

RICHMOND COUNTY BOARD OF SUPERVISORS
March 12, 2015

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 12th day of March 2015, thereof in the Public Meeting Room of the County Office Building.

Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Jean C. Harper, Member
John L. Haynes, Jr., Member
Robert B. Pemberton, Member

Also Present:

R. Morgan Quicke, County Administrator
Denise Dunaway, Development Services Manager
Douglas A. Bryant, Sheriff
Steve Smith, Captain, Sheriff's Office
Greg Baker, Chief of Emergency Services
Randy Passagaluppi, RCVFD Chief
David Thomas, RCVFD Assistant Chief
Edith Anne Sanders, Treasurer
Joseph Quesenberry, Planning & Zoning Administrator
Jennifer Delano, Commissioner of the Revenue
David Brown, Superintendent, VDOT
Joyce Pemberton
Approximately 10 others

CALL TO ORDER

Chairman Sanders gave the invocation and led everyone in the Pledge of Allegiance.

VIRGINIA DEPARTMENT OF TRANSPORTATION - MR. DAVID BROWN

Mr. Brown told the Board that crews have been very busy with snow removal and pavement repairs.

Mr. Brown reported that they are looking into converting the current undivided 4-lane portion of Rt. 360 in Warsaw from Food Lion to the Bypass to a 3-lane cross section, with the center being a turn lane.

Mr. Brown said they were beginning the secondary six-year plan process and will be providing the Board with preliminary information next month.

Mr. Haynes questioned Mr. Brown about the statistics used when considering the proposed 360 project. Mr. Haynes said that the data he has seen does not project any growth and asked Mr. Brown if the data was used in VDOT's calculations.

Mr. Brown responded that they use average traffic data and history data from previous traffic counts to make that determination.

Mr. Thomas questioned the location of the project and how would it effect the Main Street intersection.

Mr. Brown said the one lane would widen back out to two lanes at that intersection.

Mr. Pemberton informed Mr. Brown about several potholes on Oakland Road and Sharps Road.

Mr. Brown reminded the Board to use the call center (1-800-FOR-ROAD) to report road concerns.

Mr. Thomas complimented the VDOT workers and contractors for doing a great job with snow removal.

Mr. Quicke asked Mr. Brown if he was familiar with an agreement that VDOT signed a couple years ago about maintaining the 10'x10' mulch/tree area in front of the Northern Neck News Building. Mr. Brown said he does not recall an agreement. Chairman Sanders said he thought it had something to do with the proposed one-way road plan on Court Circle. Mr. Quicke said he would do further research on it. Mr. Thomas suggested having a non-profit organization take this on as a project, if there was no VDOT agreement in place.

SHERIFF

Sheriff Bryant reported that the Sheriff's Office has dispatched 674 calls for service (police, fire & rescue) since February 12, 2015. There have been 1662 calls so far in 2015.

The Northern Neck Regional Jail population for Richmond County this week is 23.

Sheriff Bryant reported that they collected \$655.01 in delinquent fines and costs for the month of February. \$126,703.82 has been collected since April 2007.

Sheriff Bryant reported that recently there has been an increase in fraudulent activity. The Sheriff's Office received a report of someone who attempted to file their income tax and they were advised by the IRS that their taxes had already been filed. Investigation seems to lead back to the use of Turbo Tax filing. The Sherriff's Office has also received reports of record deed notice and property assessment profile scams.

The Sheriff's Office is preparing for another citizens' police academy this spring. The first class was postponed to April 7, 2015. Applications may be picked up at the Sheriff's Office for those interested in attending.

ANIMAL CONTROL

Sheriff Bryant presented the following Animal Control report for the month of January: 30 total calls answered; 3 dogs transferred to the pound; 2 licenses inspected; 1 calf in the highway complaint; 1 dog euthanized by request of owner; and 1 dog bite.

TREASURER

Ms. Edith Anne Sanders, Treasurer, presented the Trial Balance Report for the month of February 2015.

Ms. Sanders announced that she would be retiring at the end of 2015.

COMMISSIONER OF THE REVENUE

Mrs. Delano reminded everyone that personal property forms and state income taxes are due by May 1st.

PLANNING/ZONING/LAND USE

Joseph Quesenberry presented the Planning and Zoning staff report to the Board for the month of February.

Mr. Quesenberry reported that he is still working on the proposed re-zoning request for the Fones Cliff project and that the Planning Commission will continue to review the project for the next couple of months, then it will go to the Board.

Mr. Quesenberry reminded the members about the public hearing scheduled for 7:00 p.m. tonight to hear the special exception request for the Shandy Hall boathouse.

Mr. Quesenberry said he is still working on the Farnham Creek Landing project.

Mr. Quesenberry said that the Troy & Banks Utility Audit is ongoing and he hopes to have a total savings amount for the Board soon.

Mr. Quesenberry asked the Board for a motion to schedule a public hearing for next month in order to hear the request by Shelley Pierson and to adopt the revised flood plain ordinance.

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye;

to advertise a public hearing for a special exception request by Shelley Pierson and adopt the revised flood plain ordinance on April 9, 2015 at 7:00 p.m.”

EMERGENCY SERVICES

Greg Baker gave the following report for the month of February 2015: 134 calls; 5 calls for mutual aid into Richmond County; and 3 fly-outs.

During the month of February, \$26,073 was collected through EMS recovery billing.

Mr. Baker told the Board that since the month of February was filled with in climate weather, they were forced to work extra crews to cover calls. The pick-up truck was sent on most calls until the snow was deemed passable and was used to move patients from their houses to hard surface roads. The pick-up driver shoveled walkways to make better footing and help to move stretchers to units.

Mr. Baker thanked the members of the three fire stations for assisting the EMS during the in climate weather and beginning patient care until units could arrive on the scene.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

Chief Passagaluppi, RCVFD, presented the following report for February 2015: Company 1: 23 calls (3 EMS assists); Company 2: 8 calls (0 EMS assists); Company 3: 14 calls (7 EMS assists). Total calls for the month of February 2015 – 45 (10 EMS assists).

