



BOOK 37
Pages 111-112



**AMHERST COUNTY
BOARD OF SUPERVISORS**

Board of Supervisors

Claudia D. Tucker, Chair
District 2
Jennifer R. Moore, Vice-Chair
District 5
David W. Pugh, Jr., Supervisor
District 4
Tom Martin, Supervisor
District 1
L. J. Ayers III, Supervisor
District 3

MINUTES

May 5, 2020

Meeting Convened - 5:00 PM

County Administrator
Dean C. Rodgers

County Attorney
Michael W. S. Lockaby

I. Call to Order

At a Budget Workshop Meeting of the Amherst County Board of Supervisors held on May 5, 2020 at 5:00 p.m., the following members were present:

BOARD OF SUPERVISORS: Chair Claudia D. Tucker, Vice-Chair Jennifer R. Moore, Supervisor David W. Pugh, Jr., Supervisor Tom Martin and Supervisor L. J. Ayers III.

ABSENT: None

STAFF: County Administrator Dean C. Rodgers, Deputy County Administrator David R. Proffitt and Legal/Executive Assistant Regina M. Rice

Chair Tucker called the meeting to order at 5:00 p.m.

II. Discussion

A. Review of COVID-19 Economic Effects

Finance Director Stacey Wilkes presented a slide presentation on the economic effects of the COVID-19 pandemic. (See Attachment 1)

The Board discussed several issues regarding the proposed real estate tax increase, COLA and material items that the County could do without for the next 12 months in order to avoid a tax increase.

It was the Board's consensus to make the following adjustments:

Capital Improvement Plan - keep the Amherst Medic Unit replacement, repair the Trail Bridge and refurbish the tanker truck with costs adjustments.

Strike: Bright Software and Madison Heights Master Plan

Supplemental Budget - strike CSA-FT Program Support Position, DSS-Assistant Director, Performance Management System, and Microsoft Outlook (revisit in six months)

Supervisor Martin requested that all departments revise their budgets and see where cuts could be made.

It was the consensus of the Board to schedule a budget workshop for May 11, 2020 at 5:00 p.m.

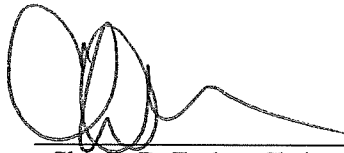
III. Adjournment

By motion of Supervisor Pugh and with the following vote, the Board adjourned at 6:25 p.m.

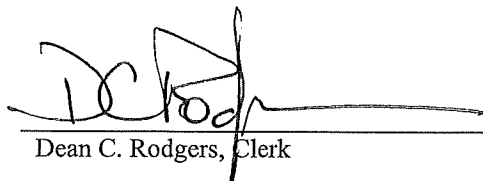
AYE: Mrs. Tucker, Ms. Moore, Mr. Pugh, Mr. Martin and Mr. Ayers

NAY: None

ABSENT: None



Claudia D. Tucker, Chair
Amherst County Board of Supervisors



Dean C. Rodgers, Clerk

2¢ TAX INCREASE and 3% CoL (using all
proposed staff cuts)

Revenues	42,748,303
ACSA Funding	176,941
	<u>42,925,244</u>

Expenditures	42,235,742
3% CoL	352,945
	<u>42,588,687</u>

Remaining Balance	336,557
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NO TAX INCREASE and 3% CoL (using
all proposed staff cuts)

Revenues	42,396,946
ACSA Funding	176,941
	<u>42,573,887</u>

Expenditures	42,235,742
3% CoL	352,945
	<u>42,588,687</u>

Remaining Balance	(14,800)
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2¢ TAX INCREASE and 2% CoL (using all
proposed staff cuts)

Revenues	42,748,303
ACSA Funding	176,941
	<u>42,925,244</u>

Expenditures	42,235,742
2% CoL	235,297
	<u>42,471,039</u>

Remaining Balance	454,205
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NO TAX INCREASE and 2% CoL (using all
proposed staff cuts)

Revenues	42,396,946
ACSA Funding	176,941
	<u>42,573,887</u>

Expenditures	42,235,742
2% CoL	235,297
	<u>42,471,039</u>

Remaining Balance	102,848
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**2¢ TAX INCREASE
OR
NO TAX INCREASE**

O&M CUTS

- REDUCED PROF FEES OF BOS(LESS \$ TO ANALYZE PROJECTS)
- ELIMINATED EMPLOYEE APPRECIATION EVENTS
- REDUCED CODE ENFORCEMENT
- ELIMINATED PUBLIC AFFAIRS FUNDING
- REDUCED LIBRARY BOOKS & SUBSCRIPTIONS
- REDUCED LIBRARY COMPUTER EQUIPMENT AND SOFTWARE
- ELIMINATED 1 SHERIFF VEHICLE
- REDUCED IT EQUIPMENT REPLACEMENT
- REDUCED GIS WORK

