206	\$89,381	↑ 3.35
Purchased Services	\$348,474	\$333,275	(\$15,199)	↓ (4.36)
Internal Services	\$311,367	\$364,968	\$53,601	↑ 17.21
Other Charges	\$650,479	\$626,093	(\$24,386)	↓ (3.75)
Capital Outlay	\$701,141	\$649,008	(\$52,133)	↓ (7.44)
Other Uses of Funds	\$11,325	\$11,325	\$0	0.00
TOTAL BUDGET	\$12,165,075	\$11,985,149	(\$179,926)	↓ (1.48)

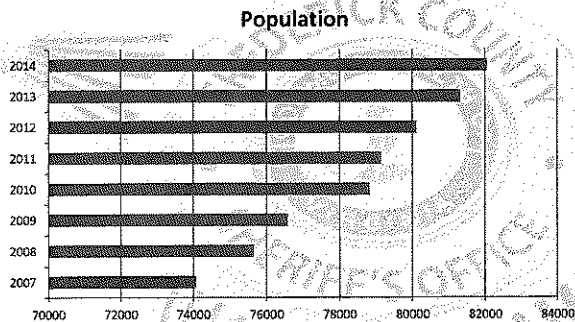
Next

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FREDERICK COUNTY SHERIFF'S OFFICE

Frederick County Is Changing

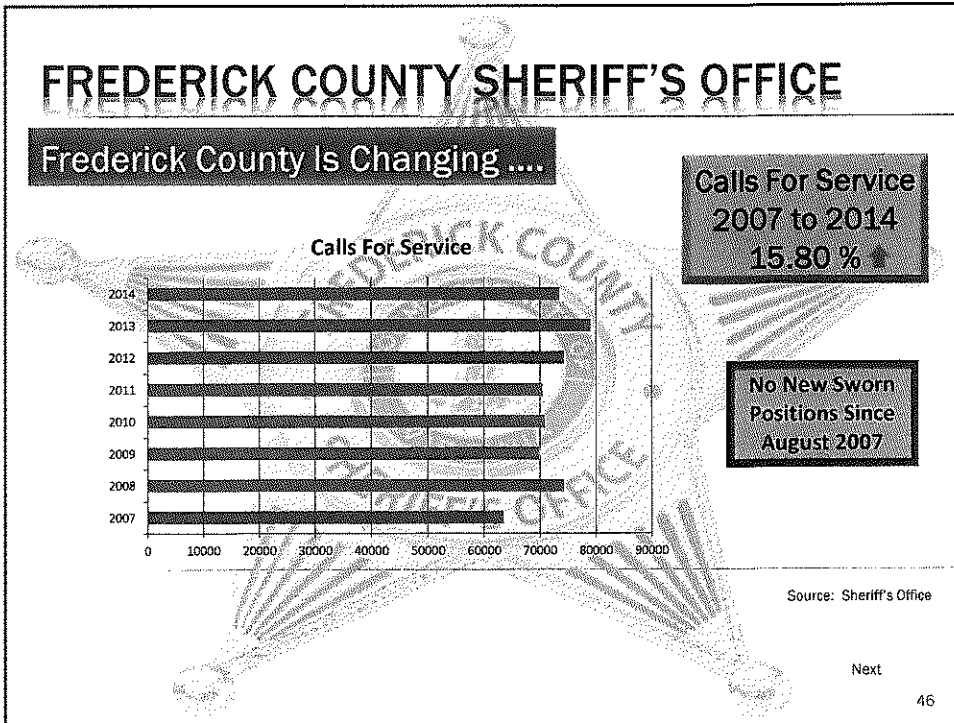
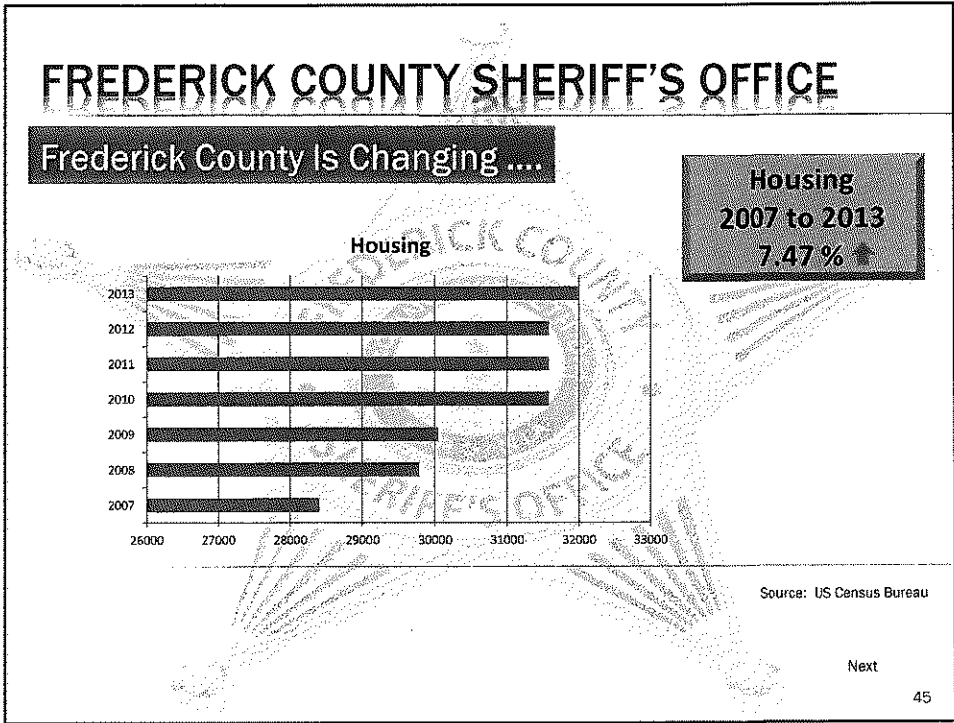
Population
2007 to 2014
10.54 %



Source: Weldon Cooper Center for Public Service

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FREDERICK COUNTY SHERIFF'S OFFICE

Supplemental Request

New Positions

- 17 New Positions Needed
 - 6 Patrol Deputies
 - 7 Civil/Court Security Deputies
 - 2 School Resource Deputies
 - 1 Animal Control Deputy
 - 1 Fingerprint Examiner

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FREDERICK COUNTY SHERIFF'S OFFICE

Supplemental Request ... Continued

New Positions Continued

- 17 New Positions Needed Continued
 - 6 Patrol Deputies
 - ❖ 2 Per Shift
 - ❖ No New Sworn Positions Since August 2007
 - ❖ Increased Call Volume
 - ❖ Increased Population
 - ❖ Increased Housing

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FREDERICK COUNTY SHERIFF'S OFFICE

Supplemental Request ... Continued

New Positions Continued

- 17 New Positions Needed Continued
 - 7 Civil/Court Security Deputies
 - ❖ Legislator Provided 3 New Judges But No Funding For Bailiffs, etc.
 - ❖ State Code Requires Sheriff To Provide
 - ❖ 2 Deputies Each Session of Circuit Court
 - ❖ 1 Deputy Each Session of General District Court
 - ❖ 1 Deputy Each Session Juvenile & Domestic Court

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FREDERICK COUNTY SHERIFF'S OFFICE

Supplemental Request ... Continued

New Positions Continued

- 17 New Positions Needed Continued
 - 2 School Resource Deputies
 - ❖ 1 Robert E Aylor Middle School
 - ❖ 1 Frederick County Middle School
 - ❖ No Deputy Assigned Either School Since 2012
 - ❖ When Event Occurs One Of These Schools SRO Is Dispatched From Another School
 - ❖ Lack Of Full Time Deputy Creates Security Concerns

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FREDERICK COUNTY SHERIFF'S OFFICE

Supplemental Request ... Continued

New Positions Continued

- 17 New Positions Needed Continued
 - 1 Animal Control Deputy
 - ❖ The Handling Of Animal Complaints Requires Specialized Training
 - ❖ When ACO Not Available Patrol Deputy Is Dispatched
 - ❖ Patrol Deputies Do Not Have Required Training/Equipment
 - ❖ Lack Of Training/Equipment Creates Liability – Injury Claims

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FREDERICK COUNTY SHERIFF'S OFFICE

Supplemental Request ... Continued

New Positions Continued

- 17 New Positions Needed Continued
 - 1 Fingerprint Examiner
 - ❖ Required for AFIS System Operation
 - ❖ Provide Quick Turn Around Time Latent Examinations

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FREDERICK COUNTY SHERIFF'S OFFICE

Supplemental Request ... Continued

New Positions Continued

- Salary & Fringe Benefits Total = \$965,235.00
- Associated costs New Employees Total = \$648,002
 - ❖ Includes vehicles, equipment, etc.

Total Cost = \$1,613,237.00

End

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10/09/2014 COUNTY OF FREDERICK - B U D G E T - E X P E N S E							
FUND #010 GENERAL OPERATING FUND							
		Prior Years	Prior Years	Amended	Actual On	Dept	Admin
		FY/2013	FY/2014	Budget	2014/10	Request	Request
035050 -000-000	FIRE AND RESCUE						
035050-1000-000-000	PERSONNEL SERVICES						
035050-1001-000-001	FIRE & RESCUE DEPUTY CHIEF	64,527	70,273	75,973	18,837	76182	
035050-1001-000-002	FIRE/RESCUE SPECIALIST	47,608	39,936	43,872	10,701	44229	
035050-1001-000-003	FIREFIGHTER	30,408	29,539	35,114	8,753	35148	
035050-1001-000-004	FIRE/RESCUE SPECIALIST	46,682	47,978	49,957	12,384	50099	
035050-1001-000-005	FIRE/RESCUE SPECIALIST	40,487	43,393	47,081	11,545	47370	
035050-1001-000-006	FIRE/RESCUE SPECIALIST	44,882	34,744	35,818	8,882	35917	
035050-1001-000-007	FIRE/RESCUE SPECIALIST	43,720	30,376	35,608	8,843	35687	
035050-1001-000-008	FIRE/RESCUE SPECIALIST	47,399	48,785	50,706	12,577	50838	
035050-1001-000-009	FIREFIGHTER	48,440	49,784	51,677	12,821	51810	
035050-1001-000-010	FIRE/RESCUE EMT	46,748	35,926	43,087		34744	
035050-1001-000-011	FIRE/RESCUE SPECIALIST	48,380	49,723	51,733	12,827	51876	
035050-1001-000-012	FIRE/RESCUE TECHNICIAN	34,424	34,524	36,630	6,046	36630	
035050-1001-000-013	FIREFIGHTER	35,090	35,216	36,222	8,998	36299	
035050-1001-000-014	FIRE/RESUCE TECHNICIAN	33,879	34,582	36,900	9,159	36989	
035050-1001-000-015	FIRE/RESCUE SPECIALIST	43,345	46,097	49,957	12,252	50272	
035050-1001-000-016	FIREFIGHTER	34,744	38,975	35,439	8,813	35503	
035050-1001-000-017	FIRE/RESCUE SPECIALIST	47,403	48,790	50,669	12,571	50798	
035050-1001-000-018	FIRE/RESCUE SPECIALIST	46,682	47,838	49,496	12,287	49612	
035050-1001-000-019	FIRE/RESCUE SPECIALIST	43,007	45,450	48,959	12,024	49246	
035050-1001-000-020	FIRE/RESCUE SPECIALIST	43,007	45,783	49,725	12,193	50041	
035050-1001-000-021	FIRE/RESCUE TECHNICIAN	34,744	35,682	36,945	9,172	37032	
035050-1001-000-022	FIRE/RESCUE SPECIALIST	43,523	45,446	50,103	12,291	50414	
035050-1001-000-023	FIRE/RESCUE SPECIALIST	34,858	40,903	42,449	10,531	42557	
035050-1001-000-024	FIRE/RESCUE SPECIALIST	42,674	38,014	37,542		34744	
035050-1001-000-025	FIRE/RESCUE SPECIALIST	46,682	48,047	50,014	12,401	50152	
035050-1001-000-026	FIRE/RESCUE SPECIALIST	52,999	30,376	35,686	8,858	35773	
035050-1001-000-027	FIRE/RESCUE SPEICALIST	46,682	47,768	49,434	12,270	49554	
035050-1001-000-028	FIRE/RESCUE SPECIALIST	46,998	48,267	50,091	12,427	50219	
035050-1001-000-029	FIRE/RESCUE SPECIALIST					34744	
035050-1001-000-030	FIRE/RESCUE SPECIALIST	37,091	41,066	45,432	11,085	45794	
035050-1001-000-031	FIRE/RESCUE SPECIALIST	46,682	45,890	49,141	12,207	49246	
035050-1001-000-032	FIRE/RESCUE TECHNICIAN	42,368	45,410	49,224	12,075	49528	
035050-1001-000-033	VOLUNTEER COORDINATOR	57,077	58,703	61,043	15,138	61207	
035050-1001-000-034	FIRE/RESCUE SPECIALIST	48,128	49,536	51,564	12,785	51706	
035050-1001-000-035	FIREFIGHTER					34744	
035050-1001-000-036	ADMINISTRATIVE ASST.	53,018	40,636	40,989	10,165	41098	
035050-1001-000-037	FIREFIGHTER					34744	

035050-1001-000-038	FIRE/RESCUE SPECIALIST	46,998	48,408	50,441	12,504	50584
035050-1001-000-039	FIREFIGHTER					34744
035050-1001-000-040	FIREFIGHTER					34744
035050-1001-000-041	FIREFIGHTER					34744
035050-1001-000-042	FIRE/RESCUE SPECIALIST	39,055	43,282	48,769	11,937	49767
035050-1001-000-043	FIRE TECHNICIAN	46,682	47,837	49,726	12,329	49862
035050-1001-000-044	FIRE/RESCUE SPECIALIST	47,562	48,917	50,907	12,622	51047
035050-1001-000-045	FIREFIGHTER					34744
035050-1001-000-046	FIREFIGHTER					34744
035050-1001-000-047	FIREFIGHTER					34744
035050-1001-000-048	FIRE/RESCUE SPECIALIST	42,975	45,837	49,597	12,172	49901
035050-1001-000-049	FIREFIGHTER					34744
035050-1001-000-050	FIRE & RESCUE DIRECTOR	85,066	87,363	90,738	22,507	90975
035050-1001-000-051	FIREFIGHTER					34744
035050-1001-000-052	OFFICE ASSISTANT III	14,682	15,034	15,151	3,864	15607
035050-1001-000-053	FIREFIGHTER					34744
035050-1001-000-054	FIREFIGHTER					34744
035050-1001-000-055	CHIEF DEPUTY					
035050-1001-000-056	CAPTAIN	88,502	63,776	66,661	16,511	66868
035050-1001-000-057	DEPUTY CHIEF	79,204	81,461	84,708	21,007	84935
035050-1001-000-058	DEPUTY CHIEF-OPERATIONS	77,718	79,991	83,265	20,645	83495
035050-1001-000-059	FIRE & RESCUE LIEUTENANT	57,446	58,997	61,226	15,190	61383
035050-1001-000-060	FIREFIGHTER/EMT	34,744	35,903	40,283	9,893	40514
035050-1001-000-061	FIRE & RESCUE LIEUTENANT	52,930	44,018	55,100		55100
035050-1001-000-062	FIREFIGHTER	36,957	39,594	35,508	8,825	35578
035050-1001-000-063	FIRE/RESCUE TECHNICIAN	52,103	45,736	55,038	13,666	55164
035050-1001-000-064	CAPTAIN	64,781	77,583	69,710	17,280	69907
035050-1001-000-065	SPECIALIST	52,182	53,591	55,616	13,798	55758
035050-1001-000-066	LIEUTENANT	52,914	54,422	56,590	14,034	56742
035050-1001-000-067	LIEUTENANT	64,783	66,678	69,462	17,219	69659
035050-1001-000-068	LIEUTENANT	59,104	58,811	63,026	13,625	55090
035050-1001-000-069	LIEUTENANT	43,146	48,143	54,932	13,614	55091
035050-1001-000-070	LIEUTENANT	53,046	54,558	56,778	14,078	56934
035050-1001-000-071	LIEUTENANT	59,178	60,687	62,659	15,565	62794
035050-1001-000-072	LIEUTENANT	58,622	60,248	62,635	15,533	62803
035050-1001-000-073	FF/EMT	47,682	49,148	51,065	12,669	51196
035050-1001-000-074	LIEUTENANT	58,958	60,638	63,054	15,637	63224
035050-1001-000-075	LIEUTENANT	55,523	54,701	56,914	14,111	57070
035050-1001-000-076	SECRETARY I	28,502	22,063	27,652	6,872	27708
035050-1001-000-077	SPECIALIST	53,496	55,493	58,051	14,372	58238
035050-1001-000-078	FIREFIGHTER/RESCUE SPECIALIST	52,216	53,547	55,455	13,764	55589
035050-1001-000-079	FIRE & RESCUE LIEUTENANT	57,325	59,087	61,775	15,301	61966
035050-1001-000-080	FIREFIGHTER I	34,744	36,061	40,754	9,996	41024
035050-1001-000-081	FIRE/RESCUE SPECIALIST	42,310	45,008	48,949	11,998	49265

035050-1001-000-082	FIRE/RESCUE SPECIALIST	41,247	14,095	34,744		34744
035050-1001-000-083	FIREFIGHTER					34744
035050-1001-000-084	FIREFIGHTER					34744
035050-1001-000-085	FIREFIGHTER					34744
035050-1001-000-086	OFFICE ASSISTANT II					
035050-1001-000-087	SECRETARY III	37,223	40,243	42,074	10,432	42190
035050-1001-000-088	TRAINING OFFICER					34744
035050-1001-000-089	TRAINING OFFICER					34744
035050-1001-000-090	FIRE/RESCUE SPECIALIST	45,279	40,989	35,584	8,839	35662
035050-1001-000-091	FIRE/RESCUE EMT	47,341	46,643	40,347	2,416	36524
035050-1001-000-092	FIREFIGHTER					34744
035050-1001-000-093	FIREFIGHTER					34744
035050-1001-000-094	FIRE/RESCUE SPECIALIST	46,320	34,268	48,246	8,750	35128
035050-1001-000-095	FIRE/RESCUE SPECIALIST	46,410	47,663	49,465	12,272	49591
035050-1001-000-096	FIRE/RESCUE TECHNICIAN	34,744	36,352	40,402	9,915	40649
035050-1001-000-097	FIRE/RESCUE EMT	37,373	8,040	35,851		34744
035050-1001-000-098	FIRE/RESCUE SPECIALIST	47,226	48,536	50,423	12,507	50555
035050-1001-000-099	SECRETARY I					27052
035050-1001-000-100	RESOURCE MANAGEMENT	46,363	61,297	56,778	14,072	56942
035050-1001-000-101	HEALTH & SAFETY					34744
035050-1001-000-102	FIRE/RESCUE TECHNICIAN	35,179	37,466	40,565	9,951	40809
035050-1001-000-103	REVENUE RECOVERY SPECIALIST					
035050-1001-000-104	FIREFIGHTER	13,457	35,114	36,250	8,994	36343
035050-1001-000-105	FIREFIGHTER	7,906	34,744	35,854	8,888	35956
035050-1001-000-106	FIREFIGHTER					34744
035050-1001-000-107	FIREFIGHTER					34744
035050-1001-000-108	FIREFIGHTER					34744
035050-1001-000-109	FIREFIGHTER					34744
035050-1001-000-110	FIREFIGHTER					34744
035050-1001-000-111	FIREFIGHTER					34744
035050-1001-000-112	FIREFIGHTER					34744
035050-1001-000-113	FIREFIGHTER					34744
035050-1001-000-114	FIREFIGHTER					34744
035050-1001-000-115	FIREFIGHTER					34744
035050-1001-000-116	FIREFIGHTER					34744
035050-1001-000-117	FIREFIGHTER					34744
035050-1001-000-118	FIREFIGHTER					34744
035050-1001-000-119	FIREFIGHTER					34744
035050-1001-000-120	FIREFIGHTER					34744
035050-1001-000-121	FIREFIGHTER					34744
035050-1001-000-122	FIREFIGHTER					34744
035050-1001-000-123	FIREFIGHTER					34744
035050-1001-000-124	FIREFIGHTER					34744
035050-1001-000-125	FIREFIGHTER/EMT			28,954		34744

035050-1001-000-126	FIREFIGHTER/EMT			28,954		34744	
035050-1001-000-127	FIREFIGHTER/EMT			28,954		34744	
035050-1001-000-128	FIREFIGHTER/EMT			28,954		34744	
035050-1001-000-129	FIREFIGHTER/EMT			28,954		34744	
035050-1001-000-130	FIREFIGHTER/EMT			28,954		34744	
035050-1001-000-131	RESCOURCE MANAGEMENT TECHNICIAN					30000	
035050-1001-000-132	FIREFIGHTER/EMT					34744	
035050-1001-000-133	FIREFIGHTER/EMT					34744	
035050-1001-000-134	FIREFIGHTER/EMT					34744	
035050-1001-000-135	FIREFIGHTER/EMT					34744	
035050-1001-000-136	FIREFIGHTER/EMT					34744	
035050-1001-000-137	FIREFIGHTER/EMT					34744	
035050-1001-000-138	FIREFIGHTER/EMT					34744	
035050-1001-000-139	FIREFIGHTER/EMT					34744	
035050-1001-000-140	FIREFIGHTER/EMT					34744	
035050-1001-000-141	FIREFIGHTER/EMT					34744	
035050-1001-000-142	FIREFIGHTER/EMT					34744	
035050-1001-000-143	FIREFIGHTER/EMT					34744	
035050-1003-000-001	COMPENSATION OF EMERGENCY SERV						
035050-1003-000-002	PART-TIME ADMIN. ASST.						
035050-1003-000-003	PART-TIME FIRE MEDICS	124,583	141,139	181,288	34,961	207,808	
035050-1005-000-000	OVERTIME	252,535	809,529	1,004,531	428,215	1,709,541	
035050-1007-000-000	INCENTIVE PAY	143,490	127,135	252,000	51,505	464,000	
035050-1007-000-001	CAREER DEVELOPMENT-PROMOTIONAL			56,841		56,841	
035050-1009-000-000	MERIT RESERVE						
	PERSONAL SERVICE	4,252,198	4,793,330	5,631,442	1,428,773	8,449,389	8449383
035050-2000-000-000	FRINGE BENEFITS						
035050-2001-000-000	F.I.C.A.	320,699	349,970	429,969	105,940	642,030	646378
035050-2002-000-000	RETIREMENT - V.S.R.S.	418,177	414,350	468,579	96,727	637,790	
035050-2005-000-000	HOSPITAL/MEDICAL PLANS	610,096	654,483	770,640	171,507	1,470,000	1464750
035050-2006-000-000	GROUP INSURANCE	43,725	43,291	49,324	10,849	71,535	
035050-2008-000-000	SHORT & LONG TERM DISABILITY						
035050-2011-000-000	WORKERS COMPENSATION - COMMO	150,319	172,168	224,544	59,325	389,401	
035050-2013-000-000	EDUCATION-TUITION ASSISTANCE			12,500	3,905	2,500	
	FRINGE BENEFITS	1,543,016	1,634,262	1,955,556	448,253	3,213,256	3212354
035050-3000-000-000	CONTRACTUAL SERVICES						
035050-3002-000-000	PROFESSIONAL SERVICES - OTHER						
035050-3003-000-000	TEMPORARY HELP SERVICE FEES						
035050-3004-000-001	REPAIR AND MAINTENANCE-EQUIP.	11,548	11,342	22,900	2,908	33,800	
035050-3004-000-002	REPAIR AND MAINTENANCE - VEHIC	27,803	42,535	42,000	8,655	42,500	
035050-3004-000-003	REPAIR AND MAINTENANCE - BUILD						
035050-3005-000-000	MAINTENANCE SERVICE CONTRACTS	1,872	2,114	1,875		2,238	
035050-3006-000-000	PRINTING AND BINDING	11,346	9,051	21,800	3,686	33,800	
035050-3007-000-000	ADVERTISING	17,128	16,856	49,000	300	34,000	

035050-3009-000-002	CENTRAL DISPATCH						
035050-3009-000-003	911 TARIFF						
035050-3009-000-004	FOREST FIRE EXT.	13,990	14,009	14,006	14,009	14,009	
035050-3010-000-000	OTHER CONTRACTUAL SERVICES	40,785	37,129	79,306	2,284	151,306	
	PURCHASED SERVICES	124,472	133,036	230,887	31,842	311,653	
035050-4000-000-000	INTERNAL SERVICES						
035050-4003-000-002	CENTRAL STORES - GASOLINE	41,514	42,406	48,000	7,397	48,000	
	INTERNAL SERVICES	41,514	42,406	48,000	7,397	48,000	
035050-5100-000-000	UTILITIES						
035050-5101-000-000	ELECTRICAL SERVICES						
035050-5200-000-000	COMMUNICATION						
035050-5204-000-000	POSTAGE AND TELEPHONE	15,147	14,445	20,380	1,648	30,220	
035050-5299-000-000	INTERNET ACCESS	3,130	3,639	4,084	3,314	4,084	
035050-5305-000-000	MOTOR VEHICLE INSURANCE	8,841	9,317	13,050		16,550	
035050-5400-000-000	MATERIALS AND SUPPLIES						
035050-5401-000-000	OFFICE SUPPLIES	6,687	41,751	45,100	28,135	13,900	
035050-5402-000-000	FOOD SUPPLIES						
035050-5402-000-001	DOG FOOD/K-9 MAINTENANCE	1,394	1,539	2,600	224	3,600	
035050-5403-000-000	AGRICULTURAL SUPPLIES			500		500	
035050-5404-000-000	MEDICAL AND LABORATORY SUPPLIE	10,537	10,629	30,713	619	30,713	
035050-5407-000-000	REPAIR AND MAINTENANCE SUPPL	24,650	17,958	34,146	4,318	30,656	
035050-5408-000-000	VEHICLE AND POWERED EQUIPMENT	13,252	92,215	20,000	3,840	100,950	
035050-5408-000-002	VEHICLE FUELS & LUBRICANTS						
035050-5409-000-000	POLICE SUPPLIES	5,752	1,809	2,600	483	3,700	
035050-5410-000-000	UNIFORMS & WEARING APPAREL	79,746	136,621	107,488	14,437	539,439	
035050-5411-000-000	BOOKS AND SUBSCRIPTIONS	35,525	26,807	35,450	4,055	35,448	
035050-5413-000-000	OTHER OPERATING SUPPLIES	30,886	28,402	42,113	4,400	108,113	
035050-5413-000-001	OTHER OPERATING SUPP.GRANT REF						
035050-5413-000-004	OTHER OPERATING SUPPLIES/EMERG		1,280	2,000		2,000	
035050-5413-000-010	EMERGENCY SERVICES HAZARDOUS						
035050-5415-000-000	OTHER EXPENSES						
035050-5506-000-000	TRAVEL	19,753	17,517	32,500	4,249	44,000	
035050-5600-000-000	PAYMENTS TO OTHER MUNIC						
035050-5604-000-012	TOP OF VA SEARCH/RESCUE						
035050-5605-000-000	COUNTY SHARE - SARA,TITLE III	8,135	4,692	13,000		13,000	
035050-5605-000-001	SARA, TITLE III						
035050-5605-000-002	HAZARDOUS MATERIAL RESPONSE UN	30,750	62,573	20,115	870	40,000	
035050-5800-000-000	MISCELLANEOUS						
035050-5801-000-000	DUES AND ASSOC. MEMBERSHIPS	1,370	2,198	3,225	1,004	3,375	
035050-5806-000-000	RESERVE FOR CONTINGENCIES						
	OTHER CHARGES	295,555	473,392	429,064	71,596	1,020,248	
035050-8001-000-000	LEASE/RENT OF EQUIPMENT						
035050-8002-000-000	FURNITURE AND FIXTURES						
035050-8003-000-000	COMMUNICATIONS EQUIPMENT		10,449	1,500		42,000	

035050-8005-000-000	MOTOR VEHICLES AND EQUIPMENT	29,374	154,575	33,509	33,509	758,700
035050-8007-000-000	INTEGRATED TECHNOLOGY EQUIPMEN					20,000
035050-8009-000-000	MISCELLANEOUS EQUIPMENT		127,753			308,500
	CAPITAL OUTLAY	29,374	292,777	35,009	33,509	1,129,200
035050-9001-000-000	LEASE/RENT OF EQUIPMENT	8,924	9,897	10,878	1,408	250,878
	OTHER USES OF FUNDS	8,924	9,897	10,878	1,408	250,878
	TOTAL DEPARTMENT	6,295,053	7,379,100	8,340,836	2,022,778	14,422,624

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2015-2016 BUDGET INFORMATION - REVENUES

DEPARTMENT		Fire & Rescue		DEPARTMENT CODE			3505
REVENUE LINE ITEM	FUNDING SOURCES FY14	SOURCES OF FUNDS				TOTAL	
		SVC-GENERATED/ OTHER REVENUE	STATE	FEDERAL	PROVIDED FROM LOCAL SOURCES		
3-010-013030-0031	Commercial Burning Permit	425	✓			425	
3-010-015020-0020	FOIA- Sale of Fire Reports	1,166				1,166	
3-010-013030-0035	Explosives Storage Permit	800				800	
3-010-013030-0036	Blasting Permits	465				465	
3-010-013030-0037	Institutional Inspections Permit					-	
3-010-013030-0038	Day Care Facilities Permit					-	
3-010-013030-0039	FM Training Services					-	
3-010-013030-0040	Annual Blasting Permits					-	
3-010-013030-0041	Annual Burning Permits					-	
3-010-018990-0012	Refunds - F&R / Haz Mat					-	
3-010-024040-0008	Refunds-Em Svcs/HazMat (from STATE)					-	
3-010-018990-0005	Donations	272				272	
3-010-019110-0040	Fire School Programs	8,715				8,715	
3-010-019040-0011	Merchandise for Resale	78				78	
3-095-018990-0005	Sales Tax					-	
3-010-019110-0041	CPR Instruction Reimbursement					-	
3-020-015020-0001	Misc. - Fund 20 - Central Stores	83	X			83	
3-010-018990-0001	Misc. - Fund 10	994	X			994	
3-010-016170-0001	SCBA Parts / Repair					-	
3-010-016170-0002	Uniforms Gear					-	
3-010-016170-0003	Fire Equipment / Supplies					-	
3-010-016170-0004	EMS Equipment / Supplies					-	
3-010-016170-0005	Fire Extinguisher Refill	675				675	

3-010-019010-0015	Revenue Recovery (anticipated)	486,185				486,185
N/A 3301-0030	SAFER Grant / FEMA	24,000				24,000
N/A 303-0051	Inspection Fees (Anticipated)	200,000				200,000
	FFBC - Bad Check Fee					
	TOTAL					\$ 723,858.00

Fire Marshals start charging for inspections
 + plans review effective 07-01-2015

Permits
 Inspections
 Plans Review

revenue codes

No codes set up yet

2015-2016 BUDGET INFORMATION - EXPENDITURES

DEPARTMENT	FIRE & RESCUE	DEPARTMENT CODE	035050
EXPENDITURE LINE ITEM	DESCRIPTION	DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
3505-1001-001	FIRE & RESCUE DEPUTY CHIEF		76,182
3505-1001-002	FIRE/RESCUE FIREFIGHTER		44,229
3505-1001-003	FIRE/RESCUE TECHNICIAN		35,148
3505-1001-004	FIRE/RESCUE SPECIALIST		50,099
3505-1001-005	FIRE/RESCUE SPECIALIST		47,370
3505-1001-006	FIRE/RESCUE SPECIALIST		35,917
3505-1001-007	FIRE/RESCUE SPECIALIST		35,687
3505-1001-008	FIRE/RESCUE SPECIALIST		50,838
3505-1001-009	FIREFIGHTER		51,810
3505-1001-010	FIRE/RESCUE SPECIALIST		34,744
3505-1001-011	FIRE/RESCUE SPECIALIST		51,876
3505-1001-012	FIRE/RESCUE TECHNICIAN		36,630
3505-1001-013	FIREFIGHTER		36,299
3505-1001-014	FIRE/RESUCE TECHNICIAN		36,989
3505-1001-015	FIRE/RESCUE SPECIALIST		50,272
3505-1001-016	FIREFIGHTER		35,503
3505-1001-017	FIRE/RESCUE SPECIALIST		50,798
3505-1001-018	FIRE/RESCUE SPECIALIST		49,612
3505-1001-019	FIRE/RESCUE SPECIALIST		49,246
3505-1001-020	FIRE/RESCUE SPECIALIST		50,041
3505-1001-021	FIRE/RESCUE TECHNICIAN		37,032
3505-1001-022	FIRE/RESCUE SPECIALIST		50,414
3505-1001-023	FIRE/RESCUE SPECIALIST		42,557
3505-1001-024	FIRE/RESCUE SPECIALIST		34,744
3505-1001-025	FIRE/RESCUE SPECIALIST		50,152
3505-1001-026	FIRE/RESCUE SPECIALIST		35,773
3505-1001-027	FIRE/RESCUE SPEICALIST		49,554
3505-1001-028	FIRE/RESCUE SPECIALIST		50,219
3505-1001-029	FIRE/RESCUE SPECIALIST	34,744	34,744
3505-1001-030	FIRE/RESCUE SPECIALIST		45,794
3505-1001-031	FIRE/RESCUE SPECIALIST		49,246

