



COMMITTEE MEMBERS PRESENT:

Greg Cebula, Board Member
Paul D. Trampe, Board Member
Larry K. Pritchett, Treasurer
Debbie Williams, Commissioner of Revenue
Mark Cole, Deputy County Administrator
Mary Sorrell, Finance Director

OTHER STAFF MEMBERS PRESENT:

LaShahn Gaines, Chief Financial Officer, Spotsylvania Schools
Jen Belako, Director of Teaching and Learning
Michael Mudd, Director of Elementary Education
Ed Petrovitch, Deputy County Administrator
Jessica Towell, Grants Technician
Captain Roger Harris II, Sheriff's Office
Deputy Fire Chief Joseph Sposa
Bonnie Jewell, Budget Manager
Debbie Aylor, Tourism/Special Events Manager,

Schools' FY2016 Carryover Request for Instructional Materials

LaShahn Gaines, Chief Financial Officer, Spotsylvania Schools, explained that the school division's budgeted but unexpended local transfer for FY 2016 was \$454,905, which is approximately 0.2% of the total School revenues collected from all sources. She explained that the school division is requesting that the Board of Supervisors approve a budget amendment and appropriation to carryover the unexpended FY 2016 local funding into the Schools' FY 2017 Instruction budget.

Ms. Gaines explained that the one-time FY 2016 carryover funds will be used for curriculum resources, instructional materials for students and professional learning for teachers and staff.

On a motion by Mr. Cebula, seconded by Dr. Trampe, and passed unanimously, the Finance Committee recommended approval of the proposed budget amendment and appropriation for the Schools' FY 2016 Carryover request.

Budget Adjustment and De-Appropriation of funds for the FY 17 Litter Prevention and Recycling Program Grant

Ed Petrovitch, Deputy County Administrator, explained that the County's FY 2017 Adopted Budget included \$20,966 of anticipated funding for the Litter Prevention and Recycling Program Grant, which is awarded annually by the Virginia Department of Environmental Quality. The grant funding is awarded on a population basis.

On October 11, 2016 the County was notified that the grant was awarded in the amount of \$20,270 which is \$696 less than anticipated. Mr. Petrovitch explained that the requested budget adjustment and de-appropriation will reduce the FY 2017

anticipated expenditures and associated revenue by \$696 to reflect the appropriate level of funding that will be received.

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

De-Appropriation of funds from FY16 Highway Safety Grant Program Selective Enforcement for Alcohol and Speed

Captain Roger Harris II, Sheriff's Office, explained that the Sheriff's Office received a grant totaling \$125,982 to meet strategic highway safety goals related to selective enforcement for alcohol. The funds were utilized to provide 1,993 overtime hours and to purchase three laser speed measuring devices and five preliminary breath test devices for selective enforcement efforts related to alcohol on primary or secondary roads. The funding resulted in the issuance of 17 citations specific to driving under the influence. The grant award period expired on September 30, 2016 and there is a remaining balance of \$22,068, which staff is requesting be de-appropriated.

Captain Roger Harris II, Sheriff's Office, explained that the Sheriff's Office received a grant total \$49,500 to meet strategic highway safety goals related to selective enforcement for speed. The funds were utilized to provide 1,255 overtime hours for selective enforcement efforts related to alcohol on primary or secondary roads. The funding resulted in the issuance of 673 speeding citations. The grant award period expired on September 30, 2016 and there is a remaining balance of \$6,404, which staff is requesting be de-appropriated.

Mr. Cebula expressed concern with the County not using all of the funding available for these enforcement issues. Captain Harris explained that the funding must be used for overtime and that there are specific criteria for when each of these enforcement efforts can take place, which can create issues with the Sheriff office's ability to staff these types of special enforcements.

On a motion by Mr. Cebula, seconded by Ms. Williams, and passed unanimously, the Finance Committee recommended approval of the budget amendments and de-appropriations for both the Alcohol and Speed grants.

