

BOOK 33**VIRGINIA:**

At an adjourned meeting of the Board of Supervisors of Amherst County held at the Administration Building thereof on Tuesday, the 24th day of March, 2009 at 10:00 p.m. at which the following members were present and absent:

BOARD OF SUPERVISORS:

PRESENT:	Mr. L. Parrish	ABSENT: None
	Mr. C. Adams	
	Mr. D. Kidd	
	Mr. R. Vandall	
	Mr. V. Wood	

Mr. L. Parrish called the meeting to order.

IN RE: APPROVAL OF AGENDA

On motion of Mr. C. Adams, and with the following vote, the Board of Supervisors approved the workshop agenda with the addition of a closed session under Virginia Code Section 2.2-3711.A.1, Personnel.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood
NAY: None

IN RE: BUDGET WORKSHOP

The County Administrator presented the proposed 2009-2010 County budget by power point video and the attached printed version.

Budget consultant, Robert Huff and Commissioner of Revenue, Linda Byers met with the Board and specifically elaborated on personal property tax revenue projections.

Ms. Byers discussed changes in personal vehicle market values.

Mr. Huff discussed the need to consider equalizing the personal property tax rate with overall assessed valuations.

There was Board discussion and questions from Board members.

FY10 BUDGET

MARCH 24, 2009

BUDGET PROCESS

Budget Process

- The Budget Process begins with the Board of Supervisors. This year the Board directed that letters to Constitutional Officers, Department Heads and other agencies which receive funding from the County request that they submit budgets with no increase in local funding and examine budgets for reductions where possible.

Accounting Office

- The Accounting Office receives the expenditure requests from all departments and agencies and compiles these requests to produce the draft budget.
- State Agencies, the Commissioner of the Revenue, the Comp Board, Constitutional Officers and other departments also submit revenue forecasts for the draft budget.

AUDITORS

- One of the services that Robinson, Farmer, Cox and Associates provides to the County is a review of anticipated revenues and the revenue forecast. The Board received this information on February 23. To prepare for the presentation Robert Huff reviews in detail the revenue forecast provided, the revenue collected year to date in the current budget, and historical data.

County Administrator

- Prior to presentation of the draft budget to the Board of Supervisors, the Accounting Department provides a draft budget to the County Administrator for review. The County Administrator reviews the budget line by line to ensure that the data has been properly entered, that expenditure requests are in line with the Board of Supervisors' directive, and that revenue forecasts appear reasonable.

Draft Budget

- The Accounting Office enters all of the changes and amendments to the budget as directed by the County Administrator and forwards a copy of each department's budget back to them for final review. The Draft Budget is then printed and distributed to the Board of Supervisors.

REVENUE CHANGES

Revenue Changes

Line Item	Description	Current	Proposed	Net Change
011020-0174	Public Service Tax Revenue	\$ 331,390.00	\$ 520,000.00	\$ 188,610.00
011030-0243	Personal Property Taxes	\$4,412,210.00	\$4,089,857.00	\$ (322,353.00)
023000-2031	Commonwealth Attorney	\$ 408,164.00	\$ 404,245.00	\$ (3,919.00)
023000-2302	Sheriff	\$2,243,845.00	\$2,386,887.00	\$ 143,042.00
023000-2303	Commissioner of the Revenue	\$ 113,718.00	\$ 128,583.00	\$ 14,865.00
023000-2304	Treasurer	\$ 134,038.00	\$ 134,907.00	\$ 869.00
023000-2308	Clerk of Court	\$ 252,354.00	\$ 280,392.00	\$ 28,038.00
024040-0490	Jail	\$ 240,000.00	\$ 286,356.00	\$ 46,356.00
TOTAL				\$ 95,508.00

Public Service Tax

- DRAFT BUDGET \$331,390
- ACTUAL RECEIPTS YTD \$520,275
- RECOMMENDED \$520,000
- We are still awaiting final numbers from the state.

