

**COMMITTEE MEMBERS PRESENT:**

David Ross, Board Member
Paul 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:

Bonnie Jewell, Deputy Director of Finance for Budget
Annette D'Alessandro, Grants Manager
Julie Elliott, Budget Manager
Barbara Verhaalen, Budget Analyst
Mike Christie, Deputy Sheriff's Office
Erika Snodgrass, Office Manager Sheriff's Office
Carter Wells, Major Sheriff's Office
Charles Carey, Captain Sheriff's Office
Amy Swift, Deputy Director DSS
Gail Crooks, Director of Social Services
Terry Dougherty, Museum Curator
Kevin Brooks, Director Parks and Recreation
Jay Cullinan, Fire Chief
Jane Reeve, Chief Information Officer
Richard Maidenbaum, Information Services Deputy Chief Information Officer
Leon Hughes, Assistant Planning Director
Laurie Newman, Director of Human Resources
Kimberly Pomatto, Interim Zoning Administrator
Karl Holsten, County Attorney
Ben Loveday, Director Utilities/Public Works
Travis Bird, Commonwealth Attorney

FY 2019 Draft Carryover Requests (Preliminary Numbers)

Bonnie Jewell, Deputy Director of Finance for Budget, explained that staff would be making a presentation to the Board at their October 8, 2019 meeting about the County's preliminary financial position at the close of FY 2019. As part of that presentation, staff will present a carryover request list for the Board's review and approval.

Ms. Jewell explained that at the close of each fiscal year, departments submit requests to carry forward funding from the previous Fiscal Year (FY 2019) to the current Fiscal Year (FY 2020). Carryover requests must be either obligated in FY 2019 but not expended before the close of the fiscal year or reflect an expenditure that was grant funded, restricted or committed. A draft carryover request report was provided in the agenda package.

Staff was available to answer questions, but there were no questions from the Finance Committee.

On a motion by Mr. Ross, seconded by Ms. Williams and passed unanimously, the Finance Committee agreed to include the final carryover request listing in the Preliminary FY 2019 End of Year Financial Report that staff will present at the October 8, 2019 Board meeting.

Budget Adjustment & Appropriation for Circuit Court Audio/Visual Systems Overhaul

Jane Reeve, Chief Information Officer, explained that her staff has been working with the Circuit Court on remedying the deficiencies in the heavily used audio/visual systems installed in the Circuit Court building. At this time, all efforts to fix the current system have been exhausted and a complete overhaul of the system, at a cost of \$350,000, is recommended as parts are no longer available for over 70% of the existing system.

Ms. Reeves explained that Judge Rigual has formally alerted County Administration to these problems and has requested that the system be overhauled between December 23, 2019 through January 1, 2020. Finance staff is recommending that the Board approve a budget adjustment and appropriation to allocate \$325,730 from the Capital Projects Fund balance to combine with \$24,270 anticipated savings within the Information Services budget for maintenance on the current system to fund the project requested by Judge Rigual.

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

Approval of Budget Adjustment and Appropriation Necessary for Consultant Services to Review the Decommissioning Estimate for the Spotsylvania Solar Energy Center

Kimberly Pomatto, Interim Zoning Administrator, explained that the Special Use Permit conditions for the Spotsylvania Solar Energy Center require that the operator submit a decommissioning estimate for review. The estimate includes costs to decommission and credits for the recycling and reuse of materials and panels, as is allowed in the conditions.

The conditions require that the Zoning Administrator determine if the estimate adequately reflects the decommissioning costs and, if the estimated costs are insufficient, the Zoning Administrator shall determine adequate surety. While no surety is required at this time, due diligence is required to verify the estimate methodology.

Ms. Pomatto explained that staff does not have the expertise to determine whether the methodology presented in the estimate is appropriate, especially as related to the credit for the resale of panels. The County has on-call consultants that can provide the necessary review at an estimated cost of \$9,447. Staff recommends that the Board approve a budget adjustment and appropriation to allocate \$9,447 from the Code

Compliance Fund balance to the Zoning budget to allow for this one-time analysis to take place.