3505-1001-032	FIRE/RESCUE TECHNICIAN		49,528
3505-1001-033	VOLUNTEER COORDINATOR		61,207
3505-1001-034	FIRE/RESCUE SPECIALIST		51,706
3505-1001-035	FIREFIGHTER	34,744	34,744
3505-1001-036	ADMINISTRATIVE ASST.		41,098
3505-1001-037	FIREFIGHTER	34,744	34,744
3505-1001-038	FIRE/RESCUE SPECIALIST		50,584
3505-1001-039	FIREFIGHTER	34,744	34,744
3505-1001-040	FIREFIGHTER	34,744	34,744
3505-1001-041	FIREFIGHTER	34,744	34,744
3505-1001-042	FIRE/RESCUE SPECIALIST		49,767
3505-1001-043	FIRE TECHNICIAN		49,862
3505-1001-044	FIRE/RESCUE SPECIALIST		51,047
3505-1001-045	FIREFIGHTER	34,744	34,744
3505-1001-046	FIREFIGHTER	34,744	34,744
3505-1001-047	FIREFIGHTER	34,744	34,744
3505-1001-048	FIRE/RESCUE SPECIALIST		49,901
3505-1001-049	FIREFIGHTER	34,744	34,744
3505-1001-050	FIRE & RESCUE CHIEF		90,975
3505-1001-051	FIREFIGHTER	34,744	34,744
3505-1001-052	OFFICE ASSISTANT III		15,607
3505-1001-053	FIREFIGHTER	34,744	34,744
3505-1001-054	FIREFIGHTER	34,744	34,744
3505-1001-055	CHIEF DEPUTY		
3505-1001-056	CAPTAIN		66,868
3505-1001-057	DEPUTY CHIEF		84,935
3505-1001-058	DEPUTY CHIEF		83,495
3505-1001-059	FIRE & RESCUE LIEUTENANT		61,383
3505-1001-060	FIREFIGHTER/EMT		40,514
3505-1001-061	FIRE & RESCUE LIEUTENANT		55,100
3505-1001-062	FIREFIGHTER		35,578
3505-1001-063	FIRE/RESCUE TECHNICIAN		55,164
3505-1001-064	CAPTAIN		69,907
3505-1001-065	SPECIALIST		55,758
3505-1001-066	LIEUTENANT		56,742
3505-1001-067	LIEUTENANT		69,659
3505-1001-068	LIEUTENANT		55,090

3505-1001-069	FIRE/RESCUE SPECIALIST		55,091
3505-1001-070	LIEUTENANT		56,934
3505-1001-071	LIEUTENANT		62,794
3505-1001-072	LIEUTENANT		62,803
3505-1001-073	FF/EMT		51,196
3505-1001-074	LIEUTENANT		63,224
3505-1001-075	LIEUTENANT		57,070
3505-1001-076	SECRETARY I		27,708
3505-1001-077	SPECIALIST		58,238
3505-1001-078	FIREFIGHTER/RESCUE SPECIALIS		55,589
3505-1001-079	FIRE & RESCUE LIEUTENANT		61,966
3505-1001-080	FIREFIGHTER I		41,024
3505-1001-081	FIRE/RESCUE SPECIALIST		49,265
3505-1001-082	FIRE/RESCUE SPECIALIST		34,744
3505-1001-083	FIREFIGHTER	34,744	34,744
3505-1001-084	FIREFIGHTER	34,744	34,744
3505-1001-085	FIREFIGHTER	34,744	34,744
3505-1001-086	OFFICE ASSISTANT II		
3505-1001-087	SECRETARY III		42,190
3505-1001-088	TRAINING OFFICER (backfill existing position)	34,744	34,744
3505-1001-089	TRAINING OFFICER (backfill existing position)	34,744	34,744
3505-1001-090	FIRE/RESCUE SPECIALIST		35,662
3505-1001-091	FIRE/RESCUE SPECIALIST		36,524
3505-1001-092	FIREFIGHTER	34,744	34,744
3505-1001-093	FIREFIGHTER	34,744	34,744
3505-1001-094	FIRE/RESCUE SPECIALIST		35,128
3505-1001-095	FIRE/RESCUE SPECIALIST		49,591
3505-1001-096	FIRE/RESCUE SPECIALIST		40,649
3505-1001-097	FIRE/RESCUE SPECIALIST		34,744
3505-1001-098	FIRE/RESCUE SPECIALIST		50,555
3505-1001-099	SECRETARY I	27,052	27,052
3505-1001-100	RESOURCE MANAGEMENT		56,942
3505-1001-101	HEALTH & SAFETY (backfill existing position)	34,744	34,744
3505-1001-102	FIRE/RESCUE TECHNICIAN		40,809
3505-1001-103	REVENUE RECOVERY SPECIALIST		
3505-1001-104	FIREFIGHTER		36,343
3505-1001-105	FIREFIGHTER		35,956

3505-1001-106	FIREFIGHTER	34,744	34,744
3505-1001-107	FIREFIGHTER	34,744	34,744
3505-1001-108	FIREFIGHTER	34,744	34,744
3505-1001-109	FIREFIGHTER	34,744	34,744
3505-1001-110	FIREFIGHTER	34,744	34,744
3505-1001-111	FIREFIGHTER	34,744	34,744
3505-1001-112	FIREFIGHTER	34,744	34,744
3505-1001-113	FIREFIGHTER	34,744	34,744
3505-1001-114	FIREFIGHTER	34,744	34,744
3505-1001-115	FIREFIGHTER	34,744	34,744
3505-1001-116	FIREFIGHTER	34,744	34,744
3505-1001-117	FIREFIGHTER	34,744	34,744
3505-1001-118	FIREFIGHTER	34,744	34,744
3505-1001-119	FIREFIGHTER	34,744	34,744
3505-1001-120	FIREFIGHTER (backfill existing position / Fire Investigator)	34,744	34,744
3505-1001-121	FIREFIGHTER (Backfill existing position / Fire Inspector)	34,744	34,744
3505-1001-122	FIREFIGHTER (Backfill existing position / EMS Supervisor)	34,744	34,744
3505-1001-123	FIREFIGHTER	34,744	34,744
3505-1001-124	FIREFIGHTER	34,744	34,744
3505-1001-125	FIREFIGHTER		34,744
3505-1001-126	FIREFIGHTER		34,744
3505-1001-127	FIREFIGHTER		34,744
3505-1001-128	FIREFIGHTER		34,744
3505-1001-129	FIREFIGHTER		34,744
3505-1001-130	FIREFIGHTER		34,744
3505-1001-131	RESOURCE MANAGEMENT TECHNICIAN (NEW Position)	30,000	30,000
3505-1001-132	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-133	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-134	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-135	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-136	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-137	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-138	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-139	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-140	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-141	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1001-142	FIREFIGHTER (NEW Position)	34,744	34,744

3505-1001-143	FIREFIGHTER (NEW Position)	34,744	34,744
3505-1003-003	PART-TIME SALARIES AND WAGES		207,808
	Firefighters - ALS @ \$17.00 BLS @ \$15.00	45,000	
	P/T SCBA Inspector @ \$17 hr.	21,216	
	P/T Office Assistant @ \$14 hr.	24,960	
	P/T Deputy EM Coordinator @ \$17 hr.	21,216	
	P/T Fire Inspector @ \$17 hr.	17,680	
	PT Fire Inspector @ \$17 hr.	26,520	
	Part-time Fire Logistics @ \$17 hr.	21,216	
	Part-Time Fire and Rescue Instructors	30,000	
3505-1005-000	EXTRA HELP/OVERTIME		1,709,541
	Holiday Pay	38,765	
	Holiday Pay (46 New FF/EMTs)	32,580	
	Incidental Overtime Operations	21,450	
	Incidental Overtime Operations (46 New FF/EMTs)	20,000	
	Training Days	167,863	
	Training Days (46 New FF/EMTs)	141,070	
	Kelly Day Overtime	711,453	
	Kelly Day Overtime (46 New FF/EMTs)	511,360	
	Incidental Overtime Life Safety	30,500	
	Incidental Overtime Training	34,500	
3505-1007-000	INCENTIVE PAY		464,000
	Incentive Pay Operations	213,000	
	Incentive Pay (NEW)	150,000	
	Incentive Pay - HazMat (NEW)	40,000	
	Incentive Pay Life Safety	20,000	
	Incentive Pay (NEW)	10,000	
	Incentive Pay Training	19,000	
	Incentive Pay (NEW)	12,000	
3505-1007-001	CAREER DEVELOPMENT PROMOTIONAL		56,841
	Employees Eligible	56,841	
	TOTAL SALARY EXPENDITURES		8,449,389

3505-2001-000	F.I.C.A.		642,030
	F.I.C.A.		
3505-2002-000	RETIREMENT		637,790
	Retirement		
3505-2005-000	HOSPITAL/MEDICAL PLANS		1,470,000
	Hospital/Medical Plans		
3505-2006-000	GROUP INSURANCE		71,535
	Group Insurance		
3505-2011-000	WORKERS COMPENSATION		285,300
	Workers Compensation		
3505-2013-000	EDUCATION - TUITION ASSISTANCE		2,500
	ALS Tuition Assistance	2,500	
	TOTAL FRINGE BENEFIT		3,109,155
	TOTAL SALARY AND FRINGE BENEFITS		11,558,544
3505-3004-001	REPAIR AND MAINTENANCE - EQUIPMENT		33,800
	Maintenance and repair of mobile and portable radios, pagers, and firefighting equipment. Maintenance required on grant equipment purchases.		
	Calibration of PosiCheck	700	
	15 radios @ \$100	1,500	
	Calibration of Portacount	750	
	Calibration of Portacount increase	100	
	Annual calibration of Lifepak (3) (3 x \$300)	900	
	Repair and decon of PPE	5,000	
	Repair and decon of PPE increase	10,000	
	Hydro test of cylinders	1,000	
	Pager & Radio	100	
	Public Education Trailer Equipment, smoke machines, fire arms repairs, cameras, etc.	2,000	

	Pager	100	
	Pagers (5)	500	
	Radios (20)	2,500	
	Service of small engine equipment (chain saw, rotary saw, reciprocating saw, generators, smoke machines, etc.)	2,500	
	Annual calibration of auto belays 2 @ 375	500	
	Annual calibration of auto belays 2 @ 375 (increased)	250	
	Miscellaneous firefighting equipment	1,500	
	Annual Ground Ladder Testing	750	
	Annual Ground Ladder Testing increase	250	
	Annual calibration of lifepak (3) (3 x \$300)	600	
	Annual calibration of lifepak (3) (3 x \$300)	300	
	Hydro test of cylinders	2,000	
3505-3004-002	REPAIR AND MAINTENANCE - VEHICLES		42,500
	Repair , maintenance, and annual certification testing of Department vehicles, including emergency warning devices.		
	2 - staff vehicles @ 1250 ea. Batt10, OPS10	2,500	
	1 - OPS Resource Management Vehicle - NEW	1,000	
	1 - OPS pool vehicle @ 1250 (old BAtt10)	1,250	
	2 - ALS Response Units @ 1,500 ea.	3,000	
	1 - RM Van 07 Chevy Van	1,250	
	3 - staff vehicles @ 1250 ea. Crown Vic & Chief 10 & Impala	3,750	
	1 - Command 10	1,250	
	1 - EM staff vehicle	1,250	
	4 - staff vehicles @ 1,250 ea. FM10,10-1,10-2, 10-3	5,000	
	2 - FM pool vehicles @ 1,250 each	2,500	
	1 - Public Education Trailer	2,000	
	3 - Staff vehicles @ \$1250 ea. TR10, 10-1, 10-2	3,750	
	1 - Training pool vehicle @ 1250	1,250	
	6 - Trailers @ \$500 each	3,000	
	1 - Mobile Air Supply Trailer	1,000	
	1 - Pumper	5,000	
	1 - Ambulance 10	1,250	
	Ambulance 10 increase	1,250	
	1 - Bus 10	1,250	

3505-3005-000	MAINTENANCE SERVICE CONTRACTS		2,238
	Edge Wave Iprism Web Security (Annual Fee 4 Proxy Server Downtown)	900	
	email archiver x 135 current mailboxes	250	
	email archiver x increased price/new mailboxes	140	
	AVG	725	
	AVG	223	
3505-3006-000	PRINTING AND BINDING		33,800
	Operations air shop forms	500	
	Miscellaneous forms (forms, stationary, business cards, etc)	2,000	
	Preparedness Publications (Eng. & Spanish)	500	
	Plaques for recognition	500	
	Recruitment and Appreciation Items	11,000	
	Fire and Rescue Explorer Post Materials	500	
	SAFER Grant Expenses	12,000	
	Fire Marshal Forms	300	
	Public Education Materials	5,000	
	Parking Ordinance Ticket Books	500	
	Training Record Forms	500	
	Fire / E.M.S. Training Handout Materials - Career / Volunteer	500	
3505-3007-000	ADVERTISING		34,000
	Volunteer Recruitment and Retention Advertisements/Programs	21,000	
	SAFER Grant Expenses	12,000	
	Multimedia, Fire Safety Education, Seasonal Ads	1,000	
3505-3009-004	FOREST FIRE EXTINCTION		14,009
	Payment to Commonwealth of Virginia mandated by Section 10-46 of the State Code, Frederick County is assessed .09 cents for each acre of forestland protected.		
	(155,439 ACRES X .09)	14,009	
3505-3010-000	OTHER CONTRACTUAL SERVICES		151,306
	Annual physical examinations and stress test for career fire and rescue employees required by Federal OSHA regulations and other miscellaneous services.		
	Physicals/Stress/EKG - 80 @ \$267 + Misc. lab testing, etc.	30,000	

	Physicals/Stress/EKG - 56 @ \$600 - Pre-Employment	31,200	
	Third Party Entrance Examinations (Employment Testing)	2,300	
	Gear Clean Contract	40,000	
	Comcast (\$599.20 x 12)	7,200	
	Shentel (\$72 x 12) Co. 17	864	
	CWG - Cisco ASA 5505 Annual Fee 3 @ \$71	213	
	CWG - Cisco ASA 5510 Annual Fee	539	
	Water Cooler (59/month)	708	
	Telvent	1,602	
	Software (Maintenance Contract)	3,420	
	Appreciation Picnic	400	
	Dept. Pictures	1,000	
	K-9 Vet Services (2)	1,500	
	Image Trend Maintenance Annual Fee	800	
	Air Support Trailer Maintenance Contract	3,800	
	Internet Based Training	6,500	
	Specialized Training Program	19,260	
3505-4003-001	CENTRAL STORES - GASOLINE		48,000
	6 existing department vehicles	14,400	
	2 NEW OPS 10	2,400	
	3 existing department vehicles	7,200	
	1 staff vehicle	2,400	
	3 existing staff vehicles	7,200	
	4 existing staff vehicles	9,600	
	2 NEW TR3, TR4	4,800	
3505-5204-000	POSTAGE AND TELEPHONE		30,220
	Postage - \$100 per month x 12 months	1,200	
	Fed Ex & Ups \$250/mo x 12	3,600	
	Sprint \$435 per month x 12 months	5,220	
	VITA \$266 x 12	3,192	
	Comcast Digital Voice 12 x \$265	3,180	
	Verizon (F&R Listings) \$25/mo x 12 mo	300	
	Verizon (1/3 split for non-PBX phone lines at PSB) \$45 mo x 12 mo	540	
	Pitney Bowes Postage machine	148	
	Miscellaneous Shipping charges for equipment repairs	3,000	

	Round Hill VoIP phone connection	9,840	
3505-5299-00	INTERNET ACCESS		4,084
	FCPS: Annual Internet Chgs.	3,160	
	Comcast (Internet Connect 1/3 split for PSB)	924	
3505-5305-000	MOTOR VEHICLE INSURANCE		16,550
	OPS existing 4 vehicles	2,000	
	ADM existing 3 vehicles	1,500	
	LS existing 7 vehicles	3,500	
	Public Education Trailer	-	
	EM existing vehicle	500	
	TR existing 4 vehicles	2,000	
	Trailers x 6	-	
	Command Bus	1,000	
	Bus 10	1,000	
	Ambulance 10	800	
	Engine 10	750	
	New Vehicles x 7 @ 500 each	3,500	
3505-5401-000	OFFICE SUPPLIES		13,900
	Consumable office materials, supplies and IT software/hardware to support the administrative activities of the Department and the Volunteer Fire and Rescue Association.		
	Toner cartridges and supplies (11 station computers & printers)	1,000	
	Misc. supplies for Captains and Lt.	400	
	Misc. supplies to support SCBA laptop & printers (2 ea.)	200	
	PosiCheck Upgrade Software	650	
	Miscellaneous office supplies	7,350	
	EOC Supplies	400	
	Office Supplies for Volunteer Training Courses	2,000	
	Office Supplies for Career Training Courses (Notebooks, tab dividers, and assorted other office supplies.)	1,700	
	Certificates, folders, seals, etc.	200	
3505-5402-001	K-9 MAINTENANCE		3,600

	Food and supplements	2,000	
	Cans and Bottles	500	
	Training aids	100	
	K9 Meds	1,000	
3505-5403-000	AGRICULTURAL SUPPLIES		500
	Treatment & care animals during emer sheltering \$500	500	
3505-5404-000	MEDICAL & LAB SUPPLIES		30,713
	Replacement of consumable medical supplies and equipment needed for department EMS vehicles and supplies required for infectious disease control required by Federal OSHA regulations.		
	Intubation equipment, oxygen delivery devices, bag masks, suction catheters, etc.	500	
	Infection control supplies (gloves, masks, and disinfectants)	1,000	
	Cardiac monitoring/Defibrillator supplies	1,000	
	Soft tissue injury/trauma supplies	700	
	Patient assessment supplies	500	
	Miscellaneous equipment and supplies	2,250	
	OB kits, pediatric supplies, field pocket guides, splints, etc.	800	
	Oxygen cylinders refill	500	
	Airway management equipment and supplies	1,000	
	Infection control supplies, infection control kits, and gloves	500	
	Intravenous therapy supplies	500	
	Cardiac monitoring/defibrillation supplies	500	
	Soft tissue injury/trauma supplies	1,000	
	Miscellaneous equipment and supplies	500	
	Manikin Supplies	1,000	
	Oxygen cylinders refill	250	
	Bariatric Equipment (ramp, lift chair, straps, stretchers)	13,213	
	Replacement of expiring equipment	5,000	
3505-5407-000	REPAIR & MAINTENANCE SUPPLIES		30,656
	Replacement batteries, Motorola pagers 5 @ \$12 ea.	60	
	Replacement batteries, portable radios 7 @ \$80 ea.	560	
	Replacement batteries, Lifepak monitor/defibrillator 6 @ \$300 ea.	1,800	
	Calibration gases for gas monitors	3,000	

	Miscellaneous SCBA supplies (straps, face pieces, etc.)	11,000	
	Replacement sensors for 12 gas monitors @ \$300	3,600	
	Miscellaneous radio equipment supplies	4,000	
	Replacement batteries, Motorola pagers 3 @ \$12 ea.	36	
	Replacement batteries, portable radios 40 @ \$80 ea.	3,200	
	Replacement batteries, Lifepak monitor/defibrillator 6 @ \$300 ea.	1,800	
	Projector Bulbs 2 @ \$400 ea.	800	
	Projector Bulbs 2 @ \$400 ea.	800	
3505-5408-000	VEHICLE & POWERED EQUIPMENT SUPPLIES		100,950
	Existing 5 agency vehicles @ 200/each	1,000	
	Light bar & Emer Lighting/ misc OPS10	10,000	
	Lettering/stripping OPS10	1,500	
	Radios OPS10 (new pricing)	2,500	
	Inverter	200	
	Storage Cabinet/Command Board OPS10	5,000	
	Vehicle Mount for Toughpad	1,000	
	Camper shell/sliding unit/bedliner-Resource Manager	2,500	
	Existing 3 agency vehicles @ 200/each	600	
	Existing agency vehicle @ 200/each	200	
	Existing 5 vehicles @ 200/each	1,000	
	Emer Lighting/ misc FM10-3 (New), FM10-4 (New)	7,800	
	Camper shell/sliding unit FM10-3 (New), FM10-4 (New)	6,200	
	Radios FM10-3 (New), FM10-4 (New)	5,000	
	Inverter FM10-3 (New), FM10-4 (New)	600	
	Diesel fuel for 3 existing vehicles	5,000	
	Diesel for FM10-3 (New)	1,650	
	Vehicle Mount for Toughpad FM10-3 (New), FM10-4 (New)	2,000	
	Diesel Exhaust Fluid for 3 existing vehicles	600	
	Diesel Exhaust Fluid for 1 New Vehicles	200	
	PubEd Trailer	100	
	Existing 3 vehicles @ 200/each	600	
	Light bar & Emer Lighting/ misc TR10-2, TR10-3 (New), TR10-4 (New)	21,000	
	Radios TR10-2, TR10-3 (New), TR10-4 (New)	7,500	
	Lettering/stripping TR10-2, TR10-3 (New), TR10-4 (New)	4,500	
	Cab/sliding unit/bedliner TR10-2, TR10-3 (New), TR10-4 (New)	7,500	
	Existing Pumper and Ambulance	2,000	

	Existing 7 trailers @100/each	700	
	Diesel for pumper/ambulance/training apparatus	2,500	
3505-5409-000	POLICE SUPPLIES		3,700
	Ammunition - Range & Quarterly Range Day	2,000	
	Ammunition - Range & Quarterly Range Day	1,000	
	Evidence Collection Supplies	300	
	Evidence Cans	100	
	Evidence Cans	100	
	Barrier Tape	100	
	Fire Arms Supplies (cleaning)	100	
3505-5410-000	UNIFORMS & WEARING APPAREL		539,439
	Existing Chaplains (2 yr x 6 chaplains x \$35)	420	
	Assoc. Shirts (4 x \$35)	140	
	Part-time Personnel (Polos, Tac Pants, Shoes, Hat)	400	
	Uniform pants, station work (Nomex)		
	Yearly issue for wear, damage, and contamination		
	80 pair @ \$95	7,600	
	2 pair per employee x 1 employee = 2 pair @ \$95	190	
	4 pair per employee x 4 employees = 16 pair (+1) @ \$37 (Tactical)	629	
	2 pair per employee x 3 employees = 6 pair @ \$95	570	
	Uniform shorts/summer uniform		
	Yearly issue for wear, damage, and contamination		
	2 pair per employee x 40 employees = 80 pair @ \$31	2,480	
	Uniform T-shirt, station work		
	Yearly issue for wear, damage, and contamination		
	2 per employee x 80 employees = 160 @ \$13.00	2,080	
	3 per employee x 1 employee = 3 @ \$13.00	39	
	4 per employee x 4 employees = 16 (+1) @ \$13.00	221	
	4 per employee x 3 employees = 12 @ \$13.00	156	
	Dress shirt, station issue short sleeve		

	Class A dress uniform to be worn with tie at public meetings, ceremonies, funerals, and special events		
	12 @ \$31		372
	4 @ \$31		124
	3 @ \$31		93
	Dress shirt, station issue long sleeve		
	Class A dress uniform to be worn with tie at public meetings, ceremonies, funerals, and special events		
	12 @ \$35		420
	4 @ \$35		140
	3 @ \$35		105
	Uniform job shirt/winter, station work		
	Yearly issue for wear, damage, and contamination		
	1 per employee x 80 = 80 @ \$50		4,000
	2 per employee x 1 = 2 @ \$50		100
	2 per employee x 4 = 8 @ \$50		400
	1 per employee x 3 = 3 @ \$50		150
	Shoes, work (steel toe)		
	Yearly issue for wear, damage, and contamination		
	1 pair per employee x 30 employees = 30 @ \$135		4,050
	1 pair per employee x 50 employees = 50 @ \$260		13,000
	1 pair per employee x 1 employee = 1 @ \$135		135
	1 pair per employee x 4 employees = 4 @ \$135		540
	1 pair per employee x 3 employees = 3 @ \$135		405
	Uniform winter coat		
	Replacement, worn or damaged		
	1 x 15 employees (15 coats @ \$185)		2,775
	Uniform station/office polo shirt - long sleeve		
	1 per employee x 80 employees = 80 @ \$40		3,200
	2 per employee x 4 employees = 8 @ \$40		320
	2 per employee x 1 employee = 2 @ \$40		80
	4 per employee x 4 employees = 16 + 1 @ \$45		720

	4 per employee x 3 employees = 12 @ \$40	480	
	Uniform station/office polo shirt - short sleeve		
	2 per employee x 80 employees = 160 @ \$37	5,920	
	2 per employee x 7 employees = 24 @ \$37	490	
	2 per employee x 1 employee = 2 @ \$37	74	
	4 per employee x 4 employees = 16 + 1 @ \$37	629	
	4 per employee x 3 employees = 12 @ \$37	444	
	Turnout coat, fire		
	Replacement, 5 years or older		
	20 @ \$1,085	21,700	
	Turnout pant plus bailout system, fire		
	Replacement, 5 years or older		
	20 @ \$1,218	24,360	
	Helmet, fire		
	Replacement, 5 years or older		
	20 @ \$250.00	5,000	
	Helmet Shield		
	Replacement, damage		
	20 @ \$50	1,000	
	Turnout Boot, fire		
	Replacement		
	20 @ \$310	6,200	
	Gloves, fire (Shelby & Dragon Fire)		
	Replacement, wear, damage, and contamination		
	50 pair @ \$58	2,900	
	Gloves, Extrication (Hex Armor, Dragon Fire)		
	Replacement, wear, damage, contamination		
	50 pair @ \$53	2,650	

	Miscellaneous replacement items:		
	Liners, bags, patches, and belts		1,650
	Hoods		
	30 @ \$36		1,080
	Hats		
	80 @ \$18.50		1,480
	1 @ \$18.50		19
	2 per employee x 4 @ \$18.50		148
	3 @ \$18.50		56
	Physical fitness clothing		
	Shorts, sweatshirts, and sweatpants		
	80 @ \$56		4,480
	Nomex Forestry Shirts		
	12 @ \$142.50		1,710
	Badges, collar pins, name plates (New / Replacements)		2,000
	May Day Equipment 10 @ \$39 (Web, Car/Cutters/Shears)		390
	Instructor Shirts, replacement		
	Short sleeve T-shirt 15 @ \$15		225
	Long sleeve T-shirt 15 @ \$18		270
	Fire Academy & EMS Academy		
	Short sleeve T-shirt/Sweatshirt (BFA) 35 x 2 @ \$12		840
	Short sleeve T-shirt/Sweatshirt (EMS) 35 x 2 @ \$15		1,050
	Explorer Post Shirts		
	Short sleeve polo shirts 15 @ \$25 (Students)		375
	Long sleeve t-shirts 15 @ \$14 (Students)		210
	Short sleeve polo shirts 15 @ \$25 (Advisors)		375
	Long sleeve t-shirts 15 @ \$14 (Advisors)		210

	Part-time Uniform		
	PPE (5 Sets @ \$3200) & Station Uniforms (10 Sets)	19,265	
	PPE 5 Sets @ \$3200	16,000	
	Office Uniforms (1 Existing Emp)	400	
	Tactical Uniforms		
	Short-sleeve Tactical shirts 4 x \$	360	
	Long-sleeve Tactical shirts 4 x \$	400	
	Blue Tactical pants 8 x \$ (2 per employee)	400	
	Tactical Hats 4 x \$	74	
	Class-A Uniforms		
	Dress Blouse, Trousers, Shoes, Hat, Belt, Tie		
	14 Replacement Sets @ \$660	9,240	
	NEW HIRES		
	52 Complete Station Uniforms @ \$1400	72,800	Cut Round 1
	52 Complete Sets of PPE @ \$4200	218,400	
	52 Complete Class-A Uniforms @ \$660	34,320	
	52 Complete Sets of Physical Fitness Clothing @ \$56	2,912	
	New Investigator & Inspector	1,000	
	Part-time Personnel (1-New)	400	
	2 Complete Sets of PPE @ 4000	8,000	
	2 New Training Officers	1,000	
	Shipping & Handling		
	Shipping and handling costs associated with the ordering/shipment of boots, uniforms, PPE, May Day Equipment, ect.	20,000	
3505-5411-000	BOOKS & SUBSCRIPTIONS		35,448
	Fire Manager Software	4,500	
	Firehouse Magazine	30	
	Fire Engineering	30	
	NV Daily	95	
	The Winchester Star	105	
	EC/IC	500	
	Volunteer Management/Recruitment Books	200	

	FF Bibles - 50 (Chaplain Program)	175	
	CISD/TIR publications	100	
	International Codes	600	
	NFPA Codes Online	1,200	
	VA Law	413	
	Sprinkler Handbook	100	
	Volunteer Fire and E.M.S. Training Textbooks	4,000	
	Career Fire and E.M.S. Training Textbooks	5,000	
	Top Of Virginia Spring Fire and Rescue School Training Textbooks	3,000	
	Performance Training System (Updates)	5,000	
	Training Program Updates New Versions	5,000	
	Fire/EMS Training Audio Visual	5,400	
3505-5413-000	OTHER OPERATING SUPPLIES		108,113
	Consumable Haz Mat Supplies	4,000	
	Rehab. Equipment	2,564	
	Treadmills 11 @ 3,819 = \$42009	42,009	
	Lord Fairfax EMS Council (Explorers CPR Course Roster, cards, etc.)	300	
	Annual F&R Appreciation Picnic (Vol. & Career Personnel)	2,000	
	Personnel Appreciation/Graduations/Mtgs	2,000	
	State & Local Emergency Rep Mtgs	400	
	Batteries	700	
	Public Education Materials	7,000	
	Smoke Fluid	500	
	Credit Reports (20 @ \$40)	800	
	Fire Extinguisher Refills	3,000	
	Smoke Detectors	2,000	
	Scene Lighting & Tools	6,300	
	SCBA Cylinder Replacement x20 @1200	24,000	
	Bottled Water For Training @ \$5/case X 200 cases	1,000	
	Fire Extinguisher refills	2,000	
	Smoke Machine Fluid @ \$48.00/gallon X 55 gallons	2,640	
	Blades/Chains for power tools	1,000	
	Flares	200	
	Forcible Entry training props - locks, cylinders, etc.	1,000	
	Consumable fire training supplies	1,500	
	Straw for training burns @ \$6.00/bale X 200 bales	1,200	

3505-5413-004	OTHER OPERATING SUPPLIES/EMER		2,000
	Funding to replace absorbents, booms, and pans to control hazardous material spills. Costs for some of these materials are billed to the responsible party.	2,000	
3505-5506-000	TRAVEL		44,000
	State Fire Chiefs Conference x 4	2,500	
	Scott University x 2	1,500	
	PEER Fitness Training 3 (includes registration,airfare, lodging, meals)	6,100	
	EVA Training	500	
	Miscellaneous travel to mtgs, etc.	1,800	
	VA Interoperability Conference x 2	500	
	Emergency Management Conference	1,500	
	Misc. EM Training	1,500	
	Annual Mediation Recertifications	600	
	International Critical Incident Stress Foundation	1,500	
	Misc. Training Courses	1,000	
	International Association of Arson Investigation Conference	2,000	
	Virginia Fire Prevention Association	2,000	
	K9 Recert	1,500	
	Fire Department Instructors Conference X 2	5,000	
	Fairfax County Officer's Seminar	1,000	
	State Hazardous Materials Team Conference x 4	1,500	
	State EMS Symposium x 4	1,500	
	Firefighter Courses	2,000	
	EMS Courses	1,500	
	FireHouse Expo \$3,000	3,000	
	Annual Recertification Training Fees (80 people)	4,000	
3505-5605-000	SARA TITLE PROGRAM		13,000
	County's share of personnel and operating costs for the Sara Title III Haz. Mat. Reporting Program required by the federal government.		
	County's share is 50% of program costs and 1/3 of salary for program employee (City Fiscal Agent)	13,000	
3505-5605-002	HAZARDOUS MATERIALS RESPONSE TEAM		40,000

	County's share of operating costs for the Winchester-Frederick Co.		
	Regional Hazardous Materials Response Team. County's share is 50% of program costs and 1/3 of salary. (City Fiscal Agent)	19,000	
	Detection & Monitoring Equipment	8,555	
	Protective Equipment / Respiratory Cartridges	7,300	
	Spill & Leak Mitigation	5,145	
3505-5801-000	DUES & ASSOCIATION MEMBERSHIPS		3,375
	International Association of Fire Chief	430	
	Virginia Fire Chiefs Association	150	
	IC/EC	60	
	Virginia Association of Governmental EMS Administrators	75	
	Costco Wholesale	165	
	National Fire Protection Association	150	
	National Volunteer Fire Council	50	
	International Society Of Fire Service Instructors	100	
	Virginia Emergency Management Assoc.	75	
	International Association of Emergency Managers	400	
	Northern Virginia Association for Vol. Administrators	40	
	Fire and Rescue Explorer Post Membership and Advisory Fees	185	
	VA Mediation Network	125	
	Northern Virginia Licensed Professional Counselors	80	
	TIRA	100	
	ICISF	125	
	Virginia Fire Chiefs Association (LS)	75	
	International Association of Arson Investigation (#103174)	75	
	VA Chapter - International Association of Arson Investigation	205	
	Virginia Fire Prevention Association	60	
	International Code Council	250	
	Virginia Fire Chiefs Association (TR)	75	
	Fire Department Training Network	240	
	National EMS Educators	85	
3505-8003-000	COMMUNICATIONS EQUIPMENT		42,000
	Radio Equipment OPS 10	12,000	
	Radio Equipment FM10-3 & FM10-4	10,000	
	Radio Equipment for TR10-2, TR10-3 (New), TR10-4 (New)	15,000	

	Radio Equipment for EM 10	5,000	
3505-8005-000	MOTOR VEHICLE & EQUIPMENT		758,700
	2015 Chevy Tahoe Ops10 @ \$36,000 ea.	36,000	
	2015 Ford F150 Extended Cab 4WD Pick-up (RM)	25,675	
	2015 Ford F250 4 Dr. 4WD Diesel Pick-Up (New FM)	35,000	
	2015 Ford F150 Extended Cab 4WD Pick-Up (New FM)	25,675	
	2015 Ford F250 4 Dr. 4WD Pick-Up TR10-3	35,000	
	2015 Ford F150 Extended Cab Pick-Up TR10-3 (NEW)	25,675	
	2015 Ford F150 Extended Cab Pick-Up TR10-4 (NEW)	25,675	
	Replacement of Engine 10	550,000	
3505-8007-000	ADP EQUIPMENT		20,000
	PortaCount & required equipment	20,000	
3505-8009-000	MISCELLANEOUS EQUIPMENT		308,500
	Gas Meter - 14 @5750	80,500	
	HP Scanner/Plotter (Large-Scale)	8,000	
	Laerdal SimMan3G Training Manikin (Grant Match)	50,000	
	Laerdal SimJunior Training Manikin (Grant Match)	50,000	
	Laerdal SimBaby Training Manikin (Grant Match)	50,000	
	Noelle Obstetrical Training Manikin (Grant Match)	10,000	
	Hydraulic Extrication Equipment	60,000	
3505-9001-000	LEASE/RENT OF EQUIPMENT		250,878
	Virginia Business Systems (\$378 x 12)	4,560	
	Virginia Business Systems Copies	6,318	
	Lifepak 15 (30x\$40000) (\$240000/year lease for 5yrs)	240,000	
	SUBTOTAL OPERATING BUDGET		1,630,779
	TOTAL CAPITAL COSTS		1,129,200
	TOTAL OPERATING BUDGET		2,759,979
	TOTAL FIRE AND RESCUE DEPARTMENT BUDGET		14,422,624