PERSONAL PROPERTY TAX

WHERE WE STARTED:

ESTIMATED ASSESSMENT
\$206,267,750

BASED ON 2008 ASSESSMENT "IN BOOK"
AS PROVIDED BY THE COMMISSIONER
OF THE REVENUE

PERSONAL PROPERTY TAX

REVENUE FORECAST BASED ON PRELIMINARY ASSESSMENT DATA

Personal Property Tax	\$4,412,210
PPTRA	<u>\$2,199,018</u>
TOTAL	\$6,611,228

PERSONAL PROPERTY TAX

- On March 5 The Commissioner of the Revenue revised the projected assessed value of private Personal Property to \$156,415,755. This valuation was based on the NADA Loan Value. The Commissioner subsequently asked NADA to provide a valuation based on Clean Trade. Estimated revenue figures based on the new valuation of \$171,453,945 were provided to the County Administrator on March 16.

PERSONAL PROPERTY TAX

- The figures provided by the Commissioner on March 16 showed a drop in valuation of privately owned vehicles 6.19 %. The County Administrator, Commissioner of the Revenue, Director of Accounting, and Auditor worked through the end of last week to make sure that the Board was presented with an accurate revenue forecast.

PERSONAL PROPERTY TAX

WHERE WE ARE TODAY

ESTIMATED ASSESSMENT

\$193,503,860

BASED ON \$171,453,945 IN PRIVATE VEHICLE VALUATION AND \$22,046,437 IN BUSINESS EQUIPMENT VALUATION. THIS REFLECTS A REDUCTION OF 6.19% IN BOTH FIGURES.

FY09 BUDGET IMPACT

- The Current Budget projected Personal Property Tax receipts at \$6,049,309, including PPTRA. Based on revenue to date, we now anticipate revenues of \$6,611,228 for a total of \$561,919 in additional revenue.

EXPENDITURE REDUCTIONS

EXPENDITURE REDUCTIONS

Line Item	Description	Current	Proposed	Net Change
12200-7003	Computer Replacement	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00
42030-1008	Litter Control Officer	\$ 20,000.00	\$ -	\$ 20,000.00
42050-3030	Contracted Collection Services	\$ 144,000.00	\$ 120,000.00	\$ 24,000.00
42060-3020	Contract Services	\$ 50,000.00	\$ 30,000.00	\$ 20,000.00
42080-3012	Leachate Hauling	\$ 180,000.00	\$ 100,000.00	\$ 80,000.00
42100-5810	Closure Activity Reserve	\$ 140,000.00	\$ -	\$ 140,000.00
43020-3017	Painting - County Buildings	\$ 10,000.00	\$ -	\$ 10,000.00
91020-1001	Sheriff Dept. - Incentive Request	\$ 32,500.00	\$ 24,000.00	\$ 8,500.00
91050-9935	School Buses	\$ 390,000.00	\$ 280,000.00	\$ 110,000.00
91050-9940	Sheriff's Vehicles	\$ 228,000.00	\$ 136,800.00	\$ 91,200.00
Total				\$ 528,700.00

SOLID WASTE FUND HISTORY

SOLID WASTE FUND BALANCE

6/30/02	\$1,232,021
6/30/03	\$1,553,477
6/30/04	\$2,035,073
6/30/05	\$2,414,382
6/30/06	\$2,758,927
6/30/07	\$3,336,228
6/30/08	\$3,891,173

SOLID WASTE EXPENDITURES

- As of March 20, Solid Waste Expenditures in the current fiscal year were \$915,505.25, or 48% of the amount budgeted. If expenditures continue at the same rate through the end of the year the surplus for the fiscal year would be \$686,629. The fund balance would increase to \$4,577,802.