O&M CUTS

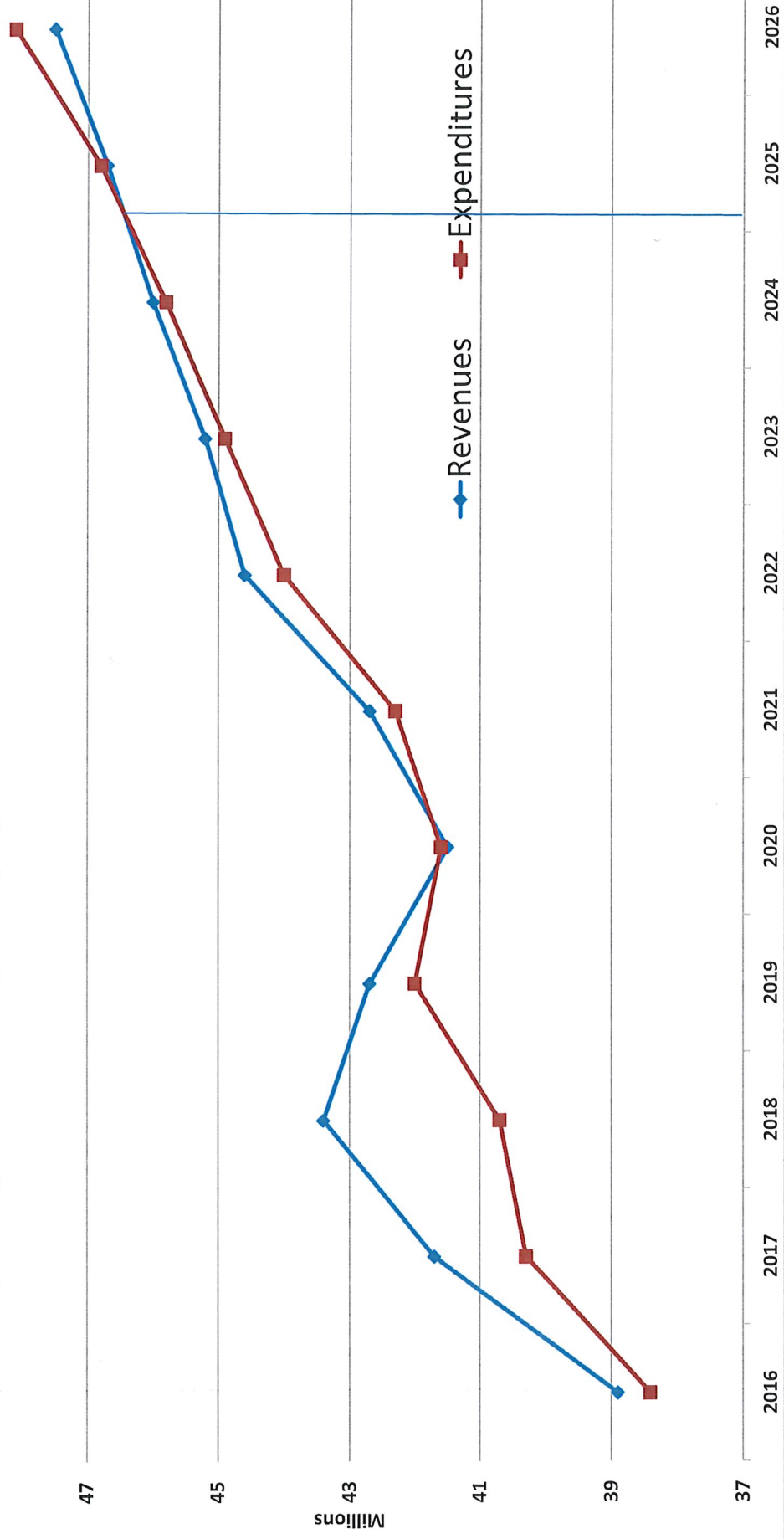
- ½ YEAR SALARY FOR UNFILLED TREASURER POSITION
- REDUCED RECREATION SUPPLIES AND SPECIAL EVENTS
- ELIMINATED PAINTING OF COUNTY BUILDINGS
- TRAVEL AND TRAINING REDUCED TO A MINIMUM –CERTIFICATIONS STILL NEED TO BE MAINTAINED
- OVERTIME SHERIFF'S DEPARTMENT
- REDUCED TOURISM ADVERTISING

POSSIBLE REVENUE SOURCES

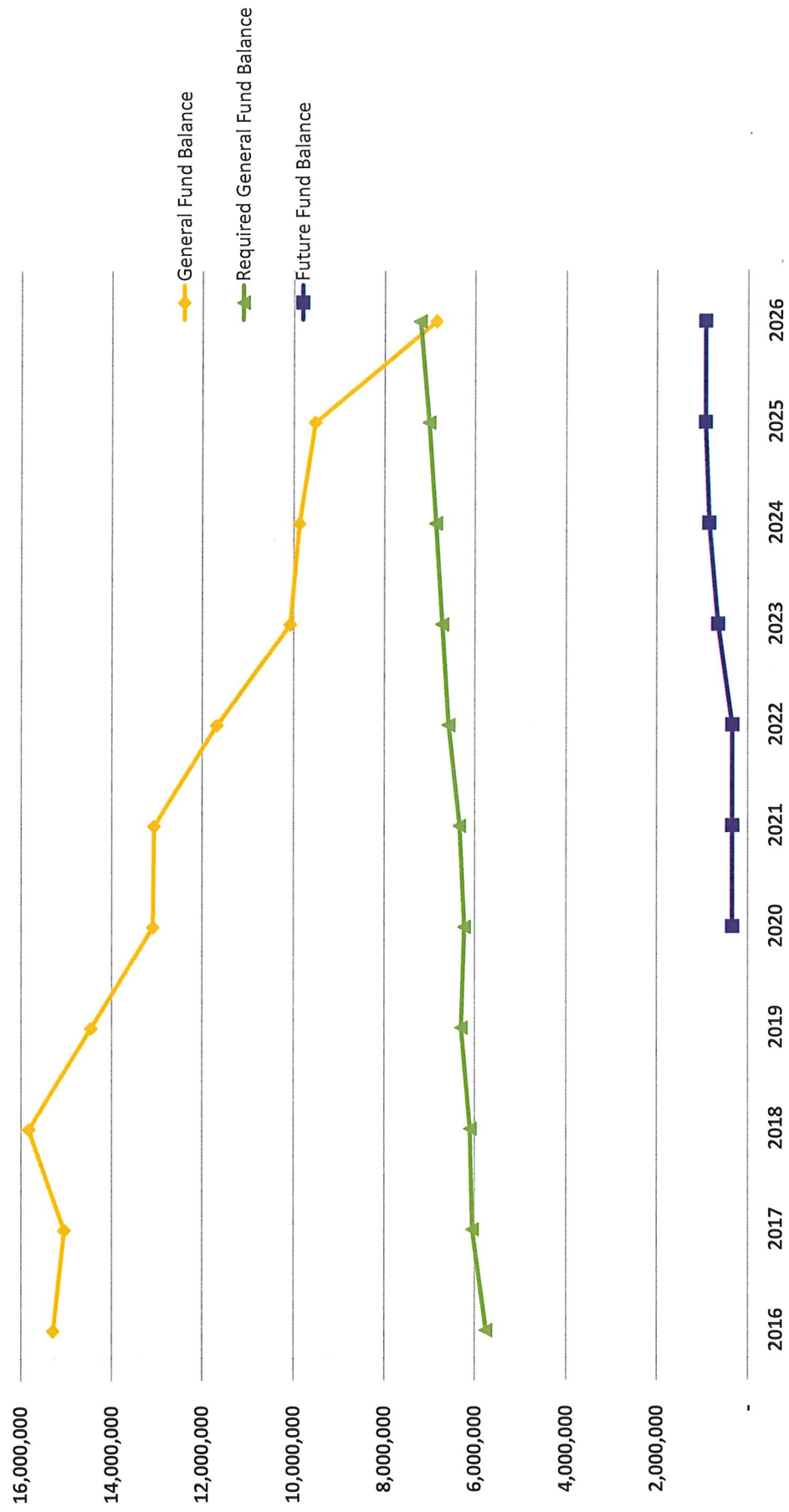
- ELIMINATE RECYCLING \$40,000
- INCREASE PERMIT FEES
 - ZONING \$4,000
 - BUILDING SAFETY & INSPECTIONS -\$10-15,000
- EMS FEES - \$60,000-\$75,000

