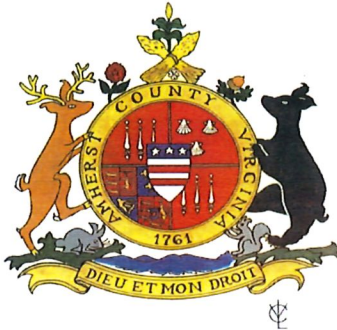


Board of Supervisors

Claudia D. Tucker, Chair
District 2
David W. Pugh, Jr., Vice-Chair
District 4
L. J. Ayers III, Supervisor
District 3
Kenneth M. Campbell, Supervisor
District 1
John A. Marks, Jr., Supervisor
District 5



County Administrator
Dean C. Rodgers

County Attorney
Ellen Bowyer

AMHERST COUNTY BOARD OF SUPERVISORS

MINUTES

March 29, 2017
Administration Building - 153 Washington Street - Public Meeting Room
Amherst, Virginia 24521
5:00 p.m.

AGENDA

BUDGET WORKSHOP

- I. Call to Order**
- II. Discussion of FY18 O & M Budget**
- III. Adjournment**

MINUTES

At a special meeting of the Board of Supervisors of Amherst County and held at the Administration building thereof on Tuesday, the 29th day of March, 2017, at 5:00 p.m. at which the following members were present:

BOARD OF SUPERVISORS:

PRESENT: Claudia D. Tucker, Chair
David W. Pugh, Jr., Vice-Chair
Kenneth M. Campbell, Supervisor
L. J. Ayers, III, Supervisor
John A. Marks, Jr., Supervisor

ABSENT: None

STAFF PRESENT: County Administrator Dean C. Rodgers; Deputy County Administrator David R. Proffitt

OTHER STAFF PRESENT: Finance Director Stacey H. Wilkes

I. Call to Order

Chair Tucker called the meeting to order at 5:01 p.m.

II. Discussion of FY18 O & M Budget

Mr. Rodgers explained the action the Board has taken to date. Mr. Rodgers said the finalized budget will be published in the newspaper for a public hearing scheduled for April 18, 2017.

Mr. Rodgers advised that staff took the Board's direction from the last workshop as follows:

- Board directed staff to keep the CIP list unchanged
- Supplemental budget was approved to Priority # 20 and the Board gave permission to staff to use any year-end fall out money to reach below # 20 with that money
- Contributions to other non-profits will not include assistance to Legal Aid
- The EDA would retain its penny for economic development
- The Board agreed to place \$100,000 in the FY18 CIP for refurbishment of Winton
- Take the savings from the Pleasant View Elementary School (PVES) of \$464,660 and place it in the County's general fund.

Mr. Rodgers said the topic of discussion for this workshop was where the Board wanted to place the PVES savings in the County budget.

Mr. Rodgers explained Options 1, 2 and 3 from the "How To Use The PVS Savings?" handout. He explained how the School Board had conducted a workshop to resolve how it would absorb the reduction of \$464,660 to its budget. It made cuts to its budget but still faced a shortfall of \$263,615. (See Attachment 1)

It was the Board's consensus to discuss the School Budget first.

Amherst County School Finance Director Teresa Crouch identified three items which were reduced in the School budget to reach the \$263,615 deficit:

- Reduced health insurance from 10% to 6%
- Budget items for Furniture/Fixtures/Maintenance and Grounds equipment were removed from budget and those will come out of the CIP
- Instructional Assistant for Special Ed was reduced and removed a Smart Start instructional assistant from that program to fund the Special Ed instructional assistant for a savings of \$20,239.

Supervisor Ayers made a motion the Board fund \$263,615 to satisfy the current school debt.

Supervisor Marks asked for a discussion before voting.

Supervisor Marks stated that the County borrowed \$23.6 million to repair all the roofs, lights, and HVAC in nine schools in the County. The Board approved Resolution 2016-0010-R that stated all carry over money goes into a "construction fund" for the schools to do the millions of dollars of work inside the schools. Supervisor Marks said that last year the Board turned over

\$610,000 and said if the Board does not put the \$464,660 into this fund, then ten years from now we will be back in the same situation again.

Supervisor Marks opposed the motion.

Chair Tucker wanted to see what was cut that touched the students and was concerned about the fact that 28% of our schools are not accredited is something that has to be worked on.