Chief Passagaluppi reported that the fire department has been busy dealing with the extreme cold and in climate weather. They have been fortunate to only have one structure fire earlier in the month of February on Mulberry Road.

Chief Passagaluppi announced that the fire department has been able to find a good used fire engine to purchase from Atlantic Emergency Solutions. They are currently working on financing through a grant and loan from the USDA with the remainder of the cost coming from the truck fund. They hope to have a truck within a month or two.

PUBLIC COMMENT

Ms. Joyce Pemberton thanked the Richmond County Department of Emergency Services for their prompt, professional, and very calming service that they recently provided her.

RICHMOND COUNTY – TOWN OF WARSAW ECONOMIC DEVELOPMENT MEETING

Mr. Quicke said that the joint meeting between the Town Council and the Board of Supervisors was very productive. At the meeting, it was suggested that each Board work to appoint two representatives to be part of a newly formed committee to focus on Economic

Development issues. That committee would meet quarterly to discuss the progress made by the committee and to give further direction and ideas.

Mr. Thomas said he found the meeting to be a positive experience and he is willing to serve on the committee.

“On a motion made by F. Lee Sanders, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to appoint Richard E. Thomas and Robert B. Pemberton to the Warsaw- Richmond County Economic Development Growth Committee.”

RICHMOND COUNTY – TIRE DISPOSAL

Mr. Quicke informed the Board that after researching the possibility of offering tire disposal, it has been determined that many of the local tire businesses do accept outside tires for disposal at a fee. The convenience centers will allow residents to dispose of tires in limited quantities as long as they are cut in half or thirds.

Mr. Quicke recommended not initiating any type of program at this time.

Chairman Sanders said that Westmoreland County allows for tire disposal for a fee.

Mr. Thomas asked if it was feasible for the convenience sites to offer this service for a fee.

Mr. Quicke responded that currently the employees at the convenience sites are Waste Management employees and they do not accept money. Mr. Quicke said that the county employs one person that works the brush site on weekends. If the county offered this, the tire disposal fee would have to be enough to make it no cost to the county.

Mr. Haynes feels that this is something that the government does not need to get involved with.

Chairman Sanders asked about contacting the company from New Kent and seeing if this service can be offered on the Hazardous Disposal Day.

Mr. Thomas recommended promoting this service by placing posters up at the local tire shops. Mr. Quicke said he would look in advertising.

Mr. Quicke said that the Hazardous Disposal Day is scheduled for September 26, 2015 and he will contact the company from New Kent and see if this can be offered.

FINANCIAL ACCOUNTING - AUTOMATION

Mr. Quicke reminded the Board that the Auditor, Paul Lee, recommended that the County look towards investing in a computer program that would allow all functions of finance by computerized.

Mr. Quicke said he has talked with Chris Jett and he said that the county already has a system in place; however, it is not be utilized to its full capacity.

Mr. Quicke said that another license would need to be purchased and training would be needed, which would cost between \$2,000 and \$3,000.

Mr. Jett said the system was acquired prior to 2000 and the original intent was for it to be a totally automated system.

Mr. Haynes said he is very supportive and asked if this would save on staff time.

Mr. Jett said he would refer the Treasurer to answer the question about saving on staff time. Mr. Jett said that the licenses are able to be shared between offices, which would be a savings.

Ms. Sanders, Treasurer, had no comment about the automation.

Mr. Haynes feels that the state will eventually require this and that they should be proactive.

“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye; to move forward with utilizing the full capacity of the current automation system.”

RICHMOND COUNTY SCHOOL PROJECT – FINANCE UPDATE

Mr. Quicke provided the Board with the following school project finance update.

As of March 5, 2015

<u>SOURCE</u>	<u>ORIGINAL AMOUNT</u>	<u>SPEND AMOUNT</u>	<u>REMAINDER</u>
QSCB	\$6,005,207	\$5,998,998	\$6,219
VPSA	\$9,003,529	\$6,667,683	\$2,335,846
Local Only	\$1,176,000	\$1,176,000	\$0

Mr. Quicke said that once the project is complete, he is hoping to see funds left over in the VPSA account. Mr. Quicke discussed a few options that were available for the left over money.

Mr. Haynes said that once the school project has been completed and the school board has signed off on the project, we should know at that time what is left over.

Mr. Quicke said the project is nearing completion and it will take time for the invoices to come in. Once we know that everything has been paid and the project is completely finalized, we should know how much is left, from what source, and how we can utilize it.

CAPITAL IMPROVEMENT PLAN – FUTURE SCHEDULE

Mr. Haynes said he is concerned with the steps used for capital improvement requests. He feels like the Board should discuss the requests before the Planning Commission does. The Planning Commission's job is to make sure that any capital improvement adheres to the Comprehensive Plan. Mr. Haynes said that some counties don't involve the Planning Commission in the Capital Improvement Plan but he thinks it is a good idea. He thinks the process is backwards and asked Mr. Quicke if there was a particular reason why it was set up to go to the Planning Commission first.

Mr. Quicke said that many localities handle the Capital Improvement Plan differently. He said that there is no right or wrong way to structure the process and it can be changed.

Mr. Haynes referenced a session a couple of years ago with Virginia Tech. Mr. Haynes said that all of the examples they used went to the governing body first.

Mr. Quicke said that we can amend the process.

Mr. Haynes suggested that the requests go to the Board before going to the Planning Commission.

All members agreed that the Capital Improvement Plan process should be Board of Supervisors → Planning Commission → Board of Supervisors.

TWICE A YEAR REAL ESTATE TAX COLLECTION

Mr. Quicke told the Board that he and the Chairman recently met with the Treasurer's Office, Commissioner's Office, and Chris Jett to discuss the potential impacts that twice a year real estate collections would have on their offices.

Mr. Quicke said that the main concern from the Commissioner's Office is staffing. The Treasurer's office had concerns with how the computer system would calculate interests and penalties.

