

Spotsylvania County

Name: **CITIZEN BUDGET REVIEW COMMITTEE (CBRC)**

Day and Time of Meetings: 3rd Monday of each month at 6:30 p.m.

Location: Fire Company/Rescue Station 1
7200 Courthouse Commons Blvd.
Spotsylvania, VA 22553

Structure: Up to 7 members appointed by the Board of Supervisors, upon the recommendation from the County Finance Committee who will review and rank applications received from interested citizens. The Committee will elect a Chairperson/Secretary to coordinate/moderate meetings and prepare minutes and reports as needed.

Qualifications: The Committee members should be citizens with prior expertise in public or private sector budgeting who are not past or current employees with Spotsylvania County or Spotsylvania Public Schools. Citizens should represent a cross-section of communities of interest within the County (i.e., suburban, rural, business, etc.).

County Support Staff: County Budget staff, School Budget staff
County Directors/Constitutional Officers, as needed

Mission Statement: The mission of the Citizen Budget Review Committee is to review the County Administrator's Recommended Budget and the School Superintendent's Recommended Budget to ensure citizen priorities are met in the most cost effective manner. The Committee will make recommendations on spending County funds wisely and efficiently, and to report the Committee's findings to the Board of Supervisors.

Purpose: The Citizen Budget Review Committee is charged with reviewing the County Administrator's Recommended Budget and School Superintendent's Recommended Budget in order to provide a report of specific strategies to the Board of Supervisors at least one week prior to the adoption of the County Budget. This will allow the Board and County staff to determine which strategies should be incorporated into the Adopted County Budget. The Committee may also be asked to examine other governmental budget policy questions as referred by the Board of Supervisors.

Contact: Kathryn Dennis, Secretary, email: Krdennis@comcast.net

Other Comments: The Committee would be subject to all Virginia Freedom of Information Act and open meeting requirements and prepare

and disseminate written agendas and minutes.

Revised 02/10/2017