

VIRGINIA:

A FY 2018 Budget Work Session of the Lancaster County Board of Supervisors was held in the Administrative Building Board/Commission Meeting Room of said county on Thursday, May 11, 2017.

Members Present: William R. Lee, Chair
Ernest W. Palin, Jr., Vice Chair
F. W. Jenkins, Jr., Board Member
Jason D. Bellows, Board Member
B. Wally Beauchamp, Board Member

Staff Present: Frank A. Pleva, County Administrator
Don G. Gill, Planning and Land Use Director
Bonnie J. Dickson, County Treasurer
Crystal Whay, Building/Land Use Secretary

Mr. Lee called the meeting to order at 5:30 p.m.

BUDGET CONSIDERATION

Mr. Lee referred to the budget synopsis page and stated that there were a few things that he wanted to call to the Board’s attention. He stated that the total revenues were \$28,965,649 and the total expenditures were \$31,081,391. He stated that in plain math, it was a shortfall of approximately \$2.1 million dollars. He stated that the fund balance or reserve can help with the shortfall, but they cannot keep taking away from the reserve without putting something back in.

Mr. Lee referred to the debt service amount of \$1,984,191 and stated that was another figure to keep in mind. He stated that as he looked through the budget, the biggest increase is salaries. He asked Ms. Dickson what the amount of increases was for the non-governmental organizations.

Ms. Dickson replied that there was approximately \$50,000 in requested increases for the non-governmental organizations. She stated that the salary increases, as requested and presented, are approximately \$300,000 including the associated benefits.

Mr. Bellows asked what the fund balance was after last year’s expenditures.

Ms. Dickson replied that the audited fund balance at the end of fiscal year 2015 was \$5,293,767 and the fund balance at the end of fiscal year 2016 is the amount that is listed on the synopsis sheet of \$4,828,482.

Mr. Jenkins asked what the requested increase for salaries was.

Mr. Lee replied it was three percent, but some were as high as twenty percent.

Mr. Jenkins stated that they would need to address the special requests.

Mr. Pleva stated that they are still gathering data for a future closed meeting.

Mr. Gill referred to the capital improvement expenditures amount of \$3,010,893 and stated that figure includes the \$2.05 million for the proposed EMS/EOC Building, but only \$47,000 has been spent on that to date, so there would be a savings of \$2 million in FY17 if that building is not constructed.

Mr. Bellows stated that the trend of the last few years seems to be a reduction of approximately \$500,000 each year in the fund balance.

Mr. Lee stated that the projected fund balance concerns him.

Mr. Bellows stated that it concerned him, too. He stated that they needed to keep these things in mind when considering school facilities and other projects.

Mr. Lee stated that they had been advised by Davenport and Company that it was easier to borrow money when the fund balance was in good shape.

Mr. Lee asked Ms. Dickson to go through any changes that had been made to the budget since the prior week's meeting.

Ms. Dickson stated that she had received the formal request from CASA and its \$5,000 request is included in the budget.

Ms. Dickson stated that she had received the actual numbers for debt service and those figures have increased from last year.

Ms. Dickson referred to page 16 and the account #12240-Independent Auditor and stated that she had included a \$2,000 increase for Robinson, Farmer, Cox Associates based on past years' expenses. She stated that there is also money set aside for the real estate assessor line item because of the mandatory reassessment on real estate.

Ms. Dickson referred to the Commissioner of the Revenue account #12310 and stated that salary total had decreased because they are down one staff member.

Ms. Dickson referred to the Registrar account #13200 and stated that increase is the salary increase for the registrar that was requested by the Electoral Board, plus the three percent increase for the part-time employees. She stated that there is a \$450 reduction in other areas.

Ms. Dickson referred to the Commonwealth's Attorney account #22100 and stated that the budget was cut in the computer equipment category, but the increase shown was for salaries.

Ms. Dickson referred to the Sheriff-Law Enforcement account #31200 and stated that budget had been cut by \$16,202.

Ms. Dickson referred to the Paid Rescue Services account #32301 and stated that there is a \$84,433 increase in its budget, much of which is for salary increases.

Mr. Jenkins asked about the \$1500 request for mileage.

Ms. Dickson replied that she would look into the issue.

Ms. Dickson referred to the Public Safety Radio account #32310 and stated that the increase in electrical service was because it was initially underestimated and the \$12,000 figure is more in line with the actual expenses.

Ms. Dickson referred to the Local Emergency Services account #32403 and stated that the telecommunications line item has increased and that is the expense for satellite phones that may be used when the Emergency Operations Center is active.

Ms. Dickson referred to the Juvenile Probation and Detention account #33203 and stated that budget had been decreased by \$10,201.

Ms. Dickson referred to the Building Inspection account #34100 and stated that the biggest increase, except for salaries, was the conference/education line item. She stated that increase reflects the extra training the new building inspector needs to obtain his certification.

Ms. Dickson referred to the Local Health Department account #51200 and stated that she had not received a formal request, so she put in last year's figure.

Ms. Dickson stated that the Free Health Clinic account #51400 was requesting an increase in funding of \$23,110.

The consensus was to continue level funding for the Free Health Clinic in the amount of \$100,477.

Mr. Pleva referred to the Community Services Board account #52500 and stated that they are asking for an increase in funding of \$4,385.

Mr. Bellows stated that they provide a viable service to the community and they have not had an increase in the last few years, so he would support the request.

Ms. Dickson stated that the reason for the requested increase is that there is a required local match from the localities and currently Lancaster County is not at that percentage.

