



COMMITTEE MEMBERS PRESENT:

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

OTHER STAFF MEMBERS PRESENT:

Annette D'Alessandro, Grants Manager  
Jay Cullinan, Deputy Chief FREM  
Stephen Wise, Lieutenant FREM  
Tracy Edwards, Sheriff Program Assistant  
Major Carter Wells, Sheriff  
Richard Zinky, Senior Financial Analyst

---

**Replacement Air Compressor – Insurance Claim Appropriation**

Jay Cullinan, Deputy Chief FREM explained that we had damage to an air compressor unit used to fill SCBA (self-contained breathing apparatus) bottles. The vendor for this equipment, Municipal Emergency Services, Inc., provided price quotes for repairs to the existing unit, as well as, the cost of a new unit. The repair quote totaled \$26,130 and the cost of a new unit was \$21,399.16. A claim was submitted to VACORP. They approved the claim to replace the unit since it was less expensive than repairing the unit.

He explained that the insurance funds were received January 26, 2016 and now need to be budgeted, so staff is requesting that the Board approve the necessary budget amendment and appropriation for receipt of the insurance reimbursement funds.

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

**Acceptance of the Virginia Department of Fire Programs Regional Fire Services Training Facilities Grant Award**

Stephen Wise, Lieutenant FREMS, explained that FREM has been notified that their grant application to purchase and install a flashover simulator at the regional burn building site had been approved. The award was approved to fund a maximum of \$50,000 towards this project.

The total estimated project cost is \$51,900. It is anticipated that the flashover simulator will cost \$47,500 to include the burn room with corresponding crib to build the seat of the fire, train-the-trainer instructional program, and shipping. A

concrete pad will also need to be installed for the flashover simulator and is estimated at \$4,400. The grant will provide \$50,000 and FREM proposes to meet the remaining \$1,900 project cost from their Aid-to-Locality State Fire Program Funds.

The ongoing cost associated with the use of this item is estimated to be \$5,000 per year. The items needed for this particular type of training would fall under consumable items which is already included in FREM's budget. If the amount is insufficient FREM plans to utilize Virginia Department of Fire Programs Aid to Localities funding.

On a motion by Mr. Cebula, seconded by Ms. Williams, and passed unanimously, with Mr. Cole absent, the Finance Committee recommended approval to accept and appropriate the grant award.

Mr. Cole arrived for the meeting

### **Capital Projects Budget Adjustments**

Richard Zinky, Senior Financial Analyst, explained that staff was proposing several project transfers and appropriations related to Capital Projects. General Capital Project requests include:

- Unappropriation of \$38,784 and return to the Capital Projects Fund balance from three completed projects:
  - \$36,233 – Network Operations Center
  - \$2,207 – Five Mile Fork Water Tank Repairs
  - \$344 – DSS Laserfiche System
  
- Transfer of the \$72,840 balance remaining in the now completed 2014 Website Refresh (GP1408) project to the County Website Interfaces (GP0803) project. He explained that to comply with fiscal policies, the balance of completed projects must be returned to the Capital Projects Fund balance. However, because the GP1408 project was an extension of and was originally funded by a transfer from the on-going County Website Interfaces (GP0803) project, staff requests that this balance be reallocated to the County Website Interfaces (GP0803) project.
  
- Unappropriation of \$7,000 that was originally budgeted for the Sidewalk Connections-Rt. 17 (TR1506) project. VDOT has now committed to funding and completing this project. As such, staff requests that this balance be unappropriated and returned to the Capital Projects Fund balance to allow full close-out of the project.

- Transfer of \$500,000 in available funds due to a revised scope of work for the Massaponax Church Rd. (TR0805) project to finalize the land acquisition phase of the VRE project.

Utility Capital Project requests include:

- Unappropriation of \$22,276 and return to the Utilities Capital Projects Fund balance from these completed projects:
  - \$12,030 – Hunting Run Reservoir
  - \$8,579 – Motts Chlorine Conversion
  - \$1,667 – Pump Station 41 Abandonment
- Appropriation of \$3,000 available in the Utilities Capital Projects Fund balance to the Sheraton Hills Rehab (SR1503) project which was closed out in a prior period but currently has a negative budget balance of \$3,000 due to a miscalculation on a previous budget adjustment.

Mr. Zinky explained that in total the budget proposal would return \$45,784 to the General Capital Projects fund and would return \$19,276 to the Utilities Capital Project fund.

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

### **Request to Submit a COPS Hiring Program Grant Application**

Tracy Edwards, Sheriff Program Assistant, explained that the Sheriff's office would like to submit a COPS Hiring Program grant application to fund a dedicated School Resource Officer (SRO) for Lee Hill Elementary School. If awarded the grant funds are available for three years and cannot exceed \$125,000 per position. There is a mandatory requirement to maintain this position for one full year after grant funds have been expended.

The total cost for the position over the four year period is estimated at \$339,040. Local funding for that same period is estimated at \$214,040 and includes the County's share of personnel, operating costs and annual maintenance of a vehicle that had originally been planned for surplus.

There was a question about the number of current SRO's at Elementary Schools to which staff responded that we currently have an SRO at Courtland Elementary and have submitted a separate grant application for an SRO at Brock Road Elementary.

There was a question about what factors are considered when determining where to place additional SRO's, to which Ms. Edwards replied that the Sheriff's office works with Dr. Baker to make that determination.

There was a discussion about use of a surplus vehicle for this position and Ms. Sorrell asked when the Sheriff thought that vehicle would need to be replaced. Major Wells noted that the vehicle should last between three and four years as the SRO usage is much less than typical patrol usage and that when it needed to be replaced, it would be replaced with another surplus vehicle, so there was no need to budget for an additional new vehicle for this position. The only vehicle costs that need to be included are the \$1,800 annual maintenance/repair costs that have already been factored into the analysis.

There was a question about what the SRO's do in the summer when school is out. Major Wells replied that they support Courts, Criminal Investigation and the Sheriff's summer camps.

Ms. Sorrell asked if the Sheriff's long term goal was to place an SRO at every elementary school. Mr. Wells replied that it was currently one of their long term goals. Ms. Sorrell suggested that the Sheriff add that information to the executive summary to be clear that the cost of that long term goal could exceed \$1.3 million annually when all grant funding is depleted.

There was a request to quantify the total cost of SRO's. Major Wells will work with Finance staff to provide that response.

On a motion by Mr. Cole, seconded by Mr. Pritchett, and passed unanimously, the Finance Committee recommended approval to submit the grant application.

**Other Business:**

**ADJOURNMENT**

Ms. Sorrell adjourned the meeting.