

**RICHMOND COUNTY BOARD OF SUPERVISORS
MARCH 10, 2016**

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 10th day of March 2016, thereof in the Public Meeting Room of the County Office Building.

Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Robert B. Pemberton, Member
J. David Parr, Member
William C. Herbert, II, Member

Also Present:

R. Morgan Quicke, County Administrator
Denise Dunaway, Development Services Manager
Kristie S. Brann, Treasurer
Stephan B. Smith, Sheriff
Greg Baker, Director of Emergency Services
Jennifer Delano, Commissioner of the Revenue
Rob Smith, Attorney, Fones Cliffs Development
Halle Keyser, Voter Registrar
Dr. Ted Tweel, Three Rivers Health Department
Approximately 10 others

CALL TO ORDER

Chairman Sanders called the meeting to order at 9:00 a.m., gave the invocation, and led in the Pledge of Allegiance. Chairman Sanders publically thanked everyone for their assistance during the recent tornado. (Attachment 1)

SHERIFF

Sheriff Smith presented the following report for the month of February: 640 calls for service; served 239 civil papers; served 31 arrest warrants with 51 warrants served; and served 42 traffic summons. He said that the jail population this week for Richmond County was 13.

Sheriff Smith reported that one of their police vehicles were hit by a state unit while working a recent accident. He said that he will keep Mr. Quicke informed regarding the repairs.

Sheriff Smith reported that during the recent tornado that affected the Naylor's Beach and Simonson areas, his staff worked through the incident, along side of fire and rescue, and participated in the clean-up operation on March 5th.

ANIMAL CONTROL

Sheriff Smith presented the following Animal Control report for the month of February 2016: 1 wildlife call; 15 dog calls; 16 dogs transferred to the pound.

Sheriff Smith said that the Animal Control Officer responded to 47 deputy calls and served 2 papers.

TREASURER

Kristie Brann, Treasurer, presented the Trial Balance Report for the month of February, 2016.

Mrs. Brann said that they have placed 504 DMV stops on delinquent personal property accounts. She informed the Board that the land sale will be held on March 12, 2016 at Rappahannock High School at 10:00 a.m. She reported that there on 19 parcels up for sale.

COMMISSIONER OF THE REVENUE

Jennifer Delano, Commissioner of the Revenue, reminded the citizens that state income and personal property forms are due by May 2, 2016.

Mrs. Delano said she is hoping for a good turnout at the upcoming land sale.

CHIEF OF EMERGENCY SERVICES

Chief Baker presented the following EMS report for the month of February: 113 calls in Richmond County; 1 call for mutual aide into Richmond County; 5 calls for mutual aide to bordering counties; and 2 fly-outs.

Chief Baker reported that \$25,062 was collected during the month of February for EMS recovery billing.

Chief Baker said that since his staff started handling the delinquent accounts, they have recovered \$5,503 and verified \$10,133 in write off accounts.

Chief Baker reported that on March 7th, they responded to a single vehicle accident in the Village area, which resulted in a triple fatality.

Chief Baker briefed the Board on the February 24th tornado and said that he continues to work with homeowners and contractors to make sure that all demands are met. Chief Baker thanked all of the responders involved for acting quickly and professionally.

Mr. Quicke thanked all of the organizations that assisted in the recent tornado. He said from the county level, they managed very well, but learned things that can be done differently in the future.

PUBLIC COMMENT

There was no public comment.

DR. TED TWEEL – THREE RIVERS HEALTH DISTRICT

Mr. Ted Tweel, Director of the Three Rivers Health District, introduced himself to the Board and thanked them for their assistance over the years. Mr. Tweel briefed the Board on the annual report and talked about the importance of prevention.

Mr. Thomas commended the Richmond County Health Department on being so helpful to the public.

FONES CLIFFS UPDATE – MR. ROB SMITH

Mr. Rob Smith, Attorney for the Fones Cliff's Development, updated the Board on the status of the project. Mr. Smith said that he has received many calls from people all over the country seeking information about the golf course. He said he has changed his philosophy from selling lots to building a world class golf course.

TIRE DISPOSAL OPTIONS

Mr. Quicke said he has met with Sam Johnson and Kathy Clarke from the Northern Neck Soil and Water Conservation Office regarding the tire disposal. He said that they have talked to Emmanuel Tire from New Kent County, which will bring an enclosed 53' trailer to the Indianfield Trash Site for \$1,200 and leave it for as long as needed. Mr. Quicke if the trailer is packed neatly, it will hold approximately 1000 tires. He said that the annual Household Disposal Day is scheduled for May 14th and if the Board agrees, they can accept clean and off the rim tires, from private residents, on that day as a trial run.

Mr. Thomas said he would like to offer this service to the citizens at no charge, at least for the first time. Mr. Quicke said they will have to see what the demand is.

Chairman Sanders recommended using the trailer for the one day and if the trailer is not full, possibly leaving it on site for longer.

Mr. Quicke said that he will request that trustees from the Northern Neck Regional Jail be on site that day to help pack the trailer.

“On a motion made by William C. Herbert, II, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye; to advertise and hold the Richmond County Tire Amnesty Collection and Recycling Day on May 14, 2016 from 7:00 a.m. to 7:00 p.m. at the Indianfield Convenience Center.”

RATIFY RESOLUTION – RECOMMENDING JUDGE MIKE MCKENNEY

Mr. Quicke provided the Board with a Resolution, which recommends Judge Mike McKenney to be the next Circuit Court Judge of Richmond County, upon the retirement of Judge Taliaferro.

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye; to adopt the following Resolution:”

A RESOLUTION SUPPORTING R. MICHAEL MCKENNEY

WHEREAS; Judge Harry T. Taliaferro, III, has announced his retirement from the Circuit Court bench for 15th Judicial District effective July 1, 2016, and

WHEREAS; Judge R. Michael McKenney is a nominee of the Northern Neck Bar Association for Circuit Court bench for the 15th Judicial District, and

WHEREAS; Judge R. Michael McKenney is a native of Northumberland County, Virginia, a graduate of Northumberland High School, Rappahannock Community College, Mary Washington College and T. C. Williams School of Law at the University of Richmond where he served on the Editorial Board of Law Review, and

WHEREAS; Judge R. Michael McKenney began his legal career as an associate of law with the firm of Smith, Murphy and Taliaferro, and

WHEREAS; Judge R. Michael McKenney was elected Commonwealth’s Attorney of Northumberland County in 1995 serving until his election to Juvenile and Domestic Relations District Court Judge in 2009, and

