



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

OTHER STAFF MEMBERS PRESENT:

Mark Taylor, County Administrator
Bonnie Jewell, Budget Manager
Annette D'Alessandro, Grants Manager
Tracy Edwards, Sheriff's Office Program Assistant
Carter Wells, Sheriff's Office Major
Jay Cullinan, Deputy Fire/Rescue Chief
Steve Wise, Fire/Rescue Lieutenant
Rose Heyward, HR Director
Leslie Moore, Human Resources Generalist
Mona Sturm, Human Resources Analyst
Jane Reeve, IS Director
Rich Maidenbaum, Deputy IS Director
Ben Loveday, Deputy Utilities Director
Gail Crooks, Social Services Director
Ahuna Johnson, Deputy Social Services Director
Tim Bryner, Sheriff's Office First Sergeant
Tom Rumora, Economic Development Director
Debbie Sanders, Deputy Economic Development Director
Kathy Settle, Victim Witness Director

Review of Draft FY 2016 Carryover Requests

Bonnie Jewell, Budget Manager, explained the process for submission of carryover requests and presented a draft report of carryover requests that are being considered. County staff will make a presentation of the County's preliminary financial position at the September 27, 2016 Board of Supervisors meeting and as part of that presentation, staff will present a final carryover request list for the Board's review and approval. She noted that the total current draft carryover amount does not require a public hearing.

Mr. Cebula asked for an explanation of the \$200,000 requested for a second set of turnout gear. Jay Cullinan, Deputy Fire Chief, explained that staff is requesting funding to allow for a phased approach to outfitting each responder with a second set of turnout gear. A second set is necessary to allow for the appropriate decontamination of the first set following exposure to harmful substances on emergency scenes. The \$200,000 requested for carryover will outfit approximately one-third of the department.

Mr. Cole asked for an explanation of the \$31,321 requested for a temporary Child Protective Services (CPS) worker. Gail Crooks, Social Services Director, explained that a CPS worker is on military leave until at least September, though the duty orders may be extended beyond September. Given the critical nature of the CPS position, Mrs. Crooks obtained permission to overfill the CPS position in FY 2016. She is doing the same in FY 2017 and is requesting that unspent funding be carried over from FY 2016 to FY 2017 to fund six months of costs related to the temporary overfilled/backfilled position.

On a motion by Mr. Pritchett, seconded by Ms. Williams, and passed unanimously, the Finance Committee agreed to include the final carryover request listing in the Preliminary End of Year Financial Report that staff will present at the September 27, 2016 Board meeting.

EDO Incentives Reduction

Tom Rumora, Economic Development Director, explained that an economic development incentive was approved for Davis Defense Group in August 2013 through which a portion of Business License tax was to be rebated. However, the company relocated outside of Spotsylvania in 2015 and is no longer eligible for the incentive. As such, a budget adjustment is necessary to eliminate the \$40,000 incentive from the FY 2017 Budget.

On a motion by Mr. Pritchett, seconded by Mr. Cebula, and passed unanimously, the Finance Committee recommended approval of the budget amendment and appropriation eliminating the incentive from the FY 2017 Budget.

Grant Application Request for the Rescue Squad Assistance Fund

Deputy Chief Cullinan explained that Fire/Rescue is requesting approval to apply to the State for the FY 2017 Rescue Squad Assistance Fund grant to fund \$155,906 in costs associated with hiring an EMS Educator (\$37,016); nine CPR chest compression devices for rural engine companies (\$62,550); four Stryker Power Load Systems to lift patients into ambulances (\$49,340); and five video laryngoscopes (\$7,000). The grant requires a 50% local match of the total project costs, or \$155,906, which FREMS will meet through the use of their FY 2017 and FY 2018 budgets.

Mr. Pritchett asked if having the EMS Educator on staff would reduce costs that Fire/Rescue would otherwise have to pay for travel and training. Deputy Chief Cullinan said that costs would likely be less than they otherwise would be without the EMS Educator. Mr. Pritchett asked that the agenda item be amended to reflect as such prior to its submission to the Board of Supervisors.

On a motion by Mr. Cebula, seconded by Dr. Trampe, and passed unanimously, the Finance Committee recommended approval of the request to apply for the grant and the authorized agent resolution.

Budget Amendment for Mayday House

Deputy Chief Cullinan explained that a grant was received in June 2015 to fund a portion of the construction of a Mayday House for Fire/Rescue training. He noted that a change order was recently authorized for necessary electrical work, waterproofing, and additional windows and that a budget adjustment is necessary to shift \$8,355 in existing Fire/Rescue funds from the General Fund budget to the Capital Projects Fund budget to allow the project, which is currently under construction, to be finished and fully inspected by the grantor's September 20, 2016 deadline.

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

Acceptance of FREM SAFER Grant – Nine Additional Positions

Deputy Chief Cullinan explained that the County has been awarded a \$1,350,972 SAFER grant which will provide up to two years of funding for the salaries and fringe benefits associated with hiring nine firefighter/medics. There is no local match requirement for these federal funds, but there will be an estimated \$249,228 in additional local costs (physicals, uniforms, training, equipment, and overtime) over the two years associated with hiring new positions. There is no requirement to maintain the nine positions beyond the two year grant period.