2015-2016 CAPITAL REQUESTS

DEPARTMENT		FIRE & RESCUE	DEPARTMENT CODE	3505
EXPENDITURE LINE ITEM	DESCRIPTION		DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
3505-8003-000	COMMUNICATIONS EQUIPMENT			42,000
	Radio Equipment OPS 10		12,000	
	Radio Equipment FM10-3 & FM10-4		10,000	
	Radio Equipment for TR10-2, TR10-3 (New), TR10-4 (New)		15,000	
	Radio Equipment for EM 10		5,000	
3505-8005-000	MOTOR VEHICLE & EQUIPMENT			758,700
	2015 Chevy Tahoe Ops10 @ \$36,000 ea.		36,000	
	2015 Ford F150 Extended Cab 4WD Pick-up (RM)		25,675	
	2015 Ford F250 4 Dr. 4WD Diesel Pick-Up (New FM)		35,000	
	2015 Ford F150 Extended Cab 4WD Pick-Up (New FM)		25,675	
	2015 Ford F250 4 Dr. 4WD Pick-Up TR10-3		35,000	
	2015 Ford F150 Extended Cab Pick-Up TR10-3 (NEW)		25,675	
	2015 Ford F150 Extended Cab Pick-Up TR10-4 (NEW)		25,675	
	Replacement of Engine 10		550,000	
3505-8007-000	ADP EQUIPMENT			20,000
	PortaCount & required equipment		20,000	
3505-8009-000	MISCELLANEOUS EQUIPMENT			308,500
	Gas Meter - 14 @5750		80,500	
	HP Scanner/Plotter (Large-Scale)		8,000	
	Laerdal SimMan3G Training Manikin (Grant Match)		50,000	
	Laerdal SimJunior Training Manikin (Grant Match)		50,000	

	Laerdal SimBaby Training Manikin (Grant Match)	50,000	
	Noelle Obstetrical Training Manikin (Grant Match)	10,000	
	Hydraulic Extrication Equipment	60,000	
	TOTAL CAPITAL REQUESTS		1,129,200

5-YEAR CAPITAL PROJECTIONS

DEPARTMENT	FIRE & RESCUE	DEPARTMENT CODE	3505
EXPENDITURE LINE ITEM	DESCRIPTION	DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
FY16 PROJECTIONS			
3505-8003-000	COMMUNICATIONS EQUIPMENT		42,000
	Radio Equipment OPS 10	12,000	
	Radio Equipment FM10-3 & FM10-4	10,000	
	Radio Equipment for TR10-2, TR10-3 (New), TR10-4 (New)	15,000	
	Radio Equipment for EM 10	5,000	
3505-8005-000	MOTOR VEHICLE & EQUIPMENT		758,700
	2015 Chevy Tahoe Ops10 @ \$36,000 ea.	36,000	
	2015 Ford F150 Extended Cab 4WD Pick-up (RM)	25,675	
	2015 Ford F250 4 Dr. 4WD Diesel Pick-Up (New FM)	35,000	
	2015 Ford F150 Extended Cab 4WD Pick-Up (New FM)	25,675	
	2015 Ford F250 4 Dr. 4WD Pick-Up TR10-3	35,000	
	2015 Ford F150 Extended Cab Pick-Up TR10-3 (NEW)	25,675	
	2015 Ford F150 Extended Cab Pick-Up TR10-4 (NEW)	25,675	
	Replacement of Engine 10	550,000	
3505-8007-000	ADP EQUIPMENT		20,000
	PortaCount & required equipment	20,000	
3505-8009-000	MISCELLANEOUS EQUIPMENT		308,500
	Gas Meter - 14 @5750	80,500	
	HP Scanner/Plotter (Large-Scale)	8,000	
	Laerdal SimMan3G Training Manikin (Grant Match)	50,000	
	Laerdal SimJunior Training Manikin (Grant Match)	50,000	
	Laerdal SimBaby Training Manikin (Grant Match)	50,000	
	Noelle Obstetrical Training Manikin (Grant Match)	10,000	
	Hydraulic Extrication Equipment	60,000	
TOTAL			1,129,200
FY17 PROJECTIONS			

3505-8003-000	COMMUNICATIONS EQUIPMENT		
3505-8005-000	MOTOR VEHICLE & EQUIPMENT		105,000
	2016 Chevy Tahoe Chief10 @ \$35,000	35,000	
	2016 Ford F250 4 Dr. 4WD Diesel Pick-Up (K-9)	35,000	
	2016 Ford F250 4 Dr. 4WD Diesel Pick-Up (TR)	35,000	
3505-8007-000	ADP EQUIPMENT		
3505-8009-000	MISCELLANEOUS EQUIPMENT		28,000
	Air Pack Replacements		
	Bullex Fire Extinguisher Trainer	10,000	
	Large Scale Scanner - Plans	18,000	
	Fire Station 22		
TOTAL			133,000
FY18 PROJECTIONS			
3505-8003-000	COMMUNICATIONS EQUIPMENT		75,000
	Tower Site Radio Updates	75,000	
3505-8005-000	MOTOR VEHICLE & EQUIPMENT		425,000
	PET Trailer Replacement	40,000	
	Engine 10 Replacement	385,000	
3505-8007-000	ADP EQUIPMENT		100,000
	Mobile Data Solutions 20 @ \$5000	100,000	
3505-8009-000	MISCELLANEOUS EQUIPMENT		10,000
	Bullex Fire Extinguisher Trainer	10,000	
	Fire Station 23		

	Training Center Phase 1		
TOTAL			610,000
FY19 PROJECTIONS			
3505-8003-000	COMMUNICATIONS EQUIPMENT		
3505-8005-000	MOTOR VEHICLE & EQUIPMENT		235,000
	Ambulance 10 Replacement	235,000	
3505-8007-000	ADP EQUIPMENT		100,000
	Mobile Data Computers 20 @ \$5000	100,000	
3505-8009-000	MISCELLANEOUS EQUIPMENT		0
	Training Center Phase 2		
	Fire Station 24		
TOTAL			335,000
FY20 PROJECTIONS			
3505-8003-000	COMMUNICATIONS EQUIPMENT		42,000
	Mobile Radios	42,000	
3505-8005-000	MOTOR VEHICLE & EQUIPMENT		430,000
	Airshop Vehicle Replacement	30,000	
	Command Bus Replacement	400,000	
3505-8007-000	ADP EQUIPMENT		-
3505-8009-000	MISCELLANEOUS EQUIPMENT		25,000
	Multigas meters 5 @ \$5000	25,000	

**FREDERICK COUNTY FIRE AND RESCUE DEPARTMENT
FISCAL YEAR 2016 BUDGET JUSTIFICATIONS**

The Fire and Rescue Department budgets over the past several years have provided us with a very challenging mission. As our organization changes to meet the new challenges within Frederick County, so do our budgetary needs. We are at a crossroads and have critical decisions to make to determine which path will provide the necessary services to our community. These decisions are crucial to the preservation of life, protection of property, and safety of the citizens and visitors to our community.

Frederick County has become a crossroads for growth and prosperity. This growth has brought new business, industry, and residential developments, which in turn have increased the population, traffic, and hazardous materials in our community. Our community also is aging in population, which has brought many elderly neighborhoods and facilities that create a greater need for our services. These elderly facilities create three times the call volume for emergency medical services than the average population. The fire and rescue service must develop a sound infrastructure and create a plan to guide its organization into the future. That plan will preserve public trust and provide quality and cost-effective services that protect our citizens and visitors, their property, and our environment from the effects of fire, medical emergencies, technological hazards, and manmade or natural disasters, all of which pose a threat to our community.

Personnel Request

- 3505-1001-029 Compensation of Firefighter
- 3505-1001-035 Compensation of Firefighter
- 3505-1001-037 Compensation of Firefighter
- 3505-1001-039 Compensation of Firefighter
- 3505-1001-040 Compensation of Firefighter
- 3505-1001-041 Compensation of Firefighter
- 3505-1001-045 Compensation of Firefighter
- 3505-1001-046 Compensation of Firefighter
- 3505-1001-047 Compensation of Firefighter
- 3505-1001-049 Compensation of Firefighter
- 3505-1001-051 Compensation of Firefighter
- 3505-1001-053 Compensation of Firefighter
- 3505-1001-054 Compensation of Firefighter
- 3505-1001-083 Compensation of Firefighter
- 3505-1001-084 Compensation of Firefighter
- 3505-1001-085 Compensation of Firefighter
- 3505-1001-092 Compensation of Firefighter
- 3505-1001-093 Compensation of Firefighter
- 3505-1001-106 Compensation of Firefighter
Through
- 3505-1001-117 Compensation of Firefighter
 - 30 - Full-Time Firefighter/EMTs
 - Requested Increase \$1,042,327.80 (\$34,744.26/per position)

Frederick County Fire and Rescue is trying to be proactive in dealing with the current response needs and the anticipated substantial growth over the next several years in our community as well as preparing for service delivery to those citizens and transient population. Our community now and in the future will demand effective and efficient service delivery from all aspects of government, especially public safety departments.

The Department continues to provide emergency and non-emergency response to EMS and fire incidents, hazardous materials releases, motor vehicle crashes, and other hazards. Providing staffing to meet adequate apparatus response to these incidents remains the number one goal of the Department. Even though we continue the combined use of volunteer personnel and full time career staff, the Fire and Rescue Department can no longer provide an acceptable level of service delivery.

On any given day there are on average, only two (2) to three (3) staff are in the station available to provide emergency services. It takes only one response to deplete the staffing and leave the district unprotected. When this occurs and a company experiences back-to-back calls for service, the closest neighboring company is dispatched, resulting in a significant response delay, and leaving a second company depleted of staffing and its citizens unprotected. This scenario happens daily in Frederick County and is an example of what happens for routine EMS incidents. A significant incident such as a structure fire, more often than not, compounds this problem to involve the entire county.

The Frederick County Fire and Rescue Department was established in 1990 to supplement, support, and provide coordination for the eleven volunteer fire and rescue companies that

provide fire suppression and emergency medical services to the citizens of Frederick County. In 1990, the department responded to 4,141 total incidents. These numbers have steadily increased, and in 2013, the total responses more than doubled at 9,472. With that, the number of operational volunteers has remained flat at best since 1990.

The Fire and Rescue Department must actively evaluate and plan to catch up to meet the needs of our County due to increased growth. The volunteer system has done its best to provide adequate service to our citizens. With the introduction of career staff into the system in 1990, there was a realization that the volunteers alone could no longer meet the needs of our citizens and visitors, at which time career staff was hired to supplement volunteer staffing. Now the opposite is true. Career staff responds to the majority of all calls for EMS and fire service and are now supplemented by volunteers.

Now in 2014, we must come to the realization that the current staffing levels are not meeting the needs of our citizens. As the County continues to grow, the demand on staffing will continue to increase and the need to expand is evident. Insuring the safety of our personnel, obtaining an acceptable level of service, and meeting new standards adopted by State and Federal agencies are the immediate challenges facing our Fire and Rescue Department.

As more families move into Frederick County, the expectations of Frederick County's citizens will change and increase. The often-delayed response times that were once acceptable will no longer be accepted. Citizens will demand well-trained and equipped companies providing a professional level of service. Citizens and industry will come to expect an ISO rating consistent with those of more urban areas. As ISO ratings directly affect insurance premiums, the ability of the Department to improve the current rating can pay dividends when attempting to draw new businesses to the county.

We propose increased staffing at four (4) of the busier fire companies that surround the Interstate 81 corridor. These include the Stephens City, Round Hill, Greenwood, and Millwood Stations. Each station currently has two (2) career staff members assigned per day, rotating through three (3) different 24-hour shifts, totaling six (6) career personnel. In order to meet the needs of the more populated areas of Frederick County, six (6) additional members are needed at each of these fire companies, for a total of 24 new Firefighter/EMTs.

These four stations were unable to respond to approximately 875 calls for service due to staff already being on a call or lack of staff available to respond with the appropriate equipment, i.e., a required rescue engine to an automobile accident. To break this down further:

- Stephens City did not respond to approximately 330 calls during the reporting period of November 1, 2013 through October 31, 2014. This number includes calls where appropriate equipment did not respond as dispatched and EMS incidents where the station could not transport due to respond with a driver only.
- Round Hill did not respond to approximately 113 calls during the reporting period of November 1, 2013 through October 31, 2014. This number includes calls where appropriate equipment did not respond as dispatched and EMS incidents where the station could not transport due to respond with a driver only.
- Greenwood did not respond to approximately 342 calls during the reporting period of November 1, 2013 through October 31, 2014. This number includes calls where appropriate equipment did not respond as dispatched and EMS incidents where the station could not transport due to respond with a driver only.
- Millwood did not respond to approximately 90 calls during the reporting period of November 1, 2013 through October 31, 2014. This number includes calls where appropriate equipment did not respond as dispatched and EMS incidents where the station could not transport due to respond with a driver only.

In addition to additional staffing at the above stations, we also propose additional staffing at the Middletown and Clear Brook stations. Middletown and Clear Brook both house specialty apparatus that is routinely needed on calls throughout the county. However, when this apparatus is needed at the scene of an accident or fire, the station is unable to respond to calls within their first due. We are proposing the addition of one (1) career staff member per 24-hour shift at these stations, for a total of six (6) additional members. This additional firefighter/EMT will allow the station to stay in-service, allowing calls for emergency services to be answered.

- **3505-1001-118 Compensation of Firefighter / Relief Staff**
- **3505-1001-119 Compensation of Firefighter / Relief Staff**
- **3505-1001-123 Compensation of Firefighter / Relief Staff**
- **3505-1001-124 Compensation of Firefighter / Relief Staff**
- **3505-1001-132 Compensation of Firefighter / Relief Staff**
through
- **3505-1001-143 Compensation of Firefighter / Relief Staff**
 - 16 - Full-Time Relief Firefighter/EMTs
 - Requested Increase \$555,908.16 (\$34,744.26/per position)

The Department staffs the fire stations 24-hours per day, 365 days per year. If a post is vacant due to understaffing or for any other reason, such as vacation time, injury, or special assignment, the Department will back-fill that position using overtime and part-time employees when available. Additionally, the Department has historically relied on overtime and part-time employees to fill vacant shifts because overtime was less expensive than hiring. This practice has led to overtime expenditures representing about 20 percent of the Department's personnel budget in fiscal year 2015 and it has led to employees working, in some cases, in excess of 300 hours per month.

There are benefits to hiring other than monetary considerations. These benefits include controlling overtime costs, budgeting personnel expenditures more accurately, reducing the potential for firefighter fatigue and improving firefighter safety, reducing liability, having a larger workforce available for deployment in the case of an emergency, and, in the future, having a relief factor to reduce mandatory overtime. These non-monetary benefits are important because, although these employees are scheduled for eight (8) pay periods at 224-hours and four (4) pay periods at 248-hours (about 2,784 working hours per year), we are now seeing these numbers exceed 300-hours per pay period in some cases. Additional staffing to offset the minimum staffing requirements at the stations will allow for staffing levels to be maintained and reduce overtime when current personnel use leave, are injured, or away for training. We propose for every three (3) operational staff members, we also hire one (1) relief member to cover vacant posts. Current staffing and the proposed additional staffing, would require 16 additional firefighter/EMTs be hired to maintain coverage during employee scheduled PTO, training, FMLA leave, and injury leave. These additional positions will assist with current coverage issues, including better control of overtime, as well as support the additional positions requested above.

- **3505-1001-088 Compensation of Training Officer – New**
- **3505-1001-089 Compensation of Training Officer – New**
 - 2 - Full-Time Training Officers (lateral transfer / backfill current FF/EMT positions)
 - Requested Increase \$69,488.52 (\$34,744.26/per position)

These two positions will assist the existing Training Division Staff will facilitation of the annual training plan adopted by the Frederick County Fire and Rescue Department and the Frederick

County Volunteer Fire and Rescue Association. This training plan is reviewed every two years by Departmental Officers (career and volunteer), to ensure that it meets the needs of our fire and rescue system in an effort to prepare our emergency responders to respond to emergent and non-emergent incidents within Frederick County and the surrounding jurisdictions. During the past two years, the Training Division has conducted two Career Recruit Schools in addition to the training programs offered during the annual training plan, which has created an excessive workload for the existing staff. The need to conduct the Career Recruit Schools is becoming more prevalent since the potential candidates are young with very limited certifications and experience, which causes the training programs to be provided to them just to bring them up to current standards required by the Department. The Department has always attempted to utilize volunteer instructors and part-time personnel to provide instruction during the Volunteer Fire and EMS Academies as well as the Career Recruit School, but the number of personnel available to assist with these training programs is becoming less and less.

The Fire and Rescue Department applied for accreditation through the Virginia Office of Emergency Medical Services for the levels of Emergency Medical Technician and Advanced Emergency Medical Technician in March 2014. Our site visit by the accreditation team is scheduled for January 2015 with the plan on conducting our first Advanced Emergency Medical Technician course at the beginning of 2016. These positions are critical to facilitating the other training programs as to allow the EMS Training Officer to concentrate on development of the curriculum and completing all of the other components that will be required through the accreditation process. Both of these positions will also assist with the coordination/instruction of the Emergency Medical Services Academy, Basic Fire Academy, Career Recruit School(s), and other training programs offered by the Training Division. The other Training Division Staff will then be able to incorporate mandated specialized training programs into the Training Program Plan and facilitate them based upon nationally accepted best practices.

With our existing Training Division Staff, we are offering over **60,000 student contact hours per calendar and/or fiscal year** for our career and volunteer fire and rescue personnel as well as personnel from surrounding jurisdictions. The existing Training Division Staff are attempting to adjust their work schedules to maintain a 40 work week to keep overtime to a minimum but due to increased workload and demands, lack of availability by part-time and volunteer instructors, minimum numbers of instructors per class session, curriculum revisions by state and federal agencies, and numerous other local projects, this has not happened during the past two fiscal years. These work schedule adjustments are also necessary due to the minimum number of instructors available from the Winchester Fire and Rescue Department based upon recent mandates from them, lack of instructor availability from the Frederick County/Winchester volunteer fire and rescue companies, and limited availability of full-time career staff of the Fire and Rescue Department based on current shortages of field personnel.

As the Department continues to grow, the needs for additional career staffing and projected volunteer membership numbers, it is imperative that we provide the highest level of training possible locally. The dynamics of today's incidents have changed dramatically and the need for realistic, functional education and training has never been higher. In addition to providing the basic entry-level fire and EMS courses, training of driver/operators, company officers, and chief officers on the new technologies and leadership required to facilitate a combination career and volunteer fire and rescue system.

- **3505-1001-099 Secretary I – Training Division**

- 1 - Full-Time Training Secretary
- Requested Increase \$27,052

The recommended structure as published in ICMA's text entitled Managing Fire and Rescue Services suggests that dedicated administrative assistants be assigned to each departmental division, as well as to the department's Chief. Currently, the Deputy Chief of Training is without dedicated administrative support. Implementing such a "best practices" approach would necessitate the hiring of one (1) additional administrative support staff member, while maintaining one (1) part-time receptionist.

With the existing part-time receptionist position fulfilling multiple duties and responsibilities outside of the Training Division, it is becoming more difficult to facilitate the basic administrative functions required by the Training Division and its certifying agencies. The amount of documentation and tracking of students in training programs is continually increasing and the existing demands on Training Division Staff limit their time to facilitate these requirements. This position will handle all of the marketing and registrations for the training programs offered and delivered by the Training Division. This position will also handle all of the clinical and field scheduling related to the Accredited Emergency Medical Technician and Advanced Emergency Medical Technician training programs sponsored by the Department as well as students requesting to precept from other accredited training programs (Lord Fairfax Community College, etc.). With the recent implementation of a new reporting system (ImageTrend), this position will also be responsible for entering all of the certification information for personnel (career and volunteer) as well as put in individual class session attendance for continuing education courses.

- **3505-1001-101 Compensation of Health & Safety Officer**

- 1 - Full-Time Health & Safety Officer
(lateral transfer / backfill current FF/EMT position)
- Requested Increase \$34,744

Safety is paramount to employee wellbeing and mitigation of liability for the County. Currently, the Department does not have a position to oversee the health and safety of our operational personnel. The Health and Safety Officer would primarily be responsible for responding to any incident in which he is requested or deems appropriate for a safety officer to be present. This Health and Safety Officer would also be responsible for the following functions: Occupational Medical Program, Worker's Compensation Program, Fit-Testing Program, Vehicle Accidents and Personal Injury Investigation, Safety and Health Training, Risk Management Program, Facility Safety Program and Infection Control Program. This position would be an Administrative Position, working Monday – Friday, during regular business hours.

Occupational Medical Program - 29 CFR (Code of Federal Regulations) 1910.134 OSHA (Occupational Safety and Health Administration) Respiratory Protection mandates any employee that is required to wear a respirator have a yearly medical evaluation. Furthermore, National Fire Protection Association (NFPA) 1500, Fire Department Occupational Safety and Health Program, establishes medical and physical requirements for candidates and members of the system as defined in NFPA 1582, Comprehensive Occupational Medical Programs for Fire Departments. This Health and Safety Officer is responsible for the administration of the program as well as the scheduling of pre-placement, annual and periodic physicals for all candidates and members. This position works closely with the fire department physician in cases of fitness and return to duty.

Incident Scene Safety – The Health and Safety Officer is an integral part of the Incident Commander's Command Staff. This position is responsible for overall scene safety as well other areas as defined in NFPA 1521, Standard for Fire Department Safety Officer. In addition, CFR 1910.120, Hazardous Waste Operations and Emergency Response, (q)(2)(vii) states "The individual in charge of the ICS shall designate a safety officer, who is knowledgeable in the operations being implemented at the emergency response site, with responsibility to identify and evaluate hazards and to provide direction with respect to the safety of operations for the emergency at hand."

Worker's Compensation Program – This Health and Safety Officer is responsible for the reporting of all personal injuries in the system in accord with Title 65.2 of the Code of Virginia. Moreover, this position looks at trends and frequency and develops training programs to reduce such trends.

Fit-Testing Program – CFR 1910.134, Respiratory Protection (f)(2), states "The employer shall ensure that an employee using a tight-fitting face piece respirator is fit tested prior to initial use of the respirator, whenever a different respirator face piece (size, style, model or make) is used, and at least annually thereafter."

Vehicle Accidents and Personal Injury Investigation, Safety and Health Training, Risk Management Program, Facility Safety Program and Infection Control Program – These programs fall under the purview of two (2) NFPA standards, NFPA 1500, Fire Department Occupational Safety and Health Program and specifically NFPA 1521, Fire Department Safety Officer. This position is responsible for administering and managing these programs.

- **3505-1001-120 Compensation of Firefighter for additional Assistant Fire Marshal**
- **3505-1001-121 Compensation of Firefighter for additional Assistant Fire Marshal**
 - 2 - Full-Time Assistant Fire Marshals – NEW
(lateral transfer / backfill current FF/EMT position)
 - Requested Increase \$69,488.52 (\$34,744.26/per position)

With the adoption of the Virginia Statewide Fire Prevention Code in 2012 one of the objectives within the code is to have 100% of all commercial and retail properties inspected annually. There are approximately 5,400 retail and commercial/home-based properties that are, by code, subject to fire prevention inspections. The current staffing levels afford us the ability to complete approximately 25% of the required inspections.

At present, our Assistant Fire Marshals are responsible for plans review, fire investigations, life safety inspections, and public education causing us to prioritize our annual life safety inspections. Increasing our staffing levels will allow us to increase the number of inspections, will allow for expedited plans review, improving customer service and allow appropriate time for thorough investigations. The number of requests for life safety education from civic organizations, private businesses, public and private schools are steadily increasing. Currently, we are reaching approximately 5% of our population, with additional staffing we would be able to increase the number of people we are able to educate.

Our proposed Life Safety/Fire Prevention Permit Fee Schedule will generate revenue, which will offset the costs of additional staffing. By expanding our inspection services to include life safety/fire prevention operational permits, that many area jurisdictions already require, we will improve the overall fire and life safety to our county citizens, visitors, firefighters and provide additional education to the business owners.

The additional staffing will assist with the required after-hours on call time for any life safety issues that may arise within the jurisdiction.

- **3505-1001-122 Compensation of Firefighter for EMS Supervisor-New**
 - 1 - Full-Time EMS Supervisor - NEW
(lateral transfer / backfill current FF/EMT position)
 - Requested Increase \$34,744.26

Currently there are no established career positions for EMS supervisory personnel within the combined system. EMS supervisory personnel are critical components of the EMS system, as they not only provide patient-care oversight, but also serve as day-to-day liaisons with hospital staff and the OMD, system administrative and operational officers, and integrate into the Incident Management System on incidents involving multiple medical patients, technical rescue components, and as needed on other emergency incidents. Additionally, the EMS Supervisor will ensure a day-to-day quality assurance/quality improvement program can be implemented. This position would be an Administrative Position, working Monday – Friday, during regular business hours.

Position duties would include: (1) Patient care protocol compliance: The need for EMS-trained personnel to operate and perform according to established protocols for patient care is a critical element for positive system delivery. Compliance with established patient care protocols is intuitively related to the quality of the care delivered in the EMS system. The quality of care then relates to the overall quality of the system. (2) Ensuring positive patient outcome: The resultant patient status following pre-hospital treatment and/or care relative to the patient’s signs and symptoms are measured by the effects of the EMS system encounter. Patient outcome (patient status) can be a byproduct of the overall quality and effectiveness of an EMS system, and therefore should be measured as an indicator of quality within the system. (3) Quality Improvement/Quality Assurance: The need to operate a complete quality program that includes total quality management, continuous quality improvement, and quality assessment. The program includes direct field observation by a designated medical quality officer. The observer should be of equal or higher level of training. An established “quality” program is an indicator of the system’s attention to quality. An established program indicates the Department’s effort toward establishing and maintaining quality within the EMS system.

The EMS Supervisor will be responsible for the day-to-day supervision and support of EMS operations in the County. The position is intended to be a supportive one in that the EMS Supervisor should endeavor to monitor and mentor the active EMS providers as well as provide guidance and structure to on-going EMS operations countywide. While a member of the command rank, the EMS Supervisor will not be disposed to assuming command unless that action is required to stabilize an evolving incident. The EMS Supervisor is more appropriately oriented to assuming specific roles inside the Incident Command System (ICS) such as Medical (Patient Care), Medical Control, Treatment, Transport, Rehab, etc., while working with the Incident Commander to ensure a seamless ICS is maintained resulting in multiple outcomes.

- **3505-1001-133 Compensation of Resource Management Technician**
 - 1 - Full-Time Resource Management Technician – NEW
 - Requested Increase \$30,000

Within the Operations Division is the Department’s Resource Management Services. The mission is to provide service to the members of Frederick County Fire and Rescue, the Fire and Rescue Association and Frederick County. Resource Management Services receives and distributes a variety of property and equipment used by the Department in the delivery of routine and emergency fire and EMS services. Services also provided include Uniform Issue, Personal Protective Equipment (PPE) Issue, Equipment and Supply Issue, Radio Maintenance Support,

Breathing Apparatus Services (Fit testing, maintenance and repair of Self Containing Breathing Apparatus), Warehouse Storage, Receiving/ Distribution.

The Resource Management Services purchases and issues all personal protective equipment, and insures the proper fit for all Department members. This includes providing the care, maintenance, cleaning and testing of approximately 200 sets of personal protective turnout gear. This section regularly conducts field evaluations of new equipment and gives input to NFPA guidelines on firefighter turnout gear, and stays abreast of all Federal, State, OSHA and NFPA standards as they apply to personnel protective equipment and clothing. This section also maintains required databases on protective equipment to ensure required standards are met.

Currently, one member supports the Department's Resource Management Services and is responsible for the above items and the planning and projection of the Department's future needs. In addition to this position there is one part-time member supporting the Self Contained Breathing Apparatus (SCBA) Services. The SCBA Program is responsible for the maintenance and testing of approximately 500 self-contained breathing apparatus in Frederick County. These devices enable firefighters to breathe and work in smoke filled and hazardous environments.

When the Resource Manager position was created in 1998, it was considered a part-time position, and was managed by the Fire Marshal's Secretary. At that time, the position was accountable for 22 uniformed personnel and 2 office staff. Now, sixteen years later, we have 80 uniformed personnel, seven (7) administrative staff positions, and almost 200 sets of PPE in service. This is a significant increase in personal protective equipment, uniforms, and personnel alone. The Resource Management position was responsible for ordering office supplies, basic uniform items and handling of Personal Protective Equipment. As time went on, more duties were added such as ordering all items relating to a newly hired employee, books for the Training Division and a broader range of equipment.

In 2007, the position of Resource Manager was officially made a full-time position. Again, more responsibilities were added, to include EMS supply and equipment orders, supply orders for the eleven Fire and Rescue Stations, and department vehicles and apparatus. The Resource Manager also handled several of the items purchased for the new Public Safety Building, also in 2007.

As the Department continues to change and grow, and as standards are updated, the Resource Management Services will have difficulty managing these changes with its current staffing levels. The Resource Management Technician would support the growing Department and would assist with improved inventory, distribution, and tracking of fire and EMS equipment and supplies.

- **3505-1003-003 Part-Time**
 - Requested Increase \$26,520

The addition of a second part-time Inspector will enable the Fire Marshal's Office to increase the number of inspections completed annually. Our proposed Life Safety/Fire Prevention Code Permit Fee Schedule will generate revenue, offsetting the costs of additional staffing. By expanding our inspection services to include life safety/fire prevention operational permits that many area jurisdictions already require, we will improve the overall fire and life safety to our county citizens, visitors, firefighters and provide additional education to the business owners.

- **3505-1005-000 Overtime**
 - Requested Increase \$705,010

In order to maintain necessary coverage at the different stations, this line item will need to be increased \$705,010. This amount will cover built-in overtime, overtime from emergency incidents, coverage needs, training days, investigations, and the Fire and EMS academies. This increase also takes into account the request for additional Operational staff members needed to provide coverage throughout the County.

Our current staffing situation has made predicting our overtime budget difficult. Additional staff, while not eliminating overtime costs, will allow for coverage by relief staffing, decreasing the need to cover minimum staffing levels with overtime, and thus allowing for predictability and better budgeting.

- **3505-1007-000 Incentive**
 - Requested Increase \$212,000

This increase takes into account the request for additional Operational staff members needed to provide coverage throughout the County and the request for additional Training Officers and additional Assistant Fire Marshals. The current Incentive rate is \$3,000 for Enhanced Providers, \$5,000 for Intermediate Providers, and \$7,000 for Paramedics. Individuals operating at the Basic Level are not eligible for ALS Incentive. We also are providing an incentive for staff members who achieve HazMat Technician and Specialist, as this required continued, additional training as well. In addition to additional staffing levels, we have several employees working toward ALS certification who will be eligible for this incentive in the upcoming fiscal year.

Fringe Benefits

Due to the requested personnel increase, all fringe benefits reflect an increase based on the appropriate calculations provided by the Finance Department.

Operational Requests

- **3505-3004-001 Repair and Maintenance – Equipment**
 - Requested Increase \$10,900

During the past several years, the Training Division has been able to secure apparatus and portable equipment necessary to facilitate training at the Rapid Intervention Team Training House and Training Center. A large portion of this equipment requires annual maintenance and calibration testing to ensure it operates safely in the training environment. There has been an increase in the costs to maintain this needed equipment, which will require a line item increase of \$500.

Annual calibration of fit testing equipment (PortaCount) is budgeted at \$750 per year. However, we continue to see an increase in the cost to test this equipment. In conjunction with annual testing of the self-contained breathing apparatus (SCBA), the Department has also begun providing annual fit testing for all personnel (career and volunteer) in the County. Fit testing ensures that the proper SCBA face mask and size is determined for each individual. The Occupational Safety and Health Administration (OSHA) mandate fit testing for all personnel that utilize respiratory protection devices. It is anticipated that an additional \$100 will be needed to maintain the PortaCount in FY16.

Maintenance and repair costs of firefighter personal protective equipment (PPE) should be allocated to this line item as this involves labor costs. The Department strives to clean, inspect, and maintain the PPE of our firefighters based upon manufacturer recommendations. This involves the repair of equipment when issues arise. The proper cleaning and maintenance of PPE provides better protection for the employee and extends the life of the equipment. The Department has also seen an increase in this expense due to the increased number sets of PPE in the Department as well as the age of the PPE. There are 20 sets of PPE, which are quickly approaching the 10-year useful life as set forth by National Fire Protection Association (NFPA) standards. These repair costs will cost the Department \$10,000.

Lastly, an additional \$300 is needed for the annual calibration of Lifepak Defibrillators in order to ensure they properly operate. This is an increase due to an additional Lifepak 12 unit being calibrated.

- **3505-3004-002 Repair and Maintenance – Vehicles**
 - Requested Increase \$3,500

An increase in the number of vehicles within the Department will require an increase in this line item to cover regular maintenance costs and repairs as needed. Several vehicles used as back-up vehicles are approaching 10-years in age and require additional maintenance to keep them running.

The Operations Division is requesting the addition of (1) Ford F-150 Pick-Up to support the Resource Management Services currently being provided. The Resource Manager spends a great deal of time picking up and delivering PPE to all eleven stations within the County, as well as processing orders, delivering fire and EMS supplies, other items from vendors locally as needed. The Fire and Rescue Department has only (2) two available pool cars which makes it difficult to use these on a daily basis for the above mention duties. With the growth of the department, the demand for these two vehicles has become overwhelming. As with all support vehicles, necessary repairs and maintenance are necessary to keep the vehicle in operational condition.

- **3505-3005-000 Maintenance Service Contracts**

- Requested Increase \$363

The IT Department advised that the FY16 costs for the email archiver would increase to \$3.50 per mailbox. Additional staff would require additional mailboxes, increasing this by \$140.

