

**COMMITTEE MEMBERS PRESENT:**

Larry Pritchett, Treasurer  
Gary Skinner, Board Member  
Mark Cole, Deputy County Administrator  
Bonnie Jewell, Assistant County Administrator/Chief Financial Officer

**OTHER COUNTY STAFF MEMBERS PRESENT:**

Ben Loveday, Assistant County Administrator for Community Operations  
Franklin Belcher, Sheriff's Office First Sergeant  
Annette D'Alessandro, Grants Manager  
Julie Elliott, Budget Manager  
Barbara Verhaalen, Budget Analyst

**SCHOOLS STAFF MEMBERS PRESENT:**

Prashant Shrestha, Chief Business Officer  
Malysa Rhodes, Finance Director  
Joy Walton, Senior Financial Analyst

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**New Business:****Carryover of Schools' Available State & Federal Grants Funding from FY 2021 to FY 2022**

Prashant Shrestha, Schools Chief Business Officer, reported that at the beginning of the budget process for each fiscal year, Schools' staff estimates grant funds to be received for the year based on prior years' data and the information from grantors at the time. During the year, Schools' Finance staff monitors changes that impact grant budgets. At the end of any given fiscal year, some grants may have carryover due to unspent budget authority from one year to the next. Budget authority to spend grant carryover must be approved each year by the School Board and appropriated by the Board of Supervisors ahead of being spent. These State and Federal funds are restricted for purposes of the grant and can be used only per the approved grant requirements.

The total FY 2021 grant carryover budget and appropriation request is \$4,496,489, approximately three-quarters of which is CARES funding. A breakdown of the funding by grant type/purpose was provided.

On a motion by Mr. Skinner, seconded by Mr. Cole and passed unanimously, the Finance Committee recommended approval of the budget adjustment and appropriation.

**Budget Adjustment & Appropriation for Loriella Pool Electrical Repairs**

Ben Loveday, Assistant County Administrator for Community Operations, explained that Public Works staff performed a review of the Loriella Pool building. An estimated \$325,000 in plumbing, mechanical and electrical replacements were identified. Staff intends to plan for the bulk of the necessary major maintenance in the upcoming CIP

development process, but is requesting \$70,000 be budgeted and appropriated in FY 2022 to address the electrical deficiencies. New wiring and devices will be installed in the pool house to be brought up to code and LED fixtures will replace the old existing fixtures. Additionally, an electrical panel will be upgraded and relocated to the rear of the building.

Bonnie Jewell, Assistant County Administrator for Finance & Services, noted that Budget staff recommends that this funding need be accomplished through allocation of \$70,000 from the Capital Projects Fund balance. The \$255,000 estimated in plumbing and mechanical major maintenance needs will be considered and factored into the upcoming CIP development process.

On a motion by Mr. Pritchett, seconded by Mr. Skinner and passed unanimously, the Finance Committee recommended approval of the budget adjustment and appropriation.

### **Capital Projects Budget Adjustments**

Bonnie Jewell, Assistant County Administrator, explained that staff is seeking the Board's approval of several budget amendments related to capital projects.

Requested adjustments for General Capital Projects are as follows:

- The Parking & Drainage Repairs projects at several Parks & Recreation locations is now complete and the \$24,343 remaining balance can be shifted to the Capital Projects Fund balance.

Requested adjustments for Utilities Capital Projects are as follows:

- After it was determined that it would not be to the County's advantage to finance the Massaponax Wastewater Treatment Plant project through the State's Clean Water Revolving Loan Fund Program, Budget staff worked with Utilities staff to identify where existing funding could be shifted from completed and/or delayed projects to keep the Massaponax project moving forward. As such, numerous adjustments to Utilities capital projects are requested and net to a \$0 change in the overall Utilities Capital Projects Fund budget and appropriation.
- Additionally, the Hairfield Drive Extensions project is now complete and the \$98,134 project balance is requested to be returned to the Utilities Capital Projects Fund balance.