WHEREAS; while Commonwealth’s Attorney, Judge R. Michael McKenney initiated the Multi-Jurisdictional Grand Jury of the Northern Neck to aid in investigations of drug related crimes and crimes of violence, helping to make our region safer, and

WHEREAS; Juvenile and Domestic Relations District Judge, R. Michael McKenney started the Court Improvement Program in Richmond County to improve practice across the region for foster care children and their families, and

WHEREAS; Judge R. Michael McKenney examines every case which is heard by him in the Juvenile and Domestic Relations District Court with thorough consideration and does not rush to any judgement prior to understanding all information being presented, and

WHEREAS; the same Judge R. Michael McKenney has served his community away from the court room as a life member of the Callao Volunteer Fire Department, Charter member of Northumberland Little League Board of Directors, and as Lay Leader of Henderson United Methodist Church,

NOW, THEREFORE, BE IT RESOLVED, THAT THE Richmond County Board of Supervisors recommends Judge R. Michael McKenney for election to the Circuit Court for 15th Judicial Circuit.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Date

R. Morgan Quicke, Clerk
Richmond County Board of Supervisors

Date

LOCAL EMERGENCY DECLARATION – FEBRUARY 24, 2016
RAPPA POINT ROAD – 2016 TAX ASSESSMENT FOR AFFECTED PROPERTIES

Mr. Quicke provided the Board with Virginia Code Section 44-146-21 regarding the confirmation of the Local Emergency that was declared on the night of February 24, 2016 by Chief Greg Baker. He said that Declarations of Local Emergency’s during these times, allow the County certain privileges or accommodations that will allow the County to act in a more expeditious manner than generally allowed under the Code of Virginia. Mr. Quicke read the proposed Resolution and informed the Board that a motion is needed to confirm the decision of the Chief of Emergency Services in declaring a Local Emergency.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye; to adopt the following Resolution:”

**RESOLUTION BY THE BOARD OF SUPERVISORS TO RATIFY THE DECISION TO
A DECLARE LOCAL EMERGENCY**

WHEREAS; on the night of Wednesday, February 24, 2016, strong storms passed through Richmond County, resulting in an EF-3 Tornado, which resulted in 9 homes being destroyed along Rappa Point Road as well as numerous others that received severe damage, along with downed trees and power lines throughout the Newland Road, Naylor’s Beach Road, Menokin Road and Strangeway Road area; and

WHEREAS; at approximately 7:15 P.M., Chief of Emergency Services, Greg Baker, did declare a Local Emergency in order to protect the citizens of the County and to unlock any Federal or State disaster money that may be eligible for this event;

THEREFORE BE IT RESOLVED, by the Board of Supervisors of Richmond County, that today, Thursday, March 10, 2016, the decision to declare a Local Emergency has been ratified and agreed to.

F. Lee Sanders, Chairman

Date

R. Morgan Quicke, Clerk

Date

RAPPA POINT ROAD – 2016 TAX ASSESSMENTS FOR AFFECTED PROPERTIES

Mr. Quicke said that Mrs. Delano asked him to include on the agenda the consideration of decreased assessment for the 2016 tax year on all affected properties along Rappa Point Road, whether destroyed or severely damaged. Mr. Quicke said that in the past during such events, Richmond County has decreased the value of improvements for destroyed homes to 50% and the value of damaged homes to 75%.

Mrs. Delano told the Board that during Hurricane Isabel, there was an application process used to better assess the damage. She said she has revised the form and she told the Board that no one has contacted her at this time regarding assessments on the damaged properties, but she is just trying to get a head start. Mrs. Delano asked the Board for guidance. Chairman Sanders recommended sending a letter to the property owners instead of advertising in the newspaper.

Mr. Pemberton asked if any of the damaged properties have occupancy permits. Mrs. Delano said that all of the properties on Rappa Point have occupancy permits except one lot. Mr. Pemberton said that none of the houses are livable since the tornado. He asked what the procedure is for a fire. Mrs. Delano said that if there is fire damage after January 1st, they are still taxed.

Mr. Herbert suggested coming up with a policy. Mr. Thomas agreed. Mr. Pemberton said in his opinion, the percentage should be 20%, even if it will cost the county more. He said the ones affected have lost enough.

Mrs. Delano said if the Board decides to proceed, she asked that an expiration date be considered on the applications in order to give her staff time to process.

Chairman Sanders asked Mr. Quicke to work on a policy and add it to next month's agenda. The Board agreed by consensus to continue discussion next month.

Mr. Quicke asked the Board about waiving building permit fees. The Board agreed that waiving fees should be part of the policy.

RAPPAHANNOCK HIGH SCHOOL – AFTER PROM REQUEST

Mr. Quicke said that he received a request from the Rappahannock High School After-Prom Committee asking the Board to contribute to the after prom celebration.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye; to contribute \$250.00 to the Rappahannock High School After Prom Committee.”

FARNHAM CREEK BOAT LANDING – UPDATE

Mr. Quicke told the Board that he is planning a site visit the Boat Landing on Friday, March 11th. Mr. Thomas and Chairman Sanders informed Mr. Quicke that they would also like to visit the site.

MONTHLY APPROPRIATIONS – RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye; to appropriate \$85,000.00 to the Richmond County Department of Social Services for the month of April 2016.”

MONTHLY APPROPRIATIONS – RICHMOND COUNTY PUBLIC SCHOOLS

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to appropriate \$1,277,842.00 to the Richmond County School Board for the month of April 2016.”

APPROVAL OF MINUTES – FEBRUARY 11, 2016

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to approve the minutes from the February 11, 2016 meeting with one correction.”

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr - aye: to approve the minutes from the March 1, 2016 special called meeting.”

OTHER BUSINESS

Mr. Thomas thanked everybody that was involved in assisting those affected and the cleanup from the recent tornado.

Mr. Thomas asked about the possibility of starting a fund in the CIP to help with future disasters. Mr. Thomas said that people may be willing to donate to the cause. Mr. Quicke said it is a great idea; however, that is why there is a designated fund balance. He said the Board can designate money however the Board wants. Mr. Quicke said they can create an account for donations; he would just need to work with the Treasurer regarding the set up.

Mrs. Livingstone told the Board how Social Services handle donations. Mr. Quicke agreed that Social Services should handle individual assistance. He said that Mr. Thomas is suggesting that the donated funds be used for mainly the expenses of the clean-up for future disasters. Mr. Quicke said he is willing to work with Mr. Thomas regarding this set-up.

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Mr. Parr thanked the emergency personnel and the County Administrator for all of the hard work they provided during the recent tornado. He said he is proud to be part of Richmond County.

Mr. Herbert thanked everyone for the hard work during the tornado and especially thanked Greg Baker for the countless hours he spent in the Rappa Point area. He said it makes him proud to see how the community came together during a difficult time.