On a motion by Mr. Ross and seconded by Mr. Cole, the motion to recommend staff's recommended budget adjustment and appropriation was passed unanimously with Dr. Trampe abstaining.

Todd's Tavern and Berkeley Community Center Well Replacements

Ben Loveday, Director Utilities/Public Works, explained that the Utilities/Public Works Department is coordinating the permitting of drinking water wells at five park facilities with the Virginia Department of Health, Office of Drinking Water (VDH). Those facilities include: Arritt Park, Chewning Park, Marshall Park, Todd's Tavern Community Center and Berkeley Community Center. Based on condition assessments/sampling, the wells at the Todd's Tavern and Berkeley community centers must be replaced to meet VDH requirements.

The estimated total cost of the installation of two wells is \$200,000. Staff is requesting that the Board approve a budget adjustment and appropriation to allocate \$200,000 from the Capital Projects Fund balance to fund this project.

Mr. Loveday explained that the existing wells were shallow bored wells that were installed with the original structures. Due to age and construction, the wells are subject to surface water influence and therefore potential contamination from surface water. The two new wells will be drilled at a depth of up to 500 feet, that will meet the VDH standards and avoid costly long term treatment options.

There were several questions about the cost of the wells. Mr. Loveday explained that the cost estimates include sampling, siting, construction and abandonment of the old wells.

There was a discussion about the possibility of using the current well at Berkeley Elementary for the Berkeley Community Center. Mr. Loveday explained that staff had considered that and it was determined that the proposed plan was the best overall approach to address VDH's current requirements.

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

Grant Application Request for the FFY 2019 Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program to request additional funding for the Project Life Saver Project

Erika Snodgrass, Sheriff's Office, explained that the US Department of Justice (DOJ) is accepting grant applications for the Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Program. The Sheriff's Office currently

operates a Project Lifesaver Program to assist with locating wandering persons with Alzheimer's and other Related Mental Dysfunction Disorders, including Down's syndrome and Autism.

Clients in the program wear a personalized bracelet that emits a constant tracking signal. Each wristband has a unique radio frequency enabling the Project Lifesaver search team to positively locate and identify a missing person. Recovery time is cut from days to minutes. The Sheriff's Office has twelve receiving devices and thirty specially trained Project Lifesaver personnel. Currently, the program has 133 enrollees.

If approved, the Spotsylvania County Sheriff's Office will submit a grant application to DOJ requesting up to \$150,000 to upgrade the technology that is currently being utilized for the Project Lifesaver program and to increase the number of participants that are enrolled in the program. The grant application would request funding for:

- Replacement and additional wrist bands and solar powered transmitters to replace the current battery operated transmitters which will reduce the cost of replacing batteries every 60 days on the transmitters for existing enrollees,
- Replacement and additional receivers for School Resource Officers that will work with the solar powered transmitters as the current receivers will not work with the new solar technology,
- A specially designed receiver for the drone and associated hardware to mount the receiver to the drone,
- Training and licensing for two current Project Lifesaver staff to become drone operators as the existing drones are capable of having a receiver mounted on them, and
- Public outreach materials to inform the community of the program and to increase the number of participants in the program.

If awarded, the grant would be available for three years. Grant funds cannot supplant local funds and there is no local match requirement.

She explained that while we do anticipate future costs to purchase replacement and additional wristbands, solar powered transmitters, and receivers, the Sheriff's Office believes that these future costs will be covered through the annual amount of funding that is currently received for the program through the adoption of the County's budget and community donations.

In order to proceed with the submission of the application, staff is requesting the Board's approval of a resolution of support from the Board and the authorized agent designation.

On a motion by Mr. Ross, seconded by Mr. Pritchett and passed unanimously, the Finance Committee recommended approval of the resolution of support and the authorized agent designation for the DOJ grant application.