**2¢ TAX INCREASE
NO COL**

2¢ Tax Increase with no CoL (FULL MARKET & 40k)
 Operating Revenues vs Operating Expenditures 2016-2026 - 2 Cent Tax Increase

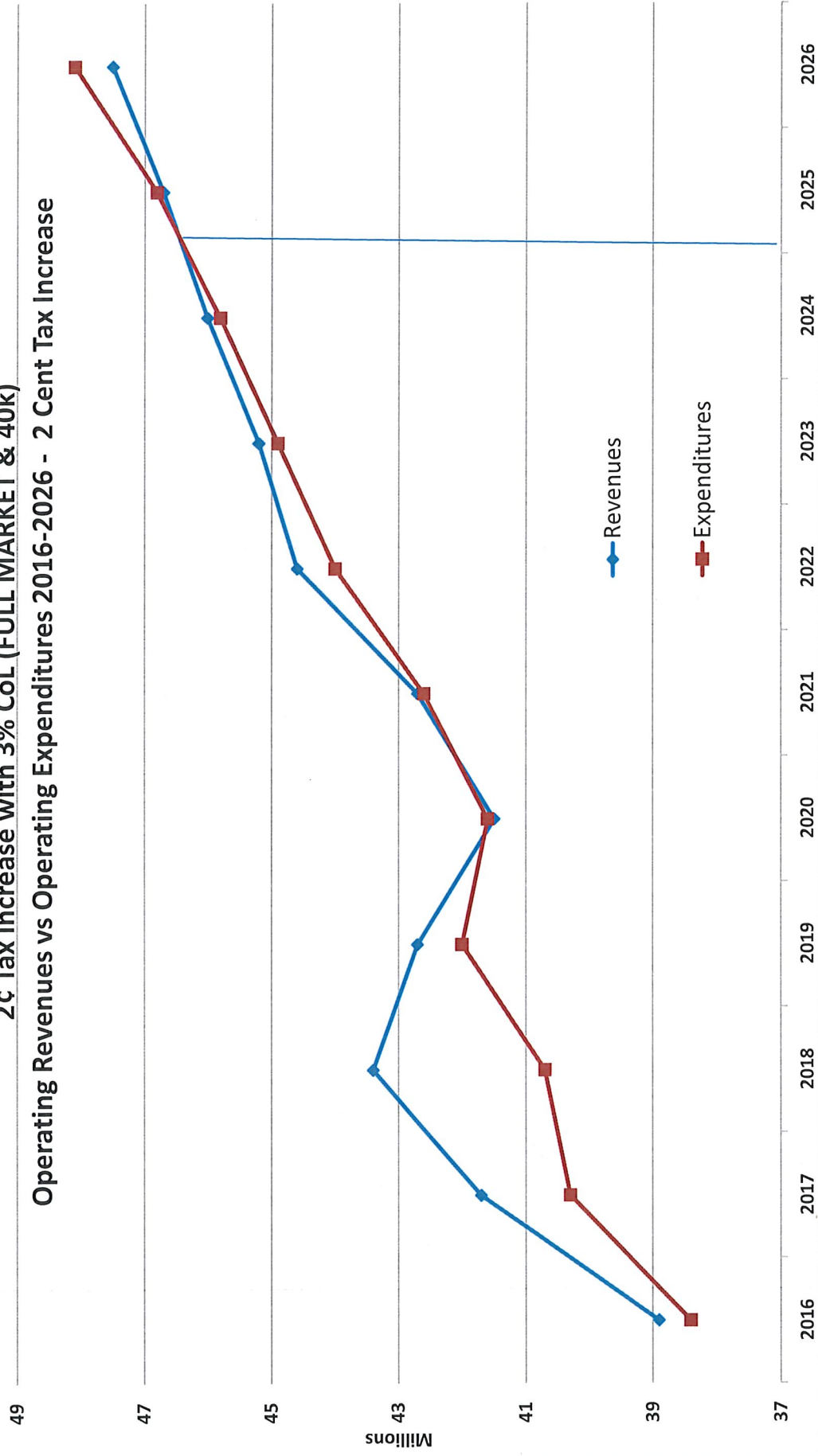


2¢ Tax Increase with no CoL (FULL MARKET & 40k)
General Fund Balance vs General Fund Required 15% Reserve - 2 Cent Tax Increase