EXPENDITURE INCREASES

EXPENDITURE INCREASES

Line Item	Description	Current	Proposed	Net Change
21090	VJCCCA			\$ (25,000.00)
033010-3001	Doctors and Dentists	\$ 110,000.00	\$ 150,000.00	\$ (40,000.00)
033010-5101	Electrical Services	\$ 36,740.00	\$ 42,740.00	\$ (6,000.00)
033010-5402	Food Supplies	\$ 111,000.00	\$ 161,000.00	\$ (50,000.00)
053110-5606	Habitat for Humanity		\$ 500.00	\$ (500.00)
093010-5899	School Fund	\$13,834,398.00	\$14,325,249.00	\$ (490,851.00)
	Health Insurance Increase			\$ (58,818.00)
TOTAL				\$ (671,169.00)

ADDITIONAL RECOMMENDATIONS

PHELPS ROAD SCHOOL FUND

- The Board of Supervisors has previously set aside \$208,745.26 for the Restoration and Adaptive Reuse of Phelps Road School. At the March 17 meeting the Board voted to transfer the property to Dennis Gibbs. The County Administrator recommends using this money to partially fund the School Bus line (91050-9935). This is the only “one – time” money in the budget and if there are not sufficient revenues in the next fiscal year to replace this, the school bus line could be reduced accordingly.

SALE OF DELINQUENT TAX PROPERTY

- The sale of property on which Real Property Taxes are delinquent is currently handled by an outside law firm. The County Administrator recommends that this be handled by the County Attorney in the next fiscal year. The estimated savings may exceed \$35,000 and a report to the Board would be prepared to determine the actual expenditures in the last fiscal year and year to date in this fiscal year.

CUT IN BUSINESS LICENSE TAX

- Business License Taxes produced \$387,042 in revenue in FY07 and \$478,221 in revenue in FY08. The adopted budget for FY09 was \$398,650 and the recommended budget for FY10 is \$360,000. The current recession has effected all areas of the economy but has been particularly hard on small businesses and contractors. The County Administrator proposes cutting the business license tax for most categories by 30%. This would result in a revenue reduction of \$108,000.

PARTIAL IMPLEMENTATION OF
CLASSIFICATION AND COMPENSATION
STUDY

- The County contracted with Springsted to conduct a Classification and Compensation Study. The study was presented to the Board on March 3, 2009 and included three options for implementation. Option three, the “same step” option, would cost \$341,218 to implement. The County Administrator recommends implementing 25% of option three at a cost of \$85,304.

SUMMARY

Revenue Changes	\$ 95,508.00
Expenditure Reductions	\$528,700.00
Expenditure Increases	(\$671,169.00)
Phelps Road Fund	\$208,745.00
Delinquent Tax Sales	\$ 35,000.00
Business License Tax	(\$108,000.00)
Compensation Study	<u>(\$ 85,304.00)</u>
TOTAL	\$ 3,480.00

NEXT STEPS

- Questions and suggestions from Supervisors submitted to the County Administrator by March 30.
- Review budget and address questions from Supervisors at April 7 meeting.
- Public Hearing held on April 13 at 7:00 PM
- Budget adopted on April 21.

BOARD CONSIDERATIONS

- Authorization to proceed with advertisement for public hearing with revisions discussed today
- Authorization for County Administrator and County Attorney to prepare a report on the in-house sale of property on which Real Estate Taxes are delinquent
- Authorization for County Administrator to prepare report on reduction in Business License Tax Rate
- Authorization for the County Administrator and Director of Accounting to review all fund balances and present the Board with a recommendation on creating a “rainy day” fund.

On motion of Mr. Vandall and with the following vote, the Board of Supervisors authorized the advertisement of the proposed budget and existing tax rates with the understanding that further workshops will be established before final budget approval.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood
NAY: None

IN RE: SCHOOL BOARD FY10 PROPOSED BUDGET

Dr. Brian Ratliff, School Superintendent, Teresa Crouch, School Finance Manager and Jones Stanley and Mrs. E. Gamble, School Board members met with the Board and presented the proposed 2009-2010 School Budget.

A power point video was provided as well as the attached written version.

Dr. Ratliff answered questions of Board members.

There was a discussion of next steps in budget preparations.