Chairman Sanders said that they ended up with more questions than answers. They are going to try and find answers to some of the Commissioner's questions and meet again in two weeks.

Mr. Haynes asked Mrs. Delano what the approximate cost is to send out the tax bills. Mrs. Delano responded that the Treasurer's Office sends out the bills.

Chairman Sanders said they should have that information after the next meeting.

Mrs. Delano said that the Treasurer also had storage concerns.

Mr. Haynes told Mrs. Delano that there is a way to calculate the interest but it is complicated. Mr. Haynes said the feedback he has received from the public, especially from farmers, is that a lot of farmers are paid in the fall, based on harvest. In other jurisdictions, some have to take out a loan in mid year, which costs them money.

Mrs. Delano said she has spoken with Essex and Lancaster. Lancaster's Commissioner has done research on the affects it has on smaller localities and is willing give his input. Mrs. Delano said her main concern is having enough staff to take this on.

Mr. Haynes said that he realizes this would be a savings but with the staff time would be ongoing, which would eat up the savings.

Mrs. Delano said you need to look at which way is more beneficial and it would take time.

Mr. Jett stated that the system changes feasible but it would take significant staff time. The collections program would need to be rebuilt in order to incorporate the changes.

Mr. Haynes said the more he looks in to this, the more he realizes there are a lot of complicating factors.

Chairman Sanders said that this item will be on next month's agenda and asked Mrs. Delano to invite the Lancaster County Commissioner to attend.

Mr. Quicke said that our budget indicates that it costs around \$6,000 a year to collect taxes. Mr. Quicke said that operationally, it would cost about \$50,000-75,000 more per year.

Mr. Haynes said that the biggest thing is taking out an anticipation note every year. There are arguments on both sides; we just have to see what the numbers are.

FLOOD PLAIN ORDINANCE – POWER POINT PRESENTATION

Mr. Quesenberry briefly showed the Board how to use Richmond County's flood plain portal on FEMA's website and gave an overview of what the Board is being forced to adopt.

Mr. Haynes asked if you can use the site to find out what the flood zone is. Mr. Quesenberry said yes, and he has a lot of residents calling the office for this information.

Mr. Quesenberry told the Board that he has been helping several property owners in the county file a letter of map appeal.

Mr. Haynes said there are a lot of properties that are close to the water but are elevated.

Mr. Thomas asked how long the letter of appeal is available. Mr. Quesenberry said it is ongoing.

Mr. Quesenberry told the Board that the ordinance must be adopted by April 16, 2015 and once that is done, the maps will take effect.

Mr. Quesenberry informed the Board of the importance of passing the Ordinance. There were 118 affected property owners.

Mr. Haynes asked if there could be a public service announcement. Mr. Quesenberry said that there was an open house held but the weather was not good and there was not a good turnout.

MONTHLY APPROPRIATIONS – RICHMOND COUNTY DEPARTMENT OF SOCIAL SERVICES

“On a motion made by Jean C. Harper, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to appropriate \$85,000.00 to the Richmond County Department of Social Services for the month of April 2015.”

MONTHLY APPROPRIATIONS – RICHMOND COUNTY SCHOOL BOARD

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – nay; John L. Haynes, Jr. – nay; Robert B. Pemberton – aye: to appropriate \$1,255,743.00 to the Richmond County Public Schools for the month of April 2015.”

APPROVAL OF MINUTES – FEBRUARY 12, 2015

“On a motion made by Jean C. Harper, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve the minutes from the February 12, 2015 meeting.”

APPROVAL OF MINUTES – FEBRUARY 19, 2015

“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve the minutes from the February 19, 2015 joint meeting with the Town.”

OTHER BUSINESS

Mr. Thomas reminded everyone that this is National Farmers Week. Mr. Thomas commented that it is important to properly dispose of tires because it causes an impact to the environment and is a health issue.

Mr. Haynes said he doesn't think that tire disposal is a big enough problem for the government to get involved in.

CLOSED SESSION

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: as permitted by Virginia Code Section 2.2-3711(A)(7), consultation with legal counsel, or a briefing by staff about potential future litigation.”

CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC SESSION

“On a motion made by Robert B. Pemberton, the Board voted by roll call: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: that the Board certifies that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.”

ACTION FROM CLOSED SESSION

There was no action taken by the Board of Supervisors resulting from the closed session.

RECESS

Chairman Sanders recessed the meeting until 1:00 p.m., for FY16 budget worksession to hear requests from departments and agencies.

RICHMOND COUNTY BOARD OF SUPERVISORS
March 12, 2015 (Continued)

MINUTES

RECONVENE

The Board meeting reconvened on March 12, 2015 at 1:00 p.m. in the Public Meeting Room of the County Office Building.

Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Jean C. Harper, Member
John L. Haynes, Jr., Member
Robert B. Pemberton, Member

Also Present:

R. Morgan Quicke, County Administrator
Mercedes Pierce, Finance Officer
Douglas A. Bryant, Sheriff
Steve Smith, Captain, Sheriff's Office
Randy Passagaluppi, RCVFD Chief
Ben Lewis, RCVFD President
Greg Baker, RCDES
Charles Bowles, YMCA Board Member
Phillip Belfield, YMCA Program Manager
Shirley Lucas, Little League President
David Reams, Little League Vice-President
Dan Ream, Library Board
Ken McManus, Vice President of Finance and Administration, RCC
Bobby Vessar, Assistant to CEO, Bay Aging
Ken Pollock, Bay Transit
Wayne Oliff, Bay Transit driver
Ellen Yackel, Director, Haven
Chuck Walsh, Director, Community Services Board
Vanessa Livingstone, Director, Department of Social Services
David Cordes, Chairman, Social Services Board
John Brown, School Board Chairman
Dr. Greg Smith, Superintendent, RCPS

Chairman Sanders called the meeting back to order at 1:00 p.m.

