

CITIZENS BUDGET REVIEW COMMITTEE

July 15, 2019

The meeting was called to order at 6:41 PM.

PRESENT:        Shawn Davis                Salem District  
                  Richard Thompson        Courtland District  
                  Kathryn Dennis            Chancellor District  
                  Dawn Napper                Battlefield District  
                  Karen Adams                Lee Hill District

After the Pledge of Allegiance and Invocation, it was determined a quorum was present.

Dawn Napper read the May 20, 2019 minutes. Shawn Davis motioned to approve the minutes as amended and the motion passed unanimously.

The June meeting was cancelled due to inclement weather so there were no minutes to approve.

Old Business:

Mary Sorrell *addressed* a statement made by Richard Thompson at the May meeting concerning Transportation Bonds being used to purchase Patriot Park. Bonnie Jewell researched all funds used to purchase Patriot Park and no bond money was diverted.

Reports from Subcommittees:

Volunteer Fire and Rescue Agencies: Karen Adams and Kathryn Dennis met with Chief Cullinan, Rebecca Forrey, and Bonnie Jewell on May 30, 2019. A series of questions had been previously submitted to Chief Cullinan. A draft report will be submitted to the CBRC in a later meeting.

Mrs. Forrey told the Committee that an RFP for FY 2019 Auditing had gone out. In addition to the County and Schools, only Spotsylvania Volunteer Fire Department had been reviewed in past years. The RFP includes all volunteer fire and rescue agencies.

Findings concerning previous audits included \$38,000 for an Annual Banquet and emergency loans to volunteers. Mrs. Forrey stated the amount for the banquet was overstated due to bookkeeping errors. Additionally, she stated all loans had been repaid and the SVFD was told loans to members were not best practices and should be discontinued. Mrs. Forrey also stated she was going to be working with the Treasurers of all agencies on standardizing bookkeeping and best practices.

The Chiefs of all agencies were present and afforded the opportunity to address the address the Committee.

Animal Shelter: Dawn Napper and Karen Adams met with the Animal Shelter Manager.

Sent questions ahead of time then and met with Toni, took a tour and looked at plans for the new shelter. Current shelter Can hold 60 dogs and 84 cats and there is a wait list to surrender an animal 19 FT employees and 2 PT no formal training just OTJ training.

The AS will request donations for pet food and the response is so good. It allows the manager to use food money for other needs. Dogs that need grain free foods will get it. Kittens get wet kitten food.

There is no vet on site. Sick animals are transported to a vet.

There are eight staff members present daily. On days they are closed, three workers take care of all the animals.

There are 10 sworn and 11 nonsworn personnel

Last RFP for vet services was 2016. New shelter should be open August 2020

No kill shelter - only catastrophic illness or injuries are put to sleep.

Adoption fees used toward running the shelter. AC officer salaries are part of the AC budget which is one component of the SO budget.

The shelter receives \$31,400 from dog tag fees.

Looking at hiring a front person to assist with placement when visitors come in.

Many cats from the hoarding incident at the shelter. The cats are housed between the two dog kennels which is adding to the stress of the cats.

Wish list is isolation cat cages because of respiratory illness. Cages cost \$6,000-\$12,000 for four. Cats will re-infect each other through airborne illnesses and having the isolation chambers would help get the animals healthy sooner.

Public Works: no report

Human Resources: no report

New Business:

Schools will not have their budget books completed until September 30<sup>th</sup>. The Committee will begin reviewing the FY20 budget in preparation for the FY21 budget.

Richard Thompson made a motion to adjourn.