IN RE: CLOSED SESSION

Mr. V. Wood moved to go to closed session to discuss a (1) personnel matter pursuant to § 2.2-3711.A.1, 2, 3, 4, 5, 6 or 7 of the Virginia Code Section:
2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of any public body.

This was seconded by Mr. C. Adams and approved with the following vote:

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood
NAY: None

Mr. V. Wood moved to come out of closed session, seconded by Mr. R. Vandal and approved with the following vote:

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood
NAY: None

Mr. Parrish moved the closed session resolution and was approved with the following roll call vote:

Mr. L. Parrish	AYE
Mr. C. Adams	AYE
Mr. D. Kidd	AYE
Mr. R. Vandall	AYE
Mr. V. Wood	AYE

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Amherst County Board of Supervisors has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Amherst County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Amherst County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted

from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Amherst County Board of Supervisors.

Any member who believes that there was a departure from the requirements of clauses (i) and (ii) shall state the substance of the departure that, in his judgment, has taken place. (If any member cites a departure, his statement shall be recorded in the minutes.)

IN RE: ADJOURNMENT

On motion of Mr. Vandall, seconded by Mr. Wood and with the following vote, the Board of Supervisors adjourned.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood

NAY: None

Leon J. Parrish, Chairman
Amherst County Board of Supervisors

Rodney E. Taylor, County Administrator



Amherst County Public Schools

2009-2010

School Operational

Budget

March 19, 2009

FY10 SCHOOL OPERATIONAL BUDGET**INCREASES TO THE FY10 BUDGET**

➤ Hospitalization Costs (approximately 12% trend)	\$233,976.00
➤ Utilities –Electrical Services	\$100,000.00
➤ Maintenance –Contract Services	\$ 2,213.00
➤ Early College –2ndyear CVCC	\$ 27,151.00

TOTAL INCREASES

to the FY10 SCHOOL OPERATIONAL BUDGET	\$373,340.00
--	---------------------

NON-PERSONNEL REDUCTIONS

➤ Debt Service	(\$165,495.00)
➤ Bus Lease Payment	(\$ 80,000.00)
➤ GPS System	(\$ 88,271.00)
➤ Savings Realized by Reducing Group Life & HCC Percents	(\$ 25,445.00)
➤ Reduce Textbook based on State Funding	(\$ 16,474.00)
➤ Reduce Telecommunication Account	(\$ 12,878.00)
➤ Reduce Salary Accounts FY08 Attrition	(\$100,000.00)
➤ Eliminate Differentiation Program	(\$ 19,000.00)

NON-PERSONNEL REDUCTIONS

➤ Reduce Professional Development	(\$ 8,000.00)
➤ Reduce Travel by 10%	(\$ 10,400.00)
➤ Reduce Other Professional Services by 10%	(\$ 17,250.00)
➤ Reduce Repairs & Maintenance by 10%	(\$ 3,500.00)
➤ Reduce Materials & Supplies by 10%	(\$ 17,540.00)
➤ Eliminate Book Buddies Program	(\$ 112,491.00)
➤ Eliminate Day Treatment Program	(\$ 85,000.00)
➤ Reduce Mentor Program	(\$ 15,000.00)
➤ Reduce Remediation Funds by 10%	(\$ 7,247.00)

Non-Personnel Reductions	(\$ 783,991.00)
---------------------------------	------------------------

PERSONNEL REDUCTIONS

➤ 3 Special Education Teachers	(\$147,195.00)
➤ 1 Physical Education Teacher	(\$ 49,065.00)
➤ 8 part-time School Secretaries	(\$ 78,476.00)
➤ 1 School Psychologist 11 month to 10.5 month contract	(\$ 3,435.00)
➤ 2 School Resource Officers	(\$ 80,000.00)
➤ 11 Month Vocational Teacher Contracts reduced to 10.5	(\$ 35,834.00)
➤ 2 School Counselor Positions	(\$ 96,596.00)
➤ .5 Health Assistant Position	(\$ 14,747.00)
➤ 2 Math, 2 Central Office, 2 Elementary Resource Specialists	(\$323,335.00)