Mr. Quicke thanked the Board for their help and assistance during the recent tornado.

RECESS

Chairman Sanders recessed the meeting until 1:00 p.m. to allow departments to present their requested FY17 Budget.

RECONVEYNE – BUDGET PRESENTATIONS – 1:00 P.M.

Members Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Robert B. Pemberton, Member
William C. Herbert, II, Member
J. David Parr, Member

Present:

R. Morgan Quicke, County Administrator
Denise Dunaway, Development Services Manager
Stephan Smith, Sheriff
Randy Passagaluppi, Chief, RCVFD
Mitch Paulette, Captain, EMS
Charles R. Walsh, Executive Director, NN-MP Community Services Board
Dan Ream, Coordinator & Director, Richmond County Public Library
Sarah C. Weakley, Director of Development, The Haven
Vanessa Livingstone, Director, Social Services
Halle Keyser, Registrar
Anne Clockner, Executive Director, Rappahannock Legal Services
Libby Tribble, Commonwealth Attorney
Kathy Clarke, District Operations Manager, NN Soil & Water Conservation
Sam Johnson, NN Soil & Water Conservation
William E. Doyle, Jr., Vice President of Finance and Administration Services, RCC
Annette Hamilton, Student, RCC
Dr. Greg Smith, Superintendent, RCPS

Chairman Sanders called the meeting back to order.

RICHMOND COUNTY SHERIFFS OFFICE

Sheriff Smith explained his FY17 budget request to the Board, which included increases to the following line items: longevity scale, part-time dispatcher, Secretary 1 position, maintenance contracts, dues and memberships, and the Rappahannock Criminal Justice Academy.

Sheriff Smith asked requested a \$4,000 increase in the Animal Control Officer position. He explained that the position is a sworn deputy position and the increase would put him in the pay range of the other sworn deputies.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

Chief Passagaluppi requested level funding for the FY17 budget. He provided the Board with a list of future needs of the Fire Department.

RICHMOND COUNTY DEPARTMENT OF EMERGENCY SERVICES

Mr. Paulette, Captain, requested level funding for the FY17 budget, with the exception of continuing the retention plan with the implementation of the hazardous duty multiplier for VRS. Mr. Paulette also requested an EMS software line item be added to the upcoming budget to cover the costs of possibly having to purchase new reporting software.

RICHMOND COUNTY YMCA

Phillip Belfield, Branch Executive, thanked the Board for their past support and asked the County to restore its original contribution of \$35,000 due to expected need increases in 2016.

NN-MP COMMUNITY SERVICES BOARD

Mr. Walsh thanked the Board for their continued support and asked the Board for an overall increase of \$5,426.

RICHMOND COUNTY PUBLIC LIBRARY

Mr. Ream thanked the Board for their past support and requested \$91,160 for the FY17 budget, which is a \$5,000 increase.

RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES

Mrs. Livingstone requested level funding but informed the Board that the Department must hire a new attorney which will likely be at a higher hourly rate than they have been paying. She said she plans to fill a vacant position in FY17.

Mrs. Livingstone said that she has spent several hours reviewing CSA reports from 2008 to present and has determined that Richmond County has been paying Medicaid for Richmond City kids. She said that Richmond City owes Richmond County \$485,279.36 in Medicaid reimbursements.

THE HAVEN

Ms. Weakley thanked the Board for last year's generous contribution and requested \$10,000 for the FY17 budget. She explained that the funds help support the costs, which provide the necessary resources to help individuals who reside in Richmond County.

RICHMOND COUNTY VOTER REGISTRATION

Ms. Keyser is requesting level funding for the FY16-17 budget.

Ms. Keyser provided the Board with a comparison sheet of the expenses between the November 2015 Election and the March 2016 Primary. She said March primary expenses totaled \$5,297.93, which was a saving of \$6,876.28 over the November election.

Mr. Quicke said that part of the November expenses was included in expense of the new voting machines. He said that he is pleased that staff is now able to handle situations that the County would usually have to pay for.

RAPPAHANNOCK LEGAL SERVICES

Anne Clockner thanked the Board for past support and requested from the Board \$2,467, which is level funding.

RICHMOND COUNTY COMMONWEALTH'S ATTORNEY

Mrs. Tribble requested from the Board \$60,275 for the FY17 budget. She said is in the process of applying for a grant for a Victim-Witness position, which if awarded, she anticipates a large reduction in the salary that she is requesting for the Secretary/Victim-Witness position.

Mr. Quicke explained the previous arrangement in the Commonwealth Attorney's Office, which included three County employees and one full-time employee that was paid strictly by a grant. He said with the new set-up, there are two full-time county paid employees and one full time that will be paid by a grant. He said that this set-up, due to the staffing changes and grant position, will save between \$20,000 and \$30,000. Mrs. Tribble stressed that even though they have reduced the staff, she feels like the office is running more efficiently.

NORTHERN NECK SOIL AND WATER CONSERVATION

Mrs. Clarke requested \$15,000 in funding for the FY17 budget. She said that this request amount reflects a \$5,000 increase over the current allocation, which represents level funding

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afforded to them by the County's prior to budgetary reductions made in FY14-15. Mrs. Clark provided the Board with last year's annual report.

RAPPAHANNOCK COMMUNITY COLLEGE

Mr. Doyle requested \$20,600 from Richmond County for the FY17 budget.

Ms. Annette Hamilton briefly told the Board about the education and experience she and her son are receiving from Rappahannock Community College.

RICHMOND COUNTY PUBLIC SCHOOLS

Dr. Smith presented his proposed budget to the Board. (Attachment 2)

Mr. Herbert asked Mr. Smith to explain his proposal for carryover funds. Dr. Smith said has talked to Mr. Quicke about starting a CIP for the purpose of locating carryover monies from the fund balance. Dr. Smith said that many schools do this and it is a proven way for the schools and county to account for funds not spent.

Chairman Sanders thanked Dr. Smith for his presentation.

RECESS

Chairman Sanders recessed the meeting until March 21, 2016 at 6:00 p.m.

RECONVEYNE MEETING ON MARCH 21, 2016 AT 6:00 P.M. - BUDGET WORKSESSION

Members Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Robert B. Pemberton, Member
William C. Herbert, II, Member
J. David Parr, Member

Present:

R. Morgan Quicke, County Administrator
Denise Dunaway, Development Services Manager
Dr. Greg Smith, Superintendent, RCPS

Chairman Sanders called the meeting back to order.