Currently, there are only three 24/7 EMS Supervisor positions – one for each of the three shifts. If this grant is accepted, Fire/Rescue will promote from within to hire three additional 24/7 EMS Supervisors, allowing there to be two supervisors per shift. Three of the nine grant funded positions will fill the three firefighter/medic positions that will become vacant upon the promotions to 24/7 EMS Supervisors, and six additional firefighter/medic positions would be hired. Combined, the nine new positions will help Fire/Rescue continue to staff Company 10 which is no longer staffed by the volunteers, and will assist with Fire/Rescue's ability to provide coverage at other stations, as well.

Although not required, if the County were to retain these nine positions after the two-year grant period, the estimated cost for the eight months not funded by the grant in FY 2019 is \$522,827 with the annual cost thereafter estimated at \$763,831 for salaries, benefits and other associated costs.

On a motion by Dr. Trampe, seconded by Mr. Cebula, and passed unanimously, the Finance Committee recommended acceptance of the grant, and approval of the budget amendment, appropriation, and grant resolution.

Grant Award Acceptance for DMV Selective Enforcement for Alcohol

First Sgt. Tim Bryner, Sheriff's Office, explained that the County has been awarded a \$93,000 grant for selective enforcement of alcohol. If accepted by the Board, these funds will provide \$90,000 for approximately 2,000 overtime hours of selective enforcement for alcohol on primary or secondary roadways, and fund \$3,000 to send two attendees to the Annual Conference on Transportation Safety (ACTS) Conference for traffic safety related training, and to the Driving Under the Influence (DUI) conference.

The grant requires an in-kind service match of \$46,500 that will be met through the use of the Sheriff's Office fuel and maintenance costs for enforcement vehicles from the FY 2017 and FY 2018 operational budgets. Furthermore, the grant will not pay for the FICA, Medicare, and Workers' Compensation associated with the overtime. It is estimated that these associated costs will be \$8,505. The Sheriff's Office will absorb these costs through its FY 2017 and FY 2018 operational budgets.

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

Grant Award Acceptance for DMV Selective Enforcement for Speed

First Sgt. Bryner explained that the County has been awarded a \$51,000 grant for selective enforcement of speed. If accepted by the Board, these funds will provide \$49,500 in overtime costs to enforce highway safety laws. Additionally, \$1,500 will be used to send two attendees to training opportunities approved by the Virginia Highway Safety Training Office.

The grant requires an in-kind service match of \$25,500 that will be met through the use of the Sheriff's Office fuel and maintenance costs for enforcement vehicles from the FY 2017 and FY 2018 operational budgets. Furthermore, the grant will not pay for the FICA, Medicare, and Workers' Compensation associated with the overtime. It is estimated that these associated costs will be \$4,678. The Sheriff's Office will absorb these costs through its FY 2017 and FY 2018 operational budgets.

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

Other Business

1. Annette D'Alessandro, Grants Manger, explained that the County very recently received notification of the Justice Assistance Grant (JAG) award

in the amount of \$32,746. \$26,670 is to be used in conjunction with funding budgeted in FY 2017 to purchase a robot for the Sheriff's Office. Additionally, \$6,076 is to be used by the Commonwealth's Attorney's Office for educational outreach efforts addressing elder abuse and opioid abuse. There is no local match for this grant.

Due to the timing of the grant award requirements, Ms. D'Alessandro alerted the Finance Committee to the fact that this item will be presented to the Board of Supervisors for action on September 13. Due to the recent notification of this award, the budget adjustment and appropriation documentation was not available to share with the Finance Committee at this time.

Though no motions were made, Finance Committee members gave their general approval of the budget adjustment and appropriation.

2. Ms. Jewell explained that the County received notification from VDOT that the action taken in July 2016 by the Board to shift \$800,000 in Revenue Sharing funding from the two corridor study projects to fund an Interchange Justification Report (IJR) at I-95/Harrison Road is not permissible. Revenue Sharing funding can be shifted only to already approved Revenue Sharing projects. The IJR is not an approved Revenue Sharing project.

Ms. Jewell alerted the Finance Committee to the fact that a budget adjustment will be presented to the Board of Supervisors for action on September 13 to shift \$800,000 from the existing Fair Unpaved Roads project to the IJR to allow the IRJ process to begin. If this shift is approved, staff will plan to include \$800,000 in the FY 2018 Budget/CIP to replenish the Fair Unpaved Roads project budget. The schedule for the Fair Unpaved Roads projects would not be impacted by the shift of funding.

Though no motions were made, Finance Committee members gave their general approval of the budget adjustment and appropriation. Several members advised staff to expect some Board members to have reservations about the shift of funding from the Fair Unpaved Roads project. In response, Ms. Jewell advised that if the Board wishes to move ahead with the IJR, there are very few sources from which to immediately pull \$800,000. Staff believes the Fair Unpaved Roads project - which has a current balance of \$1.8 million - to be the best source from which to shift the funds given that additional paving is not planned to occur until next summer. As such, replenishing the \$800,000 in FY 2018 will make the Fair Unpaved Roads project whole again and work can continue as planned.

ADJOURNMENT

Ms. Jewell adjourned the meeting.