PERSONNEL REDUCTIONS

➤ 1 Elementary Assistant Principal	(\$71,190.00)
➤ 2 Student Accountability Coordinators	(\$156,262.00)
➤ 1 School Counselor contract reduced from 12 Month to 11 month	(\$ 12,322.00)
➤ Locally-Funded Reading Teachers	(\$258,855.00)
➤ 2 Instructional Supervisors contracts reduced from 12 month to 11 month	(\$ 21,144.00)
➤ 10 Instructional Assistants	(\$ 210,000.00)
➤ 1 Grounds Position	(\$ 25,964.00)
➤ 2 Smart Start Teachers & 2 Smart Start Assistants	(\$ 138,440.00)

PERSONNEL REDUCTIONS

➤ .5 Band Teacher	(\$ 20,000.00)
➤ 2 Enrichment Specialists	(\$138,440.00)
➤ Computer Technician Salary	(\$ 11,803.00)
➤ Eliminate Stipends for Extend	(\$ 16,855.00)

TOTAL POSSIBLE

PERSONNEL REDUCTIONS	(\$1,909,958.00)
-----------------------------	-------------------------

Summary of Increases & Reductions

Increases	\$ 373,340.00
Non-Personnel Reductions	(\$ 783,991.00)
Personnel Reductions	(\$1,909,958.00)
Total Increases & Reduction	(\$2,320,609.00)

USE OF STIMULUS FUNDS TO RESTORE PERSONNEL

RESTORE PERSONNEL FY10 ONLY

➤ 4.5 Locally-Funded Reading Specialists	\$258,855.00
➤ 1.0 Physical Education Teacher	\$ 49,065.00
➤ 1.0 Special Education Teacher	\$ 49,065.00
➤ 10 Instructional Assistants	\$210,000.00
➤ 2 School Counselors	\$ 96,596.00
➤ 2 Enrichment Specialists	\$ 138,440.00
➤ 8 Part-time School Secretaries	\$ 78,476.00
➤ 2 Student Accountability Coordinators	\$156,262.00
➤ 2 Smart Start Teachers & 2 Assistants	\$138,440.00
➤ .5 Band Teacher	\$ 20,000.00
➤ Restructure Assistant Principal position as .5 Administrative Assistant/ .5 Teacher	\$ 62,644.00

USE OF STIMULUS FUNDS TO RESTORE PERSONNEL

RESTORE PERSONNEL FY10 ONLY

- Contract Services for Remediation, Curriculum & Development, Assessment \$ 75,000.00
- 1 Grounds Position \$ 25,964.00
- 1 School Resource Officer \$ 40,000.00
- 10.5 Month Vocational Teacher contracts restored to 11 month \$ 35,834.00

Total Personnel Restored for FY10 \$1,434,641.00

Modernization/Renovations to School Facilities

Renovate per the Facilities Improvement Plan and/or modernize schools (i.e. computers, infrastructure, etc.) per the state –federal stimulus funding \$ 340,000.00

Total \$1,774,641.00

RECAP OF EXPENDITURES

➤ Proposed Increases to FY10 Budget	\$ 373,340.00
➤ Proposed Non-Personnel Reductions to FY10 Budget	\$ (783,991.00)
➤ Proposed Personnel Reductions to FY10 Budget	\$ (1,909,958.00)
➤ Proposed Personnel Restored FY10 Only	\$ 1,434,641.00
➤ Proposed Modernization/Renovation to	\$ 340,000.00

School Facilities

SHORTFALL

****\$ (545,968.00)**

****This shortfall would be \$545,968.00, if \$490,851.00 is received from the Amherst County Board of Supervisors. If \$490,851.00 is not received from the Amherst County Board of Supervisors the shortfall would be \$1,036,819.00.**

In 2009, the Amherst County Board of Supervisors increased local funds by \$448,000.00, which is similar to the amount requested for the FY10 of \$490,851.00.