Grant Application Request and Authorized Agent Resolution for the FY 2020 National Rifle Association Foundation for the Spotsylvania County Sheriff's Office

Erika Snodgrass, Sheriff's Office, explained that the Sheriff's Office would like to submit a grant application in the amount of \$17,000 to The National Rifle Association, Inc. Foundation (NRA Foundation), whose mission is to raise tax-deductible contributions in support of a wide range of firearm-related public interest activities of the National Rifle Association of America and other organizations that defend and foster the Second Amendment rights of all law-abiding Americans.

If approved, the Spotsylvania County Sheriff's Office would request \$17,000 to install a concrete or aggregate pad at the firing range. This price includes materials and labor. There is no local match requirement and the Sheriff's Office does not anticipate that there will be any ongoing costs associated with the pad once it is installed. In order to proceed with the submission of the application, we must have the Board's approval of a resolution of support for the grant application and the authorized agent designation.

On a motion by Ms. Williams, seconded by Mr. Pritchett and passed unanimously, the Finance Committee recommended approval of the resolution of support and the authorized agent designation for the grant application to the NRA.

Acceptance and Appropriation of Bridges Grant Program Extension for October 1, 2019 – June 30, 2020

Annette D'Alessandro, Grants Manager, explained that Spotsylvania Department of Social Services (DSS) has been the grant recipient of the (Bridge to the Future Grant) Employment Advancement for Temporary Assistance for Needy Families (TANF) Participants Program Grant since FY 2002 and lead agency for the regional grant since FY 2003. The "Bridge to the Future Project," is an inter-agency project between the Spotsylvania Department of Social Services and Spotsylvania County Schools. The goal of the project is to assist TANF recipients in gaining and maintaining employment, and to ultimately achieve self-sufficiency, ending dependence on government assistance.

Spotsylvania DSS is the project's lead fiscal agent, but the project provides services to the entire Planning District 16 to include the Counties of Spotsylvania, Stafford, Caroline, King George, and the City of Fredericksburg, Virginia. The project has been cited as one of the Commonwealth's "best practices" because of its proven success rate.

Ms. D'Alessandro explained that while we have received unofficial notification of the approval of our request for continuation funding, in the amount of \$148,168 for October 1, 2019 through June 30, 2020, we have not received the official award documentation. The grant does not require a local match and there is no requirement for the locality to continue to participate in the project beyond the grant award period.

Staff is requesting the Finance Committee's consent to forward this request for approval of a budget adjustment and appropriation for the FY 2020 continuation funding to the

Board of Supervisors as a consent agenda item on the Board's October 8, 2019 meeting agenda, assuming final notification is received and the documents have been fully reviewed by Finance, DSS and County Attorney staff.

On a motion by Mr. Pritchett, seconded by Mr. Cole and passed unanimously, the Finance Committee authorized staff to forward this item to Board for their consideration.

Acceptance and Appropriation of FY 2020 Justice Assistance Grant Award (Materials Unavailable)

Annette D'Alessandro, Grants Manager, explained that staff received notification today of the grant award of \$28,196 from the 2019 Edward Byrne Memorial Justice Assistance Grant Program (JAG) for the purchase of an automatic target system for firearms training. Although the grant does not require a local match, the cost of the equipment will exceed the available grant funds and the Sheriff will cover the additional costs of \$30,050 through the use of their asset forfeiture funds.

Staff did not have an opportunity to review the 35-page grant award document and prepare the necessary documents for today's Finance Committee meeting. However, staff does not anticipate any issues with the requirements related to the grant.

Once the documents have been reviewed by Finance and the Sheriff and assuming there are no concerns from the County Attorney's office, staff is requesting the Finance Committee's consent to forward this request to the Board as a consent agenda item on the October 8, 2019 Board meeting, to request the Board's approval of the budget adjustment and appropriation of the JAG grant funding.

On a motion by Mr. Ross, seconded by Dr. Trampe and passed unanimously, the Finance Committee authorized staff to forward this item to Board for their consideration.

Other Business:

Adjournment:

Ms. Sorrell adjourned the meeting.