BUDGET DISCUSSION

Mr. Quicke presented the County Administrator's proposed FY17 to the Board.
(Attachment 3)

Chairman Sanders asked Mr. Quicke to explain the budget page by page. Mr. Quicke highlighted the following FY17 expenditure increases:

Page 5, Board of Supervisors

- Professional Services, +4,000 (Health Insurance, Auditor Expenses)

Page 6, Debt Service/Savings

- Debt Service, +\$25,000 (Voting Machines)
- Capital Improvement Plan, +\$50,000 (CIP Funding)
- Reserve (Noon-Designated), +\$75,000 (Fund Balance)
- Reserve (Designated), +\$75,000 (NNRJ Future Liability)

Page 7, County Administrator

- Professional Services, +\$10,000 (County Attorney)

Page 9, Commissioner of the Revenue

- Professional Services, +\$2,250 (New Construction assessments and printed forms)
- Maintenance Service Contracts, +\$2,250 (Property card website support)

Page 11, Treasurer

- Professional Services, +\$2,000 (Tax bill printing and processing)

Page 19, Commonwealth's Attorney

- Professional Services, +\$3,000 (Case Management Program)

Page 20, Sheriff's Office

- Retention Plan, +\$3,000
- P/T Dispatcher, +\$5,000 (Budget needs better reflect actual expenses)
- Rappahannock CJ Academy, +\$2,326 (Training Dues)
- Motor Vehicles, +\$13,000 (Finance 2 new deputy cars)
- Maintenance Service Contracts, +\$2,500

Page 23, Department of Emergency Service

- Retention Plan, +\$18,000 (Already in budget, year 3/3)
- Billing Software, +\$5,500 (New software for more efficient medical billing)
- Full Time Staff, +\$34,000 (New BLS Position)
- Full Time Staff, +\$8,000 (\$2,000 starting raise for 4 BLS Positions)
- Part Time Staff, -\$42,000 (accommodate FT Changes)

Page 27 – Building Inspections

- Part Time Secretary, +\$15,000 (new part time position – Admin Office)

Page 32 – Solid Waste

- Solid Waste Disposal, +\$25,000 (increase in trash volume at centers)

Page 33 – Properties and Maintenance

- Part time Maintenance, +\$15,000 (Part time funding)
- Insurance/LODA, +\$2,935

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Page 35 – Community Services Board

- CSB Yearly Contribution, +\$1,500 (per capita funding level)

Page 40 – Richmond County Public Schools +\$188,204

- Overall Budget, +\$71,650 (additional VRS Contribution)
 - + \$23,260 (Teachers 1% Raise December 1)
 - + \$34,767 (All Others 1% Raise December 1)
 - + \$3,308 (Bus Drivers 2% Raise December 1)
 - + \$47,179 (Teachers Step Only)
 - + \$8,040 (Regional Governors School)

Page 44 – Richmond County Public Library

- Library Funding (Local), +\$2,000 (Annual increase to reach per capita funding)

Page 48 – Northern Neck Soil and Water Conservation District

- NNSWCD Annual, +\$2,000 (To help organize annual tire collection program)

Mr. Quicke highlighted the following FY17 recommended revenue projections.

Page 54 – Revenue from Local Sources

- Real Property Taxes, +\$225,000 (\$0.03/\$100 RE Increase)
- Public Service Corporations Tax, -\$35,000 (dropping assessment value)

Page 55 – Revenue from Local Sources

- Local Sales Tax, -\$20,000 (lower projection)
- Utility Tax, -\$5,000 (lower projection)

Page 56 – Revenue from Local Sources

- Animal Licenses, -\$2,000 (lower numbers)

Page 58 – Revenue from Local Sources

- Interest on Deposits, -\$4,000 (lower cash = lower interest revenue)

Page 60 – Revenue from Local Sources

- Expenditure Refunds, -\$100,000 (DSS Payroll, Judge Expenses)

Page 62 – Revenue from the Commonwealth

- Mobile Home Title Tax, -\$2,000 (lower numbers)
- Grantor Tax on Deeds, -\$2,000 (lower numbers)

Page 63 – Revenue from the Commonwealth

- Commissioner of the Revenue, +\$10,000 (Additional position funding)

Page 64 – Revenue from the Commonwealth

- State Sales Tax – Education, +\$78,434 (Drop in CPI and Additional State)
- Other State Aid – Education +\$444,032 (Drop in CPI and Additional State)
- Domestic Violence Grant, -\$40,000 (Grant no longer needed – Comm. Attny)
- Victim Witness Grant, +\$40,000 (New grant – Comm. Attny)
- School Resource Officer Grant, -\$20,000 (Grant program ended)

Page 65 – Revenue from the Federal Government

- Federal School Funds, +\$30,685

Page 66 – Other Sources

- NNRJ Repayment, -\$124,800 (End of 15 year payments)
- Other School Funds, +\$40,000

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- EMS Billing, -\$15,000 (Lower projections)

Mr. Quicke said that the proposed FY17 budget total is \$23,882,581, which includes employee raises and the increase in the real estate tax rate for the three specified designated areas.

Chairman Sanders asked the members to contact Mr. Quicke regarding any ideas or changes before next week's work session.

RECESS

Chairman Sanders recessed the meeting until March 28, 2016 at 6:00 p.m.

RECONVEYNE MEETING ON MARCH 28, 2016 AT 6:00 P.M. – BUDGET WORKSESSION

Members Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Robert B. Pemberton, Member
William C. Herbert, II, Member
J. David Parr, Member

Present:

R. Morgan Quicke, County Administrator
Denise Dunaway, Development Services Manager
Dr. Greg Smith, Superintendent, RCPS

Chairman Sanders called the meeting back to order.

Mr. Quicke said that after speaking with each member over the past week, no changes have been made to his proposed FY17 budget.

Mr. Quicke briefly went over the highpoints of his proposed budget, including:

Planning for the future

- Recommended \$0.03 Real Estate Tax Increase (\$0.70/\$100)
- \$0.01 = \$75,000 – Capital Improvement Plan
- \$0.01 = \$75,000 – Future NNRJ Liability
- \$0.01 = \$75,000 – Fund Balance Contribution

Investment in Personnel

County Personnel:

- 2% salary increase effective December 1, 2016
- Continue implementation of Retention Plan for Richmond County Sheriff's Office
- Continue implementation of Retention Plan for Richmond County Department of Emergency Services
- 1 recommended additional full time position – EMS
- 2 recommended part time positions – Admin, Properties
- No recommended changes to employee health insurance
- 0% increase to health insurance costs

Richmond County Public Schools:

- Teacher salary scale step increases effective July 1, 2016
- Employee/Teacher 1% raises effective December 1, 2016
- Bus Driver 2% raises effective December 1, 2016

Other Recommendations

- Commonwealth's Attorney Case Management Software
- Sheriff's Office Vehicles – (2) to be financed through a local bank
- Increase to Solid Waste Budget for increased disposal amounts
- Department of Emergency Services Billing Software

Mr. Quicke told the Board that it is important to dedicate more to the Capital Improvement balance.