Approval of and Budget Adjustment for Installation of Traffic Light at Fire Station #8 on Rt. 1 at Thornburg

Deputy Fire Chief Sposa, explained that the traffic improvements at the Mudd Tavern/Rt. 1 intersection in Thornburg have caused visual impairments for motorists and fire apparatus. Installation of a traffic control light that stops the flow of traffic northbound and southbound in front of the fire station and allows emergency apparatus to safely merge onto Rt. 1 during an emergency response will resolve the safety hazard that currently exists. The proposed traffic light will also control the Rt. 1 / Mudd Tavern intersection, allowing fire apparatus to respond unimpeded southbound on Rt. 1 and onto Morris Road, improving response times.

The light is estimated to cost \$300,000, with VDOT and the County sharing the cost. VDOT will administer the project with completion anticipated in Spring 2017. Staff recommends that \$150,000 of the nearly \$500,000 in proffers received to date for the Summerfield development be allocated to fund this light. The proffer language is such that use of the first \$400,043.28 must “be used for transportation or education projects at the discretion of the [Board].”

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

Capital Project Budget Adjustments

Bonnie Jewell, Budget Manager, reviewed the proposed budget adjustments to several capital projects including:

General Capital Projects:

- Shifting \$40,000 from the Code Compliance fund to the Capital Projects fund as partial funding of the planned Community Development Software upgrade.
- Shifting \$807,915 from the General Fund to the Capital Projects Fund to fund the waterline extension to the new Company 5 station.
- A \$1.7M adjustment to reduce the American Reinvestment & Recovery Act (ARRA) portion of the Rt. 3 widening project, as the funding has expired and there are no further costs that are eligible for reimbursement. The shifting of \$814,530 from the Revenue Sharing project to fund the balance remaining on the Rt. 3 project and the shifting of the \$48,358 remaining in the Revenue Sharing project to the Exit 118 project to reduce future local funding that will be needed for that project. Ms. Jewell noted that these numbers may be adjusted to address final invoices that were recently received.
- Shifting of the \$876,651 that is currently in the shared Exit 118/Exit 126 Design project to allow better management of the funding available for those two projects. The shift would move \$839,331 to the individual Exit 118 project and \$37,200 to the individual Exit 126 project.
- A return of \$92,540 to the Capital Projects Fund balance from the following completed projects:
 - \$78,602 – Land Record Information System (GP0308)
 - \$13,332 – Convert Network to Microsoft (GP1205)
 - \$606 – Replacement Vehicles – Parks & Recreation (GP1714)

Utilities Capital Projects:

- The following adjustments between existing Utilities capital projects to eliminate the need to borrow funding for Utilities capital projects in FY 2018.
 - (\$75,430) – Church Street Extension (WT1106)
 - (\$62,000) – Mine Road Waterline Extension (WT1102)
 - \$117,430 – Ni River Water Treatment Plant (WT0003)
 - \$20,000 – Tank Maintenance (WT0901)
 - (\$800,000) – Sewerline Extension – Lick Run (SR1501)
 - \$800,000 – Fawn Lake Pump Stations #27 & #58 (SR1602)
- A return of \$36,809 to the Utilities Capital Project Fund Balance from the completed Village Drive Waterline Extension (WT1202) project.

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

Grant Award Acceptance and Appropriation of the FY17 Virginia World War I and World War II Tourism Marketing Program

Debbie Aylor, Tourism/Special Events Manager, explained that Spotsylvania County has been awarded a grant from the Virginia Tourism Corporation and the Virginia World War I and World War II Commemoration Commission in the amount of \$4,000, with a 1:1 local match requirement. The grant required participation from regional partners. WJ Vakos and Radio Reconnaissance Technologies, Inc. each agreed to provide \$250 towards the local cash match requirement, leaving the remaining \$3,500 local match to be met through Economic Development and Tourism's FY 2017 Adopted Budget. There is no requirement to fund the program after the grant award expires.

The funding will be used to market and advertise a museum exhibit at the Spotsylvania County Museum focusing on the impact of World War I and II on the County and its citizens; a lecture series focusing on the World War I and II veteran experience; and a variety of World War I and II tribute events that will also include the scanning of personal memorabilia and sharing of these resources with current and future generations.

On a motion by Mr. Pritchett, seconded by Mr. Cole, and passed unanimously, the Finance Committee recommended acceptance of the grant award and approval of the associated budget amendment and appropriation.

ADJOURNMENT

Ms. Sorrell adjourned the meeting.