



COMMITTEE MEMBERS PRESENT:

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

OTHER STAFF MEMBERS PRESENT:

Bonnie Jewell, Budget Manager
Richard Zinky, Senior Financial Analyst
Ben Loveday, Deputy Utilities Director
Ed Petrovitch, Deputy County Administrator
Annette D'Alessandro, Grants Manager
Carter Wells, Sheriff's Office Major
Elizabeth Scott, Sheriff's Office Lieutenant
Roger Harris II, Sheriff's Office First Sergeant
Jeff Bailey, Division Chief Fire/Rescue
Jay Cullinan, Deputy Fire/Rescue Chief

Capital Projects Budget Adjustments

Richard Zinky, Senior Financial Analyst, explained that staff was asking the Board's approval of several capital project adjustments within previously approved capital projects that are related to the completion of projects; revised cost estimates; moving of operational expenditures from Capital Projects Fund to the General Operating Fund; revised grant funding; and revised project plans and/or timelines.

He explained that there is also a request to move funding out of previously approved Utilities capital projects to fund the following new Utilities capital projects:

- o \$600,000 – Courthouse Regional Pump Station 28 Cost Share (SR1702)
- o \$100,000 – Brock Road Valve Relocation (WT1702)
- o \$76,000 – Lab Equipment, Flow Analyzer

He explained that there was also a request to transfer \$3,520,380 from the Utilities Capital Projects Fund balance to fund an additional \$2 Million in the Utility Lab/Office Expansion project (GN1401), an additional \$559,000 in the Water Meter Replacement Program project (WT1403) and additional funding for the following projects due to scheduling and/or cost revisions, \$400,000 for Country Club Estates Acquisition and Improvements (WT1504), \$230,000 for Fleming Street Sewer (SR1607), \$185,000 for the Holbert Building Water/Sewer Extension (SR1608), \$100,000 for the Water Treatment Plant SCADA Upgrades, \$46,380 for Telemetry/SCADA (GN1105).

Lastly, Mr. Zinky explained that there were several Utility projects that were similar in nature to one another that staff was requesting approval to consolidate.

The net impact of all these adjustments is a decreased use of the Capital Projects Fund balance of \$49,022 and a decreased use of the Utilities Capital Projects Fund balance of \$2,402.

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.

Grant Award and Budget Adjustment from the National Association of Drug Diversion Investigators, Inc. (NADDI) for the Spotsylvania County Sheriff's Office

Lieutenant Elizabeth Scott, Sheriff's Office, explained that the County received a grant award of \$5,000 from the NADDI grant, which is provided to law enforcement agencies to help address the complex problem of prescription drug abuse and diversion whether by enforcement and/or education within local jurisdictions.

She explained that the Sheriff's Office plans to utilize \$4,000 towards overtime and associated fringe benefits for drug investigations, and \$1,000 to expand the drug take back program in an effort to reduce prescription drug abuse and diversion within Spotsylvania County.

The grant program does not require a local match and there is no on-going requirement of the locality to fund the program after the grant expires.

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

Budget Adjustment for the Acceptance of the 2017 Virginia State Police Internet Crimes Against Children (ICAC) Task Force Sub-Award for the Sheriff's Office

Lieutenant Elizabeth Scott, Sheriff's Office, explained that Virginia State Police (VSP) has appropriated a sub-award of \$12,000 to the Spotsylvania County Sheriff's Office to combat internet crimes against children.

The Department of Criminal Justice Services (DCJS) selected the Virginia State Police (VSP) to oversee the Northern Virginia/District of Columbia (NOVA/DC) Internet Crimes Against Children (ICAC) Task Force. This program requires existing task forces to develop multijurisdictional, multiagency responses to internet crimes against children and provides funding and other support to law enforcement agencies as a

means to help them acquire and develop specialized knowledge, personnel, and equipment.