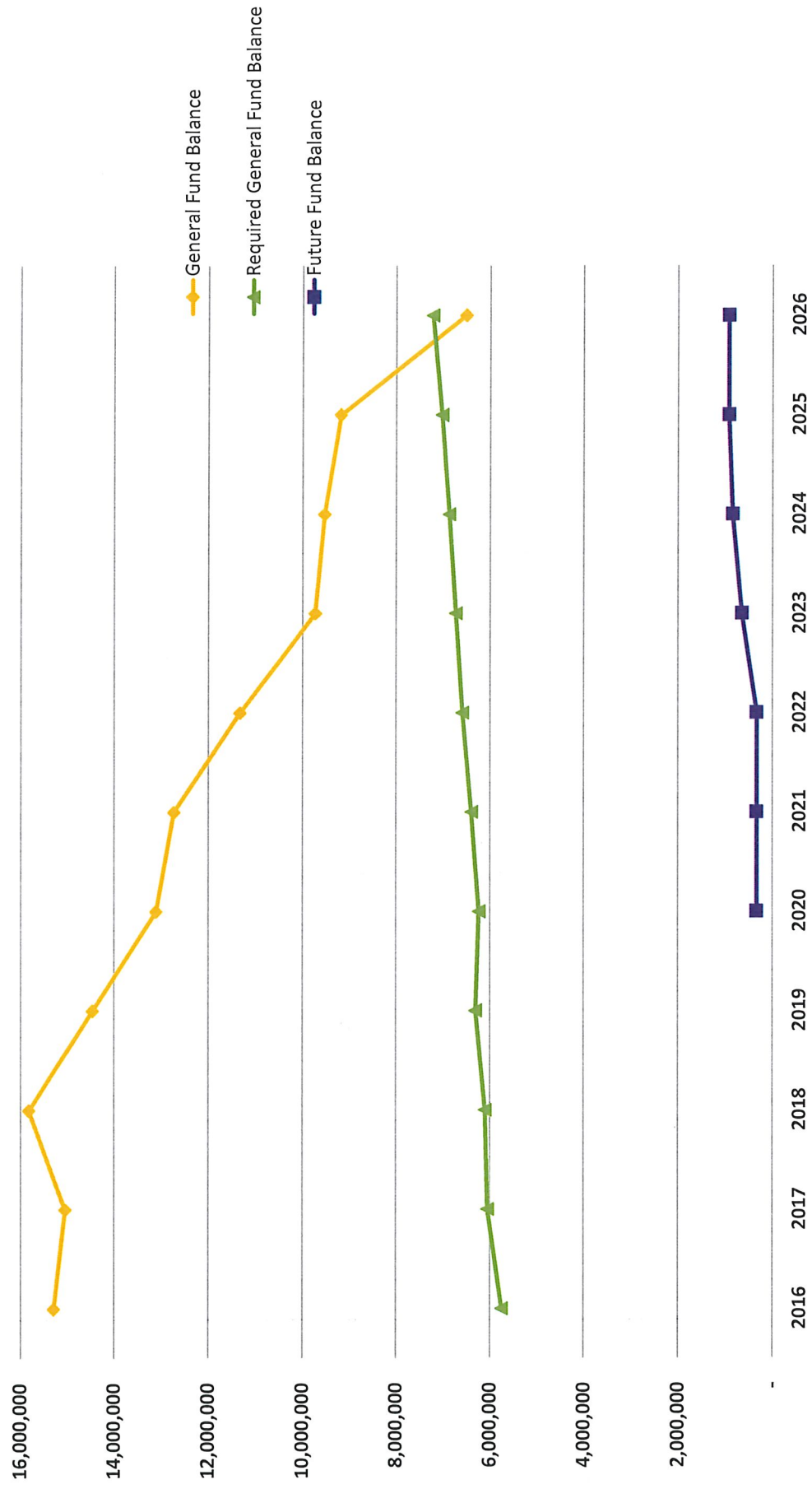


2¢ TAX INCREASE AND COL

2 ¢ Tax Increase with 3% CoL (FULL MARKET & 40k)
 Operating Revenues vs Operating Expenditures 2016-2026 - 2 Cent Tax Increase