Mr. Thomas asked about the debt payment for the schools. Mr. Quicke explained that the Courthouse construction payments total \$400,000 a year and will be finalized in 2020. He said that it has been worked out that \$300,000 of that \$400,000 will go towards the school loan, leaving \$100,000 available.

Mr. Quicke asked about the costs associated with real estate twice-a-year billing. Mr. Quicke said it will cost between \$50,000 and \$60,000 a year. Mr. Quicke said additional costs involved in this process will be the mailings and substantial improvements to the IT networks, which is why twice a year billing is being proposed in 2018. He said that both the Treasurer and the Commissioner of the Revenue are willing to work with this schedule.

Mr. Herbert questioned the software. Mr. Quicke explained that there is software out there that can be purchased for about \$100,000. He said that Chris Jett is willing to build the system that is needed to make the two offices compatible with each other.

Mr. Herbert said he didn't realize that software was so expensive. He asked what the County would do if something happened to Chris. Mr. Quicke said that Chris is very important to Richmond County and that is also a concern of his. He said that Chris needs help with the smaller issues so he can spend more time on the County's larger needs.

Chairman Sanders asked Mr. Quicke to explain the \$0.03 tax increase and where we will be next year. Mr. Quicke said that he doesn't think it will take a tax increase to balance the budget in FY18. He said that there will always be operation issues that come up; therefore, it is better to budget capital and contingency funds.

Mr. Thomas asked about an additional Bay Transit bus. Mr. Quicke said that in order to purchase a ½ bus, it would cost around \$18,000. Mr. Quicke said he hasn't talked to Westmoreland in detail about the possibility.

Mr. Thomas said he is uncertain about the future funding for the NNRJ. Mr. Quicke said in his opinion, the NNRJ funding is the least important at this time. He said that the NNRJ fund balance is currently \$4,000,000 and that number will continue to decline. Mr. Quicke explained that the funding of the NNRJ is coming but they are currently talking to Gloucester County about buying into the jail.

Mr. Thomas said that the County gives the YMCA \$25,000 a year. He said that the YMCA uses the schools for free and asked Dr. Smith if he knew how much the YMCA's uses cost the schools. Dr. Smith said that the Y is the sole occupant of the 8th grade building at the Intermediate School, which is used pretty hard. He said that they pay no fees and it is expensive to maintain the facilities. Dr. Smith said that the YMCA has requested that the school update the Heating and AC unit, which would cost be \$7,000-\$8,000. Mr. Thomas confirmed that the YMCA gets \$25,000, plus the use of the schools seven days a week.

Mr. Parr said that the YMCA is a business, but Richmond County doesn't have a Recreation Department; therefore, if that is all that it is costing the County to give the kids something to do, he thinks it is worth it.

Mr. Pemberton asked if a \$0.03 tax increase is advertised, can they reduce that amount after the public hearing. Mr. Quicke said yes, it can be reduced after the public hearing, it just can't be raised. Mr. Pemberton said he would rather advertise the \$0.03 increase and see what the public response is.

Chairman Sanders said he would like to advertise the \$0.03 and apply \$0.02 to the Fund Balance and \$0.01 to the Capital Improvement Plan. He said that he thinks that the NNRJ funding can be put off for this year.

Chairman Sanders asked Mr. Quicke to go over affect a tax increase will have on the property owner. Mr. Quicke reviewed the following chart showing the cost of a \$0.03 tax increase to a homeowner:

\$100,000 residence	\$0.67 = \$670/Year
	\$0.70 = \$700/Year
\$150,000 residence	\$0.67 = \$1,005/Year
	\$0.70 = \$1,050/Year
\$200,000 residence	\$0.67 = \$1,340/Year
	\$0.70 = \$1,400/Year

\$250,000 residence \$0.67 = \$1,675/Year
 \$0.70 = 1,750/Year

Mr. Thomas reminded the Board that having taxes due twice a year would be a one-time fix. Mr. Quicke said that this would require a public hearing and if approved, the process would require a strict fund balance policy to be in place by the Board.

Mr. Parr asked if the \$0.01 was designated to a NNRJ special fund and if the Gloucester deal went through, could that money be designated for another use. Mr. Quicke said that money can be undesignated, then re-designated for other uses.

The Board commended Mr. Quicke for his effort and time spend on the budget. Mr. Quicke said he works on the budget all year long and tries to make the process as easy for the Board as possible.

Chairman Sanders asked the members if they are ready to move forward.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye; to advertise the FY17 budget in the amount of \$23,882,581.”

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye; to advertise the following FY17 tax rates: Real Estate - \$0.70/\$100; Personal Property - \$3.75/\$100; Machinery and Tools - \$0.40/\$100; Merchants Capital - \$3.50/\$100; and PPTR (car tax) 55%.”

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Robert B. Pemberton – aye; William C. Herbert, II – aye; J. David Parr – aye; to schedule the FY17 budget public hearing for April 21, 2016 at 7:00 p.m.”

ADJOURNMENT

After no further business, Chairman Sanders adjourned the meeting.



F. Lee Sanders, Chairman
Richmond County Board of Supervisors

Before we start this morning I would like to take this opportunity to thank everyone that responded to the recent weather event that devastated parts of my district. Our volunteer fire department and all of the firefighters that answered the call and worked throughout the aftermath, taking time off from their jobs to help keep the residents of Rappa Point safe. The countless hours our emergency services chief, emergency service personnel (EMTs), the sheriff, his deputies, dispatchers and animal control officer, our county administrator and his staff worked are greatly appreciated.

Also a thank you to Warsaw's town manager and his staff, Northern Neck Electric, and VDOT for their help with the cleanup and clearing of our roads and restoring the power.

The local business, civic organizations, Delegate Ransone and her counter parts in Richmond and numerous individuals that pulled together to help with the cleanup deserve many thanks.

I would also like to thank my fellow supervisors for their time and support, and lastly the citizens of Rappa Point for perseverance.