RICHMOND COUNTY SHERIFF'S OFFICE

Sheriff Bryant thanked the Board for allowing him to speak. Sheriff Bryant said his main concern is the safety of his employees. Currently they have 8 vehicles with over 100,000 miles. Sheriff Bryant presented the following vehicle maintenance expenditure report to the Board, which showed a huge increase in vehicle maintenance last year: 2008 - \$5,992.37; 2009 – \$1,794.51; 2010 – \$4,927.09; 2011 – \$7,766.91; 2012 – \$6,803.90; 2013 – \$9,889.31; 2014 – \$17,574.24. Sheriff Bryant said he felt like they were moving backwards instead of forward and expressed the need for a vehicle budget line item to be added back into his budget. He explained his past experiences and the expenditures involved with leasing vehicles and said that last year they were able to get a grant to help with the purchase of two vehicles. He asked for the Board to not rely on grants because they are meant to supplement the budget. Sheriff Bryant told the Board that they are constantly trying to find ways to save money and they have brought in \$237,933.00 to supplement the budget through different types of resources.

Sheriff Bryant said he had no idea where the money would come from but his job is to let the Board know what is needed. Sheriff Bryant thanked the Board for working with him over the years and reminded the members that this is his last budget presentation.

Captain Smith told the Board that after salary and benefits come out, the Animal Control budget operates on \$16,000.00. Captain Smith asked for an increase of \$15,000.00 in line item 6009, to allow the purchase of a new vehicle. Captain Smith said that the current vehicle has 134,000 miles on it and is currently in the shop getting repairs, which will cost over \$1,000.00. He would like to use the additional budget funds to purchase a smaller vehicle from a private dealer, which would cost between \$12,000 and \$15,000. If a vehicle was purchased through the state, it would cost between \$25,000.00 and \$27,000.00.

Captain Smith apologized for this presentation being all about the vehicle, but unfortunately, this is a vehicle that they inherited.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

Chief Passagaluppi asked the Board to consider maintaining the budget figures from the previous years, which includes \$90,000 for operation and \$40,000 for the truck fund. He thanked the Board for the truck fund increase last year. He told the Board that they will be purchasing another fire truck for \$30,000. Chief Passagaluppi said they hope to pay off the truck loan this year through the USDA in the amount of \$126,000.

Ben Lewis thanked the Board for everything and said that the last couple of years they have strived to do more fundraising to help supplement the costs.

Chief Passagaluppi said that this year they will be getting a USDA grant in the amount of \$48,000 to help with the fire truck expense.

RICHMOND COUNTY EMERGENCY SERVICES

Chief Baker provided the Board with his written request for the upcoming budget, which included: \$1,300.00 increase to be divided between certain full time employees, as part of the retention plan; \$8,000.00 increase to cover certification upgrades for two full-time employees; and to continue implementation of the retention plan.

YMCA

Charles Bowles, YMCA board member, thanked the Board for their past support and asked for \$35,000 this year, which is a \$10,000 increase. The YMCA currently has 11,500 participants and 56 programs, which cater to youth, adults, and seniors. Mr. Bowles invited the members of the Board to meet with him individually to learn more about the YMCA.

Phillip Belfield, Branch Manager, provided the Board with the annual report and a flyer containing important dates of upcoming events, programs, and statistics.

RICHMOND COUNTY LITTLE LEAGUE

Shirley Lucas thanked the Board for the opportunity to speak. Mrs. Lucas said their priority is to finish the complex. Mrs. Lucas provided the Board with an operational budget and expense sheet earlier. She informed the Board that they need monetary support because they owe \$75,000. The numbers are down some, but they are still expected to reach 300.

David Reams, Vice President, told the Board that his job caters to the long term structures of financing. Mr. Reams said one of their long term goals is to have lights on each field. He stated that they must also prepare for unexpected expenses, such as post season play. Mr. Reams explained that operation expenses are needed in order to help the kids succeed.

Mrs. Lucas explained that in order for them to apply for grants, they must have at least the same amount requested in a savings account. She said that their savings account balance is \$18,000.00.

Mrs. Lucas reminded the Board that the Walk of Champion area is complete. If 1500 bricks were sold, that would light the fields.

Mr. Haynes asked Mrs. Lucas approximately what percentage of the overall expenses do the parents pay.

Mr. Reams said the money they take in for registration fees, banners, sponsors, etc., covers the durable costs from year to year, including things like new equipment, equipment maintenance, and umpire staff.

Mr. Haynes asked if there is a financial incentive for teams from other jurisdictions to come to play in Richmond County; if so, that may provide potential income from the program.

Mrs. Lucas said all players are expected to pay a registration fee.

Mr. Haynes said he fully expect to subsidize our children. He wanted to know if it is worthwhile to recruit, or does it cost the county money.

Mr. Reams said last season they had players join from Essex, which helped Richmond County form teams and enhance our little league experience.

Mrs. Harper asked what the profits are from the concession stand.

Mrs. Lucas said the report emailed to the members in October had that detailed information.

Mr. Reams explained that they have limited volunteers available and they have to make decisions based on the most profit. Home Plate Concessions is contracted to run the concession stand and the league gets 50%. Bingo is currently providing the most profit, which requires volunteers.

Mr. Haynes said it seems to be harder these days to get volunteers. Mr. Reams responded that lives are more demanding; the more successful the league is, the more volunteers are needed.

Mrs. Harper asked if any games or practices are scheduled on Sunday's. Mrs. Lucas responded no.

Mrs. Lucas informed the Board that the opening day is scheduled for April 4th at 10:00 a.m.

RICHMOND COUNTY LIBRARY

Mr. Ream informed the Board that the Library has 745 followers on Facebook.

Mr. Ream introduced four members of the Board of Trustees, two library employees, and four Friends of the Library members.

Mr. Ream said he is very proud to work at Rappahannock Community College, mostly because they give back to the community through the public library.

Mr. Ream encouraged the Board to read over the letter and fact sheet provided to them. The Library Board is asking for \$89,160.00 this year, which is an increase of \$5,000.00. Mr. Ream explained that they are requesting that amount because they only receive \$23,000.00 in state aid, which is based on the amount of government funds that are received.