RECAP OF REVENUE

	FY09	FY10	Variance
Sales Tax	\$ 4,220,000.00	\$ 4,600,000.00	\$ 380,000.00
State Funding	\$27,035,608.00	\$23,528,530.00	\$ (3,507,078.00)
Federal Funding	\$ 2,461,397.00	\$ 2,781,397.00	\$ 320,000.00
State/Federal Stimulus \$		\$ 1,770,259.00	\$ 1,770,259.00
Local Funds	\$13,834,398.00	\$ 13,834,398.00	\$ 0.00
Other Local Funds	\$ 478,427.00	\$ 478,427.00	\$ 0.00
Total Operations	\$48,029,830.00	\$ 46,993,011.00	\$ (1,036,819.00)

With stimulus funds, the Amherst County School Board would have a shortfall of \$1,036,819.00. The Amherst County School Board is requesting \$490,851.00 from the Amherst County Board of Supervisors. The FY10 School Operational Budget would still be \$545,968.00 less than the FY09 Budget.

In 2009, the Amherst County Board of Supervisors increased local funds by \$448,000.00, which is similar to the amount requested for the FY10 of \$490,851.00.

SUMMARY OF PROPOSED EXPENDITURES

	FY09	FY10	Variance
Instruction & Technology	\$36,622,602.00	\$35,923,784.00	(\$ 698,818.00)
Administration	\$ 2,095,260.00	\$ 2,084,133.00	(\$ 11,127.00)
Transportation	\$ 2,868,925.00	\$ 2,785,588.00	(\$ 83,337.00)
Maintenance	\$ 3,661,793.00	\$ 3,734,602.00	\$ 72,809.00
Modernization/Renovation	\$ 0.00	\$ 340,000.00	\$ 340,000.00
Total Operations	\$45,248,580.00	\$44,868,107.00	(\$ 380,473.00)
Debt Service	\$ 2,781,250.00	\$ 2,615,755.00	(\$ 165,495.00)
Child Nutrition	\$ 1,766,307.00	\$ 2,066,307.00	\$ 300,000.00
Construction	\$ 2,000,000.00	\$ 500,000.00	(\$1,500,000.00)
Proposed FY10 Budget	\$51,796,137.00	\$50,050,169.00	(\$1,745,968.00)

SUMMARY OF REVENUE PROJECTIONS

	FY09	FY10	Variance
Sales Tax	\$ 4,220,000.00	\$ 4,600,000.00	\$ 380,000.00
State Funding	\$ 27,035,608.00	\$ 23,528,530.00	\$ (3,507,078.00)
Federal Funding	\$ 2,461,397.00	\$ 2,781,397.00	\$ 320,000.00
State/Federal Stimulus	\$	\$ 1,770,259.00	\$ 1,770,259.00
Local Funds	\$13,834,398.00	\$ 13,834,398.00	\$ 0.00
Other Local Funds	\$ 478,427.00	\$ 478,427.00	\$ 0.00
Total Operations	\$ 48,029,830.00	\$ 46,993,011.00	\$ (1,036,819.00)
Child Nutrition	\$ 1,766,307.00	\$2,066,307.00	\$ 300,000.00
Construction	\$ 2,000,000.00	\$ 500,000.00	\$ (1,500,000.00)
TOTAL FY10 BUDGET	\$51,796,137	\$ 49,559,318	\$ (2,236,819)

Summary FY10 School Operational Budget

Total Revenue to Be Received	\$49,559,318.00
------------------------------	-----------------

Total Proposed Expenditures	\$50,050,169.00
-----------------------------	-----------------

Total Funds needed from
Amherst County Board of Supervisors

To Balance FY10 Budget	\$ 490,851.00
------------------------	----------------------

In 2009, the Amherst County Board of Supervisors increased local funds by \$448,000.00, which is similar to the amount of the request for the FY10 of \$490,851.00.