**RICHMOND COUNTY PUBLIC SCHOOLS
2016-2017 PROPOSED BUDGET**



Presented to Board of Supervisors
March 10, 2016

SCHOOL BOARD



Chairman- John A. Brown
District Two

Vice-Chairman- Brenda Hinson
Pemberton, District Four

Ken Blackley, District Five

Patricia P. Pugh, District Three

Vivian G. Wood, District One

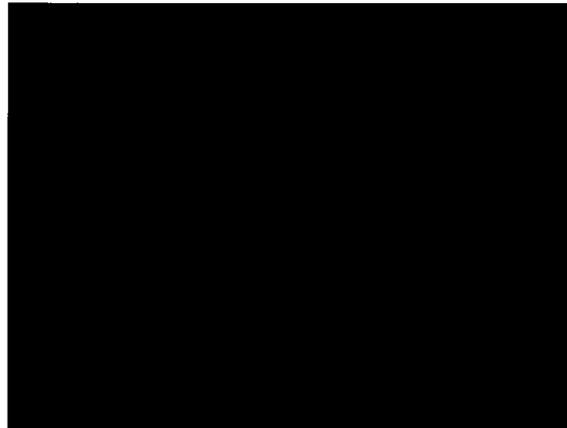
Administration
Dr. James "Greg" Smith, Superintendent
Mrs. Sarah M. Schmidt, Assistant Superintendent

Budget Process

§22.1-92 Estimate of moneys needed for public schools; notice of costs to be distributed.

It shall be the duty of each division superintendent to prepare, with the approval of the school board, and submit to the governing body or bodies appropriating funds for the school division by the date specified in §15.2-2503, the estimate of the amount of money deemed to be needed during the next fiscal year for the support of the public schools of the school division.

BUDGET COMMITTEE MEMBERS: Mr. John Brown, Mrs. Susan Johns, Mrs. Pat Pugh, Dr. Greg Smith, Mrs. Sarah Schmidt, and Ms. Valentina Veney



RCPS Accomplishments

DIVISION ACCOMPLISHMENTS

- All three schools continue to earn full accreditation by the Virginia Department of Education (1 of 37 districts), and meet federal performance goals (25 of 27).
- District pass rates in Reading, Math and Writing SOLs were at or above the state performance level.
- Attendance by school: RCER/RCM=96.2, RHS=95.2
- NICHE Report: RCPS is ranked 31 of 132

STUDENT ACCOMPLISHMENTS

- BETA Club – 31 Jr. Beta students and 9 Sr. Beta students qualified for national competition by placing at the state level
- The number of students earning a CTE credential has increased to 274 from 161 three years ago.
- Science classes partnership with the Friends of the Rappahannock on "A River Runs Through Us" project receives "Program that Works" award from Governor Terry McAuliffe.
- RCM's MathCounts team placed 2nd in the regional competition in Richmond
- RHS has been winner and runner-up in each of the past two years in the Governor's Personal Finance Challenge.
- Continued appearances in post-season athletic competitions

2016-2017 Budget Objectives

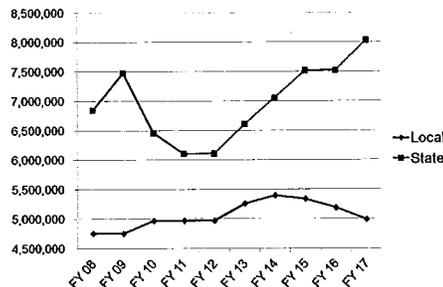
- Salaries – continue to maintain competitive salary scales to attract and retain quality employees
- Health Benefits – continue to evaluate the health benefits options within the financial constraints
- Technology – introduce the one to one initiative
- Transportation – planning for a permanent transportation facility
- Establish a textbook fund and capital improvement fund with carryover money
- Continue to maintain and improve the facilities

Budget Amendment HB 30, Item 139 #1c

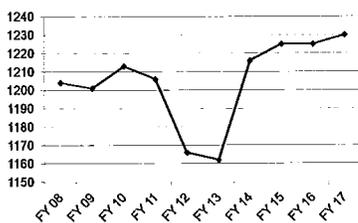
Adds \$48.9 million from the general fund the first year and \$2.1 million from the general fund the second year, to the \$83.2 million the second year in the budget as introduced, for the state's share of a teacher and support staff compensation supplement.

This amendment advances the effective date of the 2.0 percent compensation increase from July 10, 2017 to December 1, 2016.

Local and State Contributions



Average Daily Membership

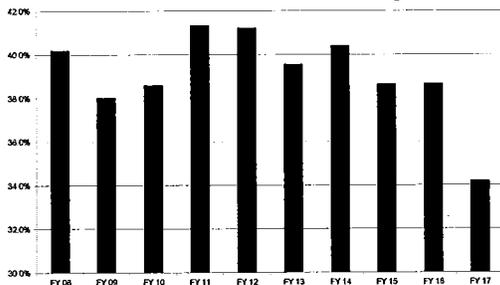


Attendance by School- RCE/RMS=96.2 RHS=95.2

County Contribution to RCPS

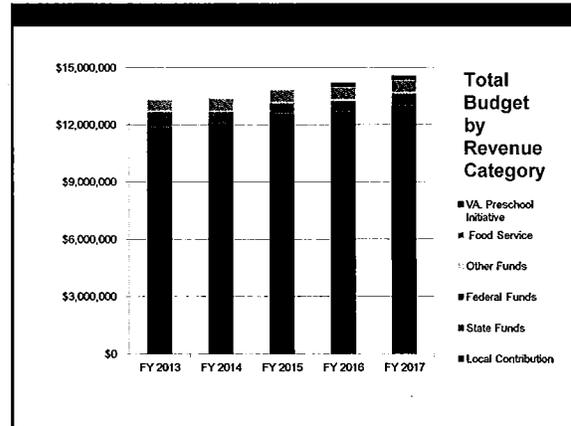
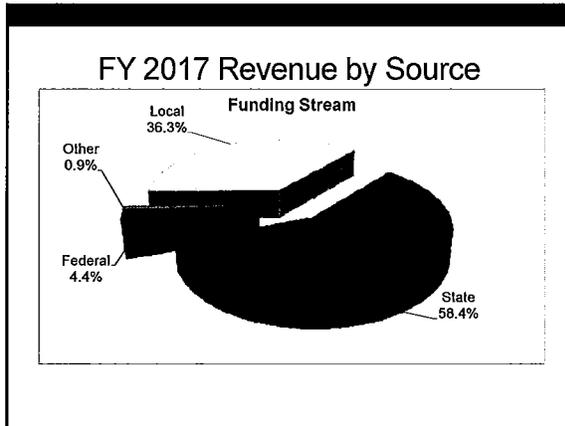
	County Contribution	Change from Previous Year
FY 2017 Proposed	\$4,986,230	(\$150,000)
FY 2016	\$5,136,230	(\$200,000)
FY 2015	\$5,336,230	(\$80,000)
FY 2014	\$5,396,230	\$136,000
FY 2013	\$5,260,230	\$290,248
FY 2012	\$4,969,982	\$0
FY 2011	\$4,969,982	\$0