Chair Tucker asked Supervisor Ayers if he would consider a friendly amendment to add the \$20,239 back to the total.

Supervisor Campbell asked to consider Option 1 and that out of the remaining funds County employees would get a salary increase, and the \$75,485 would go towards the County or School CIP.

Chair Tucker asked the Board to pick the option they preferred first.

Vice-Chair Pugh said the School Board made the decision to close PVES to save money and believed they should be rewarded with some of those funds. Vice-Chair Pugh supported funding the entire school deficit of \$263,615.

Vice-Chair Pugh said County employees work hard every day and we can give a raise without having a tax increase because the money is already there.

Supervisor Ayers reiterated that the \$20,239 was to reduce one instructor for the Smart Start Program and he accepted Chair Tucker's friendly amendment to add this money back into the total.

Vice-Chair Pugh said he does not support adding the additional funds but supported the \$263,615 going to the schools.

By motion of Supervisor Ayers and with the following vote, the Board voted to return \$263,615 to the School's operating budget plus an additional \$20,239 for the Smart Start instructional assistant.

Roll Call Vote

Supervisor Marks	Nay
Supervisor Campbell	Aye
Supervisor Ayers	Aye
Vice-Chair Pugh	Nay
Chair Tucker	Aye

Mr. Rodgers said the motion addressed the \$263,615 and \$20,239. He asked the Board for direction regarding the County employees' salary increase and the remaining \$55,156.

Supervisor Campbell said to take \$125,560 for a 2% increase for County employees and the \$55,156 go to the Schools CIP. He asked if the Board needed a second discussion on this.

Vice-Chair Pugh said the \$125,560 should be used as a one-time bonus as opposed to a reoccurring expense. Vice-Chair Pugh stated he did not support the motion because Mr. Rodgers did not propose a raise for County employees in his budget. He said money was used in the last couple years to bring employees up to par to near average for County salaries and he did not support the motion.

Supervisor Marks said he was against the entire option.

By motion of Supervisor Campbell and with the following vote, the Board voted to use the \$125,560 for a 2% pay increase for County employees.

Roll Call Vote

Supervisor Marks	Nay
Supervisor Campbell	Aye
Supervisor Ayers	Aye
Vice-Chair Pugh	Nay
Chair Tucker	Aye

Chair Tucker stated the Board needed to address the \$55,156.

By motion of Supervisor Campbell and with the following vote, the Board voted that the \$55,156 go to the School CIP.

Supervisor Marks	Nay
Supervisor Campbell	Aye
Supervisor Ayers	Aye
Vice-Chair Pugh	Aye
Chair Tucker	Aye

Chair Tucker thanked School Board members and County staff and appreciated all the work involved.

Mr. Rodgers advised the Board there was an additional item needed that was not in the Supplemental Budget: \$47,500 for computers and firewall. Mr. Rodgers said the computers cost is \$27,500 and firewall cost is \$20,000, which would be paid from non-recurring money that would go unused in the current year budget.

By motion of Chair Tucker and with the following vote, the Board voted that \$47,500 be used for the purchase of computers and firewall with current year fall out funds.


Roll Call Vote

Chair Tucker	Aye
Supervisor Marks	Nay
Supervisor Campbell	Aye
Supervisor Ayers	Aye
Vice-Chair Pugh	Nay

III. Adjournment

By motion of Supervisor Ayers and with the following vote, the Board adjourned.

AYE:	Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
NAY:	None
ABSTAIN:	None
ABSENT	None



Claudia D. Tucker, Chair
Amherst County Board of Supervisors



Dean C. Rodgers, Clerk

HOW TO USE THE PVS SAVINGS?



Option 1

School Closing Savings are \$464,660

- ▶ Funding the entire school deficit of \$263,615
 - This allows funding of the 2% pay increase starting July
- ▶ Remaining funds could be used as follows
 - A. \$201,045 to School CIP
 - B. \$201,045 to County CIP
 - C. \$201,045 to Winton Development
 - D. Salary Increases – August 1
 - \$125,560 to 2% increase for County employees and \$75,485 toward County or School CIP