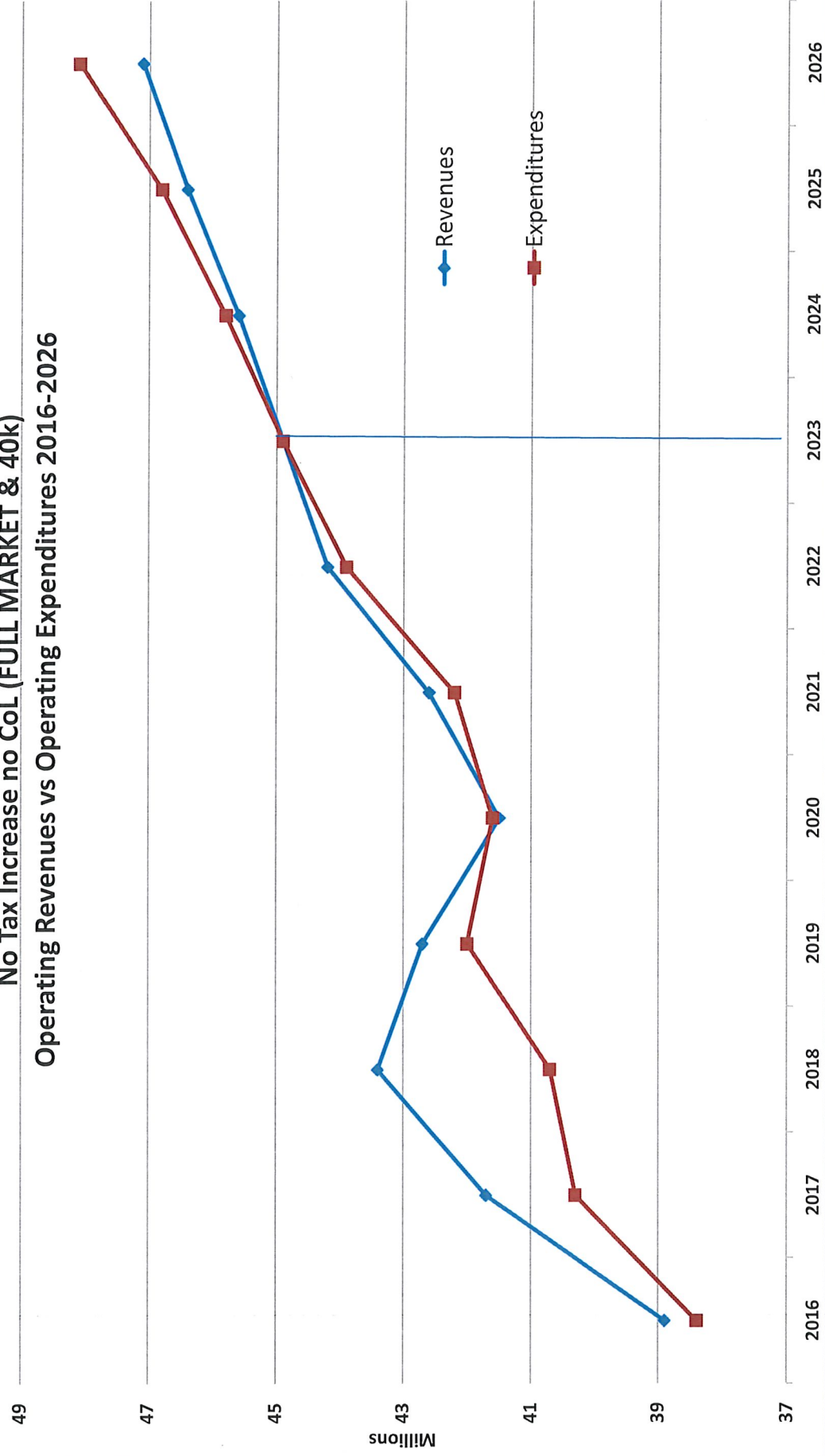


2¢ Tax Increase with 3% CoL (FULL MARKET & 40k)
General Fund Balance vs General Fund Required 15% Reserve - 2 Cent Tax Increase