Local Contribution to Total Budget



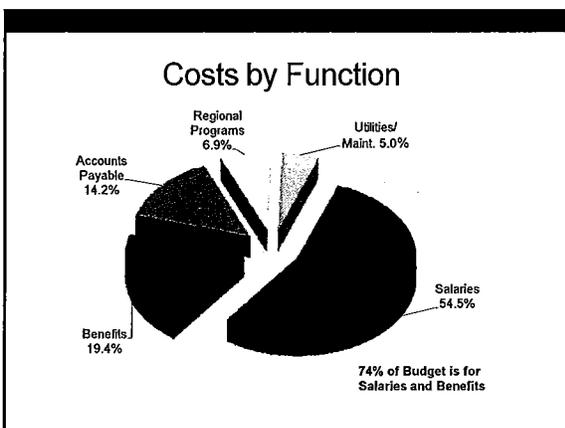
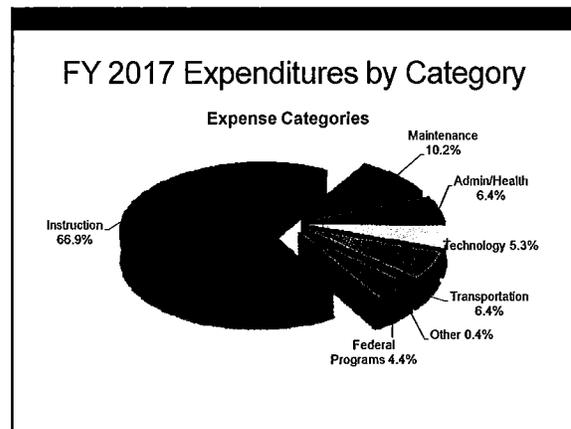
Revenue Projections

	2015-2016	2016-2017 Proposed	Difference
State Funds	\$ 7,520,534	\$8,015,556	\$495,022
Federal Funds	578,926	609,611	30,685
Other Funds	121,000	121,000	0
Local Government	5,136,230	4,986,230	(150,000)
Total Budgeted Revenue	\$13,356,690	\$13,732,397	\$375,707
Food Service	639,775	634,383	(5,392)
Pre-School	203,940	203,940	0



Expenditure Projections

	2015-2016	2016-2017 Proposed	Difference
Instruction	\$8,952,713	\$9,176,140	\$223,427
Maintenance/Facilities	1,390,574	1,407,856	17,282
Admin/Health	872,160	881,100	8,940
Technology	645,987	723,310	76,458
Transportation	865,186	878,247	13,061
Other	51,144	56,998	5,854
Federal Programs	578,926	609,611	30,685
Total Budgeted Expenses	\$13,356,690	\$13,732,397	\$375,707
Food Service	607,005	634,383	(5,392)
Pre-School	203,940	203,940	0



2016-2017 Budget Request

	2016-2017 Proposed
State	\$8,015,556
Federal	609,611
Other	121,000
Local	4,986,230
Operating Budget	\$13,732,397
Food Service	\$634,383
Virginia Preschool Initiative	\$203,940
TOTAL BUDGET	\$14,570,720

Significant Changes FY 17 Proposed Budget

- Projected decrease in local contribution of \$150,000
- 1.4% SOQ average salary increase, 2% transportation and 1% all others
- VRS increase of .6% or \$71,650.
- One to One technology initiative - \$75,000
- Regional Programs (Technical Center, Alternative Ed. and Governor's School) - increased by \$31,315.
- Maintenance Service Contracts increased - \$12,274.
- Additional State Revenue of \$495,022 due to ADM of 1,230 students and Local Composite Index change from .3364 to .3180.

"Don't tell me what you value, show me your budget, and I'll tell you what you value."

Joe Biden

Questions?



FY17 Budget - Challenges

- Revenues stable and/or decreasing and Expenditures increasing...
- Lack and inability to invest in ourselves for Economic Development
- Continuation of the \$3,000,000 annual Revenue Anticipation Note



Richmond County County Administrator's FY17 Recommended Budget

BOARD OF SUPERVISORS BUDGET WORKSESSION
MARCH 21, 2016

FY17 Budget - Positives

- State Funding for Education
 - This year's top priority of both the Governor and General Assembly is more State dollars back to the localities towards education.
 - Education funding was severely cut at the State level from 2008-2010, of which the localities were forced to contribute more local dollars into education to make up for those losses.
 - This will be the first substantial investment into K-12 education since the recession and results in approximately \$300,000 of additional State Revenue back to Richmond County.
- Drop in Local Composite Index (LCI)
 - Our LCI for the 2016-2018 Biennium has dropped from .3364 to .3180
 - Our LCI dropped from .3599 to .3364 in the 2014-2016 Biennium, which resulted in an additional \$270,000 from the State to the County.
 - This year's drop is not as significant, but still equates to roughly \$200,000 of additional revenue from the State to Richmond County.

FY17 Budget - Challenges

- Flat Local Revenues

○ Local Sales Tax -	\$1,250,000	+/--\$0
○ Personal Property Tax	\$1,526,000	+/--\$0
○ Real Estate Tax-	\$5,210,000	+/--\$0
○ Fines, Fees, Permits, Etc...		+/--\$0
- Loss of \$124,800 in Revenue from Northumberland County
 - Repayment – Northern Neck Regional Jail
- Employee Morale
 - Health Insurance Continues to Rise...
 - ...mixed with fewer benefit plans
 - Lack of Cost of Living Raises (FY15 and FY16)
 - Salaries that severely trail the regional averages

FY17 Budget - Positives

- Lowering of VRS Employer Rate from 10.84% to 9.14%
 - This is the rate in which Richmond County pays into VRS on behalf of the employee. The employee also contributes an additional 5% from their paycheck.
 - This will be year 5/5 of implementing the 1% Raise and 1% employee contribution for our Plan 1 employees (Employees since July 1, 2012).
- Recent changes to Land Use values and PPTRA percentages
 - Last year's changes to both the PPTRA Rate and Land Use Values were very important to the County. Both of these programs we becoming a money loser for the County, but the changes were well timed, and should prevent further revenue losses.
 - Both programs need to be monitored and managed overtime to ensure their survival.

FY17 Budget - Challenges

- Capital Projects/Maintenance Funding
 - Not being adequately funded for future projects, repairs and improvements
- Budget Cuts
 - Departments over the past few years have been cut to unattainable levels
 - Can not afford continued cuts
- Unknown Variable Costs
 - Expenses such as Comprehensive Services Act, At-Risk Youth, Department of Social Services, Juvenile Detention Facilities...
 - We can budget for these costs and work to manage them as best as possible, but the bottom line is we are required to fund them at whatever the costs may be.