Mr. Ream said that the Town of Warsaw gave \$7,100.00 last year because they felt that the library brings value to the community.

Mr. Ream said that they would use the \$5,000.00 increase to offer a downloadable e-book collection and they would look into additional programming for our community.

Mr. Haynes asked Mr. Ream if the Town of Warsaw's generous funding is included in the local funding amount that the state looks at. Mr. Ream responded yes, it does count.

Mr. Haynes said he assumed that the prison population is still being considered. Mr. Ream said yes, and he has concerns about that and the population figure that they are using is not the same as the census, and he will remind them that the prisoners do not contribute to the tax base. Mr. Haynes said he supports the funding and encourages private donations.

Mr. Ream hopes that the Richmond County Public Library makes our community a better place to live and he thanked the Board for the work they do.

RAPPAHANNOCK COMMUNITY COLLEGE

Mr. McManus thanked the Board for their continued support to Rappahannock Community College and thanked them for appointing John Brown to the Board.

Mr. McManus said that across the nation, enrollments are down but RCC's enrollment is up. There are 335 residents of Richmond County attending RCC and 139 dual-enrolled students from the high school.

Mr. McManus asked the Board for \$20,200.00, which is \$10,100 for operational expenses and \$10,100 for capital funding.

BAY AGING

Mr. Vassar thanked the Board for their continued support of Bay Aging and provided the Board with a highlight of their basic services. He told the Board that there were 1050 Richmond County citizens served with last year's funding. Mr. Vassar asked the Board to continue to fund very important services on at least a level funding basis.

Mr. Ken Pollock thanked the Board for 14 years of continued support to Bay Transit. Mr. Pollock said that they have not asked for increased funding for more than seven years and will not ask for an increase this year. Bay Transit had a 10.1 increase in services in 2014. 77% of their transports are taking citizens to and from work and the remaining transports are health and retail related.

Mr. Wayne Oliff, driver and resident of Richmond County, spoke to the Board about his experience as a Bay Transit driver. Mr. Oliff said that his job is very rewarding and he had no idea how many citizens were home bound and how much Bay Transit offered to the citizens.

Mr. Haynes said that he has a tenant of a rental property that could not get to work if it wasn't for Bay Transit and he complimented Bay Transit on their creative scheduling.

THE HAVEN

Mrs. Yackel informed the Board that they assisted 23 individuals from Richmond County last year and provided 795 nights of shelter. The Haven receives federal and state funding, but they are responsible for coming up with over \$25,000.00 in order to provide services.

Mrs. Yackel asked the Board for a \$500.00 increase due to the increased number of requests and the cost of services provided. She stated that the Haven is struggling to continue providing services.

NN-MP CSB

Mr. Walsh thanked the Board for their continued support. He told the Board that the Community Services Board just celebrated 41 years of operation. They currently employ 525 people and have over 60 different programs. The Board provides services to the Richmond County School System, Department of Social Services, Sheriff's Office, and the Haven. Mr. Walsh briefly told the Board about their many achievements over the last year and said they are constantly reinvesting back into the community.

Mr. Walsh provided the Board with a packet that included a letter with a chart showing the services offered to Richmond County residents, with a value of 1.3 million dollars in services. Mr. Walsh said with a contribution from the Board in the amount of \$23,000, they give back to the county in real estate taxes in the amount of \$4,100.00, which leaves \$18,900.00 for the support and care for Richmond County residents. Mr. Walsh said he understands that there are financial difficulties and if the Board is unable to contribute, maybe there could be an in-kind request, such as a reduction in real estate taxes or surplus space.

Mr. Haynes questioned Mr. Walsh's request for in-kind services. Mr. Haynes asked if he was looking for office space. Mr. Walsh said employees are traveling daily and office space could be very helpful.

RICHMOND COUNTY SOCIAL SERVICES

Mrs. Livingstone introduced to the Board the Chairman of the Social Services Board, Mr. Cordes.

Mrs. Livingstone provided the Board with a packet, containing two budgets.

She told the Board that the first projected budget shows an increase from last year, in the amount of \$25,891.

Mrs. Livingstone also provided the Board with another budget showing a 2% pay increase for the employees, which would take an additional \$2,000.00 from local funding.

Mrs. Livingstone thanked the Board for their time and reminded the Board that her figures are just projections.

RICHMOND COUNTY PUBLIC SCHOOLS

Mr. Brown thanked the Board for their time while he explained the School Board proposed budget.

Mr. Brown said that the Board requested that the school system reduce the budget by \$150,000.00, and he feels this will risk the safety of our students and adversely affect the quality of instruction.

Mr. Brown said that based on the research organization NICHE, their school division is ranked 22nd out of 132 schools in overall performance.

Mr. Brown's concern is the steady decline in local effort to support public education of the basic needs of our children. We rank near the bottom in this category and if we continue this downward spiral it could result in serious negative consequences to our educational program.

Mr. Brown said he respects and calls on the Board to increase the local effort for the school system.

Dr. Smith presented the Board with the school district's budget through a Powerpoint presentation.

Dr. Smith said this budget request has been very challenging, but he feels like it is a very solid presentation of the needs of the school district.

Dr. Smith stated that the school system has a lot to be proud of and they will continue to strive to improve along the journey.

Dr. Smith said he received a letter from Mr. Quicke asking for a 3 to 5% reduction in this year's budget; this budget represents a \$150,000 cut.

Dr. Smith shared his thoughts and data on enrollment and revenue relationships.

Dr. Smith showed a chart comparing other county contributions to RCPS in past years. Richmond County exceeds the locality funding, but it is looking less and less favorable each year. Dr. Smith said RCPS is dropping a little bit each year in contributions compared to other localities, which is a dangerous trend.

Mr. Haynes commented that due to the adjustment in the composite index last year, the Board gave less. He stated that between the state and the locality together, the schools received more contributions last year. Dr. Smith said that Mr. Haynes was correct.