There has been an increase in the costs for the AVG anti-virus software currently used by the county. This increase will require an additional \$223.

- **3505-3006-000 Printing and Binding**

- Requested Increase \$12,000

The Department was awarded \$99,000 in FEMA Grant money through the Staffing for Adequate Fire and Emergency Response (SAFER) for a regional volunteer recruitment and retention campaign, which includes Winchester City and Clarke County Fire and Rescue. Over the course of the next three years, we can spend up to \$12,000 to cover the costs of printing for this campaign and the Explorer Post expansion, with the expenses being reimbursed after the expense reports are submitted each year. Therefore, we are requesting this money be included in our upcoming budget.

Component	YR1	YR2	YR3	YR4	Grand Total
Printing	10,000	10,000	10,000	10,000	40,000
Internet/E-Media	2,000	1,000	1,000	1,000	5,000
Explorer	3,000	3,000	3,000	3,000	12,000
Video Production	2,000	0	0	0	2,000
Television Ads	3,000	3,000	3,000	3,000	12,000
Radio Ads	2,000	2,000	2,000	2,000	8,000
Signage/Mailers	5,000	5,000	5,000	5,000	20,000
Totals	27,000	24,000	24,000	24,000	99,000

- **3505-3007-000 Advertising**

- Requested Increase \$12,000

The Department was awarded \$99,000 in FEMA Grant money through the Staffing for Adequate Fire and Emergency Response (SAFER) for a regional volunteer recruitment and retention campaign, which includes Winchester City and Clarke County Fire and Rescue. Over the course of the next three years, we can spend up to \$12,000 to cover the costs of advertising this campaign and the Explorer Post expansion, with the expenses being reimbursed after the expense reports are submitted each year. Therefore, we are requesting this money be included in our upcoming budget.

Component	YR1	YR2	YR3	YR4	Grand Total
Printing	10,000	10,000	10,000	10,000	40,000
Internet/E-Media	2,000	1,000	1,000	1,000	5,000
Explorer	3,000	3,000	3,000	3,000	12,000
Video Production	2,000	0	0	0	2,000
Television Ads	3,000	3,000	3,000	3,000	12,000
Radio Ads	2,000	2,000	2,000	2,000	8,000
Signage/Mailers	5,000	5,000	5,000	5,000	20,000
Totals	27,000	24,000	24,000	24,000	99,000

- **3009-004 Forest Fire Extinction**
 - No increase requested
- **3010-000 Other Contractual Services**
 - Requested increase \$72,000

Maintenance and repair costs of firefighter personal protective equipment (PPE) should be allocated to contractual services as the Fire and Rescue Department utilizes a vendor (Gear Clean) to provide this service currently. The Department is seeking to enter a contract to provide this service. The Fire & Rescue Department strives to clean, inspect, and maintain the PPE of our 80 firefighters, part-time employees, and loaner gear, which is nearing 200 sets. The proper cleaning and maintenance of PPE provides better protection for the employee and extends the life of the equipment. The department has also seen a significant increase in this expense due to the increased sets of PPE in the department as well as the age of the PPE within the department. There are many sets of PPE, which are quickly approaching the 10-year useful life as set forth by NFPA standards.

It is the desire of the Department to enter into a contract to implement a care and maintenance program for structural firefighting ensembles. The objectives of this program are to reduce the safety and health risks associated with ensembles and ensemble elements that are soiled or damaged and also extend and maximize the useful life of the ensemble and ensemble elements.

The program shall comply with the current revision of NFPA 1851, Standard on Selection, Care, and Maintenance of Structural Fire Fighting Ensembles. It will also comply with all OSHA regulations, as OSHA requires that employers provide employees with appropriate protective clothing and equipment suitable to protect the employee from the hazards the employee is likely to experience. OSHA also requires that protective clothing and equipment be maintained in good working order and a sanitary condition, in order to continue to provide an appropriate level of protection to the employee from the hazards the employee is likely to experience.

Those services provided would include an Advanced Cleaning Program that is compliant with NFPA 1851: Section 7.3 Advanced Cleaning & Decontamination Procedures; Section 7.4 Drying Procedures; Section 7.3.10 Additional Procedures for Helmets; Section 7.3.11 Additional Procedures for Gloves; Section 7.3.12 Additional Procedures for Footwear; and Section 7.3.13 Additional Procedures for Hoods.

An Advanced Inspection that is compliant with the current revisions of NFPA 1851, Chapter 6, Section 6.3 as defined in NFPA 1851, current revision. Specialized Cleaning would also be provided for each element of the ensemble upon completion of Advanced Cleanings, if necessary. Specialized Cleanings include disinfecting procedures intended to eliminate the hazards associated with blood and other biological fluids for each ensemble element. Repairs as defined in NFPA 1851, current revision would also be covered, as this is a great expense with the wear and extensive use of ensembles and ensemble elements over time.

There are many reasons that necessitate this program:

Personal Protective Equipment harbors bacteria and other contaminants that can be absorbed into the body through the skin. Medical studies have shown that firefighters who are exposed to the chemicals, toxins, and carcinogens that are part of their daily duties have a cancer rate twice that of the general population. Our Department has already experienced one workers compensation case involving treatment for cancer. Keep in mind, companies contracted to do this type of service are equipped to handle the contaminants, which further eliminates continued

exposure to those employees cleaning PPE in-house. This exposure is becoming a daily event for the Resource Manager as the number of gear within the department increases.

Gear that is not properly cleaned can get a buildup of thick layers of potentially flammable materials and hydrocarbons on the outer shell. This puts the firefighter in danger of having their gear ignite while fighting a fire. This program will extend the years of service for the ensemble.

A hydrostatic test is required on the liner of both the turnout coat and pants. This is mandatory after the first (3) years a coat has been in service and annually thereafter. With this program, the Advanced Cleaning includes the hydrostatic test at no cost. If performed separately, it is a cost of \$18 alone per piece. When this factor is considered, it is mandatory that we send PPE to be cleaned and test after the first (3) years anyway.

The Department has tried to do some in-house cleaning of PPE. However, with NFPA 1851 requirements and OSHA regulations, it is becoming very difficult to ensure proper decontamination as we utilize a basic washing machine and dryer. It is also not possible to do any specialized decontamination at all in-house and therefore many ensembles have to be sent out for proper decontamination.

The machine currently used by the Department, can only wash at most (2) two sets of liners (4 pieces) at a time or (2) two sets of shells (4 pieces) making it a very slow and tedious process when you consider the quantity of gear that the Department now has in service. When a training burn is conducted, there can be as many as 25+ sets of gear from one burn (shift) to be cleaned and decontaminated. Also, consider training burns for each shift are general only a few days apart. This is an extensive amount of gear to be washed, dried, and returned. It has become far beyond what the department can handle due to the quantity of PPE (nearing 200 sets w/in department). The dryer can only handle (2) two sets of PPE at a time (4 pieces) and it generally takes most of the day to dry just these two sets. There becomes quite a backlog and a very time consuming process.

Personal Protective Equipment must be inspected not less than once per year, preferably twice per year. Turnout Coats and Pants contain a liner, which are required to be hydrostatically tested annually after the first three (3) years, due to regulations. Keeping this in mind, with the implementation of this program, the Department would get PPE cleaned, inspected, and tested for one set discounted price under the contract. The Maintenance Contract will cost the Department \$40,000.

Department employees are required to receive annual physical examinations and stress tests to ensure their health while working in a hazardous position. In addition to annual physicals, pre-employment physicals are also required before a potential new recruit may start. The Department covers the costs associated with the physicals and has seen an increase in annual costs. An increase of \$31,200 will be required to continue coverage of existing and new employee physicals.

Lastly, with the transition to Image Trend for our fire and EMS reporting software, the Fire Marshal's Office will acquire maintenance fees to cover technical support, enhancements and software updates for the Permit and Investigation Modules. This will increase the line by \$800.

- **4003-001 Central Stores – Gasoline**
 - No increase requested
- **5204-000 Postage and Telephone**

- **5204-000 Postage and Telephone**
 - Requested increase \$9,840

The addition of the new Round Hill Community Fire and Rescue Station will result in an increased cost to the Department to provide phone and internet connectivity in line with other County-owned properties and within the guidelines of the County's IT Department. The estimated costs for this service is \$820 per month, with a total of \$9,840 expected for the year.

- **5299-000 Internet Access**
 - No increase requested
- **5305-000 Motor Vehicle Insurance**
 - Requested increase \$3,500

The request for replacement vehicles in addition to the existing vehicles currently in the Department will require additional money in this line item to cover the cost of motor vehicle insurance. Currently, our estimated coverage per vehicle is \$500 annually. With the addition of seven (7) new vehicles, we are requesting an additional \$3000 to cover these vehicles.

- **5401-000 Office Supplies**
 - No increase requested
- **3505-5402-001 K9 Maintenance**
 - Requested increase \$1,000

The Department currently maintains two canine teams. Both canines are on prescription medications necessary for the health of the animal. These prescriptions will require a \$1,000 increase in this line item.

- **3505-5403-000 Agricultural Supplies**
 - No increase requested
- **3505-5404-000 Medical and Laboratory Supplies**
 - No increase requested
- **3505-5407-00 Repair and Maintenance – Supplies**
 - No increase requested
- **3505-5408-000 Vehicle and Powered Equipment Supplies**
 - Requested increase \$80,950

The Training Division is requesting three new vehicles during the Fiscal Year budget. One vehicle would be a replacement for an aging 2004 Chevrolet Pick-Up, currently used by the EMS Training Lieutenant. The remaining two vehicles would be for two additional Training Officers. The purchase of emergency equipment (i.e. warning lights, sirens, reflective lettering and striping, and storage boxes) to outfit these new vehicles is necessary due to the technology changes that have occurred with electrical systems as well as general response capabilities for all Departmental vehicles.

The Operations Division has requested two (2) new vehicles during the Fiscal Year budget. The purchase of emergency equipment (i.e. warning lights, sirens, reflective lettering and striping, storage boxes, and EMS supplies/equipment) to outfit the new Operational Deputy Chief vehicle is necessary due to the technology changes that have occurred with electrical systems as well

as general response capabilities for all Departmental vehicles. The Resource Manager will utilize the second vehicle. The necessary equipment will include a bed cover, sliding storage unit and Rhino liner.

The Life Safety Division has requested two new vehicles for additional Assistant Fire Marshal positions during the Fiscal Year budget. The purchase of emergency equipment to outfit these new vehicles is necessary due to the technology changes that have occurred with electrical systems as well as general response capabilities for all Departmental vehicles. All new vehicles will also be outfitted with an inverter to run incident / scene lighting, computers, and other electronic devices as needed during emergencies.

Additionally, due to the increased number of diesel vehicles in the Department, an increase is necessary to cover the cost of diesel for these vehicles.

- **5409-000 Police Supplies**
 - Requested increase \$1,100

Due to an increase in the costs of ammunition, an increase of \$1,000 is requested. In addition, the cost of evidence cans used during investigations has also increased and we are requesting an additional \$100 to cover these expenses.

- **5410-00 Uniforms and Wearing Apparel**
 - Requested Increase \$439,439

When the Operational budget had to be decreased by 15% in 2008, approximately \$40,000 was cut from this line item to accomplish this task. The last two budget years has seen the Department transfer funds from other line items in order to provide the necessary Personal Protective Equipment (PPE) and uniforms to our personnel. The line item increase is due to the increased costs of uniforms and PPE over the last several budget years as the cost has increased overall. The pricing detailed in the budget proposal is based on an increased number of firefighters within the Department and this year's current pricing combined with a 5% increase anticipated to affect next year's cost as well.

The PPE components are replaced in 5-year increments (in line with Winchester Fire & Rescue). This is a Department guideline that has been consistent for many years. It ensures that structural fire gear standards are being followed and provides for a back-up set of gear for Operational firefighters to utilize when their front-line gear is being cleaned and/or repaired. Next year we will need to replace 18 sets of structural fire jackets and trousers with bail-out systems, 20 fire helmets, and 12 pairs of structural fire boots at a total cost of \$49,712.

In addition to the costs of replacement gear, we are requesting an increase in our current staffing. The addition of new, operational personnel will require an increase in the uniform line item in order to properly outfit and protect our employees. Each new employee is issued station uniforms, station boots, structural fire jacket and trousers with bail-out systems, fire helmet, structural fire boots, and several safety accessories including (but not limited to) gloves, survivor flashlights and brushfire shirts. The total costs associated with outfitting one new employee with the necessary uniform and Personal Protective Equipment is \$6,134, requiring a total of \$338,832 to outfit the anticipated new positions.

Lastly, we are requesting \$20,000 to cover the shipping and handling charges added to the numerous purchases of gear and uniforms. We have been able to determine that on average,

shipping and handling charges routinely equal 10% of the total purchase price of orders placed for uniforms, equipment, PPE, and boots.

- **5411-00 Books and Subscriptions**
 - No increase requested
- **5413-000 Other Operating Supplies**
 - Requested Increase \$66,009

With the new implementation of the Physical Fitness Program, we would like to place treadmills in each of the 11 stations for use by the operational staff. Each treadmill will cost the Department \$3,819, and with the purchase of 11, the total of this request is \$42,009. In a recent report released by the United States Fire Administration, they conclude that on average 81,070 firefighter injuries occur annually in the United States. In the United States, there are approximately 100 firefighters killed annually. Of those deaths, 40 to 50 percent are attributed to cardiovascular disease (United States Fire Administration). This statistic alone indicates that perhaps 25% of all firefighter deaths could be preventable with proper emphasis on cardiovascular health and physical fitness. Without adequate emphasis on fitness, our firefighters are at an at-risk population for cardiovascular disease, cancer, and a variety of other health issues that can have devastating and even deadly results. Given these few statistics alone for death and injury rates for firefighters, and the epidemic proportions of obesity among our ranks, it stands to reason a fitness component should be and now is a part of our daily routine (Survive or Thrive 2012).

“Successful job performance and minimization of injury depends largely on the fitness level of firefighters” (Mier & Gibson, 2004, p. 373). This emphasis on regular exercise and participation in some form of physical fitness training serves as a means of risk reduction on behalf of Frederick County and enhances the ability of our firefighters to perform their job tasks in a safe and efficient manner. By bringing this issue to light and identifying a reasonable fitness program, it is now possible to change the culture of our Department. This will result in stronger and healthier firefighters to serve our community. Our community depends on the firefighters who protect them to be trained, equipped, and ready at all times to meet their emergency response needs.

This proposal would put one treadmill in every fire and rescue station in Frederick County. The Physical Fitness Program the Fire and Rescue Department has adopted is a huge step in the right direction. Currently, it is not feasible for Department employees to partake in cardiovascular training, especially in the winter months for 30 minutes per day. With this small investment, the County of Frederick will make these goals and requirements realistic as set forth in Standard Operating Procedure 2.4.01.

The Training Division has been fortunate to purchase self-contained breathing apparatus from a third party vendor to support the training programs being provided to our fire and rescue system. This equipment was in good condition and came with cylinders that already had several years of usage on them. The SCBA cylinders have a life expectancy of fifteen years based on current Federal NIOSH Standards, which require them to be removed from service at that point. The Training Division has twenty cylinders that will reach their end-of-service life in the middle of 2015. Without these replacement cylinders, we will lose twenty SCBAs to utilize for training career and volunteer personnel during our basic and continuing education courses.

- **5413-004 Other Operating Supplies/Emergency**
 - No increase requested

- **5506-000 Travel**
 - Requested Increase \$1,500

An increase in this line item is due to budget costs for the annual K9 Team Recertification course offered for all ATF Accelerant canines in the United States. This required training is offered one time yearly and can be held anywhere within the United States.

- **5605-000 Sara Title Program**
 - No increase requested
- **5605-002 Hazardous Materials Response Team**
 - Requested Increase \$21,000

Detection and Monitoring Equipment

The Winchester-Frederick Hazardous Materials Team is a regional team of highly trained personnel that responds to emergencies in the surrounding area. To properly mitigate hazards, it is crucial to be able to quickly identify them with detection and monitoring equipment. This equipment is needed to be able to determine the presence of a variety of hazards including products of combustion like carbon monoxide and cyanide, explosives, and bioterrorism threats including anthrax and ricin. Much of the current equipment is outdated or nearing the end of its life. While the cost of this highly technical equipment continues to rise, the money the Commonwealth of Virginia gives to regional hazardous materials teams has not increased in 20 years. To purchase three additional RAE meters, to replace antiquated meters and remain consistent with our inventory, will cost \$8,555.

Protective Equipment

Each year the number of incidents that the Hazardous Materials Team responds to continues to rise; in the last five years, there has been a 500% increase in call volume. The team has also seen an increase in its scope of responsibility, not only in size of area to which they are called to respond but also to the types of emergencies. The Ebola Virus Disease and other highly infectious diseases are now being considered hazardous materials incidents. Using our cache of personal protective equipment for these situations has created an unexpected expense to replace them. When the Hazardous Materials Team uses this equipment on an emergency caused by a company or by industry, that organization is responsible for the cost of equipment. In situations where we are, understandably, using the gear to protect our own people from an infectious situation there is no way to recuperate that cost. Several suits are also nearing the 7-year expiration set by the manufacturer and will need to be replaced. The cost to replace twenty suits is \$6,950.

The Hazardous Materials Team is also required by the State to have four different types of cartridges for respiratory protection in addition to our self-contained breathing apparatuses (SCBA). These cartridges provide protection against specific chemicals and vapors when a full SCBA is not required. The cartridges are nearing their manufacturer expiration. The cost to replace 28 sets of cartridges is \$350.

Spill and Leak Mitigation

The hazardous materials encountered today are more complex and dangerous than they have ever been. The increase in industry in Frederick and surrounding counties has led to an increase in chemicals being used and produced in our area. There is also an enormous amount of unknown materials being transported through the Hazardous Materials Team's response area on the interstate highways. Not every material reacts the same way when exposed to different

chemicals; a containment pond suitable for a petroleum-based product might be disintegrated by a caustic solution. These factors have created a need for more specific and specialized leak and spill mitigation equipment to minimize the damage to natural resources and risk to citizens and responders. The team would like to purchase equipment specifically for sealing and containing leaks and protecting potential threats to our waterways. The cost to purchase this equipment is \$5,145.

- **3505-5801-000 Dues and Association Membership**
 - Requested increase \$150

The addition of membership to the Virginia Fire Chiefs Association for the Deputy Chief of Life Safety (Fire Marshal) and the new Deputy Chief of Operations (anticipated in FY16) will provide a wide network of education, information and an increase of resources.

CAPITAL REQUESTS

- **3505-8003-000 Communications Equipment**
 - Requested Increase \$42,000

We need to purchase new radio equipment for the new vehicles we are requesting in this year's budget. The new radios for Operations 10 will be capable of interoperability to all of our surrounding jurisdictions and meet the narrow-band requirements that are mandated by the Federal Communications Commission. These radios are necessary to ensure adequate communications with all of our emergency response partners in the Northern Shenandoah Valley and the surrounding West Virginia agencies that we provide automatic aid to on a daily basis. In addition to current interoperability needs, it is imperative that we plan for the City of Winchester's migration to the 800 MHz bandwidth in the near future. The cost of these types of radios is substantially higher than what we are accustomed to therefore increasing the requested amount in this line item.

The other new vehicles will require a smaller communications package for them as well due to the processes established by the Fire and Rescue Department's Communications Committee. These radios will meet all of the requirements mandated by the Federal Communications Committee as well as needs of the Department.

- **3505-8005-000 - Motor Vehicle and Equipment**
 - Requested Increase \$758,700

2015 or newer Ford F-250 ¾ Ton Pickup \$35,000. Replace the 2005 Chevrolet Silverado Pickup assigned to one of the Training Division Lieutenants. The current vehicle is 10 years old and has nearly 150,000 miles on it. This vehicle is the primary tow vehicle for all of the Department trailers assigned to the Training Division. This vehicle has been well maintained through a progressive preventative maintenance and service plan but some significant costs are foreseen in the future due to the excessive amount of towing and wear of the drive train/suspension system. The existing emergency equipment will stay on the vehicle as it is proposed to be assigned to the Public Safety Building to be utilized exclusively for towing of the various trailers that the Department operates.

2015 or newer Ford F150 Extended Cab 4WD Pickup \$25,675 / each. We are also requesting two (2) additional vehicles for the new Training Officer positions requested. While these two pickups are not capable of towing the larger trailers in the Training Division, they are capable of towing a large number of our trailers. Pickups are the choice of vehicle due to the nature of the daily activities that an Assistant Training Officer must complete. Maintaining their personal protective equipment and self-contained breathing apparatus as well as carrying ancillary training equipment is not conducive for either a passenger car or van. These vehicles will provide the Assistant Training Officers with the flexibility they need to perform their respective jobs.

2015 or newer Chevy Tahoe Command Vehicle (OPS-10) \$36,000.00. Purchase a 2016 Chevrolet Tahoe to replace the current OPS-10, which is a 2004 Chevrolet Tahoe with nearly 180,000 miles on it and is no longer reliable as a primary response vehicle. OPS-10 plays a crucial role in the Incident Command System function for all of Frederick County.

2015 or newer Ford F150 Extended Cab 4WD Pickup \$25,675. The Resource Management Services are requesting the addition of one (1) Ford F-150 Pickup to support the operational duties currently being provided. The Resource Manager spends a great deal of time picking up and delivering PPE to all eleven stations within the County. Almost 200 sets of gear are

circulated to and from field staff. Orders are processed and delivered for fire and EMS supplies as needed. Uniforms and other various items must also be delivered to several vendors within the Shenandoah Valley. Currently, the Department has two (2) pool vehicles; however, with the continued growth of the department and the use of these vehicles for out-of-town travel, they are regularly unavailable for daily use

2015 or newer Ford F250 4 Dr. 4WD Diesel Pick-Up @ \$35,000 (New FM 10-3). We are requesting to purchase this vehicle in order to increase our current response levels to fire scenes and inspections. We will be able to tow the Public Education Trailer without having to rely on someone else to transport the trailer to the location. This vehicle will replace an older vehicle in the Life Safety Division that is approaching 160,000 miles.

2015 or newer Ford F150 Extended Cab 4WD Pickup \$25,675. This vehicle will be used by the Fire Marshal's Office for the addition of an Assistant Fire Marshal. Pickups are the choice of vehicle due to the nature of the daily activities that an Assistant Fire Marshal must complete. Maintaining their personal protective equipment and self-contained breathing apparatus as well as carrying necessary inspection/investigation equipment is not conducive for either a passenger car or van. These vehicles will provide the Assistant Fire Marshal with the flexibility they need to perform their respective jobs.

Replacement of Engine 10 is necessary at a projected total cost of \$550,000. The Department was fortunate in 2007 to purchase for \$1.00 a 1986 Pierce Arrow pumper from the Fairfax Volunteer Fire Department to support training programs. During the past seven years, this pumper has not only been utilized for education and training purposes, but has also been utilized as a reserve pumper by all of the volunteer fire and rescue companies. During the past six months, the practice of loaning this pumper to any of the volunteer fire and rescue companies has stopped due to the amount of mechanical problems and associated repairs that have evolved with this aging piece of apparatus.

The Training Division has always had good working relationships with the individual volunteer fire and rescue companies in Frederick County and Winchester to utilize apparatus for training programs. During recent years, the volunteer apparatus is getting harder to obtain due to increased incident responses, frequency of apparatus being out-of-service, or the lack of volunteer drivers to bring specialty apparatus to the respective class location outside of Frederick County. The various certifying agencies have adopted apparatus requirements for these training programs and in order to be able to facilitate them we must have the required type of apparatus available for the respective class sessions.

The Training Division has attempted to acquire apparatus from other jurisdictions that are removing them from service, but the majority of these jurisdictions no longer have the ability to dispose of apparatus. Fleet services and risk management have determined that the appropriate method to dispose of apparatus is through an auction type process and depending on the apparatus age and type; it may not be worth the money that is offered during the process. The other issue with acquiring used emergency apparatus from other jurisdictions, by the time it is slated to be disposed of, it generally is past its useful service life for our profession.

The National Fire Protection Association (NFPA) recommends that apparatus be removed from service after 25-years based upon aging vehicle components and availability of parts, amount of funding required to continue to make the vehicle roadworthy, and general design features and construction. It is imperative that we have an operational pumper to utilize for training programs offered and facilitated by the Training Division. It is not conducive for our fire and rescue system to take functional apparatus out-of-service for training purposes.

- **3505-8007-000 ADP Equipment**
 - Requested amount \$20,000

OSHA requires that all employees that wear a respirator perform a fit tested on an annual basis. We have been able to accomplish this in-house, but with some outside help. If all goes as planned, we can perform three (3) to four (4) fit tests per hour for every PortaCount fit test machine we have in operation. Unfortunately, we can have failed tests due to the wrong size mask being used or for various other reasons this would require us to start the test over with that individual slowing the procedure down.

Trying to get an entire working shift tested (20 personnel), a Basic Fire Academy tested (40 personnel) or an entire volunteer fire and rescue company tested (25 personnel), make it very difficult, if not impossible to perform in a reasonable amount of time with only one machine. Our only solution currently is to borrow a second PortaCount from the City of Winchester and at times, to borrow a third machine from Fairfax City. We have to borrow these additional machines on a monthly basis. This also puts the responsibility of those additional machines on us for any damage that we may encounter. The number of firefighters, career and volunteer, that are now part of the Frederick County Fire and Rescue Department exceeds the amount of personnel we should be trying to support with only one PortaCount machine.

Every year the PortaCount machine must be calibrated by an outside agency. Having two (2) machines will enable us to have at least one available at any given time for the stray tests as new firefighters become part of our fire and rescue system. We will stagger the times they go out for calibration. It also helps keep one machine available if the other one was sent out for repair.

For approximately the last three (3) years that our machine has gone out for calibration, the vendor has advised us that if there were to be any problems with the machine they would not be able to fix it. This machine is outdated and parts are no longer available to support it. Unfortunately, if our existing PortaCount machine is no longer able to function, we will have no choice other than to purchase a new machine at that time.

- **3505-8009-000 Miscellaneous Equipment**
 - Requested Amount \$308,500

With the anticipation of implementing the Accredited Emergency Medical Technician and Advanced Emergency Medical Technician training programs, implementation of revised training programs, and new training programs being mandated, the Fire and Rescue Department has and/or will need to apply for emergency medical services, fire suppression, and hazardous materials training equipment through numerous grant opportunities that will require some level of matching funding from the locality. The matching level of funding varies from grant administrator to grant administrator but generally ranges from 10% to 50% of the total grant request. This training equipment will enable the Fire and Rescue Department to offer realistic type training that is not currently available locally to all of our career and volunteer fire and rescue personnel. The impact of not funding the matching funds for this additional equipment will delay the offering of realistic type training to our career and volunteer fire and rescue personnel. The following is a breakdown of conferences and training programs:

- Laerdal SimMan \$50,000
- Laerdal SimJunior \$50,000
- Laerdal SimBaby \$50,000
- NOELLE Maternal and Neonatal Birthing Simulator \$10,000

We are also requesting 14 Gas Meters for a total of \$80,500. The current atmosphere monitoring equipment carried on all county fire apparatus is in need of replacement for many reasons. The first component is the ability of the crews to detect the actual hazards that are facing emergency responders today. The current meters are very limited in the types of hazardous materials that they can detect. The new meters have a much broader spectrum of materials that they can detect in order to not only protect our first responders, but also our citizens. The response needs of the Department in the 21st century, is constantly changing and with that, our technology must change to meet those needs. Gone are the days when products of combustion were emitted from natural material, such as cotton and wood. Today, we face products of combustion that contain extremely hazardous chemicals such as Hydrogen Cyanide, Carbon Monoxide, and Phosgene Gas just to name a few. With upgraded equipment, it will allow us to start meeting the ever-changing response demands.

We are requesting an HP T920 Scanner/Plotter costing approximately \$8,000. This large format scanner/printer will allow us the capability to maximize productivity by digitizing our office. Contractors, the Planning Department, and Inspections would be able to directly send us plans for review, which allow for a more efficient workflow. Digitizing our large-format documents offers the benefit of safer storage and ease of retrieval. The scanner would allow us to scan to PDF, TIFF, or JPG formats, which would enable us to store these digitized copies in Laser Fiche. We would not have to worry about plans being mislabeled, misplaced or lost, and should we suffer a fire or flood, all of our electronic plans and drawings will be intact. This is an investment in the future.

We are requesting hydraulic extrication equipment \$60,000. The Training Division has been fortunate in the past to utilize one or two Rescue Engines from our fire and rescue system as well as a third party vendor to support hydraulic extrication equipment needs for our Vehicle Rescue Awareness and Operations Course as well as the Vehicle Rescue Technician Course. It is becoming more difficult to obtain a Rescue Engine to utilize for training programs since all of them are frontline apparatus with defined response areas within our fire and rescue system. In October 2014, the third party vendor that had graciously allowed us to utilize this hydraulic extrication equipment on loan can no longer support us due to their insurance requirements; therefore, we had to postpone a training program to a later date since we did not have any hydraulic extrication equipment to facilitate the course. The third party vendor and the County Attorney have reviewed this liability document but have not come to a solution as of this date.

Vehicle Rescue Awareness and Operations Course is a fundamental training program for our Basic Fire and Emergency Medical Services Academies as well as our Career Recruit School. This training program requires students to utilize hydraulic extrication equipment to perform multiple skills during practical evolutions, which requires the equipment to be committed to the training site. Due to all of our Rescue Engines being in-service apparatus, the majority of the volunteer fire and rescue companies do not prefer taking their apparatus out-of-service for a period of two days for this type of training. This equipment is extremely important for us to continue to provide the foundation courses for our fire and rescue personnel.

- **3505-9001-000 Lease/Rent Equipment**
 - Requested increase \$380,000

The Fire and Rescue Department currently has three Lifepaks in our response vehicles and the volunteer fire and rescue companies have 27 Lifepaks in response vehicles across the County. All of these Lifepaks are older than 8 years with some of them dating back to 1998. Physio-Control recently announced that some of the older Lifepaks would no longer be supported after October 31, 2012 due to the various technology changes that have occurred in their industry.

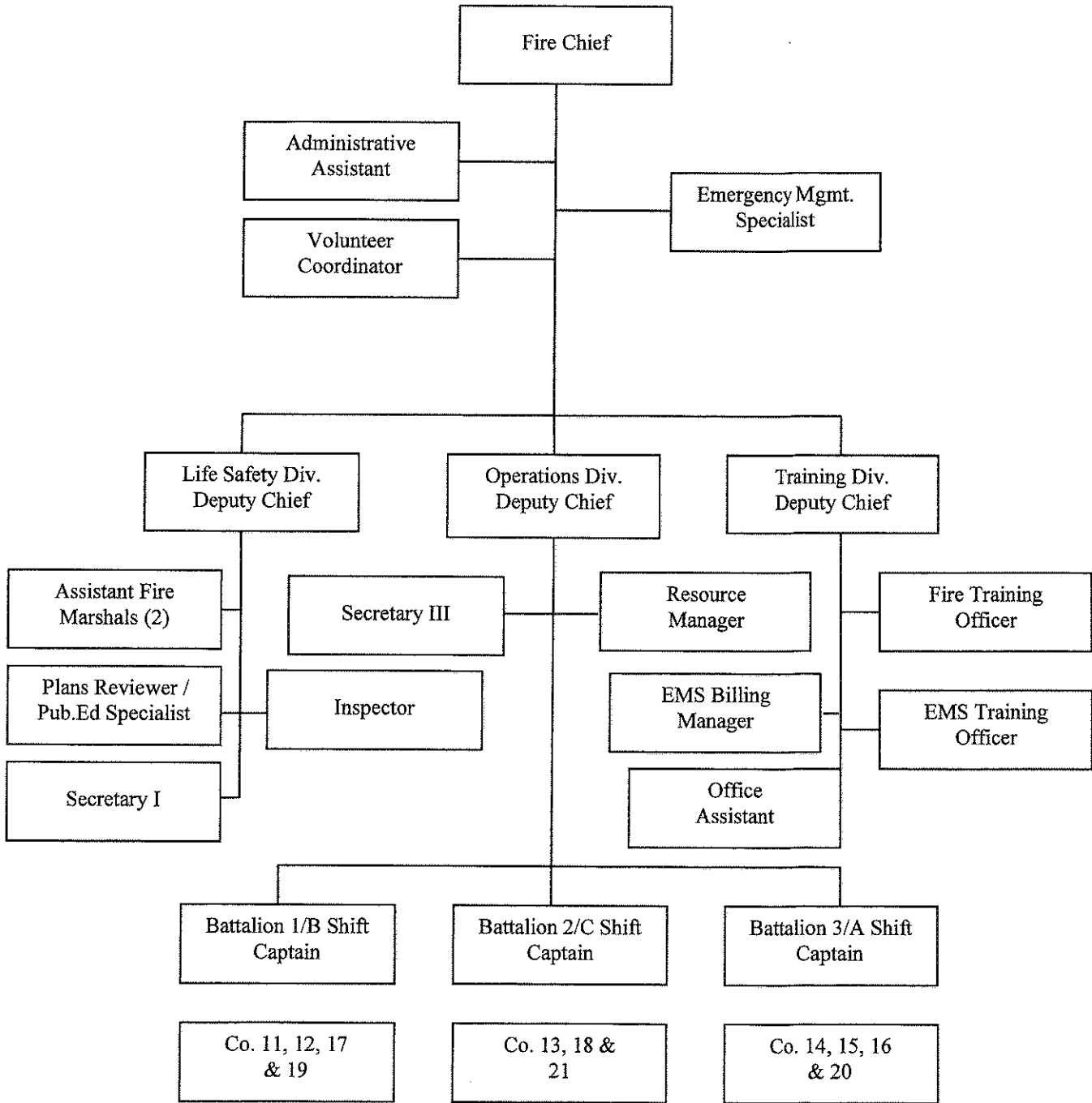
This presents a unique problem to our fire and rescue system in providing current and appropriate medical care based upon our current inventory of monitors/defibrillators.

Today's monitors/defibrillators are like any other electronic devices in the healthcare setting, driven by a very powerful computer system that is approved and authorized by the United States Food and Drug Administration (FDA). The FDA has officially announced that monitors/defibrillators have a life expectancy of 8 years based upon technology changes in the computer industry. This complicates the replacement and upgrade process of monitors/defibrillators further due to the increase in costs associated with the technology changes and requirements as well as the healthcare standards across the country and world.