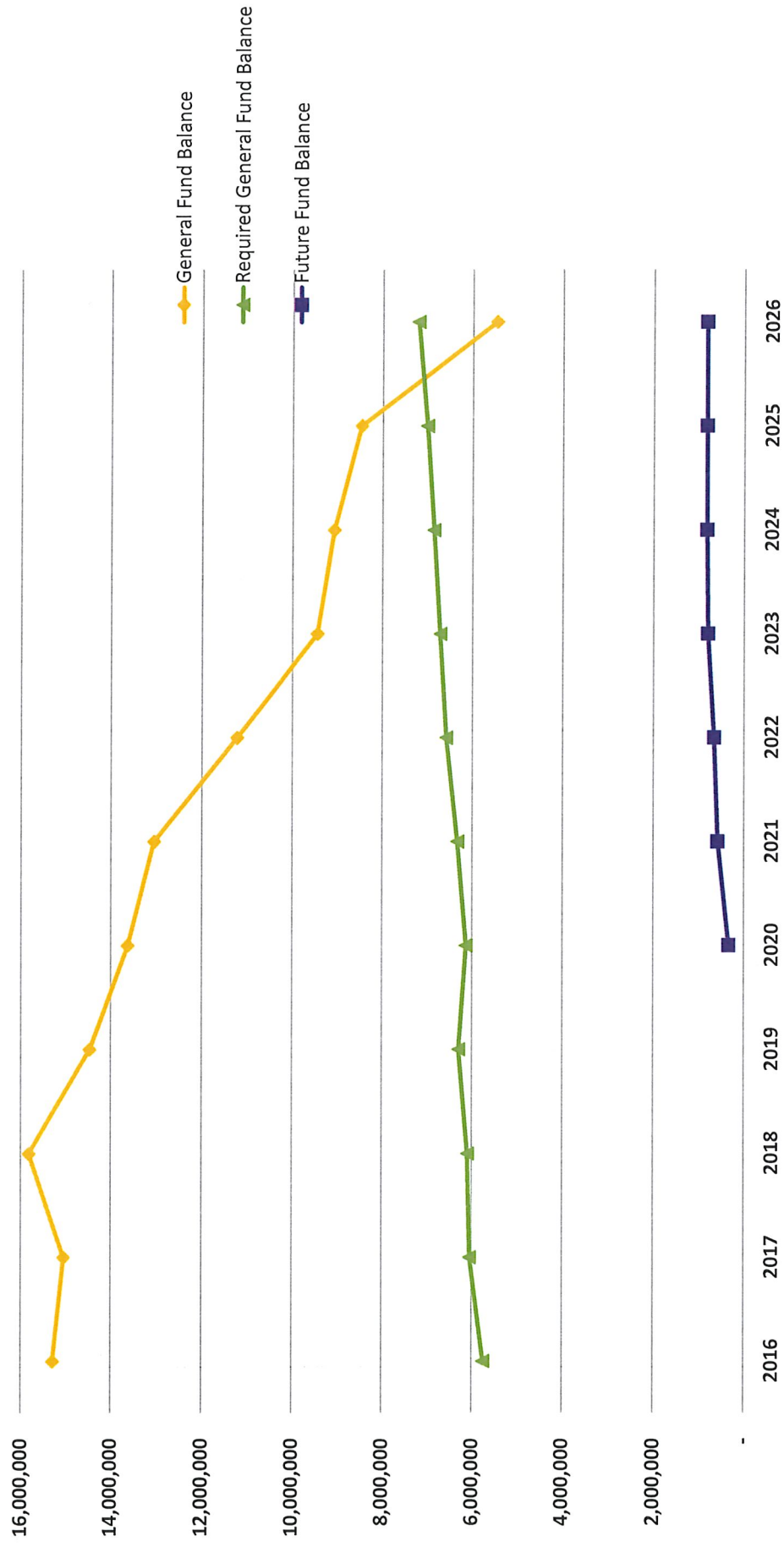


**NO TAX INCREASE
NO COL**

No Tax Increase no CoL (FULL MARKET & 40k)
Operating Revenues vs Operating Expenditures 2016-2026

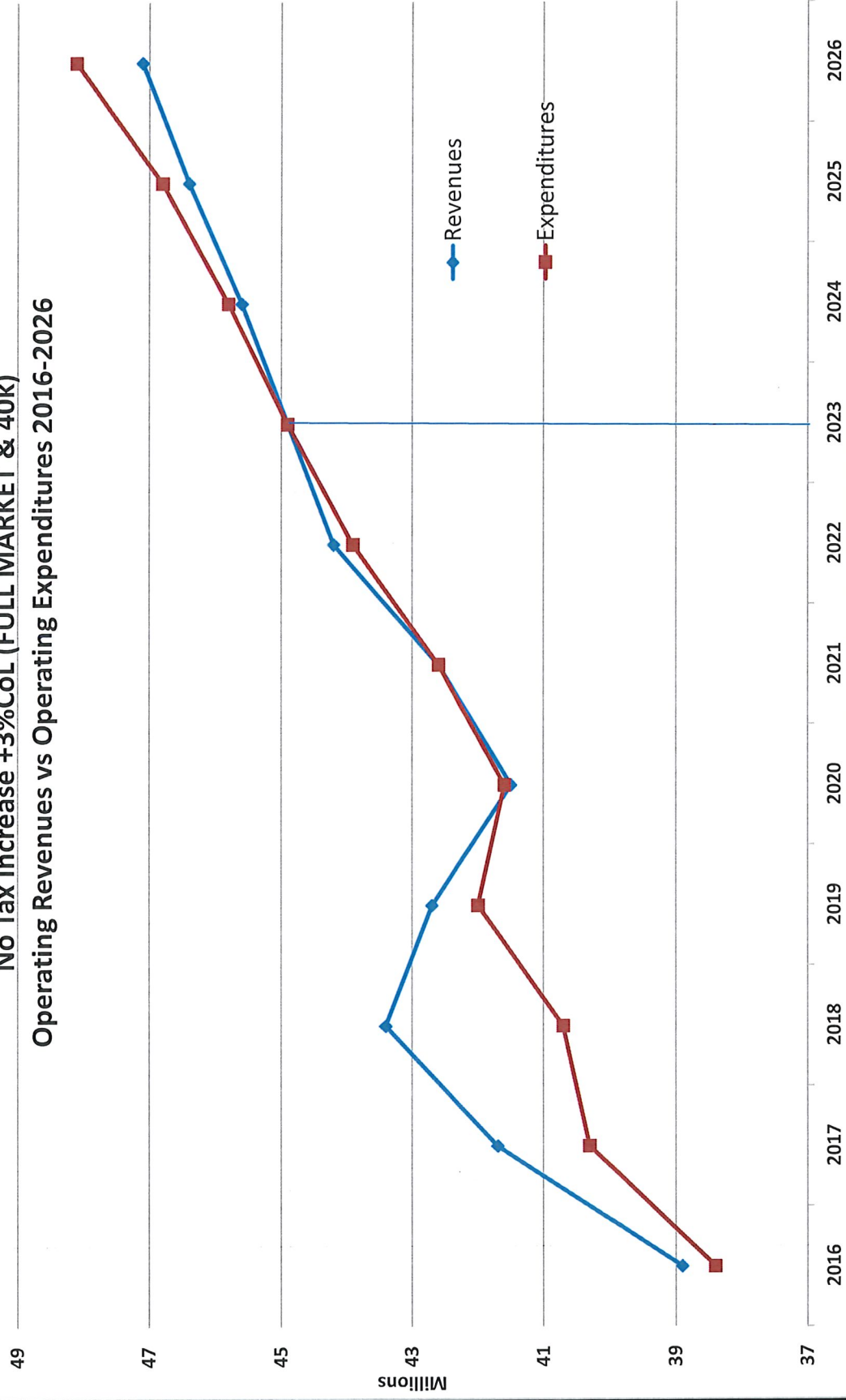


No Tax Increase no CoL(FULL MARKET & 40K)
General Fund Balance vs General Fund Required 15% Reserve - No Tax Increase

