

**COMMITTEE MEMBERS PRESENT:**

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

**OTHER STAFF MEMBERS PRESENT:**

Bonnie Jewell, Budget Manager  
Donna Scott, Building Office Manger  
Dave Ansell, Deputy Building Official  
Matt Embrey, FREMS Division Chief

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**Budget Adjustment for Emergency Management Funding**

Bonnie Jewell, Budget Manager explained that the County receives \$30,000 each year from Dominion Energy for emergency preparedness purposes, but we must claim the funding to receive it. In FY 2017, the funding was budgeted and much of it was spent, but the claim was not made. Because it was designated for Spotsylvania in FY 2017, Fire/Rescue and Finance staff has been in communications with Dominion Energy and are anticipating the \$30,000 for both FY 2017 and FY 2018 to be paid to the County in FY 2018. A budget adjustment is now necessary to reflect the additional revenue anticipated in FY 2018.

On a motion by Mr. Pritchett, seconded by Ms. Williams and passed unanimously, the Finance Committee recommended approval of the budget amendment.

**Use of Capital Projects Fund Balance for Replacement of County Administration Vehicle**

Bonnie Jewell, Budget Manager, explained that the County Administrator's County-issued vehicle has reached the end of its useful service life and needs replacement. A request was made to replace this vehicle as part of the FY 2019 budget, but the vehicle recently died and needs replacing in FY 2018 instead. Staff recommends that funding for this replacement vehicle, estimated to cost \$28,500, be allocated from the Capital Projects Fund balance in FY 2018.

On a motion by Ms. Williams, seconded by Mr. Pritchett, and passed unanimously, with Mark Taylor abstaining, the Finance Committee recommended approval of the purchase of the replacement vehicle and associated budget amendment.

**Technical Adjustment to Capital Projects Fund Revenue – Corrects Prior Adjustment**

Bonnie Jewell, Budget Manager explained that she had requested and the Board approved a budget adjustment to close the completed VRE project. As part of that adjustment, she mistakenly reduced the budget for a State revenue account when in fact she should have reduced the budgeted use of the Capital Projects Fund balance. The attached budget adjustment is the technical adjustment required to correct the previous error. The net impact to the budget for this adjustment is \$0.

On a motion by Mr. Pritchett, seconded by Mr. Ross and passed unanimously, the Finance Committee recommended approval of the technical budget amendment.

### **Code Compliance Insurance Adjustment**

Donna Scott, Building Office Manager, explained that insurance reimbursements were received from the County's vehicle insurance policy to compensate for two accidents involving Building Department vehicles that occurred in October 2017. These reimbursements are meant to cover the cost of repairs needed to the vehicles less a \$250 deductible for each occurrence.

A budget adjustment and appropriation are necessary to reflect the revenue and expenditures associated with the repairs. Because this insurance revenue was deposited to the General Fund initially, a transfer between funds is necessary to shift the funding to the Code Compliance Fund for the Building Department's use towards the vehicle repairs.

On a motion by Mr. Ross, seconded by Mark Taylor and passed unanimously, the Finance Committee recommended approval of the budget amendment.

### **Budget Adjustment and Appropriation from Utilities Fund Balance for Additional Emergency Repair Work on Rt. 3 Sewer Line**

Bonnie Jewell, Budget Manager explained that emergency repairs have been underway to replace an existing, aging sewer line under Rt. 3 West. This line recently ruptured and essentially disintegrated due to age and use. While the repairs were being made, an additional unanticipated problem was found with more than 100' of sewer line that cannot be accessed, but which is showing signs of backing up due to age and deterioration.

She explained that because the sewer line is already in the process of being repaired it is an opportune time to address this unanticipated problem and to eliminate the need to come back at a later date, creating additional delays on Rt. 3 West. Funding is available within the Utilities Capital Projects Fund balance to fund these repairs. The attached budget adjustment allocates \$145,000 from the Utilities Capital Projects Fund balance to complete this necessary infrastructure replacement work.

On a motion by Mr. Pritchett, seconded by Ms. Williams and passed unanimously, the Finance Committee recommended approval of the budget amendment and associated appropriation.

**Other Business:**

**Adjournment:**

Ms. Sorrell adjourned the meeting.