Dr. Smith said that they have prided themselves in local funding of the public school system. Richmond County is combined in the regional partnership with Westmoreland County and Richmond County shows a decrease in the ranking of local match.

Dr. Smith briefly discussed the future plans of the Intermediate School, which included the cottage, 7th grade building, and 8th grade building.

Mr. Haynes understood from past Board minutes that the Intermediate School property would revert back to the County.

Dr. Smith said he was not aware of the previous conversations between the Boards. He asked if it was the Board's intention to obtain the property.

Mr. Haynes said he can't speak for the previous Board; he just wanted Dr. Smith to be aware of this.

Dr. Smith's operating budget is \$13,406,690.00 and the total budget is \$14,250,405 (based on 1,212 students).

Significant changes show a decrease in the local contribution of \$150,000.00, 1.5% SOQ average salary increase per Virginia General Assembly, \$80,000 increase in utility cost, health insurance to a lesser plan, incorporate preschool program as part of school division, and the closing of the Intermediate School.

Mrs. Harper asked Dr. Smith for an itemized budget. Dr. Smith said it was a 22-page document and he would provide each member with a copy.

Mrs. Harper asked Dr. Smith if the only salary increase in the budget is for the teachers. Dr. Smith said the salary increase includes all staff members, with the exception of the Superintendent.

RECESS

Chairman Sanders recessed the meeting until 7:00 p.m., for a public hearing.

RICHMOND COUNTY BOARD OF SUPERVISORS
March 12, 2015

MINUTES (Continued)

RECONVENE

The Board meeting reconvened the meeting at 7:00 p.m. in the Public Meeting Room of the County Office Building.

Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Jean C. Harper, Member
John L. Haynes, Jr., Member
Robert B. Pemberton, Member

Also Present:

R. Morgan Quicke, County Administrator
Joseph Quesenberry
Chris Self, agent for Shandy Hall, LLC

Chairman Sanders called the meeting back to order at 7:00 p.m.

PUBLIC HEARING

1. Shandy Hall LLC, 1082 Shandy Hall Road, Warsaw, Virginia 22572, has requested a Special Exception as allowed for under Zoning Ordinance section 3-13-7 "Expansion or Enlargement of Existing Nonconforming Uses" in order to increase the length of an existing pier appendage located alongside a legal nonconforming structure (boathouse). The parcel in question is zoned A-1 (Agricultural) and is further identified as tax map 35-24.

Mr. Quesenberry read the notice of public hearing and briefly explained the project to the Board.

Mr. Quesenberry stated he has completed a site visit and has referenced the proposed plans. Mr. Quesenberry said he has no issue with the proposed special exception request and the Planning Commission unanimously recommended approval with a 9-0 vote.

Chairman Sanders opened the public comment.

After no public comment, Chairman Sanders closed the public hearing.

“On a motion made by Robert B. Pemberton, the Board voted: F. Lee Sanders – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye; Robert B. Pemberton – aye: to approve a special exception request by Shandy Hall, LLC, as recommended by the Richmond County Planning Commission.”

RECESS

After no further business, Chairman Sanders recessed the meeting until March 23, 2015 at 6:00 p.m. for a budget worksession.

RICHMOND COUNTY BOARD OF SUPERVISORS
March 12, 2015 (Continued)

MINUTES

RECONVENE

Chairman Sanders reconvened at 6:00 p.m. on March 23, 2015 for a budget work session.

Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Jean C. Harper, Member
John L. Haynes, Jr., Member
Robert B. Pemberton, Member

Also Present:

R. Morgan Quicke, County Administrator
Mercedes Pierce, Finance Officer
Jay Garner
Dr. Greg Smith
Billy Herbert

FY15-16 BUDGET DISCUSSION

Mr. Quicke gave a Powerpoint presentation (see attachment) on the FY15-16 recommended budget, which listed the following challenges:

- Declining revenues vs. increasing expenditures
- Departmental budget requests
- Future capital needs
- Current capital needs
- Budget cuts and where
- Tax increases
- Ways to protect and enhance fund balance
- Employee raises and benefit options
- Impacts of state funding
- Impact from 2015 general reassessment

Mr. Quicke said he has been working hard to offer the best possible proposal with the least impact on everybody.

Mr. Quicke said that with 68 full-time and 28 part-time employees, the County is operating efficiently with less than needed.

Mr. Haynes said he would like to see the debt service figures included under each department's budget, not as a whole.

After Mr. Quicke discussed the recommended budget, he asked the Board for input and if there were other requests that has not been included in this budget scenario to consider.

Chairman Sanders questioned how a farmer is taxed for equipment verses how a business is taxed for equipment. Mr. Quicke provided the Board with an analysis showing the comparison between farm equipment and machinery and tools and what rate increase would need to be adjusted in order to equalize these two. Mr. Haynes asked why the machinery and tools tax was previously cut. Chairman Sanders said that this rate was cut a few years ago with the hope of attracting businesses. Mrs. Harper asked what the rate use to be. Mr. Quicke said it was cut from \$.50 to \$.01 in 2007. Mr. Quicke said if the Board wanted to consider this route, they would need to discuss with the Commissioner how machinery and tools would be depreciated. Mr. Haynes said he didn't think they had time to rush this through for the upcoming budget. Mr. Thomas asked if the machinery and tools tax was increased, could the money be designated to go to the CIP. Mr. Quicke said there were many options. Mr. Haynes said these types of things should be addressed well in advance of the budget, to give citizens a head's up. Mr. Quicke said if the rate was adjusted, it would need to be adopted as part of the Tax Rate Ordinance.

Mr. Quicke asked the Board if they wanted to briefly discuss the items that are not recommended in the upcoming budget.

Mr. Haynes agreed with all of the requested items that are not recommended by Mr. Quicke.

Mr. Thomas asked which Free Health Clinic services more Richmond County citizens. Mr. Quicke said he would get an analysis by next Monday's worksession.

Mr. Thomas asked how the Food Bank would utilize the money requested. Mr. Quicke said that the letter from the Northern Neck Food Bank asked for \$5,000.00 to support operational expenses and expansion in Richmond County.