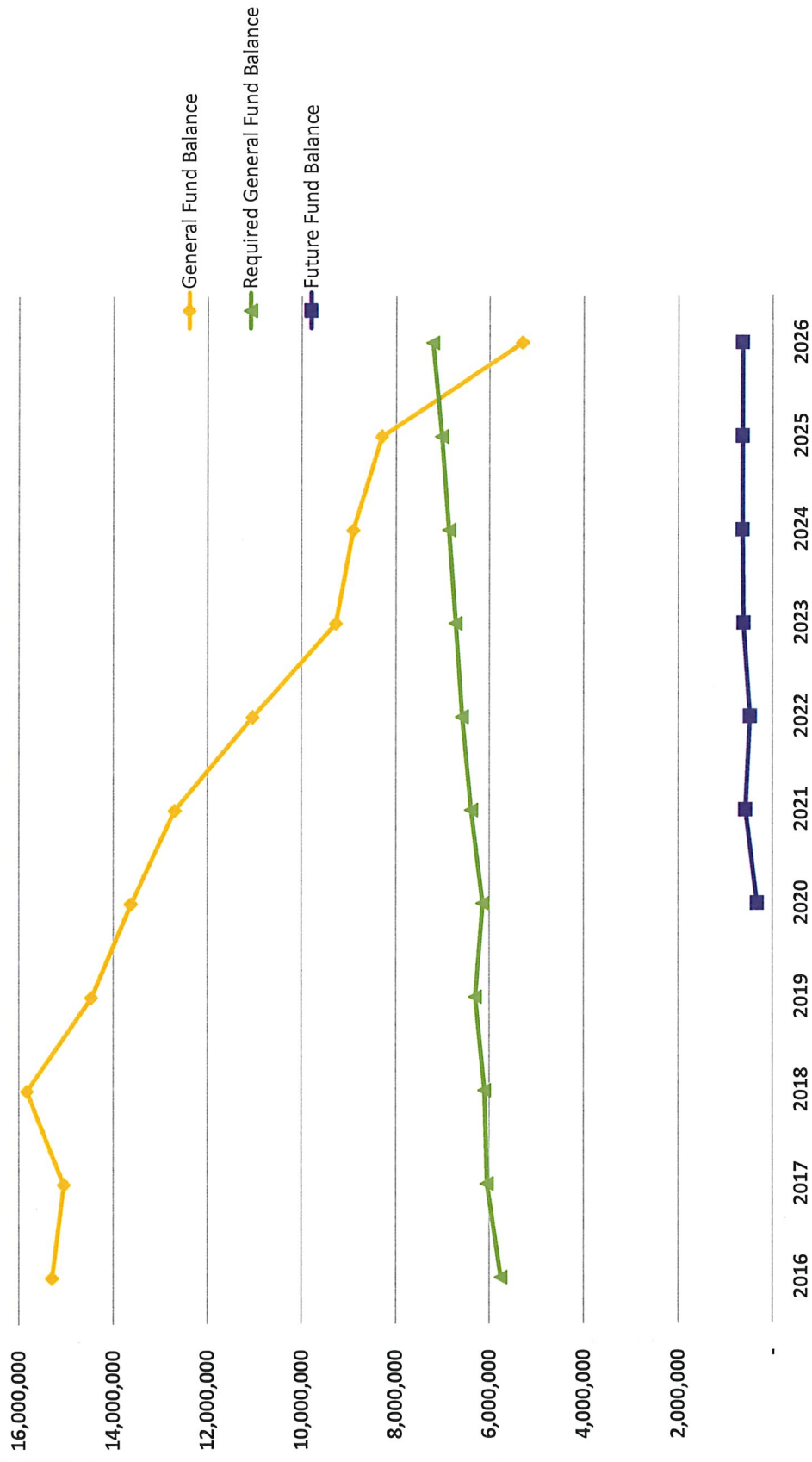


NO TAX INCREASE AND COL

No Tax Increase +3%CoL (FULL MARKET & 40k)
Operating Revenues vs Operating Expenditures 2016-2026



No Tax Increase +3%CoL FULL MARKET & 40K General Fund Balance vs General Fund Required 15% Reserve



FY 2021-2025 CAPITAL IMPROVEMENT PLAN

Project Number		FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Beyond 2025	Total
1	Replace Bright Software (3 year project)		\$ 400,000	\$ 400,000	\$ 400,000			\$ 1,200,000
2	Amherst Medic Unit replacement #2	\$ 258,000						\$ 258,000
4	Trail Bridge repair	\$ 100,000						\$ 100,000
3	Monelison Tanker Truck Replacement/Refurbish							\$ 100,000
16	Madison Heights Master Plan		\$ 200,000					\$ 200,000
18	HVAC Health Department(placeholder)		\$ 100,000					\$ 100,000
11	DSS Parking Lot resurfacing		\$ 80,000					\$ 80,000
6	Mini - bus replacement		\$ 94,467					\$ 94,467
7	Monroe Parking Lot Expansion		\$ 70,000					\$ 70,000
8	Coolwell Parking Lot resurfacing		\$ 105,000					\$ 105,000
9	Amherst Medic Unit replacement #3		\$ 260,000					\$ 260,000
10	Sheriff Parking Lot resurfacing		\$ 140,000					\$ 140,000
5	Riveredge Phase 3B		\$ 1,159,080					\$ 1,159,080
17	Courthouse audible alarm system		\$ 75,000					\$ 75,000
13	Convenience Centers (2 centers)		\$ 450,000	\$ 450,000				\$ 900,000
12	Monelison Engine #2			\$ 630,000				\$ 630,000
15	Seminole Park			\$ 200,000				\$ 200,000
14	Mill Creek Campground			\$ 100,000				\$ 100,000
	Amherst Medic Unit replacement (placeholder)				\$ 270,000			\$ 270,000
	Amherst Medic Unit replacement (placeholder)				\$ -	\$ 270,000		\$ 270,000
	Fire Station(placeholder)						\$ 4,000,000	\$ 4,000,000
	AFD Engine 13/Tanker 2000							
	Pedlar Squad 34 1999							
	Madison Heights Improvements Placeholder							
	AFD Brush 16 2005							
	Pedlar Brush 32 2005							
	Elon Bay for Medic Unit							
	Total Capital Cost Est.	\$ 458,000	\$ 3,133,547	\$ 1,780,000	\$ 670,000	\$ 270,000	\$ 4,000,000	\$ 10,311,547
	Total Operating Impact Est		\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 200,000
	Total Expenditure	\$ 458,000	\$ 3,233,547	\$ 1,880,000	\$ 670,000	\$ 270,000	\$ 4,000,000	\$ 10,511,547