Option 2

School Closing Savings are \$464,660

- ▶ Funding the school deficit \$250,000
 - This should still allow funding of the 2% pay increase starting July
- ▶ Remaining funds could be used as follows
 - A. \$214,660 to School CIP
 - B. \$214,660 to County CIP
 - C. \$214,660 to Winton Development
 - D. Salary Increases–August 1
 - 1. \$125,560 to 2% increase for County employees and \$89,100 toward County or School CIP
 - 2. \$208,660 3% increase for County employees & additional 1% Constitutionals and \$6,000 toward County or School CIP



Option 3

School Closing Savings are \$464,660

- ▶ Funding the school deficit \$164,660
 - This should still allow funding of the 2% pay increase starting July
- ▶ Remaining funds could be used as follows
 - A. \$300,000 to School CIP
 - B. \$300,000 to County CIP
 - C. \$300,000 to Winton Development
 - D. Salary Increases – August 1
 1. \$125,560 to 2% increase for County employees, and \$174,440 toward County or School CIP
 2. \$208,660 3% increase for County employees & additional 1% Constitutionals, and \$91,340 toward County or School CIP
 3. \$291,760 4% increase for County employees & additional 2% Constitutionals, and \$8,240 toward County or School CIP

FUND BALANCE SUMMARY

FY 2018

GENERAL FUND	FY 2018		
	Projected Beginning	Anticipated Increases	Projected Ending
FUND BALANCE	Balance	and Decreases	Balance
Assigned Funds:			
Bright Software and Training	\$ 5,000		\$ 5,000
Slope Failure	155,000		155,000
Riveredge design grant	16,000	(16,000)	-
Parks, recreation, and cultural	51,693		51,693
Public works	20,000	(20,000)	-
Learning Lane	233,219	(233,219)	(0)
Schools - CIP	595,224	(195,224)	400,000
Pump Fire Truck	535,000	(535,000)	-
County CIP Projects	5,210,480	(769,000)	4,441,480
County Supplemental Projects	342,250	(342,250)	-
School Closng Funds	464,660		464,660
Committed Funds:			
Tourism	18,502		18,502
20% of Fines & Forfeitures (County)	123,621	60,000	183,621
80% of Fines & Forfeitures (Sheriff)	153,170	35,000	188,170
ESC - Capital Funds	226,680		226,680
Policy Reserve:	5,961,384		5,961,384
Unassigned Funds:	739,335	-	739,335
TOTAL FUND BALANCE	\$ 14,851,218	\$ (2,015,693)	\$ 12,835,525

FY 2018-2022 CAPITAL IMPROVEMENT PLAN

Project Number		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Beyond 2022	Total
	PUBLIC SAFETY							
1	Self Contained Breathing Apparatus (SCBA)	\$ 200,000	\$ 200,000					\$ 400,000
21	Pedlar Engine 3 Refurbish	\$ 125,000						\$ 125,000
2	Pedlar Tanker replacement/Refurbish		\$ 425,000					\$ 425,000
3	Monelison Brush Truck Replacement/Refurbish		\$ 160,000					\$ 160,000
4	Amherst Engine 3 replacement/refurbish			\$ 620,000				\$ 620,000
5	Monelison Tanker Truck Replacement/Refurbish			\$ 425,000				\$ 425,000
6	Monelison Rescue Unit 50 replacement		\$ 253,000					\$ 253,000
7	Amherst Medic Unit replacement				\$ 258,000			\$ 258,000
8	Fire Station						\$ 3,000,000	\$ 3,000,000
	PUBLIC WORKS							
11	Parking Lot Resurfacing at the County Lakes	\$ 200,000						\$ 200,000
12	Landfill expansion (phase 5)	\$ 3,587,056						\$ 3,587,056
	RECREATION & PARKS							
14	Riveredge Phase 3 - Construction		\$ 602,400					\$ 602,400
15	John Lynch pedestrian walkway			\$ 750,000				\$ 750,000
16	Mill Creek Campground			\$ 100,000				\$ 100,000
	MAINTENANCE							
17	Parking Lot Resealing and Line Painting	\$ 62,000						\$ 62,000
18	Parsonage Building Renovations	\$ 50,000						\$ 50,000
19	Learning Lane	\$ 300,000						\$ 300,000
20	Replacement Windows Amherst Library	\$ 125,000						\$ 125,000
**	Winton Development	\$ 100,000						\$ 100,000
	Total Capital Cost Est.	\$ 4,749,056	\$ 1,640,400	\$ 1,895,000	\$ 258,000	\$ -	\$ 3,000,000	\$ 11,542,456
	Total Operating Impact Est	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Expenditure	\$ 4,749,056	\$ 1,640,400	\$ 1,895,000	\$ 258,000	\$ -	\$ 3,000,000	\$ 11,542,456
	Funding Sources	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Beyond 2022	Total
	Grant	\$ 160,000	\$ 641,920	\$ 600,000	\$ 110,000		\$ 1,000,000	\$ 2,511,920
	Financing	\$ 3,587,056						\$ 3,587,056
	Reserves	\$ 233,000						
	General Fund Unassigned Fund Balance	\$ 769,000	\$ 998,480	\$ 1,295,000	\$ 148,000	\$ -	\$ 2,000,000	\$ 5,210,480
	Total Financing	\$ 4,749,056	\$ 1,640,400	\$ 1,895,000	\$ 258,000	\$ -	\$ 3,000,000	\$ 11,309,456