In the past, all of our fire and rescue agencies have individually purchased their Lifepak monitor/defibrillators directly or with the assistance of the Virginia Office of Emergency Medical Services Rescue Squad Assistance Fund. These Lifepaks were advertised as having 10-year life expectancies but like anything else in electronic components, technology is changing frequently due to new processes and innovations. To continue to outright purchase these devices at the cost of \$40,000 plus is placing an immediate financial burden on the Department and our volunteer fire and rescue companies. The Department and several of our volunteer fire and rescue companies do not have preventative maintenance/service contracts, which in the event of major component failure results in excessive expenditures.

We have reviewed multiple fire and rescue systems across the Commonwealth and throughout the United States and the trend is committing to a lease/purchase type plan to upgrade the monitors/defibrillators instead of capital purchasing. The electronics utilized by Physio-Control change every 2 to 3 years (similar to computers) which results in upgrades needed to existing equipment. This will allow our fire and rescue agencies the benefit of getting current technology in Lifepak 15's and upgrading every five years by renewing the lease/purchase option. This process not only meets the healthcare standards of care, but it will reduce a onetime capital expenditure for government into a more usable annual lease/purchase cost. The benefit of utilizing this type of plan will spread payments across a five-year timeframe instead of a onetime capital expenditure that will ease some of the financial burden to the government. It is also more cost effective to do this across the entire fire and rescue system instead of having the individual agencies attempt this process. This process will allow us to replace all of the Lifepak 12s within our fire and rescue system with Lifepak 15s as well as dedicated Lifepak 15 trainers so we do not have to take any monitor/defibrillators off in-service apparatus. The annual cost of this program is \$350,000.

Fire and Rescue



FIRE AND RESCUE

3505

DESCRIPTION:

The Fire and Rescue Department consists of eleven volunteer fire and rescue companies operated by approximately 200 operational volunteer personnel, supported by 80 uniform career staff and six office staff. The agency coordinates with our volunteer fire and rescue companies to deliver firefighting and emergency medical services within Frederick County. Nine companies provide advanced life support emergency medical services at the intermediate/paramedic level, and two provide advanced life support emergency medical service at the enhanced level. The Fire and Rescue Department is divided into four Divisions. The Operations Division is responsible for emergency service delivery, hazardous materials and disaster response and mitigation, emergency services planning and coordinating the service delivery of the volunteer fire and rescue companies. The Life Safety Division provides fire prevention, fire investigation, fire protection system plans review and inspection and public education for the entire County. The Training Division provides planning, development, and coordination of all training programs for both volunteer and career personnel for the entire County. The Training Division Deputy Chief is also the Department's EMS Coordinator, and oversees EMS Billing. The Emergency Management Division is responsible for disaster response and coordination, mitigation, and recovery.

GOALS:

- Implement the Service Plan to incorporate immediate goals, five-year goals, and ten-year goals to address and meet the needs of the Fire and Rescue Service in the future.
- Develop a Strategic Plan to fulfill the Service Plan's objectives.
- Continue the re-designed Explorer Post Program.
- Continue to support the needs and requests of the eleven Fire and Rescue Companies, working as one organization to meet the needs of the community.
- Become an accredited site by the Virginia Office of Emergency Medical Services for the Emergency Medical Technician and Advanced Emergency Technician certification courses.
- Expand the Recruitment and Retention of volunteers through the assistance of a SAFER grant.
- Continue to provide the Basic Fire Academy and Emergency Medical Services Academy Certification courses. Continue to provide other basic, advanced, and specialized training programs as adopted by the Frederick County Fire and Rescue Department and Frederick County Volunteer Fire and Rescue Association Training Committee.

PERFORMANCE INDICATORS:

	FY 2014 Actual	FY 2015 Budget	FY 2016 Budget
Minorities/women hired	0	1	
Fire related deaths – civilian	0	0	
Fire related deaths – fire service	0	0	
Percent fire protection plans processed in three days or less	50%	75%	

BUDGET SUMMARY:

	FY 2014 Actual	FY 2015 Approved Budget	FY 2015 Estimated Budget	FY 2016 Adopted Budget	Increase/Decrease FY 2015 App. To FY 2016 Amount %	
Costs:						
Personnel		7,185,255				
Operating		675,856				
Capital/Leases		10,878				
TOTAL		7,871,989				
Revenue:						
Fees		788,408				
State/Federal		0				
Local		7,083,581				
TOTAL		7,871,989				
Full-time Positions		79.5			0	0.00%

Jennifer Place

From: Ellen Murphy
Sent: Thursday, February 05, 2015 10:39 AM
To: Cheryl Shiffler
Cc: Jennifer Place; Jane Anderson; Derek Brill
Subject: RE: Land Use

Land use didn't change significantly, although it went down a little. Although rates increased in Ag and Horticulture, Forestry (which is our biggest number of land use acres) reduced. We have inspected almost all the 2535 forms and accompanying entries for accuracy and find no errors. We did have more applications this year than last, which is the primary factor in keeping the total so close to the prior year.

For those interested: Ag increased because of the prices of beef and hogs (USDA, VSC and others). Horticulture, which didn't increase as much as ag but did go up was because there have been few serious crop failures in apples and peaches which are our biggest horticultural products. Forestry rates are based on those published by the Virginia Division of Forestry - which have always been what was used (SLEAC also uses these). Forestry depends on timber rates and has not quite recovered from the lack of building in the prior 6 years.

Also for general information, real estate, personal property, machinery and tools, and business licenses are only ESTIMATES for purposes of getting to a tax rate. They are very educated estimates (using reassessment, market, and NADA data). We have always been very close not counting reassessment on real property, we have less than 6% of the data needed at the time I give the estimates for business and personal property taxes. Our books are just being formed. The reassessment data is finalized as of 12/31/14 but the actual real property revenue will have new construction, demolition, Board of Equalization appeals and so forth.

I am satisfied the information I provided to you is accurate and error free.

Ellen E. Murphy, MCOR
Commissioner of the Revenue
Frederick County, Virginia
107 North Kent Street
Winchester VA 22601
Office: 540.665.5681
Direct: 540.722.8334
Fax: 540.667.6487
emurphy@fcva.us

From: Cheryl Shiffler
Sent: Wednesday, February 04, 2015 10:10 AM
To: Ellen Murphy
Subject:

Hi Ellen. Will you be able to have us the land use/reassessment info by tomorrow afternoon? Thanks, CBS

FY 16 Remaining Budget Timeline

February 11, 2015

- Presentation from Sheriff and Fire and Rescue Director
- Discussion with the Commissioner of the Revenue on Land-Use
- Budget timeline discussion
- Scenario selection
- Reassessment Public Hearing discussion
- Proffer Discussion

February 18, 2015

- Overview on impact of Scenario selection

February 25, 2015

- Continued discussion on proposed FY 16 budget cuts

March 4, 2015

- Final budget work session prior to budget/reassessment advertisement of Public Hearing

March 9, 2015

- Send budget ad to the Winchester Star for advertisement

March 12, 2015

- Proof budget ad

March 16, 2015

- Advertisement date for Public Hearings on Budget and Reassessment

March 25, 2015

- Date for scheduled Public Hearings on Budget and Reassessment

April 8, 2015

- Board of Supervisors adopts resolution that sets tax rates and adopts annual Budget.

Preliminary Funding Scenarios for FY 16

FISCAL YEAR 2016 PRELIMINARY BUDGET SCENARIOS

	SCENARIO A	SCENARIO B	SCENARIO C	SCENARIO D	SCENARIO E
				5% (3 cents)	10% (6 cents)
FY 16 Additional General Fund Revenue from taxes	8,804,085	8,804,085	8,804,085	8,804,085	8,804,085
Funding From General Fund Unassigned Fund Balance	4,300,000	2,200,000	0	4,300,000	4,300,000
FY 15 Budgeted General Fund Revenue	138,087,562	138,087,562	138,087,562	138,087,562	138,087,562
Revenue Growth from Reassessment				2,228,000	4,456,000
FY 16 Proposed General Fund Budget	151,191,647	149,091,647	146,891,647	153,419,647	155,647,647
FY 15 Adopted General Fund Budget	142,387,562	142,387,562	142,387,562	142,387,562	142,387,562
Increase/Decrease in FY 16 Funding	8,804,085	6,704,085	4,504,085	11,032,085	13,260,085
Total additional funding for School Funds from General Fund	5,018,328	3,821,328	2,567,328	6,288,288	7,558,248
Total additional funding for General Fund (non-schools)	3,785,757	2,882,757	1,936,757	4,743,797	5,701,837

ASSUMPTIONS:

- Operating split → 57 % Schools, 43 % General Fund
- Revenue neutral reassessment for Scenario A, B and C

SCENARIOS:

- A: Current level of fund balance funding, zero tax increase
- B: Reduced level of fund balance funding, zero tax increase.
- C: Zero level of fund balance funding, zero tax increase.
- D: Current level of fund balance funding, reassessment increase equivalent to 3 cents
- E: Current level of fund balance funding, reassessment increase equivalent to 6 cents

(All Scenarios include new revenue)

RESULTS OF THE 2015 REASSESSMENT (2/3/2015)

Values increased overall by 5.76%

Prior year gross taxable assessed values were \$8,245,852,355 (before land use and including new construction previously entered.)

New (CY2015) gross taxable assessed values are \$8,762,462,900 (at time of reassessment before removing new construction and before land use)

However in order to calculate the impact of reassessment on actual tax revenue, we must have new construction of 2014 taken out. This then gives a reportable increase to the state of the 5.76%. (See the following)

New values	\$8,762,462,900	
Less New Construction	<u>(41,901,700)</u>	
Value for increase is	\$8,720,561,200*	
Value of land use	<u>(457,509,634)</u>	
Value for tax calculation	\$8,263,051,566	Amount we must report as income producing for rate calculation purposes in advertised budget. (There will be additional revenue from 2015 new construction that is placed on the book during 2015 that is not part of this calculation.)

2014 tax rate of \$0.00585 (\$0.585/\$100) generated \$45,544,118 revenue after land use in 2014. Allowable revenue WITHOUT ADVERTISING A TAX INCREASE IN 2015 is \$ 45,999,559 (includes a 1% increase) on \$8,263,052,166 to generate \$ 45,992,145 would take a tax rate of \$0.005566.

- For your general information:
- Residential increased about 6.8 %
 - Multi-family decreased about .25 %
 - Commercial/Industrial increased about 6.6%
 - Ag/open land decreased about .75 %

The land use will reduce the collectible amount by \$2,546,499

Using the above figures \$0.01 generates \$826,305 but there will be uncollectible revenue included in this figure. Please note that Mrs. Shiffler feels \$0.01 would actually bank \$760,000.

Ellen Murphy, Commissioner of the Revenue

February 3, 2015

PROFFERS JANUARY 2015	SCHOOLS	PARKS	FIRE&RESCUE	OTHER	TOTAL
Fund Balance @6/03	619,736.20	150,283.62	18,353.12	9,100.00	797,472.94
Budget Controls FY04	-507,000.00				-507,000.00
Proffer Disbursement FY04			-18,353.12		-18,353.12
FY04 Revenue	436,894.77	78,295.55	6,293.00	22,290.00	
Fund Balance @6/30/04	549,630.97	228,579.17	6,293.00	31,390.00	815,893.14
Proffer Disbursement FY05			-6,293.00		
Parks Playground Sherando		-150,000.00			
FY05 Revenue	551,260.99	97,389.80		284,632.00	
FY05 Other Disbursed:					
VDOT (Stickley Drive)				-100,000.00	
VDOT(Stop Lights)				-75,000.00	
Proffer correction from 11/02		-81.00		0.00	
Fund Balance@6/30/05	1,100,891.96	175,887.97		141,022.00	1,417,801.93
Budget Controls FY06	-1,000,000.00				-1,000,000.00
Solid Waste Disbursement	0.00	0.00		-12,000.00	-12,000.00
FUND BALANCE @1/31/06	100,891.96	175,887.97		129,022.00	405,801.93
FY06 Revenue@6/30/06	619,394.39	120,623.43	65,209.96	151,604.00	956,831.78
PAID QUARTERLY			-25,646.49		
Budget Controls FY07	(665,701.00)				
FY07 Revenue	521,471.82	88,241.10	68,499.03	56,496.00	734,707.95
Budget Controls FY08	(750,000.00)				
Proffers for Backstops B.A.1/9/08		(45,000.00)			
Proffers for Greenwood B.A. 1/9/08			(55,586.76)		
Fy08 Revenue	451,309.41	77,280.97	79,209.95	217,163.00	824,963.33
Fund Balance @6/30/08	277,366.58	417,033.47	131,685.69	554,285.00	1,380,370.74
FY09 Revenue	469,159.76	81,673.47	50,425.67	281,662.75	882,921.65
Solid Waste Disbursement				(12,000.00)	
B.A.11/08 HISTORIC&PRESERVATION				(112,000.00)	
Fund Balance@6/30/09	746,526.34	498,706.94	182,111.36	711,947.75	2,139,292.39
FY10 Revenue	210,378.23	40,161.42	133,565.86	89,584.79	473,690.30
Proffers Greenwood Center B.A.		(68,525.85)			
B.A.11/18/09 Phasell Bike Trail		(210,000.00)			
FUND BALANCE@6/30/10	956,904.57	260,342.51	315,677.22	801,532.54	2,334,456.84
FY11 REVENUE	110,841.61	24,318.67	79,146.53	49,039.65	263,346.46
SUBTOTAL	1,067,746.18	284,661.18	394,823.75	850,572.19	2,597,803.30
Library Proffers Appropriated 4/27/11				-83,000.00	
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	497,289.00	89,677.65	56,053.17	43,790.90	686,810.72
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	2,742,594.93	477,338.58	457,764.74	1,032,893.14	4,710,591.39

*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	207,765.14				
Bridges	1,000.00				
Library	90,363.00				
Sheriff	40,390.00				
Stop Lights	26,000.00				
Historic and Open Space Preservation	103,000.00	*1			
Meadows Edge RaceyTract Rt.277	162,375.00				
BPG Properties/RT.11 Corridor	330,000.00				
Solid Waste	12,000.00				
Other Proffers @1/31/15	1,032,893.14				

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

A

**FREDERICK COUNTY BOARD OF
SUPERVISORS' MINUTES**

REGULAR MEETING

January 14, 2015

A Regular Meeting of the Frederick County Board of Supervisors was held on Wednesday, January 14, 2015 at 7:00 P.M., in the Board of Supervisors' Meeting Room, 107 North Kent Street, Winchester, VA.

PRESENT

Chairman Richard C. Shickle; Charles S. DeHaven, Jr.; Christopher E. Collins; Gene E. Fisher; Robert A. Hess; Gary A. Lofton; and Robert W. Wells.

CALL TO ORDER

Chairman Shickle called the meeting to order.

INVOCATION

Supervisor Hess delivered the invocation.

PLEDGE OF ALLEGIANCE

Supervisor DeHaven led the Pledge of Allegiance.

ORGANIZATION OF THE BOARD OF SUPERVISORS FOR 2015

SELECTION OF VICE-CHAIRMAN – CHARLES S. DEHAVEN, JR. ELECTED

Supervisor Lofton nominated Supervisor DeHaven for the office of Vice-Chairman. The nomination was seconded by Supervisor Hess.

Upon a motion by Supervisor Hess, seconded by Supervisor Collins, the Board closed the nominations.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

The motion to approve Supervisor DeHaven as Vice-Chairman was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

ADOPTION OF RULES OF PROCEDURE – APPROVED

Upon a motion by Supervisor Collins, seconded by Supervisor Hess, the Board adopted the Rules of Procedure Frederick County Board of Supervisors, adopted May 28, 2003, amended September 14, 2011 and Robert’s Rules of Order Simplified and Applied.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

SELECTION OF A PARLIAMENTARIAN – COUNTY ATTORNEY ELECTED

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Hess, the Board elected the county attorney. as Parliamentarian.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye

Gary A. Lofton Aye
Robert W. Wells Aye

**SELECTION OF A TIME AND PLACE FOR REGULAR MEETINGS -
APPROVED**

Vice-Chairman DeHaven moved that the second and fourth Wednesdays of each month, at 7:00 P.M., in the Board of Supervisors' Meeting Room, County Administration Building, 107 North Kent Street, Winchester, Virginia be the time and meeting place for the Frederick County Board of Supervisors for 2015. Should the meeting be cancelled due to inclement weather, then it will take place on the following evening.

The motion was seconded by Supervisor Fisher.

The above motion was passed by the following recorded vote:

Richard C. Shickle Aye
Christopher E. Collins Aye
Charles S. DeHaven, Jr. Aye
Gene E. Fisher Aye
Robert A. Hess Aye
Gary A. Lofton Aye
Robert W. Wells Aye

CHAIRMAN'S BOARD/COMMITTEE ASSIGNMENTS

Chairman Shickle noted the committee assignments remain much the same as last year..

- Richard C. Shickle: Finance Committee; Joint Finance Committee;
Metropolitan Planning Organization; Northwestern
Regional Jail Board alternate.
- Robert W. Wells: Code and Ordinance Committee; Human Resources
Committee; Public Works Committee; Regional Jail Board;
Handley Regional Library liaison.
- Robert A. Hess Human Resources Committee Chairman; Code &
Ordinance Committee; Northern Shenandoah Valley
Regional Commission; and Planning Commission liaison

Gary A. Lofton: Public Safety Committee Chairman; Technology Committee Chairman; Public Works Committee; Finance Committee; Economic Development Authority; Social Service Board; Agricultural District Advisory Committee; Extension Leadership Council.

Gene E. Fisher: Public Works Committee Chairman; Public Safety Committee; Transportation Committee; Airport Authority; Conservation Easement Authority; Frederick-Winchester Service Authority; Sanitation Authority liaison.

Charles S. DeHaven, Jr.: Transportation Committee Chairman; Finance Committee Chairman; Technology Committee; Joint Finance Committee; Metropolitan Planning Organization; Northern Shenandoah Valley Regional Commission; Juvenile Detention Center Board; Northwestern Regional Adult Detention Center Board.

Christopher E. Collins: Code & Ordinance Committee Chairman; Human Resources Committee; Public Safety Committee; Transportation Committee; Parks & Recreation Commission liaison; Fire & Rescue Association liaison; Winchester-Frederick County Convention and Visitors' Bureau Board.

CITIZEN COMMITTEE APPOINTMENTS

CODE & ORDINANCE COMMITTEE

Derek C. Aston
 Stephen G. Butler
 James A. Drown

FINANCE COMMITTEE

Angela L. Rudolph
 Judy McCann-Slaughter

HUMAN RESOURCES COMMITTEE

Don Butler
 Dorrie R. Greene
 Beth Lewin

PUBLIC SAFETY COMMITTEE

Charles R. "Chuck" Torpy
Ronald E. Wilkins

PUBLIC WORKS COMMITTEE

David W. Ganse, AIA
Whitney "Whit" L. Wagner
James T. Wilson

TECHNOLOGY COMMITTEE

Quaisar Absar
Todd Robertson
Lorin Sutton

TRANSPORTATION COMMITTEE

James M. Racey, II

ADOPTION OF AGENDA – APPROVED AS AMENDED

Administrator Riley advised he had one change to the agenda. He recommended the Board accept the request from the applicant for the Heritage Commons rezoning to postpone their item until the March 11, 2015 meeting.

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Wells, the Board approved the agenda as amended by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

CONSENT AGENDA - APPROVED

Administrator Riley offered the following items for the Board's consideration under the consent agenda:

- Memorandum and Resolution re: Petition of Virginia American Water Company, Aqua Virginia, Inc. and Massanutten Public Service Corporation – Petition to State Corporation Commission for Rulemaking to Establish a Water and Wastewater Infrastructure Service Charge – **Tab F**;
- Parks and Recreation Commission Report – **Tab G**; and
- Public Works Committee Report – **Tab H**; and
- Applicant’s request to postpone Rezoning #02-14 Heritage Commons, L.L.C. until the March 11, 2015 meeting. – **Tab J**.

Upon a motion by Supervisor Lofton, seconded by Supervisor Fisher, the Board approved the consent agenda by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

CITIZEN COMMENTS

There were no citizen comments.

BOARD OF SUPERVISORS COMMENTS

There were no Board of Supervisors’ comments.

MINUTES - APPROVED

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Hess, the Board approved the minutes from the December 9, 2015 Special Meeting by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye

Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

Upon a motion by Supervisor Fisher, seconded by Supervisor Collins, the Board approved the minutes from the December 10, 2014 Regular Meeting by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

Upon a motion by Supervisor Hess, seconded by Supervisor Lofton, the Board approved the minutes from the December 17, 2014 Special Meeting by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

COUNTY OFFICIALS

EMPLOYEE OF THE MONTH AWARD – WADE M. TAYLOR APPROVED

Upon a motion by Supervisor Hess, seconded by Supervisor Fisher, the Board approved Wade M. Taylor, Jr. as Employee of the Month for December 2014.

WHEREAS, the Frederick County Board of Supervisors recognizes that the County's employees are a most important resource; and

WHEREAS, on September 9, 1992, the Board of Supervisors approved a resolution which established the Employee of the Month award and candidates for the award may be nominated by any County employee; and

WHEREAS, the Board of Supervisors selects one employee from those nominated, based on their merits of outstanding performance and productivity, positive job attitude and other noteworthy contributions to their department and to the County; and

WHEREAS, Wade M. Taylor, Jr. an Officer who serves as the Home Electronic Monitoring Coordinator for the Northwestern Regional Adult Detention Center was nominated for Employee of the Month; and

WHEREAS, Officer Taylor is being awarded for his achievement of going above and beyond what his job entails. On many occasions he has the willingness to fill in at a moment's notice ensuring the mission at Community Corrections is accomplished. Officer Taylor took on added responsibility during another employee's absence and came to the facility in the late evening and re-organized the remaining inmates so that the commitments would be met without incident. Whether he is filling in as a security officer at the Community Corrections Center, or assisting with buildings and grounds maintenance, his attention to detail, selfless dedication, energy, and hard work is not only an asset to the NRADC, but to the citizens of Frederick County whom we serve;

NOW, THEREFORE, BE IT RESOLVED, by the Frederick County Board of Supervisors this 14th day of January, 2015 that Officer Wade Taylor is hereby recognized as the Frederick County Employee of the Month for December 2014; and

BE IT FURTHER RESOLVED that the Board of Supervisors extends gratitude to Officer Taylor for his outstanding performance and dedicated service and wishes continued success in his future endeavors; and

BE IT FURTHER RESOLVED, that Wade Taylor is hereby entitled to all of the rights and privileges associated with his award.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

COMMITTEE APPOINTMENTS

APPOINTMENT OF TARA WOOLEVER AS FREDERICK COUNTY REPRESENTATIVE TO LORD FAIRFAX COMMUNITY COLLEGE - APPROVED

Upon a motion by Supervisor Lofton, seconded by Vice-Chairman DeHaven, the Board appointed Tara Woolever to fill the unexpired term of Mary E. Greene as Frederick County representative to Lord Fairfax Community College. Term expires June 30, 2016.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

APPOINTMENT OF JUDY WOLFREY TO FILL THE UNEXPIRED TERM OF HELEN LAKE AS MEMBER-AT-LARGE TO THE EXTENSION LEADERSHIP COUNCIL - APPROVED

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Fisher, the Board appointed Judy Wolfrey to fill the unexpired term of Helen Lake as Member-At-Large to the Extension Leadership Council. Term expires April 24, 2016.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

NOMINATION OF LUTHER STILES TO THE BOARD OF EQUALIZATION - APPROVED

Upon a motion by Supervisor Lofton, seconded by Supervisor Hess, the Board nominated Luther Stiles to the Board of Equalization to fill the unexpired term of Leon W. Strosnider. Term expires December 31, 2016.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

REAPPOINTMENT OF DOUG C. RINKER TO THE FREDERICK COUNTY ECONOMIC DEVELOPMENT AUTHORITY - APPROVED

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Wells, the Board reappointed Doug C. Rinker to the Frederick County Economic Development Authority. This is a four year appointment. Term expires January 10, 2019.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

APPOINTMENT OF COUNTY ADMINISTRATOR TO THE NORTHERN SHENANDOAH VALLEY REGIONAL COMMISSION - APPROVED

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Lofton, the Board appointed the county administrator as a Frederick County representative to the Northern Shenandoah Valley Regional Commission. This is a three year appointment. Term expires January 11, 2018.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye

Robert W. Wells Aye

REAPPOINTMENT OF CHARLES R. SANDY AS MEMBER-AT-LARGE TO THE PARKS AND RECREATION COMMISSION - APPROVED

Upon a motion by Supervisor Lofton, seconded by Supervisor Hess, the Board reappointed Charles R. Sandy as Member-At-Large to the Parks and Recreation Commission.

This is a four year appointment. Term expires January 25, 2019.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

REQUEST FROM THE COMMISSIONER OF THE REVENUE FOR REFUNDS - APPROVED

Administrator Riley advised the Commissioner of the Revenue requested the Treasurer be authorized to credit the following entities:

1. O-N Minerals (Chemstone) Company in the amount of \$33,241.00 for adjustment to real property taxes for tax years 2011, 2012, 2013, and 2014. This refund is a result of structural improvements owned by the Frederick County Sanitation Authority on real property it leases from O-N Minerals, but which improvements were taxed to O-N Minerals.

Upon a motion by Supervisor Lofton, seconded by Vice-Chairman DeHaven, the Board approved the refund request and supplemental appropriation.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye

Robert W. Wells Aye

2. Undisclosed Taxpayer – Disabled Veteran’s Relief in the amount of \$6,014.06 for part of 2011, all of 2012, 2013, and 2014 real estate taxes, based upon proper filing of proof of 100% permanent and total disability directly due to military served, as required under the Virginia Code change as a result of the Constitutional amendment that took effect for 2011.

Upon a motion by Supervisor Hess, seconded by Vice-Chairman DeHaven, the Board approved the refund request and supplemental appropriation.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

MEMORANDUM AND RESOLUTION RE: PETITION OF VIRGINIA AMERICAN WATER COMPANY, AQUA VIRGINIA, INC. AND MASSANUTTEN PUBLIC SERVICE CORPORATION - PETITION TO STATE CORPORATION COMMISSION FOR RULEMAKING TO ESTABLISH A WATER AND WASTEWATER INFRASTRUCTURE SERVICE CHARGE. – APPROVED UNDER CONSENT AGENDA

WHEREAS, Aqua Virginia, Inc. provides water and sewer service to County residents in the Lake Holiday community and water service to County residents in the Shawneeland community; and

WHEREAS, Aqua Virginia, Inc., Virginia American Water Company, and Massanutten Public Service Corporation have filed with the State Corporation Commission a petition docketed as Case Number PUE-2014-00066, for a rulemaking to establish rules allowing water and wastewater companies in Virginia to apply to the Commission for the establishment of a water and wastewater infrastructure service charge; and

WHEREAS, County residents who are customers of Aqua Virginia, Inc. in the Lake Holiday and Shawneeland communities pay rates for water and sewer, as applicable, that exceeds those of the Frederick County Sanitation Authority; and

WHEREAS, water and sewer costs represent a significant burden to County residents who are customers of Aqua Virginia, Inc. in the Lake Holiday and Shawneeland communities; and

WHEREAS, the request for rules to allow establishment a water and wastewater infrastructure service charge presents various concerns regarding whether infrastructure costs should be captured in regular rates, whether a company could impose one overall infrastructure charge for all of its systems in Virginia or whether a company would be required to dedicate charges received for one system to only that system, and whether authority exists for such rules; and

WHEREAS, participation by the Board of Supervisors as a respondent in State Corporation Commission Case Number PUE-2014-00066 would be beneficial toward seeking the accomplishment of fair and reasonable water and sewer rates for County residents who are customers of Aqua Virginia, Inc. in the Lake Holiday and Shawneeland communities.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Supervisors authorizes and ratifies the filing by the County Attorney on its behalf of a Notice of Participation as a Respondent in State Corporation Commission Case Number PUE-2014-00066 and the taking of such action as is appropriate in such proceeding to seek the accomplishment of fair and reasonable water and sewer rates for County residents who are customers of Aqua Virginia, Inc. in the Lake Holiday and Shawneeland communities.

Adopted this 14th day of January, 2015.

COMMITTEE REPORTS

PARKS AND RECREATION COMMISSION – APPROVED UNDER CONSENT AGENDA

The Parks and Recreation Commission met on December 9, 2014. Members present were: Kevin Anderson, Patrick Anderson, Greg Brondos, Jr., Randy Carter, Gary Longerbeam, Ronald Madagan, and Charles Sandy, Jr. Members absent were: Marty Cybulski and Christopher Collins.

Items Requiring Board of Supervisors Action:

None

Submitted for Board Information Only:

1. Board Resolution for DCR RTP Grant Application for Rose Hill Trail – Mr. Madagan moved to request a resolution from the Board of Supervisors to apply for a grant from the Department of Conservation and Recreation (DCR) Recreational Trails Program for Rose

Hill Park, second by Mr. Longerbeam, motion carried unanimously (7-0). Staff will request a resolution from the Board of Supervisors once the grant is announced.

2. Fiscal Year 2016 Budget Request – The Finance Committee met on December 1, 2014 to review the Department’s Fiscal 2016 Budget. The Finance Committee recommended to approve the Fiscal Year 2016 Budget as submitted, second by Mr. Brondos, motion carried unanimously (7-0).

PUBLIC WORKS COMMITTEE – APPROVED UNDER CONSENT AGENDA

The Public Works Committee met on Tuesday, December 2, 2014 at 8:00 a.m. All members were present except Gene Fisher. The following items were discussed:

*****Items Not Requiring Action*****

1. Fiscal Year 2015/2016 Budgets

The Director of Public Works presented the attached Fiscal Year 2015/2016 budgets. Following this presentation and brief discussion, the committee unanimously endorsed the proposed budgets and recommended that they be forwarded to the Finance Committee for their review. **(Attachment 1)**

In addition, the committee reviewed a staff proposal to close the Greenwood Citizens’ Convenience site. The justification for this closure will be provided to the board of supervisors during their review of the proposed budgets. **(Attachment 2)**

2. Miscellaneous Reports

- a) Tonnage Report
(Attachment 3)
- b) Recycling Report
(Attachment 4)
- c) Animal Shelter Dog Report
(Attachment 5)
- d) Animal Shelter Cat Report
(Attachment 6)

HUMAN RESOURCES COMMITTEE – APPROVED

The HR Committee met in the First Floor Conference Room at 107 North Kent Street on Friday, December 10th, 2014 at 8:00 a.m. All members present with the exception of Beth Lewin.

*****Items Requiring Action*****

1. The Committee recommends approval for the Parks & Rec Director Jason Robertson to hire a Recreational Technician. The funding request for the position will be forwarded to the Finance Committee for consideration. (See Attachment)
2. The Committee recommends approval of the Employee of the Month award for December. (See Attachment)

*****Items Not Requiring Action*****

1. The Parks & Rec Director presented the Committee with an Incentive Pay Policy. After discussion, the Committee recommended that the HR Department draft a County level policy for the Committee to review in February. (See Attachment)
2. Presentation by Treasurer C. William Orndoff.

At the request of the Committee, Mr. Orndoff presented an overview of the objectives and responsibilities of the Treasurer's Office. The presentation also provided the Committee an understanding of his department's role, authority, projects, and topics of importance within his department; presentation attached.

There being no further business, the meeting was adjourned.

The next HR Committee meeting is scheduled for Friday, January 9th, 2015.

PLANNING COMMISSION BUSINESS

REZONING #02-14 HERITAGE COMMONS, L.L.C., SUBMITTED BY LAWSON AND SILKE, P.L.C., TO REZONE 96.28 +/- ACRES FROM B2 (BUSINESS GENERAL) DISTRICT TO R4 (RESIDENTIAL PLANNED COMMUNITY) DISTRICT AND 54 +/- ACRES FROM RP (RESIDENTIAL PERFORMANCE) DISTRICT TO R4 (RESIDENTIAL PLANNED COMMUNITY) DISTRICT AND .31 +/- ACRES FROM THE RA (RURAL AREAS) DISTRICT TO THE R4 (RESIDENTIAL PLANNED COMMUNITY) DISTRICT WITH PROFFERS. THE PROPERTIES ARE LOCATED WEST OF THE INTERSECTION OF FRONT ROYAL PIKE (ROUTE 522) AND AIRPORT ROAD (ROUTE 645) AND ARE IDENTIFIED BY THE PROPERTY IDENTIFICATION NUMBERS 63-A-150, 64-A-10, AND 64-A-12 IN THE SHAWNEE MAGISTERIAL DISTRICT. (VOTE POSTPONED FROM DECEMBER 12, 2014 BOARD MEETING.) – POSTPONED AT THE REQUEST OF THE APPLICANT UNTIL MARCH 11, 2015 MEETING

REQUEST TO WAIVE A CATEGORY C ZONING DISTRICT BUFFER (CLEARBROOK BUSINESS CENTER). - APPROVED

Senior Planner Candice Perkins appeared before the Board regarding this item. She advised this was a request to waive a category C zoning district buffer. The property is located on Martinsburg Pike in the Stonewall Magisterial District.. The category C buffer is required because the adjacent property contains a residential use; however, the 2030 Comprehensive Plan depicts the property with a future commercial business use. If the adjacent property were to be rezoned consistent with the Comprehensive Plan then a buffer would not be required. She went on to say the Zoning Ordinance allows the Board to waive or modify certain required zoning district buffers. The waiver request meets the criteria set forth in the Zoning Ordinance and the Planning Commission recommended approval.

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Hess, the Board approved the waiver request.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Christopher E. Collins	Aye
Charles S. DeHaven, Jr.	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

BOARD LIAISON REPORTS

There were no Board liaison reports.

CITIZEN COMMENTS

There were no citizen comments.

BOARD OF SUPERVISORS COMMENTS

There were no Board of Supervisors' comments.

ADJOURN

UPON A MOTION BY VICE-CHAIRMAN DEHAVEN, SECONDED BY SUPERVISOR FISHER, THERE BEING NO FURTHER BUSINESS TO COME BEFORE THIS BOARD, THIS MEETING IS HEREBY ADJOURNED. (7:29 P.M.)