Funding Sources	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Beyond 2024	Total
Grant	\$ 110,000	\$ 1,037,264	\$ -	\$ 110,000	\$ 110,000	\$ 1,000,000	\$ 2,367,264
Financing/Other Sources		\$ 72,000	\$ 100,000			\$ 1,000,000	\$ 1,172,000
Recurring funds needed		\$ 100,000	\$ 100,000	\$ -	\$ -		\$ 200,000
Reserves - Parks	\$ 100,000						\$ 100,000
General Fund Unassigned Fund	\$ 248,000	\$ 2,024,283	\$ 1,680,000	\$ 160,000	\$ 160,000	\$ 2,000,000	\$ 6,272,283
Total Financing	\$ 458,000	\$ 3,233,547	\$ 1,880,000	\$ 270,000	\$ 270,000	\$ 4,000,000	\$ 10,111,547

' 2020 SUPPLEMENTAL BUDGET REQUESTS WORKSHEET

Project Number		Board Priority	Recurring Costs	One-time Costs	Other Funding Sources	Total
	ONE TIME PROJECTS					\$ -
11	File Server	1.80		\$ 15,100		\$ 15,100
10	Stretcher replacement	2.20		\$ 42,000		\$ 42,000
28	HVAC Public Safety Bldg	2.75		\$ 24,000		\$ 24,000
26	Fire Alarm Madison Heights Library	3.60		\$ 47,000		\$ 47,000
9	Public Safety Vehicle	4.60		\$ 44,500		\$ 44,500
8	Voting Machine	5.60		\$ 6,150		\$ 6,150
6	Pollbooks	6.60		\$ 3,000		\$ 3,000
20	HVAC Landfill	10.00		\$ 15,000		\$ 15,000
7	Election Officials	2.60		\$ 12,000		\$ 12,000
25	HVAC Monroe Center	9.00		\$ 13,500		\$ 13,500
22	HVAC 5 ton Monroe Center	9.50		\$ 10,000		\$ 10,000
15	Museum Exterior Upgrades	21.60		\$ 14,050	\$ 2,000	\$ 16,050
2	Records Scanning	12.00		\$ 20,000		\$ 20,000
34	Roofing Monroe	13.00		\$ 49,000		\$ 49,000
33	Water Foutain Coolwell	13.60		\$ 4,000		\$ 4,000
35	Hot Water Monroe Bathrooms	14.20		\$ 3,500		\$ 3,500
21	HVAC Wright Shop Road	14.50		\$ 5,500		\$ 5,500
39	Security Coolwell	14.80		\$ 5,100		\$ 5,100
27	Duct Cleaning Admin Bldg	16.60		\$ 7,500		\$ 7,500
23	HVAC Com Atty Waiting Area	18.50		\$ 10,000		\$ 10,000
24	HVAC Madison Heights Library	18.50		\$ 15,500		\$ 15,500
30	Flooring Coolwell	19.40		\$ 7,500		\$ 7,500
19	Inspection Vehicle	19.60		\$ 35,000		\$ 35,000
29	HVAC Comm Atty office	20.00		\$ 10,000		\$ 10,000
41	Mill Creek Lake Playground	20.60		\$ 50,000		\$ 50,000
31	Air Lock Admin Bldg	22.40		\$ 11,000		\$ 11,000
1	General District Courtroom Furniture	23.60		\$ 8,500		\$ 8,500
37	Flooring Monroe Offices	24.60		\$ 4,500		\$ 4,500
38	Flooring monroe Halls & Classrooms	25.60		\$ 9,000		\$ 9,000
40	Love Sign	27.60		\$ 12,000		\$ 12,000
14	Museum Interior Upgrades	28.20		\$ 21,430		\$ 21,430
17	Benefit Consultant	29.00	\$ 8,750	\$ 26,250		\$ 35,000
44	Mueum Microfilm	29.00		\$ 1,861		\$ 1,861
36	Comm Revenue Window	29.40		\$ 1,500		\$ 1,500
						\$ -
	RECURRING COST PROJECTS					\$ -
42	Mini-Grant Program - 29B	3.80	\$ 15,000			\$ 15,000
16	Health Ins. & COBRA Administration	5.60	\$ 10,000			\$ 10,000
13	Comcast Wi-Fi	6.00	\$ 2,400	\$ 1,000		\$ 3,400
3	CSA - FT Program Support Position	2.40	\$ 45,734			\$ 45,734
4	DSS - Assistant Director	3.60	\$ 46,994		\$ 24,209	\$ 71,203
12	Microsoft Outlook	5.00	\$ 15,000	\$ 6,250		\$ 21,250
18	Performance Management System	9.20	\$ 10,000			\$ 10,000
43	Comm Revenue Part-time staff	9.20	\$ 1,500			\$ 1,500
32	Maintenance One Employee	7.75	\$ 46,551			\$ 46,551
Total of Cost to the General Fund			\$ 201,929	\$ 565,941		
Total Other Funding Sources					\$ 2,000	
Total Project costs						\$ 604,091

Total at cut line - one time projects

\$ 209,750

Total for recurring projects (no Maint employee)

\$ 27,400