Ben Loveday, Assistant County Administrator for Community Operations/Director of Utilities, clarified that the funding shifted to the Massaponax Wastewater Treatment Plant project came from existing projects that are either completed, or which are able to be delayed in favor of ensuring progress at Massaponax continues. In the next iteration of the CIP, funding will need to be added back to those delayed projects. We are managing to our available funding at this time.

On a motion by Mr. Skinner, seconded by Mr. Pritchett and passed unanimously, the Finance Committee recommended approval of the budget adjustment and appropriation.

**Acceptance of Grant Awards and Budget Amendments for the FY 2022 Highway Safety Grant Program Selective Enforcement for Alcohol-Impaired Driving, Speed Violations, and Seat Belt Violations**

First Sergeant Franklin Belcher, Sheriff's Office, explained that the Virginia Department of Motor Vehicles has issued three grant awards for the Spotsylvania County Sheriff's Office to meet strategic highway safety goals – one for \$118,450 to meet goals related to enforcement of alcohol-impaired driving; a second for \$77,500 to meet goals related to enforcement of speed violations; and a third for \$6,500 for enforcement of seat belt violations.

**Alcohol Impaired Driving**

First Sergeant Belcher explained that if accepted, this grant will provide \$107,250 for approximately 1,650 overtime hours of selective enforcement for alcohol-impaired driving on primary or secondary roadways and \$5,200 to send four attendees to Virginia Highway Safety Training Office approved trainings. The grant requires any travel and subsistence reimbursements to follow the Commonwealth of Virginia's Travel Policy. Any costs above the state reimbursement amount that falls within the County's adopted Travel Policy will be paid for from the Sheriff's Office FY 2022 and/or FY 2023 operational budgets. The grant also provides \$6,000 to purchase eight Preliminary Breath Test machines.

The award requires an in-kind service match of \$59,225 that will be met through the use of the Sheriff's Office fuel and maintenance costs for enforcement vehicles from the FY 2022 and FY 2023 operational budgets. The grant does not cover the cost of FICA, Medicare, and Workers' Compensation associated with the overtime. These costs are estimated to be \$10,146, which the Sheriff's Office will absorb through its FY 2022 and FY 2023 operational budgets. If approved, the grant award period will run from October 1, 2021 through September 30, 2022.

**Speed Violations**

First Sergeant Belcher explained that if accepted, this grant will provide \$71,500 for approximately 1,100 overtime hours of selective enforcement for speed on primary or secondary roadways and \$6,000 for purchase of two radars.

The award requires an in-kind service match of \$38,750 that will be met through the use of the Sheriff's Office fuel and maintenance costs for enforcement vehicles from the FY 2022 and FY 2023 operational budgets. The grant does not cover the cost of FICA, Medicare, and Workers' Compensation associated with the overtime. These costs are estimated to be \$6,764, which the Sheriff's Office will absorb through its FY 2022 and FY 2023 operational budgets. If approved, the grant award period will run from October 1, 2021 through September 30, 2022.

### Seat Belt Violations

First Sergeant Belcher explained that if accepted, this grant will provide \$6,500 for approximately 100 overtime hours of selective enforcement for seat belts on primary or secondary roadways.

The award requires an in-kind service match of \$3,250 that will be met through the use of the Sheriff's Office fuel and maintenance costs for enforcement vehicles from the FY 2022 and FY 2023 operational budgets. The grant does not cover the cost of FICA, Medicare, and Workers' Compensation associated with the overtime. These costs are estimated to be \$615, which the Sheriff's Office will absorb through its FY 2022 and FY 2023 operational budgets. If approved, the grant award period will run from October 1, 2021 through September 30, 2022.

On a motion by Mr. Skinner, seconded by Mr. Cole and passed unanimously, the Finance Committee recommended acceptance of the three FY 2022 Highway Safety Grants and the approval of the associated budget amendments and appropriations.

### **Other Business:**

### Next Finance Committee Meeting

The next Finance Committee meeting is scheduled for Thursday, September 23, 2021, at 3:30 PM in the Code Compliance conference room at the Merchant Square building.

### **Adjournment:**

Ms. Jewell adjourned the meeting.