FY17 Recommended - Richmond County Public Schools

	FY16 Approved	FY17 Requested	FY17 Recommended	Difference
School Operation Budget	\$13,356,690	\$13,732,397	\$13,544,894	\$188,204
Food Service	\$639,775	\$634,383	\$634,383	-\$5,392
OVERALL BUDGET	\$13,996,465	\$14,366,78	\$14,179,277	\$182,812

Operational Budget \$188,204 increase from FY16...may include:

- +\$71,650 (Additional mandatory VRS Contribution)
- +\$23,260 (Teachers 1% Raise December 1, 2016)
- +\$34,767 (All Others 1% Raise December 1, 2016)
- +\$3,308 (Bus Drivers 2% Raise December 1, 2016)
- +\$47,179 (Teachers Step Only - July 1, 2016)
- +\$8,040 (Regional Governors School)

\$188,204

Key Components to the Recommended Budget

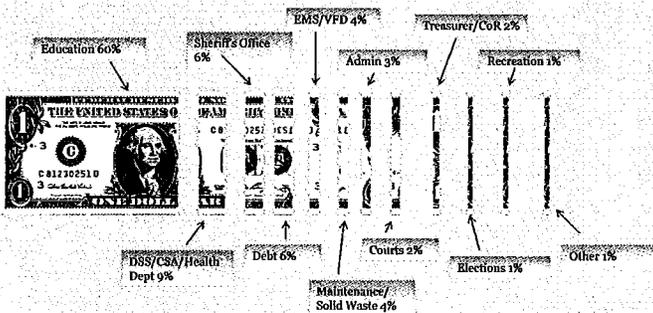
Planning for the Future

- \$.03/\$100 increase to Real Estate Levy(\$0.70/\$100)
 - \$.01 (\$75,000) – Dedicated to Capital Improvement Plan
 - \$.01 (\$75,000) – Dedicated to future funding of NNRJ
 - \$.01 (\$75,000) – Dedicated to Fund Balance

Until we begin investing in ourselves, it will be difficult, if not impossible, to convince others to invest in us as well; in areas such as economic development, job growth, housing growth, etc.

Why? The financial health of a locality is very important to prospective businesses and residents. The lack of promised financial stability in services, areas like Schools and Public Safety can be negative factors.

How Are Your Tax Dollars Spent?



Key Components to Recommended Budget

Investment in Personnel

- 2% raise for County Employees – December 1, 2016
- Teacher Salary Scale Step Increases – July 1, 2016
- Teacher/Employee 1% Raises – December 1, 2016
- Bus Driver 2% Raise – December 1, 2016

FY17 Recommended Revenue Estimates

Category	Approved FY16	Recommended FY17	Difference
Local Sources	\$9,950,850	\$10,009,850	\$59,000
State Sources	\$10,707,509	\$11,230,990	\$523,481
Federal Sources	\$1,355,286	\$1,385,511	\$30,225
Non Rev/ Trans	\$1,361,422	\$1,256,230	(-\$105,192)
TOTAL	\$23,375,067	\$23,882,581	\$507,514

FY17 Recommended Expenditures Estimates

Category	Approved FY16	Recommended FY17	Difference
General Government	\$2,462,030	\$2,746,360	\$284,330
Judicial Admin	\$634,823	\$565,592	(-\$69,231)
Public Safety	\$2,528,481	\$2,602,814	\$74,333
Public Works	\$876,058	\$918,174	\$42,116
Health and Welfare	\$2,365,266	\$2,366,766	\$1,500
Education	\$14,006,112	\$14,188,924	\$182,812
Parks/Rec/Culture	\$146,789	\$148,789	\$2,000
Community Development	\$273,520	\$255,844	(-\$17,676)
Non-departmental	\$81,988	\$89,317	\$7,329
TOTAL	\$23,375,067	\$23,882,581	\$507,514

FY2020 Financial Plan – Getting Healthy!

FY2020 Financial Plan – Capital Balance (Current Capital Balance \$67,413)

	Addition	Spend	Balance
End FY16 (June 30, 2016) -			\$67,413
FY17 Contribution-	\$75,000	\$25,000	\$117,413
FY18 Contribution-	\$75,000	\$25,000	\$167,413
FY19 Contribution-	\$75,000	\$25,000	\$217,413
FY20 Contribution-	\$75,000	\$25,000	\$267,413

End FY20 Balance - \$267,413

FY17 Recommended Tax Rates

\$0.70/\$100 -	Real Estate
\$3.75/\$100 -	Personal Property
\$0.40/\$100 -	Machinery and Tools
\$3.50/\$100 -	Merchants Capital

Remaining Scheduled Budget Worksessions

- Monday, March 28, 2016 – FY17 Budget Worksession (6:00 PM)
- Thursday, April 14, 2016 – FY17 Budget Worksession (1:00 or 6:00 PM)
- Thursday, April 21, 2016 – FY17 Budget Public Hearing (7:00 PM)
- Thursday, May 12, 2016 – FY17 Budget Adoption (7:00 PM)

FY17 Recommended Tax Rates -

○ \$100,000 residence	
▪ \$.67 = \$670/Year	
▪ \$.70 = \$700/Year	+\$30.00
○ \$150,000 residence	
▪ \$.67 = \$1,005/Year	
▪ \$.70 = \$1,050/Year	+\$45.00
○ \$200,000 residence	
▪ \$.67 = \$1,340/Year	
▪ \$.70 = \$1,400/Year	+\$60.00
○ \$250,000 residence	
▪ \$.67 = \$1,675/Year	
▪ \$.70 = \$1,750/Year	+\$75.00

FY2020 Financial Plan – Getting Healthy!

FY 2020 Financial Plan – Fund Balance (Current Fund Balance – Est. \$200,000)

	Addition	Balance
End FY16 (June 30, 2016) -		\$200,000
FY17 Contribution -	\$75,000	\$275,000
FY17 Surplus-	\$100,000	\$375,000
FY18 Contribution-	\$75,000	\$450,000
Twice/Year RE Collection (June 2018)-	\$2,500,000	\$2,950,000
FY18 Surplus-	\$100,000	\$3,050,000
FY19 Contribution-	\$75,000	\$3,125,000
FY19 Surplus-	\$100,000	\$3,225,000
FY20 Contribution-	\$75,000	\$3,300,000
FY20 Surplus	\$100,000	\$3,400,000

Projected End FY20 Undesignated Balance - \$3,400,000 (15%)