

**BOOK 33****VIRGINIA:**

At a special meeting of the Board of Supervisors of Amherst County held at the Administration Building thereof on Wednesday, the 17<sup>th</sup> day of March, 2011 at 9:00 a.m. at which the following members were present and absent:

**BOARD OF SUPERVISORS:**

PRESENT:	Mr. F. Campbell	ABSENT:	Ms. Claudia Tucker
	Mr. R. Curd		
	Mr. D. Kidd		
	Ms. J. Roberson		

Mr. F Campbell, Vice-Chair, called the meeting to order in the absence of Chair, C. Tucker.

**IN RE: APPROVAL OF AGENDA**

On motion of Ms. Roberson with the following vote, the Board approved the agenda with changes: Addition of 2.A Identify Special Projects and their financial impact; 2.B List of outstanding bonds; 2.C Review list of core services; 3.A Update on bank reconciliation.

**Amherst County Board of Supervisors  
Special Meeting: Budget Workshop**

**Wednesday, March 17, 2011  
9:00 a.m. to 1:00 p.m.**

**Board of Supervisors Meeting Room  
Amherst County Administration Building  
153 Washington Street  
Amherst, Virginia 24521**

**AGENDA**

1. Call to order
2. Approval of Agenda
  - A. Identify Special Projects
  - B. List Outstanding Bonds
  - C. Review List of Core Services
3. Budget presentation – Lee Lintecum and Brenda Campbell
  - A. Update on Bank Reconciliation
4. Adjourn
- 5.

AYE: Mr. F. Campbell, Mr. D. Kidd, Ms. J. Roberson, Mr. R. Curd

NAY: None

ABSENT: Ms. C. Tucker

**IN RE: CORE SERVICES/OUTSTANDING BONDS**

Ms. B. Campbell, Central Accounting Director, reviewed a proposed list of core services and mandated services. She also informed the Board that a list of outstanding bonds had been provided.

#### **IN RE: BUDGET PRESENTATION**

Mr. C. Lintecum, County Administrator, provided an overview of the proposed 2011-2012 County Budget, both Revenue and Expenditures.

Ms. B. Campbell reviewed the status of current revenue collections which have been analyzed with assistance of consultant, Robert Huff. The conclusion is that total revenues will meet original projections for the current fiscal year. She then proceeded to present estimated 2011-2012 revenues on a line-by-line basis.

There was a Board consensus that the final budget should reflect an expenditure to revenue exact dollar balance.

Ms. B. Campbell proceeded to review Departmental Budgets on a line-by-line basis including Board of Supervisors, County Administration, Commissioner of Revenue, Treasurer, Accounting, Purchasing, Information Technology, Electoral Board, Registrar, Circuit Court, General District, J&D Court, Court Services, Clerk of Circuit Court and VJCCA.

There was a Board discussion and consensus to request Ms. Campbell to provide a departmental breakdown of expenditures of local, state and federal funds.

Ms. B. Campbell reviewed the Commonwealth Attorney and County Attorney budgets.

There was a discussion and consensus to move the court appointed attorney budget line from the County Attorney to General District Court's budget.

Ms. B. Campbell reviewed the Victim Advocate, Sheriff, Volunteer Services and Emergency Services Council budgets.

There was a Board discussion of county funding for volunteer EMS/Fire Services and a consensus to direct the County Attorney to draft a proposed policy for the budgeting of certain emergency services funds.

There was a Board discussion of fine revenue funds and consensus to direct the County Attorney to draft a resolution which outlines a procedure for budgeting of these funds.

Ms. B. Campbell reviewed the Emergency Medical, Jail, Building Safety, Animal Control, Emergency Services, Dispatch, Animal Shelter, Public Safety and Street Lights budgets.

There was a discussion of the county's arrangement with Winton Country Club and consensus to direct the County Attorney to review the County's agreement with Winton and report back to them.

Ms. B. Campbell reviewed the Utilities, Ground Maintenance, Building Janitorial, Health Department, Mental Health, Social Services, County Contributions, CSA, and Community College budgets.

There was a question regarding a large contribution increase requested by the ARC. Ms. B. Campbell informed the Board that a representative would meet with them to answer questions.

Ms. B. Campbell reviewed the Recreation, Museum, Library, Planning Department, Zoning and Planning District Commission budgets.

There was a discussion of the benefits of the Region 2000 Regional Commission and Economic Development Council and consensus to invite Director, Gary Christie, to meet with them.

Ms. B. Campbell also reviewed incentives and the EDA, Tourism and Soil Conservation Service budgets.

There was a discussion of line of duty insurance and a consensus to direct staff to investigate this matter and provide a recommendation by the first regular meeting of May 2011.

**IN RE: IDENTIFY SPECIAL PROJECTS**

There was a Board discussion of outstanding special projects that need to be addressed and consensus to direct the County Administrator to provide a consolidated list by March 25<sup>th</sup>.

**Mr. R. Curd left the meeting.**

There was a Board discussion of the status of the Train Depot Project and consensus to direct the County Administrator to provide options to the Board of Supervisors for consideration.

The County Administrator reported to the Board on status of the Treasurer's completion of June 2010 bank reconciliation. The apparent status is that the statement has not been provided to the auditor.

There was a Board discussion and recommendation by the County Administrator that action should be taken, which would include contacting the Auditor of Public Accounts.

Ms. J. Roberson moved to direct the County Attorney to prepare a petition for a writ of mandamus against the County Treasurer.

AYE: Mr. F. Campbell, Mr. D. Kidd, Ms. J. Roberson

NAY: None

ABSENT: Ms. C. Tucker, Mr. R. Curd

**IN RE: ADJOURNMENT**

On motion of Mr. D. Kidd seconded by Ms. J. Roberson, the Board of Supervisors adjourned.

AYE: Mr. F. Campbell, Mr. D. Kidd, Ms. J. Roberson

NAY: None

ABSENT: Ms. C. Tucker, Mr. R. Curd

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Claudia D. Tucker, Chair  
Amherst County Board of Supervisor

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David Proffitt, Acting County Administrator