**FREDERICK COUNTY BOARD OF
SUPERVISORS' MINUTES**

BUDGET WORK SESSION

January 21, 2015

A Budget Work Session of the Frederick County Board of Supervisors and Finance Committee was held on Wednesday, January 21, 2015 at 8:22 A.M., in the Board of Supervisors' Meeting Room, 107 North Kent Street, Winchester, VA.

PRESENT

Chairman Richard C. Shickle; Vice-Chairman Charles S. DeHaven, Jr.; Robert A. Hess; and Robert W. Wells.

ABSENT

Christopher E. Collins; Gene E. Fisher; and Gary A. Lofton.

OTHERS PRESENT

Finance Committee members Angela Rudolph, and Judith McCann-Slaughter; John R. Riley, Jr., County Administrator; Kris C. Tierney, Assistant County Administrator; Jay E. Tibbs, Deputy County Administrator; Commissioner of the Revenue Ellen Murphy; Treasurer C. William Orndoff, Jr.; Finance Director Cheryl B. Shiffler; Assistant Finance Director Sharon Kibler; Budget Analyst Jennifer Place; Fire Chief Dennis Linaburg; Superintendent of Schools David Sovine; School Board members Dr. John Lamanna and Ben Waterman; and Executive Director of Finance for Frederick County Public Schools Lisa Frye.

CALL TO ORDER

Chairman Shickle called the work session to order.

Finance Director Cheryl Shiffler reviewed the information presented in the Board's agenda packet. She advised the County could expect to receive \$8.8 million in general fund revenue from local taxes; however, expenditure requests for FY 16 total \$16.5 million to include capital requests and new positions. Finance Director Shiffler noted the funding for positions approved for Social Services and Fire and Rescue, which were done outside of the budget

process, along with the salary survey, would need to be taken out of the additional new revenue. This expense was approximately \$1 million. She then reviewed the preliminary funding scenarios for FY16:

- Scenario A – reflects current level of fund balance funding, zero tax increase, and includes \$8.8 million in new revenue.
- Scenario B – Same as scenario A, except utilizing only \$2.2 million in fund balance funding instead of \$4.3 million.
- Scenario C – reflected no funding from fund balance and no tax increase.
- Scenario D – reflects current level of fund balance funding (\$4.3 million) and a reassessment increase equivalent to \$0.03 or 5%.
- Scenario E – reflects current level of fund balance funding (\$4.3 million) and a reassessment increase equivalent to \$0.06 or 10%.

Finance Director Shiffler added that \$0.01 on the tax rate equated to approximately \$738,000.

The next budget work session will be held on Wednesday, January 28, 2015 at 5:30 p.m. with the Frederick County School Board.

There being no further discussion, the work session was adjourned at 8:30 a.m.

**FREDERICK COUNTY BOARD OF
SUPERVISORS' MINUTES**

**BUDGET WORK SESSION
WITH FREDERICK COUNTY
PUBLIC SCHOOLS**

January 28, 2015

A Budget Work Session of the Frederick County Board of Supervisors and the Frederick County School Board was held on Wednesday, January 28, 2015 at 5:30 P.M., in the Board of Supervisors' Meeting Room, 107 North Kent Street, Winchester, VA.

PRESENT

Chairman Richard C. Shickle; Vice-Chairman Charles S. DeHaven, Jr.; Christopher E. Collins; Gene E. Fisher; Robert A. Hess; Gary A. Lofton; and Robert W. Wells.

SCHOOL BOARD MEMBERS PRESENT

Benjamin F. Waterman, Chairman; Dr. John Lamanna, Vice-Chairman; Jody S. Wall; Michael A. Lake; Peggy Clark; Stuart Wolk; and Frank E. Wright

OTHERS PRESENT

John R. Riley, Jr., County Administrator; Kris C. Tierney, Assistant County Administrator; Jay E. Tibbs, Deputy County Administrator; Roderick B. Williams, County Attorney; Cheryl B. Shiffler, Finance Director; Jennifer Place, Budget Analyst; C. William Orndoff, Jr., Treasurer; Ellen Murphy, Commissioner of the Revenue; Finance Committee member Judith McCann-Slaughter; Dr. David Sovine, Superintendent of Schools; Albert Orndorff, Assistant Superintendent for Administration; Jim Angelo, Assistant Superintendent for Instruction; Lisa Frye, Executive Director of Finance; Kristen Anderson, Budget Supervisor Frederick County Public Schools; and Steve Edwards, Coordinator of Policy and Communications.

CALL TO ORDER

Chairman Shickle called the work session to order.

School Board Chairman Benjamin Waterman thanked the Board of Supervisors for meeting with the school board and for the positive working relationship. He cited the enactment of full-day kindergarten, which was one of budget priorities from last year.

Dr. David Sovine presented his proposed FY 16 budget. The proposed FY2016 budget totals \$187,302,120, which is an \$11,824,596 increase over FY2015. The largest area of increase is in the School Operating Fund. The additional funding would help fund a salary initiative and provide instructional and technology needs, as well as replace eight school buses. Of the \$10.4 million request from Frederick County, approximately \$6.3 million would be used for a salary initiative. Of that amount, approximately \$4.7 would fund teachers and \$1.6 would fund other staff. Dr. Sovine noted state revenues to the school system were expected to increase by only \$300,000.

Supervisor Lofton stated he noted a disturbing trend because the Compensation Board had allocated nine more position to Frederick County, but were not providing funding for those positions. He noted the Standards of Learning mandates are to be held; however, funding for these mandates falls to the localities as well. He concluded by saying the state continues to “slough-off” its responsibility to the localities.

Chairman Shickle stated it was not clear to him if the state budget had increased or decreased. If it had increased then that commitment had not been to K-12 education.

Supervisor Fisher suggested having a work session with the legislative delegation to discuss K-12 funding and other issues.

Dr. Sovine advised the school board had approved a resolution urging the General Assembly to increase the state’s funding share of public education.

Supervisor Wells stated he would like to have a copy of that resolution and suggested the Board draft resolution supporting the school system.

There being no further business, the work session adjourned at 6:15 p.m.

**FREDERICK COUNTY BOARD OF
SUPERVISORS' MINUTES**

SPECIAL MEETING

January 29, 2015

A Special Meeting of the Frederick County Board of Supervisors was held on Monday, January 29, 2015 at 8:00 A.M., in the Board of Supervisors' Meeting Room, 107 North Kent Street, Winchester, VA.

PRESENT

Richard C. Shickle, Charles S. DeHaven, Jr.; Christopher E. Collins; Gene E. Fisher; Robert A. Hess; Gary A. Lofton; and Robert W. Wells

CALL TO ORDER

Chairman Shickle called the meeting to order.

CLOSED SESSION

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Lofton, the Frederick County Board of Supervisors convened in closed session pursuant to Virginia Code Section 2.2-3711 A (1) to discuss personnel matters, specifically, filling the upcoming vacancy in the county administrator's position and other personnel matters.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Charles S. DeHaven, Jr.	Aye
Christopher E. Collins	Aye
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Fisher, the Board came out of closed session and reconvened in open session.

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Charles S. DeHaven, Jr.	Aye
Christopher E. Collins	Absent
Gene E. Fisher	Aye

Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Hess, the Board certified that to the best of each board member's knowledge the Board discussed only matters involving personnel specifically, filling the upcoming vacancy in the county administrator's position and other personnel matters, pursuant to Virginia Code Section 2.2.-3711 A (1).

The above motion was approved by the following recorded vote:

Richard C. Shickle	Aye
Charles S. DeHaven, Jr.	Aye
Christopher E. Collins	Absent
Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

Upon a motion by Vice-Chairman DeHaven, seconded by Supervisor Wells, the Board appointed Roderick B. Williams as Interim County Administrator effective February 1, 2015.

WHEREAS, Treasurer C. William Orndoff, Jr. and County Administrator John R. Riley, Jr. are the duly authorized joint signatories on the County's checks; and

WHEREAS, County Administrator John R. Riley, Jr. is retiring effective February 1, 2015; and

WHEREAS, the Board of Supervisors has appointed Roderick B. Williams as Interim County Administrator effective February 1, 2015;

NOW, THEREFORE, BE IT RESOLVED THAT, effective February 1, 2015, the duly authorized signatories on the County's checks are Treasurer C. William Orndoff, Jr. and Interim County Administrator Roderick B. Williams.

Adopted this 29th day of January, 2015.

The above motion was approved by the following recorded vote:

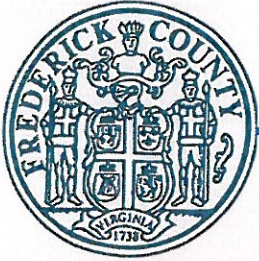
Richard C. Shickle	Aye
Charles S. DeHaven, Jr.	Aye
Christopher E. Collins	Absent

Gene E. Fisher	Aye
Robert A. Hess	Aye
Gary A. Lofton	Aye
Robert W. Wells	Aye

ADJOURN

UPON A MOTION BY VICE-CHAIRMAN DEHAVEN, SECONDED BY SUPERVISOR FISHER, THERE BEING NO FURTHER BUSINESS TO COME BEFORE THIS BOARD, THIS MEETING IS HEREBY ADJOURNED. (12:30 P.M.)

B



Roderick B. Williams
Interim County Administrator

540/665-6382
Fax 540/667-0370
E-mail:
rwillia@fcva.us

MEMORANDUM

TO: Board of Supervisors
FROM: Roderick B. Williams, Interim County Administrator *RBW*
DATE: February 5, 2015
RE: Committee Appointments

Listed below are the vacancies/appointments due through April, 2015. As a reminder, in order for everyone to have ample time to review applications, and so they can be included in the agenda, please remember to submit applications prior to Friday agenda preparation. Your assistance is greatly appreciated.

CHAIRMAN'S APPOINTMENT

Finance Committee

(See Attached Application of Bill M. Ewing) The Chairman is appointing Bill M. Ewing to the Finance Committee as a citizen representative.

VACANCIES/OTHER

Regional Jail Authority

John R. Riley, Jr. – Frederick County Representative
Term Expires: 10/13/15
Four year term

(As you know, John R. Riley, Jr. has retired. Frederick County has four seats on the Authority. Current county members are Supervisor Charles DeHaven who serves as Chairman of the Jail Authority, Supervisor Robert Wells and Sheriff Williamson. Chairman Richard Shickle serves as Alternate.)

Juvenile Detention Center Commission

John R. Riley, Jr. – Frederick County Alternate
Term Expires: 09/27/16
Four year term

(Mr. Riley served as Frederick County's alternate. Other county member is Supervisor Charles DeHaven. Sheriff Williamson serves as the Regional Jail Authority representative and Supervisor Wells serves as the Regional Jail Authority Alternate. According to the service agreement dated December 20, 1996, and the amendment dated November 15, 1999, recommendations for appointment are made by the Board of Supervisors and submitted to the Chief Judge of the Juvenile and Domestic Relations Court for consideration.)

Community Corrections Justice Board (CCJB) and Alcohol Safety Action Program (ASAP) Boards

John R. Riley, Jr. – County Representative
Term Expires: 02/22/17
Three year term

(Community Corrections By-Laws of both boards ensures that each jurisdiction is represented on both boards by a single appointee.)

Board of Zoning Appeals

James W. Givens – Back Creek District Representative
860 Laurel Grove Road
Winchester, VA 22602
Home: (540)678-0291
Term Expires: 12/31/16
Five year term

(Mr. Givens has Resigned.) *(There are seven members on the Board of Zoning Appeals. Recommendations for appointment/reappointment are made by the Board of Supervisors and submitted to the Judge of the Frederick County Circuit Court for final appointment.)*

Historic Resources Advisory Board

Claus Bader – Red Bud District Representative
102 Whipp Drive

Winchester, VA 22602
Home: (540)722-6578
Term Expires: 02/22/14
Four year term

FEBRUARY 2015

No appointments due.

MARCH 2015

Conservation Easement Authority

Bryan J. Green – County Representative
504 Heishman Lane
Winchester, VA 22602
Home: (540)877-1844
Term Expires: 03/14/15
Three year term

*(The Conservation Easement Authority was established in August, 2005. The Authority consists of seven citizen members, one member from the Board of Supervisors and one member from the Planning Commission. **Members shall be knowledgeable in one or more of the following fields: conservation, biology, real estate and/or rural land appraisal, accounting, farming, or forestry.** Members serve a three year term and are eligible for reappointment.)*

APRIL 2015

Historic Resources Advisory Board

Stacey Yost – Stonewall District Representative
1031 Payne Road
Winchester, VA 22603
Home: (540)662-8418
Term Expires: 04/13/15
Four year term

Sanitation Authority

John V. Stevens – County Representative
324 Round Hill Road

Memorandum – Board of Supervisors
February 5, 2015
Page 4

Winchester, VA 22602
Home: (540)667-4527
Term Expires: 04/15/15
Four year term

(The Sanitation Authority is composed of five members as stated in their Articles of Incorporation.)

RBW/tjp

Attachment

U:\TJP\committeeappointments\MmosLettrs\BoardCommitteeAppts(021115BdMtg).docx

**INFORMATIONAL DATA SHEET
FOR
FREDERICK COUNTY BOARD OF SUPERVISORS
COMMITTEE APPOINTMENTS**

Richard, Shickel District Supervisor, would like to nominate you to serve on the FINANCE.
As a brief personal introduction to the other Board members, please fill out the information requested below for their review prior to filling the appointment. (Please Print Clearly. Thank You.)

Name: BILL EWING Home Phone: 540-686-6260

Address: 400 CLOCKTOWER RIDGE DR Office Phone: NA

APT 140, WINCHESTER, VA Fax: NA
22603

Employer: RETIRED Email: bmewing@ya.com

Occupation: NA

Civic/Community Activities: STEPHENS CITY KIOWS CLUB

Will You Be Able To Attend This Committee's Regularly Scheduled Meeting On:
Yes: No:

Do You Foresee Any Possible Conflicts Of Interest Which Might Arise By Your Serving On This Committee? Yes: No: Explain:

Additional Information Or Comments You Would Like To Provide (If you need more space, please use the reverse side or include additional sheets):

Applicant's Signature: Bill Ewing Date: 2/2/15

Nominating Supervisor's Comments:

C



COUNTY OF FREDERICK

Roderick B. Williams
County Attorney

540/722-8383
Fax 540/667-0370
E-mail rwillia@fcva.us

MEMORANDUM

TO: Ellen E. Murphy, Commissioner of the Revenue
Frederick County Board of Supervisors

CC: County Administration

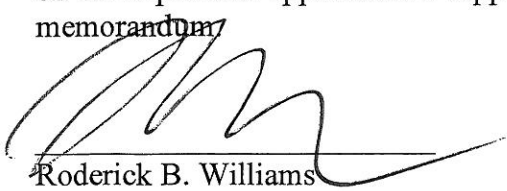
FROM: Roderick B. Williams, County Attorney

DATE: February 3, 2015

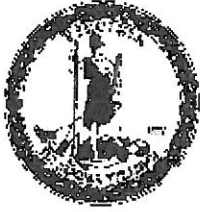
RE: Refund – Sonoco Sustainability LLC

I am in receipt of the Commissioner's request, dated January 28, 2015, to authorize the Treasurer to refund Sonoco Sustainability LLC the amount of \$2,932.50, for business equipment taxes in 2012, 2013 and 2014. This refund was a result of business equipment taxed as M&T for Sonoco Sustainability LLC on equipment used in the shipping department at Kraft Foods, a manufacturer. The taxpayer equipment is exempt from taxation because it is used by the manufacturer in the shipping and refuse section and not in the actual manufacturing.

The Commissioner verified that documentation and details for this refund meet all requirements. Pursuant to the provisions of Section 58.1-3981(A) of the Code of Virginia (1950, as amended), I hereby note my consent to the proposed action. The Board of Supervisors will also need to act on the request for approval of a supplemental appropriation, as indicated in the Commissioner's memorandum.


Roderick B. Williams
County Attorney

Attachment



Frederick County, Virginia
Ellen E. Murphy
Commissioner of the Revenue
107 North Kent Street
Winchester, VA 22601
Phone 540-665-5681 Fax 540-667-6487
email: emurphy@co.frederick.va.us



January 28, 2015

TO: Rod Williams, County Attorney
Cheryl Shiffler, Finance Director
Frederick County Board of Supervisors
Jay Tibbs, Secretary to the Board

FROM: Ellen E. Murphy, Commissioner of the Revenue

RE: Exoneration Sonoco Sustainability LLC

A handwritten signature in cursive script, reading "E. Murphy".

Please approve a refund of \$2,932.50 for business equipment taxed as M&T for Sonoco Sustainability LLC for 2012, 2013 and 2014 on equipment used in the shipping department at Kraft Foods, a manufacturer. Taxpayer equipment is exempt from taxation because it is used by the manufacturer in the shipping and refuse section and not in the actual manufacturing.

The Commissioner's staff person has verified all required data and the paperwork is in the care of the Commissioner of the Revenue.

Please also approve a supplemental appropriation for the Finance Director on this request.

Exoneration is \$2,932.50.

Date: 1/27/15

Cash Register: COUNTY OF FREDERICK

Time: 11:08:35

Customer Name: SONOCO SUSTAINABILITY LLC

Total Transactions: 604
Customer Transactions: 6

Options: 2=Edit 4=Delete 5=View

Opt	Dept	Trans	Ticket No.	Tax Amount	Penalty/Int	Amount Paid
-	PP2012	1	00500510001	\$488.75-	\$.00	\$488.75-
-	PP2012	2	00500510002	\$488.75-	\$.00	\$488.75-
-	PP2013	3	00505290001	\$488.75-	\$.00	\$488.75-
-	PP2013	4	00505290002	\$488.75-	\$.00	\$488.75-
-	PP2014	5	00521250001	\$488.75-	\$.00	\$488.75-
-	PP2014	6	00521250002	\$488.75-	\$.00	\$488.75-

Total Paid : \$2,932.50

F3=Exit F14=Show Map# F15=Show Balance F18=Sort-Entered F21=CmdLine

Needs Board Approval

D



BOARD OF SUPERVISORS

RESOLUTION SUPPORTING THE FUNDING OF PUBLIC EDUCATION IN VIRGINIA

WHEREAS, Virginia Constitution, Article VIII, Section 1 provides that the General Assembly shall provide for a system of free public elementary and secondary schools for all children of school age throughout the Commonwealth, and shall seek to ensure that an educational program of high quality is established and continually maintained; and

WHEREAS, Virginia Constitution further expounds as to the responsibilities of the General Assembly as they pertain to the funding of a quality education system, to include cost apportionment and the adequate commitment of other resources; and

WHEREAS, increased funding for public education is needed to ensure that the state meets its responsibility to provide public education as a core function of state government and to promote economic development in Virginia (VASS Blueprint for Public Education); and

WHEREAS, Virginia's state aid to public education has been declining since the 2009 recession with state direct aid K-12 appropriations currently at \$6.8 billion (all funds)/\$5.2 billion (GF) compared to \$7.1 billion (all funds)/\$5.6 billion (GF) in FY 2009; and

WHEREAS, state K-12 funding reductions have reduced K-12 funding from 35 percent of the General Fund in FY 2009 to below 30 percent in FY 2014 and beyond; and

WHEREAS, the state's reduction in funding for K-12 education has occurred through policy changes since FY 2009, such as reduced state funds for school "support" personnel and administrative and employee benefits; and

WHEREAS, localities have paid for the increased costs of education required by state mandates to improve public school performance with localities currently paying 56 percent of the state versus local share of public education rather than the 45 percent they should be paying as defined by the Standards of Quality; and

WHEREAS, localities budgeted \$3.55 billion in FY 2013 above their state required local effort to maintain the actual costs of public education (Annual Superintendents Report to the Department of Education); and

WHEREAS, we believe our state's future prosperity relies on a high-quality education system that prepares students for college and careers, and that without it, Virginia's economic competitiveness and ability to attract new business will falter.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Frederick, Virginia, hereby call upon the Virginia General Assembly to immediately increase the state's share of funding for public education to the level of quality that is prescribed to them in the Standards of Quality and expected by all of the Commonwealth's citizens.

ADOPTED this 11th day of February, 2015.

VOTE:

Richard C. Shickle _____

Robert A. Hess _____

Charles S. Dehaven, Jr. _____

Gary A. Lofton _____

Gene E. Fisher _____

Robert W. Wells _____

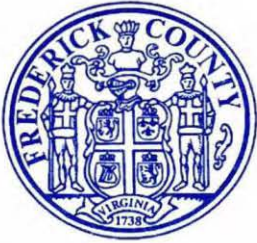
Christopher E. Collins _____

A COPY TESTE:

Roderick B. Williams.
Interim Clerk, Board of Supervisors

Resolution No.:

E



MEMORANDUM

TO: Board of Supervisors

FROM: Harvey E. Strawsnyder, Jr., P.E., Director of Public Works *HEE*

SUBJECT: Public Works Committee Report for Meeting of January 27, 2015

DATE: January 30, 2015

The Public Works Committee met on Tuesday, January 27, 2015, at 8:00 a.m. All members were present except David Ganse, Bob Wells and Jim Wilson. The following items were discussed:

*****Items Requiring Action*****

1. Proposed Fire Prevention Code Permit Requirements and Fee Schedule

The Fire Marshal, Mr. Jay Bauserman, presented a proposal to implement fire prevention code permit requirements and associated fees. The attached memorandum dated January 20, 2015 highlights those requirements and includes a proposed fee schedule.

Mr. Bauserman indicated that his department is currently conducting approximately 400 annual fire inspections for local businesses to maintain compliance with state or federal agencies. He further indicated that they are in the process of expanding the current inspections to include a comprehensive list of all relevant businesses that fall within the purview of the state fire code. The fees are being proposed to cover the costs of the inspections. The phasing and/or implementation of the proposed permitting and associated fees will be dependent on the availability of personnel and resources.

At the conclusion of the discussion, the committee members in attendance unanimously endorsed the proposal and recommended that the request be forwarded to the board of supervisors for their review and action. They further recommended that the fee schedule be implemented on July 1, 2015. They also suggested that the fire marshal prepare an

implementation schedule and prioritize the businesses that are currently being inspected.
(Attachment 1)

2. Request from the Landfill for Approval of Waste Acceptance and Supplemental Appropriation

The Landfill Manager, Mr. Steve Frye, presented a request to accept discarded (old) line poles from Rappahannock Electric Cooperative (REC). Even though REC is based in Warren County, a majority of their poles are derived from Frederick and Clarke Counties. The committee members in attendance unanimously endorsed the request.

Mr. Frye requested a supplemental appropriation in the amount of \$1,575,000 to cover the cost of the closure of nine (9) acres within the construction/demolition debris landfill. The justification for this request is attached in a memorandum dated January 20, 2015 from Mr. Frye. The committee members in attendance unanimously endorsed this request and recommended that it be forwarded directly to the board of supervisors. The funds will be derived from the landfill reserve fund. (Attachment 2)

*****Items Not Requiring Action*****

1. Discussion of Citizens' Convenience Sites

The public works director led a discussion related to the future disposition of three (3) existing citizen refuse collection sites: Clearbrook, Albin and Greenwood. The attached memorandum from Ms. Gloria Puffinburger, solid waste manager, dated January 15, 2015 highlights the staff concerns related to these sites with several suggested courses of action.

The Clearbrook site is located on land currently leased from Carmeuse within a future mining area. The lease expires in December 2015. Ongoing discussions with Carmeuse indicate that they are willing to extend the lease to December 2016. Staff will pursue an agreement which documents this extension. In addition, Carmeuse has indicated a willingness to provide a potential site on their property which will not be impacted by future mining. Staff will pursue this opportunity with the assistance from the county attorney. Relocation costs have been included in the 2015/2016 CIP.

The Albin site is the most heavily utilized site outside of the landfill. Existing site constraints limit the expansion of this facility to accommodate the existing traffic volume. Staff is proposing to contact the Frederick County School System to determine the possibility of relocating this facility to the site of the old school transportation facility which is located off of Bryarly Road in very close proximity to the Albin site. The cost of the new site development has been included in the 2015/2016 CIP.

Staff has previously recommended closure of the Greenwood citizens' convenience site because of long standing safety issues. The committee suggested that staff explore the possibility of expanding the existing site to alleviate traffic congestion. Consequently, staff will pursue the availability of adjacent property that would provide sufficient area to accommodate expansion. This option will be presented at the next scheduled committee meeting.
(Attachment 3)

Public Works Committee Report

Page 3

January 30, 2015

2.

- a) Tonnage Report
(Attachment 4)
- b) Recycling Report
(Attachment 5)
- c) Animal Shelter Dog Report
(Attachment 6)
- d) Animal Shelter Cat Report
(Attachment 7)

Respectfully submitted,

Public Works Committee

Gene E. Fisher, Chairman

David W. Ganse

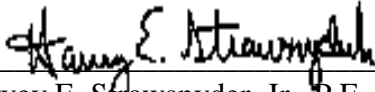
Gary Lofton

Whit L. Wagner

Robert W. Wells

James Wilson

By


Harvey E. Strawsnyder, Jr., P.E.

Public Works Director

HES/rls

Attachments: as stated

cc: file



FIRE AND RESCUE DEPARTMENT

FIRE MARSHAL'S OFFICE

John J. Bauserman
Deputy Chief/Fire Marshal
Life Safety Division

MEMORANDUM

1080 Coverstone Drive
Winchester, VA 22602

TO: Harvey E. Strawsynder Jr., PE, Director of Public Works

FROM: John J. Bauserman, Deputy Chief/Fire Marshal, Life Safety Division

SUBJECT: Proposed Fire Prevention Code Permit Requirements and Fee Schedule

DATE: January 20, 2015

The Frederick County Board of Supervisors adopted the Statewide Fire Prevention Code as the Frederick County Fire Prevention Ordinance on June 2012. This ordinance allows the Frederick County Fire Marshal's Office to adopt a life safety/fire prevention fee schedule for the purpose of assisting with inspection costs.

Per the Virginia Statewide Fire Prevention Code Section 107.13 Fee Schedule, the local governing body may establish a fee schedule. The schedule shall incorporate unit rates, which may be based on square footage, cubic footage, estimated cost of inspection or other appropriate criteria.

The primary focus of inspections that the Fire Marshal's Office currently conducts are concentrated towards businesses that are required to have an annual fire inspection to maintain compliance with state or federal agencies. Examples would be nursing homes, daycares, and public/private schools. We also do inspections on large life hazard occupancies, to include hotels, motels, and restaurants. While all of these inspections are important, there is a need to expand our inspection services to hazard manufacturing, hazardous materials usage and storage, in order for the Fire Marshal's Office to be aware of and track what is in the county. We feel by expanding our inspection services to include life safety/fire prevention operational permits that many area jurisdictions already require, we will improve the overall fire and life safety to our county citizens, visitors, firefighters and provide additional education to the business owners.

The Life Safety/Fire Prevention Code Permit in most cases will have a fee of \$50.00 which would cover the cost of an inspection and would be valid for one year unless otherwise noted and must be renewed annually. All identified hazards must be permitted and inspected. If there are code violations a \$50.00 per re-inspection fee will be imposed.

Our implementation process would include:

- Public Works Committee approval.
- Board of Supervisors approval.
- Community Notification
 1. Newspaper
 2. Radio
 3. Local television
- Mass mailing to all commercial businesses to announce the Fire Prevention/Life Safety Fee schedule approval.
- Mailing of the application by business type – once inspection of targeted use group are nearly complete then we will mail out to the next commercial use group and continue as such until inspections are completed.
- Once the business completes the application, it is to be returned to the Fire Marshal's office with payment then their inspection will be scheduled.
- Upon completion of a successful inspection a Fire Prevention/Life Safety Permit will be issued.
- Once the initial permit is issued, the business shall renew their permit annually by submitting their renewal application and payment.

Nonpayment Penalty –

- Application and payment is expected within 30days
- If payment is not received a reminder will be sent that payment is past due.
- If payment is not received within 10 business days then the business will be in violation of non-payment and a violation letter will be issued stating payment is due immediately.
- If payment is still not received a summons will be issued.

Code Violation –

- A violation notice shall be issued and a re-inspection generated and scheduled.
- Upon re-inspection if the violation still exists a 2nd violation notice shall be issued and re-inspection generated and scheduled.
- After the second re-inspection if the violation still exist a summons will be issued to the business.

**Chapter 1
Administration**

107.2 Permits required. Operational permits may be required by the fire official as permitted under the Statewide Fire Prevention Code (SFPC) in accordance with Table 107.2, except that the fire official shall require permits for the manufacturing, storage, handling, use and sale of explosives. In accordance with Section 5601.2.3.1, an application for a permit to manufacture, store, handle, use, or sell explosives shall only be made by designated individual.

Change Table 107.2 to read:

**TABLE 107.2
FIRE PREVENTION/LIFE SAFETY CODE PERMIT FEE SCHEDULE**

DESCRIPTION	PERMIT REQUIRED (Yes or No)	PERMIT FEE	CODE REFERENCE
Aerosol products. An operational permit is required to manufacture, store or handle an aggregate quantity of Level 2 or Level 3 aerosol products in excess of 500 pounds net weight.	YES	\$50.00 Annually	5101.2
Amusement buildings. An operational permit is required to operate a temporary or permanent special amusement building.	YES	\$50.00 Annually	Table 107.2
Aviation facilities. An operational permit is required to use a Group H or Group S occupancy for aircraft servicing or repair and aircraft fuel-servicing vehicles. Additional permits required by other sections of this code include, but are not limited to, hot work, hazardous materials and flammable or combustible finishes.	YES	\$50.00 Annually	2001.3
Carnivals and fairs. An operational permit is required to conduct a carnival or fair. (30 day permit)	YES	\$50.00	Table 107.2
Combustible dust-producing operations. An operational permit is required to operate a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, or other operations producing combustible dusts as defined in Chapter 2.	YES	\$50.00 Annually	2201.2
Combustible fibers. An operational permit is required for the storage and handling of combustible fibers in quantities greater than 100 cubic feet. Exception: An operational permit is not required for agricultural storage.	YES	\$50.00 Annually	5201.3
Compressed gas. An operational permit is required for the storage, use or handling at normal temperature and pressure (NTP) of compressed gases in excess of the amounts listed below. Exception: Vehicles equipped for and using compressed gas as a fuel for propelling the vehicle.	YES	\$100.00 Annually	5301.2
PERMIT AMOUNTS FOR COMPRESSED GASES			
TYPE OF GAS	AMOUNT (cubic feet at NTP)		
Corrosive	200		
Flammable (except cryogenic fluids and liquefied petroleum gases)	200		
Highly toxic	Any Amount		
Inert and simple asphyxiate	6,000		
Oxidizing (including oxygen)	504		
Toxic	Any Amount		
For SI: 1 cubic foot = 0.02832 m ³			

DESCRIPTION	PERMIT REQUIRED (Yes or No)	PERMIT FEE	CODE REFERENCE
<p>Covered mall buildings. An operational permit is required for:</p> <ol style="list-style-type: none"> 1. The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall. 2. The display of liquid-fired or gas-fired equipment in the mall. 3. The use of open-flame or flame-producing equipment in the mall. 	YES	\$50.00 Annually	Table 107.2
<p>Cryogenic fluids. An operational permit is required to produce, store, transport on site, use, handle or dispense cryogenic fluids in excess of the amounts listed below.</p> <p>Exception: Operational permits are not required for vehicles equipped for and using cryogenic fluids as a fuel for propelling the vehicle or for refrigerating the lading.</p>	YES	\$100.00 Annually	5501.2
PERMIT AMOUNTS FOR CRYOGENIC FLUIDS			
TYPE OF CRYOGENIC FLUIDS	INSIDE BUILDING (gallons)	OUTSIDE BUILDING (gallons)	
Flammable	More than 1	60	
Inert	60	500	
Oxidizing (includes oxygen)	10	50	
Physical or health hazard not indicated above	Any Amount	Any Amount	
For SI: 1 gallon = 3.785 L.			
<p>Dry cleaning plants. An operational permit is required to engage in the business of dry cleaning or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment.</p>	YES	\$50.00 Annually	2101.2
<p>Exhibits and trade shows. An operational permit is required to operate exhibits and trade shows.</p>	YES	\$50.00 Per Occurrence	Table 107.2
<p>Explosives: Explosives Use, Each Site or Location (3 Month Permit)</p>	YES	\$100.00	5601.2
<p>Explosives: Transportation. Each Vehicle (12 Month Permit)</p>	YES	\$50.00	5601.2
<p>Explosives: Firm or Company License. Firm/Company must furnish the Fire Marshal's Office with a copy of their current Certificate of Liability Insurance in addition to Blaster's Cards/Certifications for ALL Certified Blasters in employment with company.</p>	YES	\$50.00 Annually	5601.2
<p>Explosives: Storage & Display of Black Powder/Smokeless Powder (12 Month Permit)</p>	YES	\$100.00 per magazine	5601.2
<p>Explosives: Storage: Approved Overnight Storage (One Day permit)</p>	YES	\$100.00	5601.2

DESCRIPTION	PERMIT REQUIRED (Yes or No)	PERMIT FEE	CODE REFERENCE
Fireworks: Retail Sale of Permissible Fireworks, Outside Stand (45 Day Permit)	YES	\$400.00	5601.2
Fireworks: Retail Sale of Permissible Fireworks, Mercantile Occupancy (1 Year Permit)	YES	\$250.00	5601.2
Fireworks: Outdoor Fireworks Display Aerial or proximate audience. (One Day Permit)	YES	\$250.00	5601.2
Flammable and combustible liquids: To store, handle or use Class I liquids in excess of 5 gallons in a building or in excess of 10 gallons outside of a building, except that a permit is not required for the following: <ol style="list-style-type: none"> 1. The storage or use of Class I liquids in the fuel tank of a motor vehicle, aircraft, motorboat, mobile power plant or mobile heating plant, unless such storage, in the opinion of the fire official, would cause an unsafe condition. 2. The storage or use of paints, oils, varnishes or similar flammable mixtures when such liquids are stored for maintenance, painting or similar purposes for a period of not more than 30 days. 	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids: To store, handle or use Class II or Class IIIA liquids in excess of 25 gallons in a building or in excess of 60 gallons outside a building, except for fuel oil used in connection with oil-burning equipment.	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids – Tank: Above - ground or Underground Storage Only	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids – Tank: Above – ground or Underground Storage utilizing dispensing equipment.	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids – Tank: Bulk Storage Facility – in Excess of 100,000 Gallons.	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids – Tank: Installation. Above/Underground Tank.	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids – Tank: Alter or Relocate an Existing Tank.	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids – Tank: Place temporarily out of service (more than 90 days)	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids – Tank: Underground Abandonment.	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids – Tank: Above-ground/Underground Removal (90 Day Permit)	YES	\$100.00	5701.4
Flammable and combustible liquids – Tank: Change the contents to a greater hazard.	YES	\$100.00 Annually	5701.4
Flammable and combustible liquids – Tank: Manufacture process, blend or refine flammable or combustible liquids.	YES	\$100.00 Annually	5701.4