The consensus was to honor the request from the Community Services Board in the amount of \$42,231.

Ms. Dickson referred to The Haven Crisis Shelter account #53503 and stated that they have requested an increase of \$2,000 in funding this year.

The consensus was to continue level funding for The Haven in the amount of \$4,000.

The consensus was to continue level funding for The Boys and Girls Club in the amount of \$55,000.

The consensus was not to fund the \$2,000 request from the Northern Neck Food Bank.

Mr. Lee referred to the Rappahannock Community College request of \$14,200 and asked what part of that would go to the college's capital expense.

Ms. Dickson replied that the breakdown provided by the college shows \$7100 for operational expense and \$7100 for capital expense. She stated that they had asked for an additional \$300 this year.

The consensus was to fund Rappahannock Community College's request of \$14,200.

Ms. Dickson referred to the Community Library account #73200 and stated that they had requested an additional \$10,000 this year.

Mr. Jenkins asked about the additional funds.

Ms. Dickson replied that the \$10,000 would go towards hiring a part-time librarian for the children's department.

The consensus was to fund the requested amount from the Community Library in the amount of \$112,995.

The consensus was to continue level funding for the Soil and Water Conservation District in the amount of \$10,000.

Ms. Dickson listed the capital improvement items for this year.

Mr. Bellows asked, in regard to capital improvements, what the status was on repairs and signage at the public boat ramp at Windmill Point.

Mr. Pleva replied that a contract had been signed with Docks of the Bay for the ramp repairs.

Mr. Bellows asked about the cost of the repairs.

Mr. Gill replied that the cost was approximately \$33,000, which also includes the jetty wall construction.

Mr. Bellows asked about the sign for the boat ramp.

Mr. Pleva replied that the sign had been made and the maintenance staff will install the sign in the near future.

Mr. Pleva stated that he wanted the Board to know that the ramp's grade was designed within the acceptable range of the Department of Game and Inland Fisheries.

Mr. Gill stated that the range was from ten to fifteen percent for the incline and Bay Design Group designed the ramp at the ten percent level. He stated that, after the ramp was completed, it was found that the incline needed to be increased.

Mr. Lee stated that Ms. Dickson will make the necessary changes to the budget and they will need to meet again for further discussions.

Mr. Pleva stated that the Board also wanted to meet with the USDA to discuss possible future borrowing for schools facilities. He stated that Tara Delaney from the USDA can meet with the Board of Supervisors and the School Board next week.

The consensus was to schedule the meeting with the USDA for Tuesday, May 16th at 5:30 p.m. There will also be budget consideration if more information has been gathered.

Mr. Pleva referred to the request from the Greenvale Creek Maintenance Association concerning dredging and a jetty extension and asked what the Board would like to do concerning possible funding.

Mr. Bellows stated that he had asked for information concerning the usage of the boat ramp on Greenvale Creek.

Mr. Pleva stated that he had only found some information on dredging from 2006.

Mr. Bellows stated that he would like to know how much had been spent on expenditures related to the ramp and the creek.

Mr. Gill stated that he had pulled the Board of Supervisors' minutes since 2011. He stated that the Greenvale Creek Maintenance Association received \$24,000 in April 2014 for dredging. He stated that they received another \$14,000 in July 2014 for the jetty extension. He also stated that he had sent an email to the Department of Game and Inland Fisheries concerning the Greenvale Creek ramp, but had not received a response yet.

Mr. Lee stated that he had received a call from someone from the Greenvale Creek Maintenance Association and they told him that the ramp is very important to the citizens at the upper end of the County and that it gets a lot of usage in the summer. He stated that it is one of only two public ramps in the County, so they need to figure out how much, if any, financial help will be given.

Mr. Gill stated that he had heard from a citizen who said the proposed dredging project was deeper than it needed to be for the public boat ramp and was being dredged for sailboat depth.

Mr. Bott stated that the Greenvale Creek Maintenance Association is planning on attending the Board of Supervisors' next regular meeting. He stated that their goal was to dredge to the depth of the original Coast Guard charts.

Mr. Bellows stated that he did not see a problem with spending the money if it is effective and citizens are getting use out of it. He stated that the money spent in 2014 was supposed to solve the problem, but it has not, and now they need more money for another jetty extension and dredging, just three years after the last dredging.

Mr. Lee stated that it is a \$132,500 request and the Board needs to consider what, if anything, they will contribute and in what fiscal year.

Mr. Jenkins stated that the Board needs more information to make an informed decision on the proposed project.

Mr. Lee asked Mr. Bott if he spoke to the association members, to ask about other dredging options and costs.

Mr. Bott stated that he thought the association would raise enough money to fund the jetty and buoy portions of the project. He further stated that Eddy Whichard had a lot of information on the Greenvale Creek Public Boat Ramp that he could share with the Board.

Mr. Gill stated that the Department of Game and Inland Fisheries requires a minimum three foot depth at its boat ramps, which should be a consideration when dredging. He further stated that, if it is decided to fund some of the project, the money

could come out of the capital improvement budget because it is related to public access and there is already \$500,000 set aside for that purpose.

Mr. Bellows stated that the Board of Supervisors needs to diligently work toward expanding public access, including having a fishing pier.

ADJOURNMENT

Motion was made by Mr. Bellows to adjourn the meeting to Tuesday, May 16, 2017 at 5:30 p.m.

VOTE:	William R. Lee	Aye
	Ernest W. Palin, Jr.	Aye
	F. W. Jenkins, Jr.	Aye
	Jason D. Bellows	Aye
	B. Wally Beauchamp	Aye