Mr. Thomas said that the Northern Neck Tourism needs more attention.

Mr. Haynes said that the joint committee with the Town was formed to enhance economic development, but to be aware that increased taxes will make it difficult on economic development.

Mr. Haynes recommended each member writing down questions after looking over so much information. Mr. Quicke said there is a budget worksession scheduled next Monday and he will be glad to sit down and discuss any questions the Board members have.

Chairman Sanders asked the Board if there were any questions or comments about the recommended budget requests.

Richmond County Board of Supervisors Minutes: March 12, 2015

Mr. Haynes asked Mr. Quicke for more information on the Animal Control increase. Mr. Quicke said the vehicle that was turned over to the Sheriff's Office is in bad shape and is costing the County a lot of money. Mr. Haynes said he is not questioning the need, just the funding. Mr. Haynes asked about the option of spreading the funding over several years. Mr. Quicke said he would look into that option.

Mr. Thomas asked about possible office space for the Community Services Board. Mr. Quicke said the Verizon building is a potential location but his goal is to find someone to rent that space.

Mr. Haynes asked if anyone has ever volunteered to lower their budget request. Mr. Quicke said that the two departments that lowered their request this year are IT and the School Board.

Mr. Pemberton questioned if Social Services would be okay if they didn't receive the additional funding request. Mr. Quicke said that Social Services received a \$40,000 increase last year and that they are doing fine this year. Mrs. Harper complimented Mrs. Livingstone for making the cuts that are needed.

Mr. Thomas questioned the Sheriff's Office request. Mr. Quicke explained the process for getting two cars through the USDA instead of increasing the budget by \$55,000.00.

Mr. Haynes said that according to the census, the population has dropped 3% since 2010. He said to keep in mind that we need to control as much spending as we can because there is a slow decline in population. Mr. Quicke said the last figure he saw was 9,254 from the 2010 census, which includes the jail and the prison.

Mr. Thomas said the Richmond County Public Library and RCC services a lot of people. Mr. Quicke said the Library has asked for an additional \$5,000.00. The college increase is for their capital campaign. Mr. Haynes said the majority of the improvements were made to the Glenn's campus. Mr. Quicke said they have equalized the projects at both campuses.

Mrs. Harper asked about the savings from the constitutional officers that will be retiring this year. Mr. Quicke said there will be a savings in the salaries.

Mr. Haynes asked about splitting a position between the Treasurer's Office and the Commissioner's Office once the new Treasurer is elected. Mr. Quicke explained how the Compensation Board positions work. Mr. Quicke said he doesn't recommend a floating position but they can talk to the incoming Treasurer.


Mrs. Harper asked how much the Compensation Board gives for the three positions in the Treasurer's Office. Mr. Quicke said that the Compensation Board pays \$32,000 of the \$80,000.00 in salaries. The Treasurer's salary is 100% funded.

Mrs. Harper asked about the increase in the hospitalization figure on page 14 of the detailed budget. Mr. Quicke explained that if a husband and wife both work full time for Richmond County, it is cheaper to pay a premium for the dual plan over two single plans.

RECESS

Chairman Sanders recessed the meeting until March 30, 2015 at 6:00 p.m., for a budget worksession.

**Richmond County
County Administrator's FY16
Recommended Budget**



BOARD OF SUPERVISORS BUDGET WORKSESSION
MARCH 23, 2015

FY16 Budget Challenges

- Declining Revenues Vs. Increasing Expenditures
 - Departmental Budget Requests
 - Future Capital Needs
 - Current Capital Needs
 - Budget Cuts and Where
 - Tax Increases
 - Ways to Protect and Enhance Fund Balance
 - Employee Raises and Benefit Options
 - Impacts of State Funding
 - Impact From 2015 General Reassessment

Richmond County Employee Statistics

- 68 Full-Time Employees
- 26 Part-Time Employees
- Total Payroll FT - \$2,611,899
- Total Benefits FT - \$891,021
- Overall Total FT/PT - \$3,650,000
- Average FT Salary - \$36,000

Richmond County Employee Statistics

Employees by Department

Department	Full-Time	Part-Time
1 Administration	1	
2 Development Services	1	
3 Building Inspection	1	
4 Planning, Zoning, EIS	2	
5 Finance	1	
6 IT	1	
7 Maintenance	3	1
8 Facilities	1	1
9 Emergency Services	29	15
10 Communications of Precincts	23	10
11 Emergency	1	
12 City of the Circuit Court	1	
13 County Health Attorney	1	
14 Social Services	1	
Total	68	26

Health Insurance Changes

- Richmond County received a renewal increase of 5.3% for the upcoming year from Anthem.
- This would result in an approximate \$15,000-\$20,000 increase to the County's portion of insurance for the employee.
- County staff as well as the Richmond County School Board is recommending that the County drop the current Key Advantage Expanded plan and offer Key Advantage 250.
- Local Choice plans:
 - Key Advantage Expanded
 - Key Advantage 250
 - Key Advantage 500
 - Key Advantage 1000
 - Key Advantage High Deductible Plan

Health Insurance Changes

- We currently offer KA Expanded and KA500
 - Key Advantage Expanded
 - Key Advantage 250
 - Key Advantage 500
 - Key Advantage 1000
 - Key Advantage High Deductible Plan
- We recommend we offer KA 250 and KA500
 - Key Advantage Expanded
 - Key Advantage 250
 - Key Advantage 500
 - Key Advantage 1000
 - Key Advantage High Deductible Plan

Health Insurance Changes

Differences between KA Expanded and 250:

	KA Expanded	KA250
Annual Deductible	\$100/200	\$100/200
Annual Out of Pocket	\$2,000/\$1,000	\$3,000/\$1,000
Office Visit/Specialist	\$15/\$5	\$20/\$5

Differences in Employee Rates (Monthly)

	Current FY15	FY16 (Proposed)
Single	\$170 (\$130)	\$180
Dual	\$415 (\$330)	\$497
Family	\$1,040 (\$825)	\$1,183

Health Insurance Changes

- Bottom Line...
 - Key Advantage Expanded is the top plan, Key Advantage 250 is the second phase plan.
 - Key Advantage 250 is still a very good option and a rich plan.
 - By moving to KA 250, the Employee will see a slightly reduced benefit however, they will also see reduced monthly premiums.
 - Richmond County will experience a slight decrease in premiums as well.
 - Key Advantage Expanded is no longer affordable for either the County or the Employee.