DESCRIPTION	PERMIT REQUIRED (Yes or No)	PERMIT FEE	CODE REFERENCE
Fumigation and thermal insecticide fogging. An operational permit is required to operate a business of fumigation or thermal insecticide fogging and to maintain a room, vault or chamber in which a toxic or flammable fumigant is used.	YES	\$50.00 Per Location	2601.2
Hazardous materials. An operational permit is required to store transport on site, dispense, use or handle hazardous materials in excess of the amounts listed below.	YES	\$100.00 Annually	5001.5
PERMIT AMOUNTS FOR HAZARDOUS MATERIALS			
TYPE OF MATERIAL	AMOUNT		
Combustible liquids	See flammable and combustible liquids		
Corrosive materials			
Gases	See compressed gases		
Liquids	55 gallons		
Solids	1000 pounds		
Explosive materials	See explosives		
Flammable materials			
Gases	See compressed gases		
Liquids	See flammable and combustible liquids		
Solids	100 pounds		
Highly toxic materials			
Gases	See compressed gases		
Liquids	Any amount		
Solids	Any amount		
Oxidizing materials			
Gases	See compressed gases		
Liquids			
Class 4	Any amount		
Class 3	1 gallon ^a		
Class 2	10 gallons		
Class 1	55 gallons		
Solids			
Class 4	Any amount		
Class 3	10 pounds ^b		
Class 2	100 pounds		
Class 1	500 pounds		
Organic peroxides			
Liquids			
Class I	Any amount		
Class II	Any amount		
Class III	1 gallon		
Class IV	2 gallons		
Class V	No permit required		

DESCRIPTION	PERMIT REQUIRED (Yes or No)	PERMIT FEE	CODE REFERENCE
PERMIT AMOUNTS FOR HAZARDOUS MATERIALS (con't)			
TYPE OF MATERIAL AMOUNT	YES	\$100.00 Annually	5001.5
Solids			
Class I			
Class II			
Class III			
Class IV			
Class V			
Pyrophoric materials			
Gases			
Liquids			
Solids			
Toxic materials			
Gases			
Liquids			
Solids			
Unstable (reactive) materials			
Liquids			
Class 4			
Class 3			
Class 2			
Class 1			
Solids			
Class 4			
Class 3			
Class 2			
Class 1			
Water-reactive materials			
Liquids			
Class 3			
Class 2			
Class 1			
Solids			
Class 3			
Class 2			
Class 1			
For SI: 1 gallon = 3.785 L, 1 pound = 0.454 kg.			
a. Twenty gallons when Table 5003.1.1(1) Note k applies and hazard identification signs in accordance with Section 5003.5 are provided for quantities of 20 gallon or less.			
b. Twenty pounds when Table 5003.1.1(1) Note k applies and hazard identification signs in accordance with Section 5003.5 are provided for quantities of 200 pounds or less.			
HPM facilities. An operational permit is required to store, handle or use hazardous production materials.	YES	\$100 Annually	2701.5
High piled storage. An operational permit is required to use a building or portion thereof as a high-piled storage area. See table 3206.2	YES	\$50.00 Annually	3201.2

DESCRIPTION	PERMIT REQUIRED (Yes or No)	PERMIT FEE	CODE REFERENCE
Hot work operations. An operational permit is required to conduct cutting or welding operations within the jurisdiction.	YES	\$50.00 Annually	3501.2
Hot work operations. Public exhibitions and demonstrations (Each Exhibitor – 7 Day Permit).	YES	\$50.00	3501.2
Hot work operations. Use of portable hot work and open flame equipment or devices inside a structure. Exception: Work that is conducted under a construction permit.	YES	\$50.00 Annually	3501.2
Hot work operations. Fixed site hot work equipment such as welding booths.	YES	\$50.00 Annually	3501.2
Hot work operations. Application of roof coverings with the use of an open-flame device.	YES	\$50.00 Annually	3501.2
Hot work operations. When approved, the fire official shall issue a permit to carry out a Hot Work Program. This program allows approved personnel to regulate their facility's hot work operations. The approved personnel shall be trained in the fire safety aspects denoted in this chapter and shall be responsible for issuing permits requiring compliance with the requirements found in this chapter. These permits shall be issued only to their employees or hot work operations under their supervision.	YES	\$50.00 Annually	3501.2
Hotels , Motels and Dormitories.	YES	\$50.00 Annually	Table 107.2
Industrial ovens. An operational permit is required for operation of industrial ovens regulated by Chapter 30.	YES	\$50.00 Annually	3001.2
Liquid-fueled or gas-fueled vehicles or equipment in assembly buildings. An operational permit is required to display, operate or demonstrate liquid-fueled or gas-fueled vehicles or equipment in assembly buildings.	YES	50.00 Annually	Table 107.2
LP-gas. An operational permit is required for: 1. Storage and use of LP-gas. Exception: An operational permit is not required for individual containers with a 500-gallon water capacity or less or multiple container systems having an aggregate quantity not exceeding 500 gallons serving occupancies in Group R-3. 2. Operation of cargo tankers that transport LP-gas.	YES 0 – 499 gals 500+ gals	Annually \$0 \$50.00	6101.2
Lumber yards and woodworking plants. An operational permit is required for the storage or processing of lumber exceeding 100,000 board feet (8,333 ft ³).	YES	\$50.00 Annually	2801.2
Magnesium. An operational permit is required to melt, cast, heat treat or grind more than 10 pounds of magnesium.	YES	\$50.00 Annually	5901.2

DESCRIPTION	PERMIT REQUIRED (Yes or No)	PERMIT FEE	CODE REFERENCE
Miscellaneous combustible storage. An operational permit is required to store in any building or upon any premises in excess of 2,500 cubic feet gross volume of combustible empty packing cases, boxes, barrels or similar containers, rubber tires, rubber, cork or similar combustible material.	YES	\$50.00 Annually	315.2
Open Burning. Industrial or Occupational. No burn area larger than 20,000 sq. ft. or higher than 20 ft. (90 Day Permit)	YES	\$100.00	307.2
Open Burning. Bonfires (One Day Permit)	YES	\$50.00	307.2
Open flames and candles. An operational permit is required to use open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments. Open flames and torches. An operational permit is required to remove paint with a torch; or to use a torch or open-flame device in a wildfire risk area.	NO Candles YES Torches	\$50.00 Annually	308.2
Open flame performances. Open flame theatrical performances.	YES	\$50.00 Per Event	308.2
Organic coatings. An operational permit is required for any organic-coating manufacturing operation producing more than 1 gallon of an organic coating in one day.	YES	\$50.00 Annually	2901.2
Places of Assembly. An operational permit is required to operate a place of assembly.	YES	\$50.00 Annually	Table 107.2
Private fire hydrants. An operational permit is required for the removal from service, use or operation of private fire hydrants. Exception: An operational permit is not required for private industry with trained maintenance personnel, private fire brigade or fire departments to maintain, test and use private hydrants.	YES	\$50.00 Annually	Table 107.2
Pyrotechnics special effects material. An operational permit is required for use and handling of pyrotechnic special effects material. (One Day Permit)	YES	\$250.00	Table 107.2
Pyroxylin plastics. An operational permit is required for storage or handling of more than 25 pounds of cellulose nitrate (pyroxylin) plastics and for the assembly or manufacture of articles involving pyroxylin plastics.	YES	\$100.00 Annually	6501.2
Repair garages and service stations. An operational permit is required for operation of repair garages and automotive, marine and fleet service stations.	YES	\$50.00 Annually	2301.2
Spraying or dipping. An operational permit is required to conduct a spraying or dipping operation utilizing flammable or combustible liquids or the application of combustible powders regulated by Chapter 24.	YES	\$50.00 Annually	2401.3

DESCRIPTION	PERMIT REQUIRED (Yes or No)	PERMIT FEE	CODE REFERENCE
Storage of scrap tires and tire byproducts. An operational permit is required to establish, conduct or maintain storage of scrap tires and tire byproducts that exceed 2,500 cubic feet of total volume of scrap tires and for indoor storage of tires and tire byproducts.	YES	\$50.00 Annually	3201.2
Temporary membrane structures and tents. An operational permit is required to operate an air-supported temporary membrane structure or a tent. Exceptions: 1. Tents used exclusively for recreational camping purposes. 2. Tents and air-supported structures that cover an area of 900 square feet or less, including all connecting areas or spaces with a common means of egress or entrance and with an occupant load of 50 or less persons. 3. Fabric canopies and awnings open on all sides which comply with all the following: 3.1 Individual canopies shall have a maximum size of 700 square feet. 3.2 The aggregate area of multiple canopies placed side by side without a fire break clearance of 12 feet shall not exceed 700 square feet total. 3.3 A minimum clearance of 12 feet to structures and other tents shall be provided.	YES	\$50.00 Per Event	3103.4
Tire rebuilding plants. An operational permit is required for the operation and maintenance of a tire-rebuilding plant.	YES	\$50.00 Annually	Table 107.2
Waste handling. An operational permit is required for the operation of wrecking yards, junk yards and waste material-handling facilities	YES	\$50.00 Annually	3201.2
Wood products. An operational permit is required to store chips, saw dust, hogged material, lumber or plywood in excess of 200 cubic feet.	YES	\$50.00 Annually	Table 107.2

NOTE: All identified hazards must be permitted and inspected however only the highest hazard permit fee will be levied. Any business not requiring a permit will be subject to an annual inspection, there will not be a permit fee but if there are code violations a \$50.00 re-inspection fee will be imposed.



**Frederick County Fire and Rescue Department
Life Safety Division
Office of the Fire Marshal**

1080 Coverstone Drive
Winchester, VA 22602
Phone: (540) 665-6350 Fax: (540) 678-4739

Fire Marshal Use Only:	
Date Received:	_____
Payment:	_____
Account Number:	_____
Renewal: Yes	No

Application for Fire Prevention/Life Safety Code Permit(s)

When applying for a Fire Prevention/Life Safety Code permit please complete the below information. If you need assistance with this application, please call the Fire Marshal's Office at 540-665-6350.

This application is for: (check appropriate line and complete the information – PLEASE PRINT)

_____ Initial application for new permit(s)

_____ Renewal application for existing permit(s) Account Number _____

Business Owner: _____

Business Owner Phone #: _____

Business Name: _____

Manager/Representative: _____

Print Name Email Address

Business Address: _____

Street Address City State Zip

Business Phone #: _____

Type of Business: _____

Name of Emergency Contact Person: _____

Print Name Telephone #

Please allow ten business days for processing of application and issuance of Fire Prevention/Life Safety permit. Check all that apply and complete the required information.

Permit	Type	Fee	Permit	Type	Fee
	Facilities, Occupancies and Precautions Against Fire			Combustible Storage and Hazardous Operations	
	Amusement Building	\$ 50.00		Aerosol Products	\$ 50.00
	Aviation Facilities	\$ 50.00		Combustible Dust-Producing Operations	\$ 50.00
	Carnivals and Fairs	\$ 50.00		Combustible Fibers	\$ 50.00
	Covered Mall Building	\$ 50.00		Compressed Gases	\$100.00
	Dry Cleaning Facility	\$ 50.00		Floor Finishing	\$ 50.00
	Exhibit or Trade Show	\$ 50.00		Fumigation and Thermal Insecticide Fogging	\$ 50.00
	Hazardous Production Materials (HPM) Facility	\$100.00		High Piled Storage	\$ 50.00
	Hotels, Motels and Dormitories	\$ 50.00		Hot Work Operations	\$ 50.00
	Lumber Yards and Woodworking Plants	\$ 50.00		Industrial Ovens	\$ 50.00
	Open Flames and Torches	\$ 50.00		Liquid-fueled or gas-fueled vehicles or equipment in assembly buildings	\$ 50.00
	Open Burning	\$100.00		LP-gas (500+ gallons)	\$ 50.00
	Open Burning – Bonfire	\$ 50.00		Magnesium Operations	\$ 50.00
	Organic Coating Manufacturing Facility	\$ 50.00		Miscellaneous Combustible Storage	\$ 50.00
	Places of Assembly	\$ 50.00		Spraying or dipping.	\$ 50.00
	Private Fire Hydrants	\$ 50.00		Storage of scrap tires and tire byproducts	\$ 50.00
	Repair Garages & Service Stations	\$ 50.00		Tire-Rebuilding Plants	\$ 50.00
	Tents, Canopies and Membrane Structure	\$ 50.00			
	Waste Handling Facility	\$ 50.00		Explosives and Hazardous Materials	
	Wood Products	\$ 50.00		See Next Page	

NOTE: Permit(s) may require additional application

Hazardous Materials				
Permit	Type of Material (see VSFPC 2072 for definitions)	Product Name(s)	Maximum Quantity (pounds, gallons, or cubic feet)	Fee
	Corrosive Materials			\$100.00
	Cryogenic Fluids			\$100.00
	Flammable and Combustible Liquids			\$100.00
	Flammable Gases			\$100.00
	Flammable Solids			\$100.00
	Highly Toxic Materials			\$100.00
	Organic Peroxides			\$100.00
	Oxidizers			\$100.00
	Pyrophoric Materials			\$100.00
	Pyroxylin Plastics			\$100.00
	Unstable Materials			\$100.00
	Water-Reactive Materials			\$100.00

NOTE: Application for a permit shall include a Hazardous Materials Management Plan (HMMP) and a Hazardous Materials Inventory Statement (HMIS). Please see attached information.

Permit	Type	Fee
Fireworks and other Explosives		
	Explosives: Explosives Use, Each Site or Location (3 month permit)	\$100.00
	Explosives: Transportation. Each vehicle (12 month permit)	\$ 50.00
	Explosives: Firm or Company License	\$ 50.00
	Explosives: Storage & Display Black Powder/Smokeless Powder (12 month permit)	\$100.00 per mag
	Explosives: Storage. Approved Overnight Storage (One Day Permit)	\$100.00
	Fireworks: Retail Sale of Permissible Fireworks, Outside Stand (45 Day Permit)	\$250.00
	Fireworks: Retail Sale of Permissible Fireworks, Mercantile Occupancy (1 year permit)	\$400.00
	Fireworks: Outdoor Fireworks Display Aerial or proximate audience (One Day Permit)	\$250.00
	Pyrotechnics Special Effects Material	\$250.00

NOTE: Permit(s) may require additional application

Make checks payable to Treasurer of Frederick County

Total Fee Due: \$ _____

A permit, if granted, shall constitute permission to maintain, store or handle materials, or to conduct processes that produce conditions hazardous to life or property in accordance with the provisions of County and State codes and ordinances. Such permission shall not be construed as authority to violate, cancel or set aside any of the provisions of these codes. Said permit shall remain in effect until revoked, or for such period of time specified on the permit. Permits are not transferable and any change in use, operation or tenancy shall require a new permit.

The fire official may revoke a permit or approval under the provisions of these codes if:

- Right of entry to the premises and/or delivery vehicles for inspection at any reasonable time is denied to the fire official, or
- Upon inspection, any violations of these codes exists or conditions of the permit have been violated, or
- There have been any false statements or misrepresentation as to material fact in the application, data, or plans on which the permit or approval was based.

I hereby certify that I have read and examined this application and know the same to be true and correct. I agree to all the conditions set forth in this application, and I give consent for any reasonable fire code inspections required by the fire official.

Print name: _____

Signature: _____ Date: _____

Hazardous Materials

5001.5.1 Hazardous Materials Management Plan. Where required by the *fire code official*, an application for a permit shall include a Hazardous Materials Management Plan (HMMP). The HMMP shall include a facility site plan designating the following:

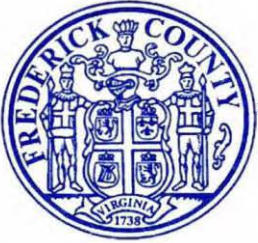
1. Access to each storage and use area.
2. Location of emergency equipment.
3. Location where liaison will meet emergency responders.
4. Facility evacuation meeting point locations.
5. The general purpose of other areas within the building
6. Location of all above-ground and underground tanks and their appurtenances including, but not limited to, sumps, vaults, below-grade treatment systems and piping.
7. The hazard classes in each area.
8. Locations of all control areas and Group H occupancies.
9. Emergency exits.

The HMMP shall be maintained onsite for use by emergency responders, and shall be updated not less than annually.

5001.5.2. Hazardous Materials Inventory Statement (HMIS). Where required by the *fire code official*, an application for a permit shall include an HMIS, such as Superfund Amendments and Reauthorization Act of 1986 (SARA) Title III, Tier II Report or other *approved* statement. The HMIS shall include the following information:

1. Product name.
2. Component.
3. Chemical Abstract Service (CAS) number.
4. Location where stored or used.
5. Container size.
6. Hazard classification.
7. Amount in storage.
8. Amount in use-*closed systems*.
9. Amount in use-*open systems*.

The HMIS shall be maintained onsite or readily available through another means where approved by the fire code official for use by temporary responders, and shall be updated not less than annually.

**COUNTY of FREDERICK**

Department of Public Works

540/665-5643

FAX: 540/678-0682

MEMORANDUM

TO: Public Works Committee

THROUGH: Harvey E. Strawsnyder, Director of Public Works *HEE*

FROM: Steve Frye, Landfill Manager

SUBJECT: Waste Acceptance Approval and Request for Supplemental Appropriation

DATE: January 20, 2015

We request that the Public Works Committee take action on the following two requests:

Rappahannock Electric Cooperative has asked the landfill to accept old telephone poles generated from their service area. Rappahannock's service area includes Frederick County, Clarke County and Warren County with their Blue Ridge office being located in Warren County. This request is being brought to the committee due to the fact that their office is located outside of the landfill's service area. Please see the attached email from Darrell Potter, REC's Director of Operations and Construction for further details.

A supplemental appropriation from the landfill reserve in the amount of \$1,575,000 is being requested in order to proceed with closure of nine acres of Construction Demolition Debris Landfill area. This request is being made in order to facilitate closure of this area which has reached final grades ahead of the projected schedule. Closure plans are currently being prepared by our landfill engineer and the project will be ready for bidding by the middle of March.

Steve Frye

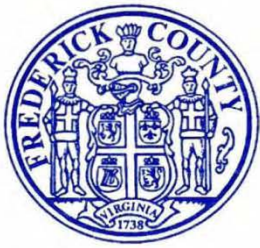
From: Darrell Potter <dpotter@myrec.coop>
Sent: Monday, January 05, 2015 1:47 PM
To: Steve Frye
Cc: Mark Stuckey; Randye Butcher; Mike Riley
Subject: poles

Steve per our discussion I am writing this letter to seek permission to take our discarded poles to the Frederick County Landfill location. The Blue Ridge Office in Front Royal had been taking the poles to Page County landfill but they will no longer accept them due to reasons I cannot figure out. We have done everything they have asked of us to do and yet they all of a sudden refuse. The Blue Ridge office serves 3 counties in Va. (Clarke, Frederick, and Warren). Clarke and Frederick Counties account for 72% of our members and Warren Co. accounts for the other 28%. We would greatly appreciate any help you could give us as we have nowhere else to go. Thank you for your time.

Darrell Potter
Director of Operations and Construction
Rappahannock Electric Cooperative
137 Kelley Court
Front Royal, VA 22630
(540) 622-5151 (O)
(540) 247-2506 (C)
www.myrec.coop



"This message may contain confidential and/or proprietary information, and is intended for person/entity to whom it was originally addressed. Any use by others is strictly prohibited."



MEMORANDUM

TO: Harvey E. Strawsnyder, Jr., P.E.
Director of Public Works

FROM: Gloria Puffinburger *-GMP*
Solid Waste Manager

SUBJECT: Future of Clear Brook, Greenwood and
And Albin Citizens' Convenience Sites

DATE: January 15, 2015

CLEAR BROOK – Staff seeks approval to initiate search for a suitable replacement property immediately.

- Loss of lease. Current facility is situated on quarry land and is the beneficiary of a no-cost lease which ends Dec. 31, 2015. The quarry has asked that the county vacate this property by the end of 2016.
- Usage. Site is third-busiest convenience facility with just over 9,800 users per month, serving portions of Red Bud and Apple Pie Ridge roads, and the Clear Brook, Stephenson and Brucetown communities.
- Capital Improvements Plan. Relocation of the site is ranked as top departmental priority in 2015/16 CIP.
- Costs. Design, construction and equipment costs are estimated at \$400,000.
- Land acquisition. Carmeuse has offered to assist in location of a suitable new site. Parcel must be a minimum of one and one half acres in size.

ALBIN – Staff seeks direction regarding future uses of former Frederick County Public Schools Transportation Facility.

- Relocation. Portion of the former transportation facility has been identified by staff as appropriate two-acre parcel for the relocation of Albin citizens' convenience site. Parcel is in close vicinity to current convenience site, and would be more in keeping than its current location adjacent to retail businesses and a single family dwelling.
- Usage. Site is single most utilized facility outside of the landfill with 15,325 users each month. On weekends, up to 700 cars and trucks visit the facility.

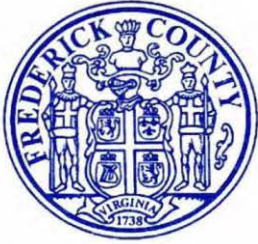
- Logistics. Present infrastructure is unable to safely handle traffic. Ingress and egress is limited by single entrance onto Bryarly Road. Site is extremely narrow and there is no room for expansion. Albin location is also used by hauler for weekend swap cans, requiring an additional staging area for receiver cans.
- Capital Improvements Plan. Relocation is included in the 2015/16 CIP with construction projected for FY 2017/18.
- Costs. Design, construction and equipment costs are estimated at \$443,000.

GREENWOOD – Staff recommends closure of this facility following a three-month notification to residents using the convenience site due to the following:

- Safety and liability concerns. Based on documented incidents of personal and property injury. An average of 450 vehicles visit the site each day, totaling just over 12,000 per month. Traffic often backs out onto Greenwood Road.
- Size. The leased site is undersized at approximately one-quarter of an acre and cannot be expanded.
- Availability of other convenient disposal options. Curbside collection is readily available in the urban service area. The landfill's citizens' center is 2.2 miles away and provides disposal of not only household trash, but bulky waste six days a week.
- Cost Savings. Eliminating the Greenwood location would free up several pieces of equipment that could be utilized elsewhere. Excluding equipment and site maintenance, a total of about \$90,000 in yearly expenses could be cut from the refuse collection budget.
- Logistics. For the refuse hauler, the site presents a maneuverability challenge due to its confined area. Site attendants block off the lot to residents each day so that the compactor may be safely serviced.

/gmp

cc: file


COUNTY of FREDERICK
Department of Public Works

540/665-5643

FAX: 540/678-0682

MEMORANDUM

TO: Public Works Committee
FROM: Harvey E. Strawsnyder, Jr., P.E., Director of Public Works *HES*
SUBJECT: Monthly Tonnage Report - Fiscal Year 14/15
DATE: January 5, 2015

The following is the tonnage for the months of July 2014, through June 2015, and the average monthly tonnage for fiscal years 03/04 through 14/15.

FY 03-04:	AVERAGE PER MONTH:	16,348 TONS (UP 1,164 TONS)
FY 04-05:	AVERAGE PER MONTH:	17,029 TONS (UP 681 TONS)
FY 05-06:	AVERAGE PER MONTH:	17,785 TONS (UP 756 TONS)
FY 06-07:	AVERAGE PER MONTH:	16,705 TONS (DOWN 1,080 TONS)
FY 07-08:	AVERAGE PER MONTH:	13,904 TONS (DOWN 2,801 TONS)
FY 08-09:	AVERAGE PER MONTH:	13,316 TONS (DOWN 588 TONS)
FY 09-10:	AVERAGE PER MONTH:	12,219 TONS (DOWN 1,097 TONS)
FY 10-11:	AVERAGE PER MONTH:	12,184 TONS (DOWN 35 TONS)
FY 11-12:	AVERAGE PER MONTH:	12,013 TONS (DOWN 171 TONS)
FY 12-13:	AVERAGE PER MONTH:	12,065 TONS (UP 52 TONS)
FY 13-14:	AVERAGE PER MONTH:	12,468 TONS (UP 403 TONS)
FY 14-15:	AVERAGE PER MONTH:	13,092 TONS (UP 624 TONS)

MONTH	FY 2013-2014	FY 2014-2015
JULY	13,514	14,029
AUGUST	13,343	13,585
SEPTEMBER	12,345	13,274
OCTOBER	13,266	14,339
NOVEMBER	10,857	11,194
DECEMBER	11,614	12,132
JANUARY	11,411	
FEBRUARY	10,021	
MARCH	11,518	
APRIL	13,796	
MAY	14,340	
JUNE	13,594	

HES/gmp

<u>MONTH</u>	<u>GLASS</u>	<u>PLAST</u>	<u>AL CANS</u>	<u>STEEL CANS</u>	<u>PAPER</u>	<u>OCC</u>	<u>SHOES</u>	<u>TEXTILE</u>	<u>ELEC</u>	<u>SCRAP</u>	<u>TOTAL</u>
JUL	94,600	39,540	3,795	7,805	95,540	78,420	1,460	1,580	47,000	173,520	543,260
AUG	68,720	32,390	3,150	6,310	99,440	76,410	1,460	1,940	46,920	146,400	483,140
SEP	74,040	32,860	3,060	6,590	79,180	72,380	1,000	3,160	48,840	152,100	473,210
OCT	77,220	34,280	3,655	8,965	134,360	73,880	1,160	1,700	23,580	154,640	513,440
NOV	58,960	27,293	2,540	7,400	120,000	67,630	1,340	1,600	44,340	130,486	461,589
DEC	88,020	35,800	3,975	11,185	149,220	90,070	2,280	2,640	24,900	142,880	550,970
JAN	0	0	0	0	0	0	0	0	20,240	0	20,240
FEB	0	0	0	0	0	0	0	0	0	0	0
MAR	0	0	0	0	0	0	0	0	0	0	0
APR	0	0	0	0	0	0	0	0	0	0	0
MAY	0	0	0	0	0	0	0	0	0	0	0
JUN	0	0	0	0	0	0	0	0	0	0	0
TOTAL	461,560	202,163	20,175	48,255	677,740	458,790	8,700	12,620	255,820	900,026	3,045,849
FY 13-14	904,780	417,090	39,399	99,177	1,281,105	902,701	15,230	22,650	611,580	1,639,225	5,932,937
FY 12-13	913,530	410,338	45,086	102,875	1,508,029	878,450	15,020	24,680	502,680	1,321,938	5,722,626
FY 11-12	865,380	398,320	43,884	99,846	1,492,826	840,717	8,200	29,720	484,600	1,432,678	5,696,171
FY 10-11	949,185	378,452	42,120	98,474	1,404,806	824,873	18,420	23,280	467,920	1,220,107	5,427,637
FY 09-10	1,123,671	370,386	42,844	96,666	1,235,624	671,669	21,160		435,680	1,348,398	5,346,098
FY 08-09	762,810	322,928	23,473	55,246	1,708,302	564,957	28,780		404,760	1,097,151	4,968,407
FY 07-08	794,932	284,220	15,783	40,544	1,971,883	545,692	0		498,110	1,172,880	5,324,044
FY 06-07	600,464	200,720	11,834	29,285	1,684,711	441,321	0		382,574	550,070	3,900,979
FY 05-06	558,367	190,611	12,478	28,526	1,523,162				381,469	204,220	2,898,833
FY 04-05	549,527	193,224	11,415	27,525	1,552,111				273,707	25,080	2,632,589
FY 03-04	541,896	174,256	11,437	31,112	1,443,461				156,870	336,230	2,695,262
FY 02-03	413,627	146,770	9,840	23,148	1,381,195				62,840	171,680	2,209,100
FY 01-02	450,280	181,040	10,565	25,553	1,401,206				54,061	58,140	2,180,845
FY 00-01	436,615	198,519	10,367	24,988	1,759,731					9,620	2,439,840
FY 99-00	422,447	177,260	10,177	22,847	1,686,587					44,180	2,363,498
FY 98-99	402,192	184,405	9,564	22,905	1,411,950					48,810	2,079,826
FY 97-98	485,294	136,110	13,307	29,775	1,830,000						2,494,486
FY 96-97	373,106	211,105	23,584	46,625	1,690,000						2,344,420
FY 95-96	511,978	167,486	28,441	44,995	1,553,060						2,305,960
TO DATE	10,241,771	3,915,812	331,113	748,060	26,730,615	3,889,229	76,560	53,000	3,602,591	7,719,244	57,307,995

FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2014-2015

DOG REPORT

MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/ STOLEN	CARRIED OVER NEXT MONTH
JULY	50	40	47	2	0	49	42	3	1	0	44
AUG	44	39	24	1	0	28	22	8	0	0	50
SEP	50	37	39	0	0	38	32	3	0	0	53
OCT	53	50	30	2	0	38	31	5	0	0	61
NOV	61	35	35	2	0	37	24	6	3	0	63
DEC	63	32	23	2	0	54	24	9	0	0	33
JAN											
FEB											
MAR											
APR											
MAY											
JUN											
TOTAL	321	233	198	9	0	244	175	34	4	0	304

In the month of December - 120 dogs in and out of kennel. 7 dogs transferred to Clarke County, 1 dog transferred to rescue.

FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2014-2015

CAT REPORT


MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/ STOLEN	CARRIED TO NEXT MONTH
JULY	143	179	31	7	9	31	1	203	22	0	112
AUG	112	211	15	0	0	26	1	176	16	0	119
SEP	119	182	18	5	6	35	2	137	31	0	125
OCT	125	188	22	0	0	24	6	185	13	0	107
NOV	107	89	8	2	4	27	4	95	18	0	66
DEC	66	58	24	0	0	25	1	68	6	0	48
JAN											
FEB											
MAR											
APR											
MAY											
JUN											
TOTAL	672	907	118	14	19	168	15	864	106	0	577

In the month of December - 148 cats in and out of shelter.

F



MEMORANDUM

TO: Board of Supervisors
FROM: John A. Bishop, AICP, Deputy Director - Transportation 
RE: Transportation Committee Report for Meeting of January 26, 2015
DATE: February 3, 2015

The Transportation Committee met on January 26, 2015 at 8:30 a.m.

Members Present

Chuck DeHaven (voting)
James Racey (voting)
Gene Fisher (voting)
Gary Oates (liaison PC)

Members Absent

Mark Davis (liaison Middletown)
Lewis Boyer (liaison Stephens City)
Christopher Collins (voting)

*****Items Requiring Action*****

1. Gold's Orchard Road Abandonment

In August of 2012, the committee authorized staff to move forward to the Board of Supervisors on the abandonment of portions of Gold's Orchard Road that impacts the property of Mr. Cordell Watt so that he can take over maintenance and better secure his property. Following that meeting staff was asked by the property owner to hold off due to the possible acquisition of additional property which might have increased the amount of roadway to abandon. Staff has now been asked to proceed again. The limits of the abandonment have not changed since the August 2012 action but due the time that has passed, the committee was asked to recertify their position.

Motion: Mr. Fisher moved to recommend that the Board direct staff to proceed with the abandonment, subject to checking with the one remaining property owner with frontage on the right-of-way. Motion seconded by Mr. Racey and passed unanimously.

Planning Access Terminal
Frederick County, Virginia - Dept. of Planning & Development

More... Streets Aerial Aerial with labels

County Area... Parcel Search... Address Search... Street Search... Owner Search... Account Search...

37 A 1
PIN 37 A 1
NRECNO 5.951
Owner: TIMBER RIDGE FRUIT FARM LLC
Zoom to

bing
Latitude: 39.252407, Longitude: -78.930450

*****Items Not Requiring Action*****

2. Petticoat Gap Lane possible proffer modification

The property owners associated with the WWW rezoning and its associated proffer to build Petticoat Gap Lane as a 5 lane section are contemplating a revision of that proffer to build a lesser roadway in recognition of a significant change in surrounding conditions. Please review the attached materials.

Staff and the committee noted that while the amendment seems to make sense, it is difficult to say that the traffic from the hospital will forever be limited and so it would be a good idea to preserve the right-of-way for the future potential need for a larger facility and preserve an access point to the Solenberger property to the north via Retail Boulevard.

The committee concluded with a consensus that the proposal has merit provided future right of ways are preserved and subject to the actual language of the formal proposal as well as agency comments.

No formal action was taken.

3. HB2 Implementation Update

Staff updated the committee on the meeting they attended on January 8th in the Edinburg residency as well as the surveys they have been asked to fill out regarding the implementation of HB2. Staff noted that while much input has been provided, nothing has yet come out of Richmond which would give an idea of whether that input is being received and heeded. As information comes forth, the committee and Board will be updated.

4. Revenue Sharing Application Update

Staff updated the committee on the status of the current revenue sharing application which the Board acted on January 28, 2015

5. Other

No items



GREENWAY ENGINEERING, INC.

151 Windy Hill Lane
Winchester, Virginia 22602

Founded in 1971

January 20, 2015

Frederick County Planning Department
Attn: John Bishop, Jr., Director of Transportation
107 North Kent Street
Winchester, VA 22601

RE: WWW, L.C. 2003 Rezoning - Transportation Proffer Amendment

Dear John:

Thank you for meeting with the WWW, L.C. representatives and Greenway Engineering to discuss various matters pertaining to the transportation proffers associated with the 2003 Rezoning Proffer Statement; as well as other transportation matters that have occurred in the vicinity of this project subsequent to the 2003 rezoning approval.