FY 2018 SUPPLEMENTAL BUDGET REQUESTS

	Board Priority	Project Cost FY 18	Recurring Exp. in O&M	One time Cost	Total Project Cost
Matching Funds - CDBG	1	\$ 4,000		\$ 4,000	\$ 4,000
Real Property Reassessment	2	100,000		100,000	100,000
Fire Hose	3	30,000		30,000	30,000
Print Machine/ Sheriff	4	9,250		9,250	9,250
Compensation Adjustment	5	50,000	23,209		23,209
County cost of Comm Atty Collection Position	6	9,730	9,730		9,730
Director of Public Safety Vehicle	7	45,000		45,000	45,000
Document Scanning	8	20,000		20,000	20,000
Livestock Enclosure/ Animal Shelter	9	14,500		14,500	14,500
J&D Court Room Chairs	10	15,000		15,000	15,000
Courthouse Carpet Replacement	11	16,000		16,000	16,000
Permitting Software	12	15,000	12,000	3,000	15,000
Board Management Software	13	15,600	9,600	3,000	12,600
County Cost DSS Benefits Programs Specialist #1	14	29,736	29,736		29,736
County Cost Dss Family Services Specialist	15	31,910	31,910		31,910
Amherst Library HVAC	16	40,000		40,000	40,000
IT Coordinator - for the Library	17	12,214	12,214		12,214
Upgrade Website	18	7,500		7,500	7,500
Circuit Court Video Conferencing Equipment	19	20,000		20,000	20,000
Disaster Recovery Analysis	20	15,000		15,000	15,000
Microsoft Upgrade	21	17,331			
Adobe upgrade	22	7,267			
Amherst Library Carpet	23	47,000			
Madison Heights Library Carpet	24	37,000			
Wayfinding Signs	25	15,000			
Riveredge Park Playground	26	30,000			
County Cost DSS Benefits Programs Specialist #2	27	29,736	*		
Monroe Kitchen/Recreation & Parks	28	3,000			
County Cost DSS Assistant Director	29	44,312	*		
Maintenance Truck	30	28,000			
Deputy Director of Public Safety Vehicle	31	45,000			
Madison Heights - 29 Corridor Beautification	32	15,000			
Maintenance Roof Replacement	33	8,100			
Lighting and Signs Madison Heights Library	34	15,000			
Total of Cost to the General Fund		\$ 842,186	\$ 128,399	\$ 342,250	\$ 470,649

* Recurring expenses

UNFUNDED FY 2018 SUPPLEMENTAL BUDGET REQUESTS

	Board Priority	Project Cost FY 18
Microsoft Upgrade	21	17,331
Adobe upgrade	22	7,267
Amherst Library Carpet	23	47,000
Madison Heights Library Carpet	24	37,000
Wayfinding Signs	25	15,000
Riveredge Park Playground	26	30,000
Monroe Kitchen/Recreation & Parks	28	3,000
Maintenance Truck	30	28,000
Deputy Director of Public Safety Vehicle	31	45,000
Madison Heights - 29 Corridor Beautification	32	15,000
Maintenance Roof Replacement	33	8,100
Lighting and Signs Madison Heights Library	34	15,000
Total of Cost to the General Fund		\$ 267,698

Current Year Computer Needs identified

Computers	\$ 27,500	
Firewall	\$ 20,000	
	\$	47,500

One time funds FY 17	\$	340,271
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After all projects are complete	\$	25,073
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