

**COMMITTEE MEMBERS PRESENT:**

David Ross, Board Member
Paul Trampe, Board Member
Mark Cole, Deputy County Administrator
Larry Pritchett, Treasurer
Debbie Williams, Commissioner of Revenue
Mary Sorrell, Finance Director

OTHER STAFF MEMBERS PRESENT:

Dave Ansell, Chief Building Official
Annette D'Alessandro, Grants Manager
Bonnie Jewell, Budget Manager
Steven Cooper, Deputy Chief FREM
Ben Loveday, Utilities Director
Chris Edwards, Deputy Utilities Director
Carla Kayajianian, Grants Assistant

Budget Adjustment & Appropriation for Replacement of Erosion Control Vehicles

Dave Ansell, Chief Building Official, explained that the Erosion Office has a 2005 Ford Escape with 199,379 miles that was recently determined by Fleet Maintenance to need approximately \$2,000 in repairs. The vehicle is inoperable in its current state and the head of Fleet Maintenance does not recommend spending that amount of money to repair the vehicle due to the age and mileage of this vehicle.

He explained that prior to learning about the need for immediate major repairs, the plan had been to replace this vehicle in FY 2020 at a cost of approximately \$21,000, with the replacement funding being included in the FY 2020 Recommended Budget. Staff is requesting that the Board appropriate \$19,000 for replacement of the vehicle in FY 2019. The \$19,000 cost is less than originally expected because the supplier has a surplus of new vehicles now and is willing to reduce the price to reduce inventory.

A second vehicle is planned for replacement in FY 2020 as well, and staff would like to take advantage of the approximately \$3,000 savings to replace that vehicle in FY 2019 also. FY 2019 Environmental Fee revenues are anticipated to exceed budget projections by more than the \$38,000 necessary to cover the cost of both replacement vehicles in FY 2019.

On a motion by Mr. Cole, seconded by Mr. Ross and passed unanimously, the Finance Committee recommended approval of the budget amendment and appropriation to fund the purchase of both replacement vehicles in FY 2019.

Budget Amendment and Appropriation for the Approved No-Cost Extension for the Federal Fiscal Year 2015 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Award

Annette D'Alessandro, Grants Manager, explained that on September 13, 2016, Spotsylvania County Board of Supervisors accepted a SAFER grant award of \$1,350,972 to hire nine additional firefighters and/or firefighter/medics. The original period of performance for this award was from November 28, 2016 through November 27, 2018. Due to several vacancies within two of the SAFER positions and the length of time required to recruit and hire fire personnel, there were significant delays in filling and maintaining personnel in these two grant funded positions, resulting in unspent SAFER funds. All FFY 2015 SAFER positions are currently filled.

The County submitted a no-cost extension request to extend the period of performance for this award. The Department of Homeland Security approved the request and the award has now been extended until May 26, 2019. No additional extensions will be allowed.

The no-cost extension will allow the County to increase the FY 2019 FREM budget by \$272,624 in grant funding to fund the SAFER firefighter and/or firefighter/medic positions through May 26, 2019. The availability of this grant funding will allow us to reallocate local funding to help with the more than \$1 million overtime budget overage anticipated for Fire/Rescue in FY 2019.

On a motion by Mr. Pritchett, seconded by Ms. Williams and passed unanimously, the Finance Committee recommended approval of the budget amendment and appropriation related to the no-cost extension of the Federal Fiscal Year 2015 SAFER grant.

Capital Projects Budget Adjustments

Bonnie Jewell, Budget Manager 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:

- A transfer of \$24,889 from the completed Company 5 construction project to the completed Company 11 project to close out the projects. The remaining \$160,597 balance in the Company 5 project will be returned to the Capital Projects Fund balance.
- The following projects are complete and the balances are being shifted to the Capital Projects Fund balance:
 - FY 2019 CPR Devices - \$489
 - Emissions Extraction Systems = \$8,615
 - FY 2019 Maintenance Replacement Vehicles = \$989

- Marshall Park Convenience Improvements = \$7,620
- FY 2018 Refuse Disposal Equipment Replacement = \$20,156
- \$489 is recommended to be shifted from the Capital Projects Fund balance to balance the now completed Radio System Improvements project to \$0.
- \$16,468 is being shifted from the FY 2018 Replacement Computers & Servers project to the FY 2019 Replacement Computers & Servers project. Typically, the balances in these annual replacement projects do not shift between fiscal years, but because there was miscommunication/misunderstanding between the Budget Manager and project manager, a compromise was made in this one instance for this one year to shift the balance of the FY 2018 project to the FY 2019 project.
- Finally, now that the Motts Roof Replacement project is complete, we can reduce the transfer from the Utilities Operating Fund that was paying for this project.

As part of FY 2020 – FY 2024 CIP process, Utilities staff re-evaluated the budgets, anticipated schedules, and probable cash flow needs of Utility projects for which budgets already exist. Upon their review, staff determined that funding can be reallocated among existing projects and to new projects expected to begin in FY 2020 to avoid having to reduce the amount to be borrowed for water and sewer capital projects in FY 2020. 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. New projects to which funding is allocated are identified below:

- \$40,000 is allocated to the Rt. 606 West waterline upgrade project for improvements to occur between I-95 and Rt. 1 during VDOT's construction of roadway improvements to Rt. 606.
- \$20,000 is allocated to the Rt. 17 Waterline Betterment project. This project is associated with VDOT's Rt. 17 roadway and bridge improvement project and includes installation of a 16" waterline under Rt. 17 based on the Utilities Master Plan.
- \$125,000 is allocated to the Hairfield Drive Waterline project.
- \$20,000 is allocated to the Commonwealth Drive Parking Lot Waterline Betterment project. This project will occur in conjunction with VDOT's project at the parking lot and will include installation of an 8" waterline into the parking lot and along Filter Lane. This waterline will replace a 2" waterline on Filter Lane and set up a potential redundant feed for the Commonwealth Office Park.
- \$200,000 is allocated to the Pump Station 24 Waterline project through which an existing 12" waterline from Jackson Trail east to the Hilldrup farm will be replaced and upgraded to a 16" line.

- \$150,000 is allocated to the Thornburg Collection Systems Improvement project. This project will allow for the rehabilitation of sanitary sewer lines in the Thornburg sewer shed. Aging infrastructure and deteriorating pipe lines have caused excessive infiltration and inflow, as well as continued debris issues at the Thornburg Wastewater Treatment Plant.
- \$125,000 is allocated to abandon common force mains in the Gateway Business Park with gravity mains and a pump station being installed to handle development of the business park.
- \$40,000 is allocated to the Rt. 606 West sewer line upgrade project for improvements to occur between I-95 and Rt. 1 during VDOT's construction of roadway improvements to Rt. 606.
- \$125,000 is allocated to the 24th Street Sewer Line Extension project.

Additionally, adjustments are made to return the balances of the completed Rt. 3 Sewerline Replacement project, Salem Church/Upaway Drive Waterline Upgrade project, and the Hickory Ridge Waterline Betterment project to the Utilities Capital Projects Fund balance.

On a motion by Mr. Pritchett, seconded by Dr. Trampe and passed unanimously, the Finance Committee recommended approval of the proposed budget adjustments and associated appropriations.

Other Business:

Adjournment:

Ms. Sorrell adjourned the meeting.