The purpose of this meeting was to discuss these various transportation matters and their impact to the original WWW, L.C. 2003 proffered transportation improvements with emphasis on the proffered Street Improvements Item 4, which calls for the construction of a 5-lane major collector road system that would be located behind Wal-Mart. It is believed that the VDOT decision regarding limiting access to the Valley Health Winchester Medical Center property and the proffered transportation improvements for the Silver Lake and National Lutheran Home projects have deemphasized the type of road system behind Wal-Mart.

WWW, L.C. desires to process a conditional zoning amendment specific to the 2003 Rezoning Proffer Street Improvements Item 4, and would like to have this matter included on the January 26, 2015 Transportation Committee agenda. Please find attached three exhibits that provide for the transportation improvements associated with the WWW, L.C. 2003 Rezoning, the 2009 Silver Lake, LLC Rezoning, and a 2015 Conditional Zoning Amendment for the WWW, L.C. project; as well as a copy of the WWW, L.C. 2003 Rezoning Proffer.

Thank you for your assistance in scheduling this request with the County Transportation Committee for their January 26, 2015 meeting.

Sincerely,

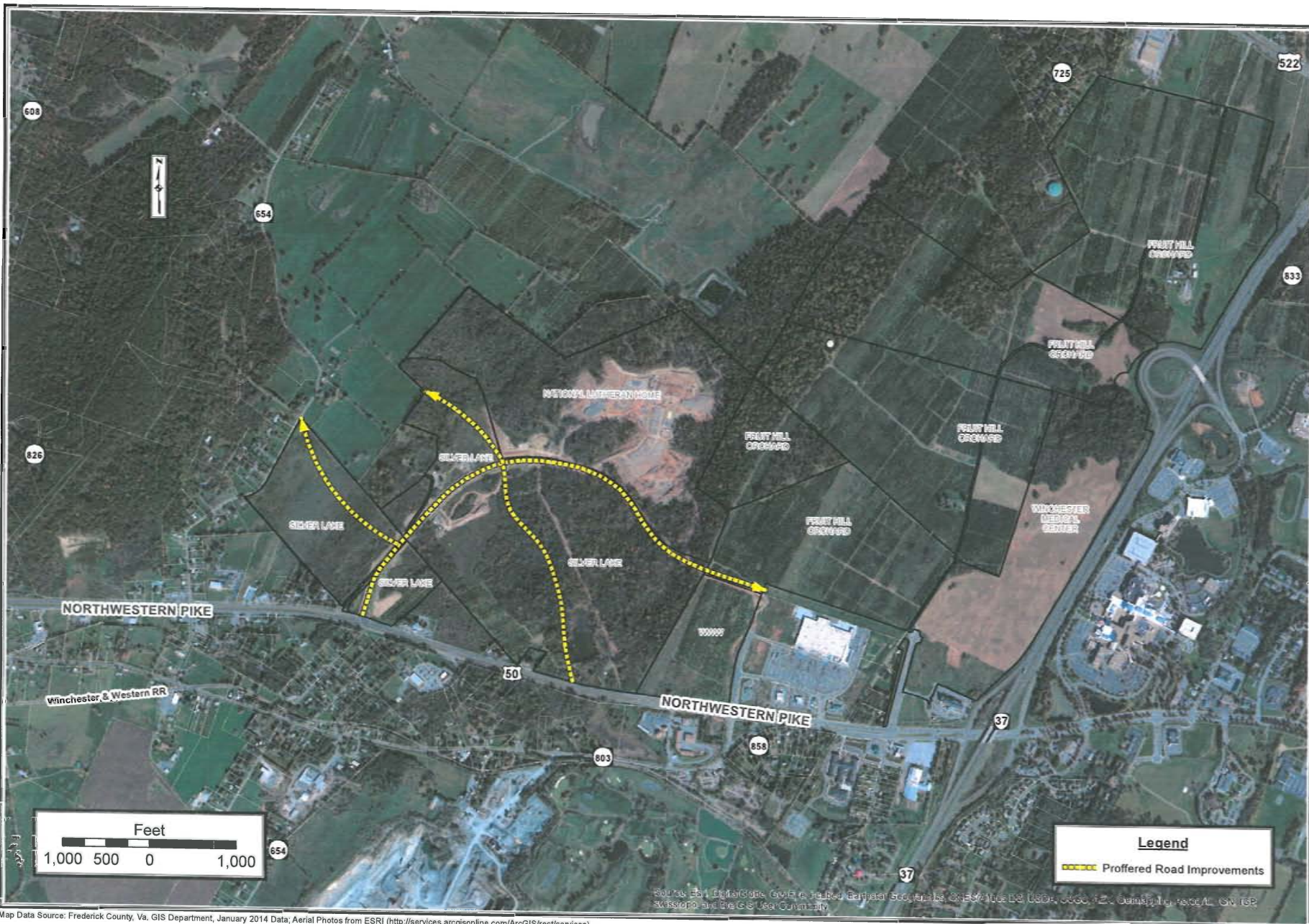
Evan Wyatt, AICP
Greenway Engineering, Inc.

Cc: WWW, L.C.



WWW - 2003 REZONING
TRANSPORTATION PROFFER
EXHIBIT

WWW - 2003 REZONING
TRANSPORTATION PROFFER EXHIBIT
GAINESBORO MAGISTERIAL DISTRICT
FREDERICK COUNTY, VIRGINIA
DATE: 2015-01-20 PROJECT ID: 4928WWW DESIGNED BY: DWE
SCALE: 1 Inch = 1,000 Feet



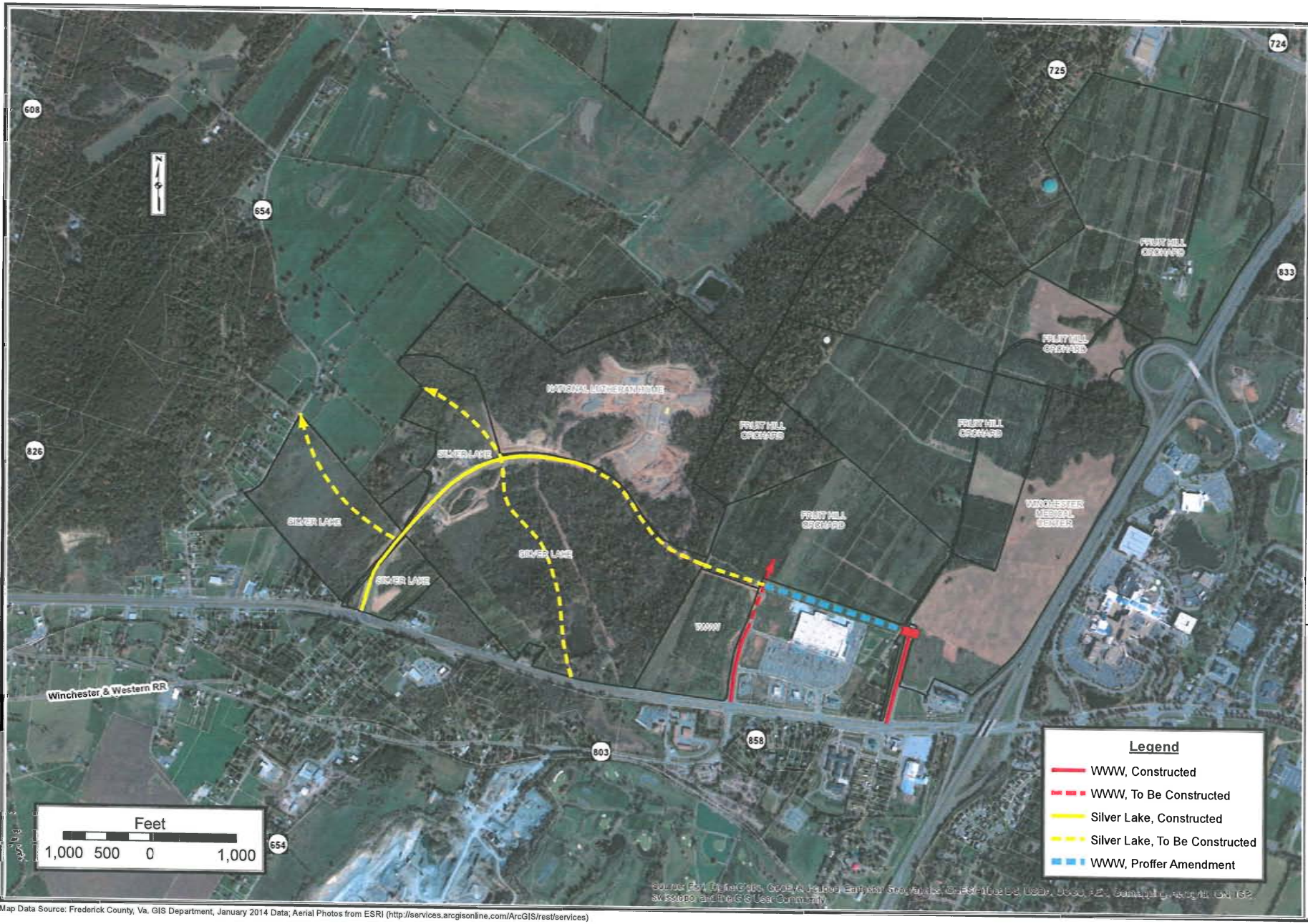
Map Data Source: Frederick County, Va. GIS Department, January 2014 Data; Aerial Photos from ESRI (<http://services.arcgisonline.com/ArcGIS/rest/services/>)

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, AeroGRID, IGN, SRTM30, and the GIS User Community



SILVER LAKE - 2009 REZONING
TRANSPORTATION PROFFER
EXHIBIT

SILVER LAKE - 2009 REZONING TRANSPORTATION PROFFER EXHIBIT
GAINESBORO MAGISTERIAL DISTRICT FREDERICK COUNTY, VIRGINIA
DATE: 2015-01-20 PROJECT ID: 4928WVWV DESIGNED BY: DWE
SCALE: 1 inch = 1,000 Feet



WWW - 2015
 TRANSPORTATION PROFFER
 AMENDMENT EXHIBIT

WWW - 2015
TRANSPORTATION PROFFER AMENDMENT EXHIBIT
GAINESBORO MAGISTERIAL DISTRICT FREDERICK COUNTY, VIRGINIA
DATE: 2015-01-20 PROJECT ID: 4828WWW DESIGNED BY: DWE
SCALE: 1 inch = 1,000 Feet

Map Data Source: Frederick County, Va. GIS Department, January 2014 Data; Aerial Photos from ESRI (<http://services.arcgis.com/ArcGIS/rest/services>)

REZONING REQUEST PROFFER
Property Identification Number 52-A-B and 53-A-79
Gainesboro Magisterial District

WWW, L.C.

Preliminary Matters

Pursuant to Section 15.1 - 491.1 et. seq., of the code of Virginia, 1950, as amended, and the provisions of the Frederick County Zoning Ordinance with respect to conditional zoning, the undersigned applicant hereby proffers that in the event the Board of Supervisors of Frederick County, Virginia, shall approve Rezoning Application #03-03 for the rezoning of 70.9065 acres from Rural Area (RA) Zoning District to the Highway Commercial (B-2) Zoning District, development of the subject property shall be done in conformity with the terms and conditions set forth herein, except to the extent that such terms and conditions may be subsequently amended or revised by the applicant and such be approved by the Frederick County Board of Supervisors in accordance with Virginia law. Should this petition for rezoning not be approved by the Board of Supervisors then these proffers shall be deemed withdrawn and of no effect whatsoever. These proffers shall be binding upon the applicant and their legal successor or assigns.

General Development Plan

The development of the subject property, and the submission of any Master Development Plan shall be in conformance with all pertinent County regulations and shall be in substantial conformity with the Generalized Development Plan, dated June 20, 2003, sheet 5 of 5, which is attached hereto and incorporated herein by reference.

Street Improvements

The Applicant shall design and construct all roads on the subject property consistent with the County's adopted Round Hill Land Use Plan for the area, and according to uniform standards established by the Virginia Department of Transportation (VDOT), and as may be provided in these proffers as illustrated on the Generalized Development Plan which is attached hereto and incorporated herein by reference.

1. On U.S. Route 50 a new intersection shall be created to allow the relocation of VA Route 803 and to allow the intersection with a major collector road serving the WWW site. Work involved with this item to include left turn lanes on U.S. Route 50 westbound lane and eastbound lane within the median and right turn lanes onto Route 803 (EBL) and the major collector (WBL). The intersection to be stoplight controlled. The design for Route 803 relocation to be provided by owner. It is anticipated that the Route 803 relocation will be supplied by VDOT funding. The applicant will be responsible to insure that funding is in place at the time of the initial site development phase of the project since the Route 803 relocation is a requirement for initial operation of the commercial center. See item (1).
2. On U.S. Route 50, a new travel lane to be constructed on the north side of the westbound lane from the termination of the WMC (deGrange) proffer to the western limits of the WWW, L.C. site. See item (2).

3. Two unsignalized intersections with U.S. Route 50 to be constructed at existing crossover points as shown. This includes all work necessary to upgrade the crossovers to VDOT standards. See item (3).
4. A major collector road with 5 lane connection to U.S. Route 50 and extending approximately 2900' to connection with the major collector to be constructed by the Winchester Medical Center. The time and phasing sequence of this road will be determined at the time of Master Development Plan approval. See item (4).
5. On VA Route 37 an additional travel lane with transition shall be added to the northbound on ramp, in order to accommodate the dual lane left turn on U.S. Route 50, eastbound lane constructed by WMC.

Transportation items 1, 2, 3 and 5 shall be constructed during the initial site development phase of the project and shall be either complete or bonded for completion prior to issuance of the first occupancy permit. In the event the Winchester Medical Center has not constructed items 1 through 6 contained in their proffer of April 3, 2003 (as approved by the Frederick County Board of Supervisors) then WWW, L.C. will cause this construction to proceed simultaneously with items 1, 2, 3 and 5 above so that all Route 50 and Route 37 improvements contemplated by both of the proffers will be completed prior to issuance of the first occupancy permit at WWW, L.C.

The applicant shall limit entrance connections onto U.S. Route 50 to three points as shown on GDP.

The applicant shall prepare a traffic generation estimate for uses established by the Site Development Plan to be submitted for initial construction approval to the County. The combined trip generation (ADT) shall not exceed 15,000 TPD (average weekday volume) without further approval by the County. The actual trip generation from the project shall be measured by the WWW, L.C. Management annually, from data collected in May and with results due on July 1 of each year, and be available for review as individual site plans and subdivisions for future uses are submitted for review by VDOT and the County. The combined traffic impact from the 70 acre site is not to exceed 15,000 TPD (average weekday volume) when current actual counts and proposed counts are added for cumulative total. If the cumulative total for any site plan at WWW causes the total to exceed 15,000 TPD then it is agreed that the applicant shall not file additional site plan applications until the County is satisfied that adequate and manageable levels of service will exist on state or internal site roadways. The SIC code system and the ITE shall be utilized for the subject projections. The applicant shall perform an updated TIA of the project intersections on U.S. Route 50 and of the Route 50/Route 37 interchange when traffic generation from the 70 acre site reaches 15,000 TPD (average weekday volume). The County may revise this 15,000 TPD limit upward, without modification of this proffer agreement, should results of the TIA show that additional loading is appropriate.

Historic Preservation

- The existing home (#469) to be characterized by historical report prior to removal.

Landscape Design Features

The development of the subject property, and the submission of any Master Development Plan shall include the following landscape design feature provided in these proffers and as illustrated on the Generalized Development Plan dated June 20, 2003 which is attached hereto and incorporated herein by reference.

- A fifty foot (50') landscaped green strip along the US Route 50 frontage portion of the site including an 8' hiker/biker trail. Internal parking, travelways and commercial structures shall not extend closer than 50' to front right of way line on U.S. Route 50. Inset of the GDP (sheet 5 of 5) is an illustrative detail shown for the purpose of establishing a standard of quality to be implemented upon final design.
- A ten foot (10') landscaped buffer area along the northern property line landscaped with white pine evergreen trees or an equal plant species, with white pines to be a minimum of four feet (4') in height when planted and planted at ten foot (10') intervals. (#6)

On Site Development

All structures shall be designed to meet the following standards:

1. Materials utilized for the facades of the buildings shall include but not be limited to concrete masonry units (CMU) brick, architectural block, dryvit, or other simulated stucco (EFIS), real or simulated wood and/or glass.
2. All buildings within the development on the property shall be constructed using compatible architectural style and materials, and signage for such buildings shall be of a similar style and materials.
3. All buildings within the property shall be developed as a cohesive entity, ensuring that building placement, architectural treatment, parking lot lighting, landscaping, trash disposal, vehicular and pedestrian circulation and other development elements work together functionally and aesthetically.
4. A single monument type sign shall be utilized near each project entrance (total of 3) to describe internal features. Sign height shall be limited to 20' within the 50' landscape area along U.S. Route 50. Individual signs to be allowed per ordinance requirements to announce individual uses. On building signage to be the preferred sign type for individual uses. No other signs shall be located within the 50' buffer area.

The Applicant shall record and include in each deed as well as provide Frederick County with a complete set of Covenants and Restrictions pursuant to site design developed and approved by Frederick County at the time of master plan. The Applicant shall appoint an Architectural Control Committee with responsibility for insuring strict adherence to the approved Master Development Plan, covenants and restrictions.

Property owners shall be notified of conditions relating to adjoining active agricultural operations.

Geotechnical Study

The Applicant shall prepare a site geotechnical analysis and study for this site, as appropriate for the proper siting and design of improvements, prior to beginning construction of site improvements and buildings.

Monetary Contribution to Offset Impact of Development

The undersigned, who owns the above described property hereby voluntarily proffers that if the Board of Supervisors for the County of Frederick, Virginia approves the rezoning for the 70.9065 acres, lying on the north side of U.S. Route 50 in the Gainesboro Magisterial District of Frederick County, Virginia from RA to B2, the undersigned will pay to Frederick County for the Round Hill Fire and Rescue Company the sum of \$25,000.00, the Sheriff's Office the sum of \$5,000.00 and the Administration Building the sum of \$5,000.00 for a total payment of \$35,000.00, at the time issuance of the first building permit of the subject property.

The conditions proffered above shall be binding upon the heirs, executors, administrators, assigns and successors in interest of the Applicant and Owner. In the event the Frederick County Board of Supervisors grant said rezoning and accepts these conditions, the proffered conditions shall apply to the land rezoned in addition to other requirements set forth in the Frederick County Code.

Respectfully submitted,

PROPERTY OWNER

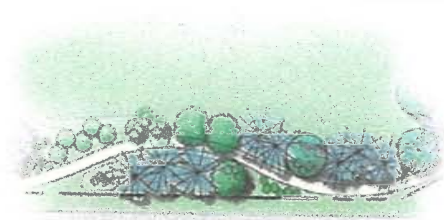
By: James R. Wilkins, Jr. By: C. Robert Solenberger
James R. Wilkins, Jr. C. Robert Solenberger

Date: 6/27/03 Date: 6/27/03

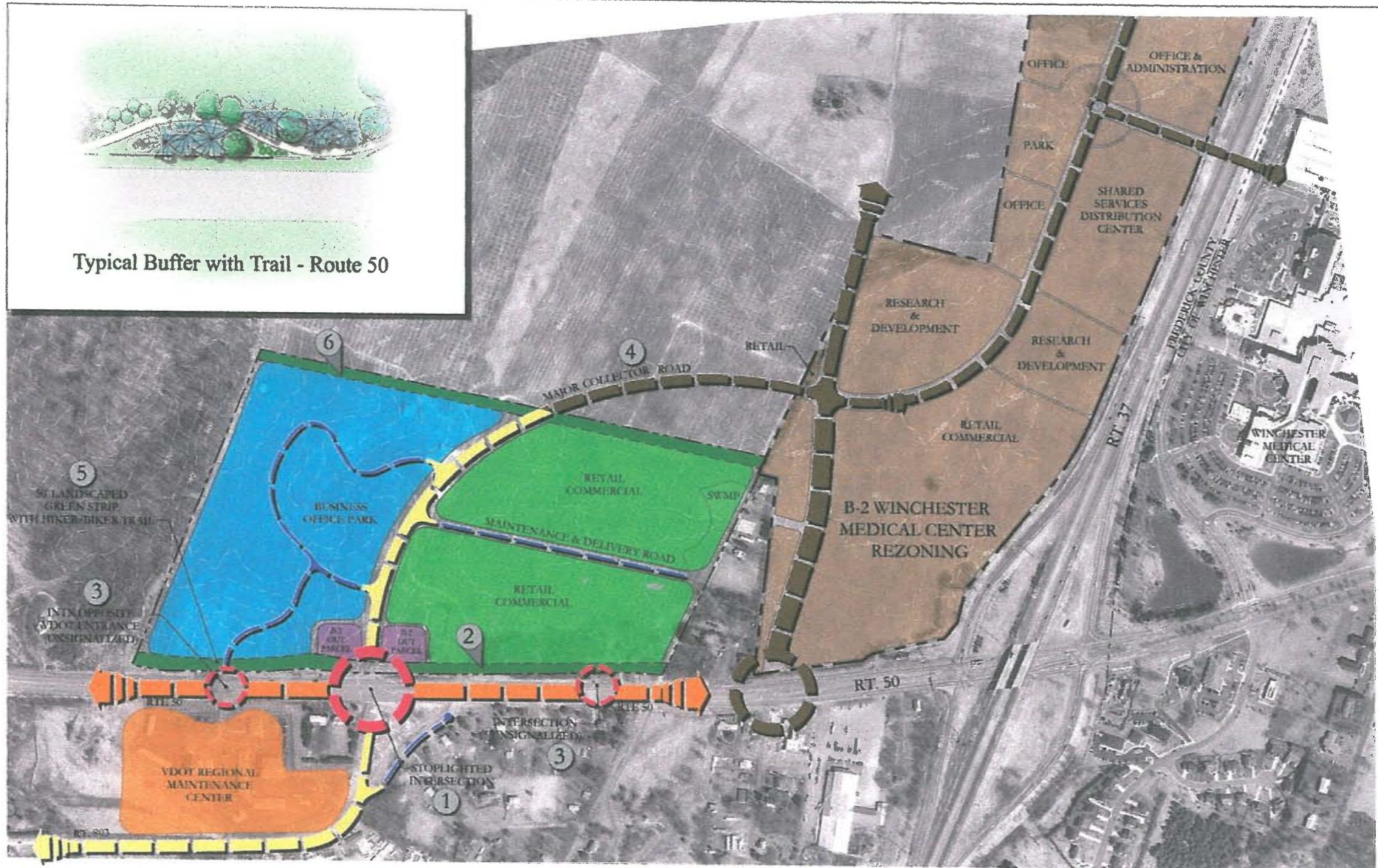
STATE OF VIRGINIA, AT LARGE
FREDERICK COUNTY, To-wit:

The foregoing instrument was acknowledged before me this 27th day of June, 2003, by James R. Wilkins, Jr. and C. Robert Solenberger

My commission expires November 30, 2006.
Notary Public Cindy Grove

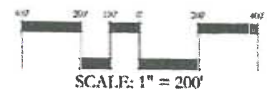


Typical Buffer with Trail - Route 50



gibert w. clifford & associates, inc.
 Engineers • Land Planners • Water Quality

WWW PROPERTY
 Generalized Development Plan
 County of Frederick, Virginia



SCALE: 1" = 200'

JUNE 20, 2003

SHEET 5 of 5

G



Memorandum

To: Frederick County Board of Supervisors

From: Mark R. Cheran, Zoning and Subdivision Administrator *MRC*

Date: February 1, 2015

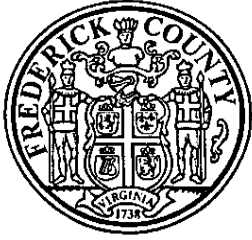
RE: Snowden Bridge Boulevard

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Snowden Bridge Boulevard, State Route Number 883	0.05 miles
Snowden Bridge Boulevard, State Route Number 883	0.04 miles
Snowden Bridge Boulevard, State Route Number 883	0.22 miles
Snowden Bridge Boulevard, State Route Number 883	0.20 miles

Staff is available to answer any questions.

MRC/dlw



**RESOLUTION
BY THE
FREDERICK COUNTY BOARD OF
SUPERVISORS**

The Board of Supervisors of Frederick County, in regular meeting on the 11th day of February, 2015, adopted the following:

WHEREAS, the streets described on the attached Form AM-4.3, fully incorporated herein by reference, are shown on plats recorded in the Clerk’s Office of the Circuit Court of Frederick County; and

WHEREAS, the Resident Engineer of the Virginia Department of Transportation has advised this Board that the streets meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation; and

WHEREAS, the County and the Virginia Department of Transportation have entered into an agreement on June 9, 1993, for comprehensive stormwater detention which applies to this request for addition; and

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the streets described in the attached Form AM-4.3 to the secondary system of state highways, pursuant to 33.2-705, Code of Virginia, and the Department’s Subdivision Street Requirements; and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

Richard C. Shickle, Chairman	_____	Gary A. Lofton	_____
Robert A. Hess	_____	Robert W. Wells	_____
Christopher E. Collins	_____	Gene E. Fisher	_____
Charles S. DeHaven, Jr.	_____		

A COPY ATTEST

Roderick B. Williams, Interim
Frederick County Administrator

In the County of Frederick

By resolution of the governing body adopted February 11, 2015

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): _____

Report of Changes in the Secondary System of State Highways

Project/Subdivision Snowden Bridge Boulevard

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

† Snowden Bridge Boulevard, State Route Number 883

Old Route Number: 0

I From: 0.04 mile south of Route 761, Old Charlestown Road

To: 0.09 mile south of Route 761, Old Charlestown Road, a distance of: 0.05 miles.

Recordation Reference: Instr. #070006356, Page 0075

Right of Way width (feet) = 0

Street Name and/or Route Number

† Snowden Bridge Boulevard, State Route Number 883

Old Route Number: 0

I From: Route 761, Old Charlestown Road

To: 0.04 mile south of Route 761, Old Charlestown Road, a distance of: 0.04 miles.

Recordation Reference: Instr. #070006356, Page 0075

Right of Way width (feet) = 0

Street Name and/or Route Number

† Snowden Bridge Boulevard, State Route Number 883

Old Route Number: 0

I From: 0.29 mile south of Route 761, Old Charlestown Road

To: 0.51 mile south of Route 761, Old Charlestown Road, a distance of: 0.22 miles.

Recordation Reference: Instr. #070006356, Page 0075

Right of Way width (feet) = 0

Street Name and/or Route Number

† Snowden Bridge Boulevard, State Route Number 883

Old Route Number: 0

| From: 0.09 mile south of Route 761, Old Charlestown Road

To: 0.29 mile south of Route 761, Old Charlestown Road, a distance of: 0.20 miles.

Recordation Reference: Instr. #070006356, Page 0075

Right of Way width (feet) = 0



Memorandum

To: Frederick County Board of Supervisors

From: Mark R. Cheran, Zoning and Subdivision Administrator *MRC*

Date: February 1, 2015

RE: Snowden Bridge Subdivision – Section 1

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Balkan Court, State Route Number 887	0.08 miles
Leavenworth Court, State Route Number 888	0.06 miles
Setting Sun Court, State Route Number 885	0.15 miles
Sawtooth Drive, State Route Number 884	0.09 miles
Starburst Street, State Route Number 886	0.06 miles
Starburst Street, State Route Number 886	0.04 miles
Starburst Street, State Route Number 886	0.06 miles

Staff is available to answer any questions.

MRC/dlw



**RESOLUTION
BY THE
FREDERICK COUNTY BOARD OF
SUPERVISORS**

The Board of Supervisors of Frederick County, in regular meeting on the 11th day of February, 2015, adopted the following:

WHEREAS, the streets described on the attached Form AM-4.3, fully incorporated herein by reference, are shown on plats recorded in the Clerk’s Office of the Circuit Court of Frederick County; and

WHEREAS, the Resident Engineer of the Virginia Department of Transportation has advised this Board that the streets meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation; and

WHEREAS, the County and the Virginia Department of Transportation have entered into an agreement on June 9, 1993, for comprehensive stormwater detention which applies to this request for addition; and

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the streets described in the attached Form AM-4.3 to the secondary system of state highways, pursuant to 33.2-705, Code of Virginia, and the Department’s Subdivision Street Requirements; and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

Richard C. Shickle, Chairman	_____	Gary A. Lofton	_____
Robert A. Hess	_____	Robert W. Wells	_____
Christopher E. Collins	_____	Gene E. Fisher	_____
Charles S. DeHaven, Jr.	_____		

A COPY ATTEST

Roderick B. Williams, Interim
Frederick County Administrator

In the County of Frederick

By resolution of the governing body adopted February 11, 2015

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): _____

Report of Changes in the Secondary System of State Highways

Project/Subdivision Snowden Bridge, Section I

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

† Balkan Court, State Route Number 887

Old Route Number: 0

| From: Roue 886, Starburst Street

To: Cul-de-sac (.08 mile NE Route 886, Starburst Street), a distance of: 0.08 miles.

Recordation Reference: Instr. #070006358, Page 0104

Right of Way width (feet) = 0

Street Name and/or Route Number

† Leavenworth Court, State Route Number 888

Old Route Number: 0

| From: Route 886, Starburst Street

To: Cul-de-sac (.06 mile NE Route 886, Starburst Street), a distance of: 0.06 miles.

Recordation Reference: Instr. #070006358, Page 0104

Right of Way width (feet) = 0

Street Name and/or Route Number

† Setting Sun Court, State Route Number 885

Old Route Number: 0

| From: Route 884, Sawtooth Drive

To: 0.15 mile east of Route 884, Sawtooth Drive, a distance of: 0.15 miles.

Recordation Reference: Instr. #070006358, Page 0104

Right of Way width (feet) = 0

Street Name and/or Route Number

† Sawtooth Drive, State Route Number 884

Old Route Number: 0

| From: Route 883, Snowden Bridge Boulevard

To: Route 885, Setting Sun Court, a distance of: 0.09 miles.

Recordation Reference: Instr. #070006358, Page 0104

Right of Way width (feet) = 0

Street Name and/or Route Number

† Starburst Street, State Route Number 886

Old Route Number: 0

| From: Route 887, Balkan Court

To: Route 888, Leavenworth Court, a distance of: 0.06 miles.

Recordation Reference: Instr. #070006358, Page 0104

Right of Way width (feet) = 0

Street Name and/or Route Number

† Starburst Street, State Route Number 886

Old Route Number: 0

| From: Route 888, Leavenworth Court

To: Cul-de-sac (.04 mile northwest of Route 888, Leavenworth Court), a distance of:
0.04 miles.

Recordation Reference: Instr. #070006358, Page 0104

Right of Way width (feet) = 0

Street Name and/or Route Number

† Starburst Street, State Route Number 886

Old Route Number: 0

| From: Route 884, Sawtooth Drive

To: Route 887, Balkan Court, a distance of: 0.06 miles.

Recordation Reference: Instr. #070006358, Page 0104

Right of Way width (feet) = 0



Memorandum

To: Frederick County Board of Supervisors

From: Mark R. Cheran, Zoning and Subdivision Administrator *MRC*

Date: February 1, 2015

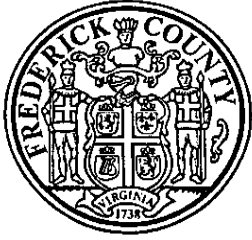
RE: Snowden Bridge Subdivision – Section 4

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Flyfoot Drive, State Route Number 889	0.08 miles
Buccaneer Court, State Route Number 890	0.14 miles
Buccaneer Court, State Route Number 890	0.02 miles
Buccaneer Court, State Route Number 890	0.03 miles

Staff is available to answer any questions.

MRC/dlw



**RESOLUTION
BY THE
FREDERICK COUNTY BOARD OF
SUPERVISORS**

The Board of Supervisors of Frederick County, in regular meeting on the 11th day of February, 2015, adopted the following:

WHEREAS, the streets described on the attached Form AM-4.3, fully incorporated herein by reference, are shown on plats recorded in the Clerk’s Office of the Circuit Court of Frederick County; and

WHEREAS, the Resident Engineer of the Virginia Department of Transportation has advised this Board that the streets meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation; and

WHEREAS, the County and the Virginia Department of Transportation have entered into an agreement on June 9, 1993, for comprehensive stormwater detention which applies to this request for addition; and

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the streets described in the attached Form AM-4.3 to the secondary system of state highways, pursuant to 33.2-705, Code of Virginia, and the Department’s Subdivision Street Requirements; and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

Richard C. Shickle, Chairman	_____	Gary A. Lofton	_____
Robert A. Hess	_____	Robert W. Wells	_____
Christopher E. Collins	_____	Gene E. Fisher	_____
Charles S. DeHaven, Jr.	_____		

A COPY ATTEST

Roderick B. Williams, Interim
Frederick County Administrator

In the County of Frederick

By resolution of the governing body adopted February 11, 2015

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): _____

Report of Changes in the Secondary System of State Highways

Project/Subdivision Snowden Bridge, Section 4

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

† Flyfoot Drive, State Route Number 889

Old Route Number: 0

| From: Route 883, Snowden Bridge Boulevard

To: Route 890, Buccaneer Court, a distance of: 0.08 miles.

Recordation Reference: Instr. #120006090, Page 0399

Right of Way width (feet) = 0

Street Name and/or Route Number

† Buccaneer Court, State Route Number 890

Old Route Number: 0

| From: 0.05 mile west of Route 889, Flyfoot Drive

To: 0.19 mile west of Route 889, Flyfoot Drive, a distance of: 0.14 miles.

Recordation Reference: Instr. #120006090, Page 0399

Right of Way width (feet) = 0

Street Name and/or Route Number

† Buccaneer Court, State Route Number 890

Old Route Number: 0

| From: 0.03 mile west of Route 889, Flyfoot Drive

To: 0.05 mile west of Route 889, Flyfoot Drive, a distance of: 0.02 miles.

Recordation Reference: Instr. #120006090, Page 0399

Right of Way width (feet) = 0

Street Name and/or Route Number

† Buccaneer Court, State Route Number 890

Old Route Number: 0

| From: Route 889, Flyfoot Drive

To: 0.03 mile west of Route 889, Flyfoot Drive, a distance of: 0.03 miles.

Recordation Reference: Instr. #120006090, Page 0399

Right of Way width (feet) = 0