

**COMMITTEE MEMBERS PRESENT:**

Kevin Marshall, Board of Supervisors
Lori Hayes, Board Member
Mark Cole, Deputy County Administrator
Julie Elliott, Budget Manager
Kathy Catlett, (Alternate) Treasurer's Office
Debbie Williams, Commissioner of Revenue

OTHER COUNTY STAFF MEMBERS PRESENT:

Erika Snodgrass, FREM Business Manager
Barbara Verhaalen, Budget Analyst III
Daniel Brooks, Budget Analyst I
Richard Maidenbaum, Deputy Chief Information Officer
Annette D'Alessandro, Grants Manager
Kaitlyn Herzig, Deputy Sheriff
Jennifer Pomeroy, Office Manager I Sheriff's Office

New Business:**Capital Projects Budget Adjustments**

Julie Elliott, Budget Manager, explained that staff is seeking the Board's approval of several budget amendments related to capital projects.

Several projects are now complete and balances are requested to be brought to \$0 for return of a total of \$172,039 in the Capital Projects Fund Balance.

- \$26,400 from the F/R Replacement Vehicle project
- \$100,000 from the County Website Interfaces project
- \$9,908 from the Assessment Replacement Vehicle project
- \$22,813 from the FY 21 Radio Replacement Program project
- \$12,815 from the FY 21 Replacement Computers & Servers project
- \$264 from the Loriella Park Lights project
- \$469 from the FY 22 Refuse Collection Equipment project

- Information Services staff reviewed the projects related to replacement of several legacy financial systems in the Treasurer's and the Commissioner of Revenue's Offices. They proposed consolidating the funding in five separate existing projects into one new project to obtain one system that accomplishes each of the individual replacements/upgrades originally planned in the individual projects. The Treasurer and Commissioner of Revenue support the proposal. Staff requests transferring a total of \$2,299,736 from the following projects into a new Land and Tax System Platform project. This shift in funding nets to a \$0 change in the overall Capital Projects Fund budget and appropriation.
 - \$553,096 from the Replacement Treasurer's Legacy System project
 - \$950,000 from the Replacement Personal Property Legacy System project

- \$96,640 from the Business Tax System Upgrade project
- \$100,000 from the Replacement State Income Tax Program project
- \$600,000 from the Replacement Assessment System project

Requested adjustments for Utilities Capital Projects are as follows:

- Staff requests \$363,000 be shifted from the Capital Projects Fund balance to the FY 2023 Lifepaks & CPR Replacement project. Funding for this project was approved as part of the FY 2023 CIP. However, the funds were inadvertently left out of the appropriations for the Capital Projects Fund, resulting in the associated funding remaining in the Capital Projects Fund balance. This adjustment is needed to allocate the funds for the approved project.

During discussion, Ms. Hayes, requested additional background information to support the consolidation of the IS capital projects. Mr. Maidenbaum explained that the current systems are antiquated and need to be updated. By consolidating the funds IS can work with the Treasurer and the Commission of Revenue to get a new system in place.

On a motion by Mr. Marshall, seconded by Ms. Hayes, and passed unanimously, the Finance Committee recommended this item move forward to the Board for approval of the budget adjustment and appropriation.

Budget Adjustment and Appropriation for the Acceptance of the FY 2023 Virginia State Police Internet Crimes against Children Task Force Sub-Award for the Sheriff's Office

Kaitlyn Herzig, Deputy Sheriff, reported that the Department of Criminal Justice Services (DCJS) has selected the Virginia State Police (VSP) to oversee the Northern Virginia/District of Columbia (NOVA/DC) Internet Crimes Against Children (ICAC) Task Force. As such, the VSP has sub-awarded the Spotsylvania County Sheriff's Office \$14,000 towards expenses associated with investigations and prosecutions of internet crimes against children. The Sheriff's Office has opted to spend these funds on overtime, associated fringe benefits, training, and associated travel costs. All expenses associated with this project are specifically and exclusively related to the NOVA/ICAC Task Force's overall mission of combating internet crimes against children. There is no local match requirement and no requirement to continue to fund the program after the grant award expires.

On a motion by Ms. Hayes, seconded by Mr. Marshall, and passed unanimously, the Finance Committee recommended this item move forward to the Board for approval of the budget adjustment and appropriation.

Acceptance, Budget Adjustment, Appropriation, and Designation of Authorized Organizational Representatives for the Federal Fiscal Year (FFY) 2022 Edward Byrne Memorial Justice Assistance Grant Program – Local Solicitation Grant Award

Jennifer Pomeroy, Office Manager Sheriff's Office, reported that the Sheriff's Office has been awarded \$24,035 through the FFY 2022 Edward Byrne Memorial Justice Assistance

Grant Program. Funding awarded through this program is meant to support a broad range of activities to prevent and control crime based on the localities need.

If approved the Sheriff's Office proposed to utilize the funds toward the purchase of professional standards and field team support services software. Although the grant program does not require a local match, the cost of the subscription service will exceed the available grant funds. Sheriff's Office proposes to make up the additional costs, anticipated to be approximately \$4,565 through use of local funds available in their FY 2023 Adopted Budget. The annual ongoing costs are estimated to be \$6,000 per year thereafter. In order to cover these costs, the Sheriff's Office will seek additional funding through future years' budget processes.

On a motion by Ms. Hayes, seconded by Ms. Williams, and passed unanimously, the Finance Committee recommended the item move forward to the Board for approval of the budget adjustment and appropriation.

Other Business:

None.

Next Finance Committee Meeting

The next Finance Committee meeting is scheduled for Thursday, November 17, 2022, at 3:30 PM in the Code Compliance conference room at the Merchant Square building.

Adjournment:

Mrs. Elliott adjourned the meeting.