The Sheriff's Office has opted to spend these funds on overtime labor and on appropriate instruction and materials to provide educational outreach. The bulk of this funding will cover the cost of overtime and associated fringe benefits and approximately \$1,000 of this funding will be spent on teaching internet safety to local children and their parents. There is no local match requirement and no requirement to continue to fund the program after the grant award expires.

Lieutenant Scott explained that the County had used previous ICAC funding in the same manner and the results were very successful, including four arrests and subsequent guilty pleas last year.

On a motion by Mr. Cebula, seconded by Ms. Williams, and passed unanimously, the Finance Committee recommended approval of the budget adjustment and appropriation associated with the ICAC funding.

Budget Adjustment for FY 2017 Congestion and Mitigation of Air Quality Incentive Program (CMAQ) for the Conversion of Sheriff's Office Vehicles to Propane

Major Carter Wells, Sheriff's Office, explained that the Virginia Department of Mines, Minerals and Energy in collaboration with the Virginia Department of Transportation is offering an Alternative Fuels Program Government Fleet Vehicle Incentive to allow state agencies and local governments to be reimbursed for incremental costs to transition to alternative fuels such as propane.

Reimbursements are up to an average of \$10,000 per vehicle. There is no local match requirement for the award and no on-going requirement to fund this project after the award expires.

Major Wells explained that the Sheriff's Office would like to convert five of their existing, low mileage, Ford Police Package vehicles to propane. The estimated cost for the conversion kit is \$5,000 plus an estimated \$1,339 for the installation per vehicle for a total project cost of \$31,695.

Major Wells explained some of the benefits of propane vs. gasoline, including the fact that propane provides 10% better efficiency; extends the life of the vehicle; typically cost less per gallon than regular fuel; and is eligible for rebates, which the County has received, through the Alternative Fuels Tax Credit Program. Major Wells noted that along with the many benefits, propane does not negatively impact the performance of vehicles.

The Sheriff's Office is limiting the conversions of their fleet to the Crown Victorias and Ford Explorers. The conversion kits take up a significant amount of space and these

vehicles are the only models that allow for sufficient space for the conversion kit as well as the equipment and supplies that law enforcement personnel utilize.

On a motion by Mr. Pritchett, seconded by Mr. Cole, and passed unanimously, the Finance Committee recommended approval of the budget amendment and appropriation associated with the acceptance of the Alternative Fuels Program incentive.

Acceptance and Budget Adjustment for the FY17 Virginia Department of Fire Programs (VDFP) Grant Award for the Regional Burn Building

Jeff Bailey, Division Chief, Fire/Rescue, explained that The Virginia Department of Fire Programs (VDFP) has awarded the Department of Fire, Rescue, and Emergency Management (FREM) a grant award in the amount of \$7,795 for needed repairs at the regional burn building. The funding will be used for structural engineering and construction costs to repair spalling concrete under the beam pocket in the basement of the burn building that was noted in the annual inspection and roof repairs.

Chief Bailey explained that the total costs for the proposed project is estimated at \$9,170. Since FREM utilizes the burn building 95% of the time compared to the regional partners of the City of Fredericksburg and King George County, FREM will pay the remaining balance of \$1,375 from their Aid to Locality allotment.

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

Other Business

Annette D'Alessandro, Grants Manger, explained that the County has been advised that the grant application in the amount of \$5,000 to purchase naloxone for suspected opioid overdoses was approved by the DCJS Board. However, because of the number of awards issued, DCJS has notified us that there may be a delay in the distribution of the grant award documentation. Staff cannot prepare the documents for the Finance Committee and Board until the grant documentation is received. There is a need to purchase this product in a timely manner so that it can be distributed and in use as soon as possible. Ms. D'Alessandro explained that depending on the timing of the receipt of the documentation, staff may request an exception to policy which would allow us to bypass the Finance Committee and submit the request directly to the Board so that we can get the Board's approval and purchase the product as soon as possible.

The Finance Committee agreed to that proposal, should it be necessary.

ADJOURNMENT

Ms. Sorrell adjourned the meeting.