Employee Raises

- The State of Virginia has proposed a 2% salary increase to all State Employees and State Supported Local Employees effective September 1, 2015.
- A 2% raise would cost Richmond County between \$60,000 and \$70,000.
- I have not recommended that Richmond County give a 2% raise this year.
- All of our State Supported Local Employees are paid a higher salary than required by the Compensation Board; therefore, we are not required to pass through the 2%.

Capital Improvement Plan

- I have recommended that the FY16 Budget includes \$55,000 to be dedicated towards the CIP and future Capital needs.
- The CIP is something that the County has worked very diligently on over the past three years, and has funded only a small amount to date.
- These projects that have been vetted and placed on the CIP were done for good reason - either because they are severely needed, or are in need of future replacement.
- By failing to properly plan, it will only cost us more in the long term.

Increased Expenditures

EXPENSE	AMOUNT
VRS Year 2	\$12,000
EMS Retention Plan - Year 2	\$18,000
Sheriff's Office Retention Plan	\$3,300
School Resource Officer Program	\$20,000
Debi Scripps Increase	\$18,000
Sheriff's Vehicles	\$12,000
Capital Improvement Plan	\$55,000
Health Insurance	\$15,000
County Attorney	\$10,000
Misc. Expenditure Increases (Juv. Detention, Library, Etc.)	\$20,000

Decreased Revenue

Decrease	Amount
IDA Yearly Transfer	(\$75,000)
RCPS Carry Over Funds	(\$145,000)
EMS Billing Revenue	(\$20,000)
Interest on Deposits	(\$10,000)
Communications Tax	(\$8,000)
Misc. Revenue Decreases (Fines, Permits, Refunds, Etc.)	(\$20,000)

Recommendations for a Balanced FY16 Budget

- \$.02/\$100 increase to the RE Tax = \$150,000
o \$.67/\$100 to \$.69/\$100
- \$.25/\$100 increase to the PP Tax = \$145,000
o \$3.50/\$100 to \$3.75/\$100
- \$150,000 cut in Local Funding to the Richmond County Public Schools

Recommendations for a Balanced FY16 Budget

- Does not include 2% Raise for Employees
- Does not create any new positions
- Does not increase the Fund Balance position
- Does discontinue the use of carry over funds
- Does change insurance benefits
- Does include funding into the CIP
- Does increase both Personal Property Taxes and Real Estate taxes
o First RE tax increase since FY12 and Real PP tax increase in over 20 years.

Recommendations for a Balanced FY16 Budget

- Effect of Real Estate Tax Increase
 - o \$100,000 residence
 - \$.67 = \$670/Year
 - \$.69 = \$690/Year
 +\$20.00
 - o \$150,000 residence
 - \$.67 = \$1,005/Year
 - \$.69 = \$1,035/Year
 +\$30.00
 - o \$200,000 residence
 - \$.67 = \$1,340/Year
 - \$.69 = \$1,380/Year
 +\$40.00
 - o \$250,000 residence
 - \$.67 = \$1,675/Year
 - \$.69 = \$1,725/Year
 +\$50.00

Recommendations for a Balanced FY16 Budget

- Effect of Personal Property Tax Increase
 - o \$7,500 of Value
 - \$.25 = \$1,875
 - \$.27 = \$2,025
 +\$150.00
 - o \$10,000 of Value
 - \$.25 = \$2,500
 - \$.27 = \$2,700
 +\$200.00
 - o \$12,500 of Value
 - \$.25 = \$3,125
 - \$.27 = \$3,375
 +\$250.00
 - o \$15,000 of Value
 - \$.25 = \$3,750
 - \$.27 = \$4,050
 +\$300.00
 - o \$17,500 of Value
 - \$.25 = \$4,375
 - \$.27 = \$4,725
 +\$350.00
 - o \$20,000 of Value
 - \$.25 = \$5,000
 - \$.27 = \$5,400
 +\$400.00

FY16 Projected Expenditures

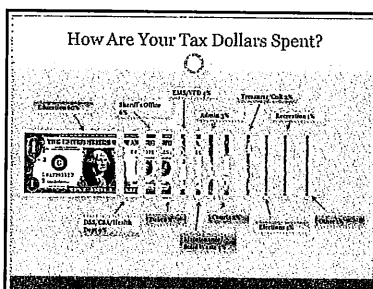
Category	Accepted FY16	Recommended FY16	Difference
General Government	\$1,193,685	\$1,164,347	\$29,338
Judicial Admin.	\$68,411	\$68,162	\$249
Public Safety	\$4,773,347	\$5,239,481	(\$466,134)
Public Works	\$81,664	\$80,800	\$864
Health and Welfare	\$2,085,609	\$2,371,056	(\$285,447)
Education	\$11,925,858	\$11,009,113	\$916,745
Public Works/Charge	\$11,179	\$16,756	(\$4,577)
Community Development	\$27,617	\$27,420	\$197
Nondepartmental	\$28,021	\$24,112	\$3,909
TOTAL	\$21,808,218	\$23,478,387	(\$1,670,169)

FY16 Projected Revenues

Category	Accepted FY16	Recommended FY16	Difference
Local Sources	\$9,830,281	\$10,094,170	(\$263,889)
State Sources	\$10,266,611	\$10,739,295	(\$472,684)
Federal Sources	\$1,251,993	\$1,035,286	\$216,707
Non-Departmental	\$1,259,822	\$1,259,822	\$0.00
TOTAL	\$22,808,707	\$23,128,572	(\$319,865)

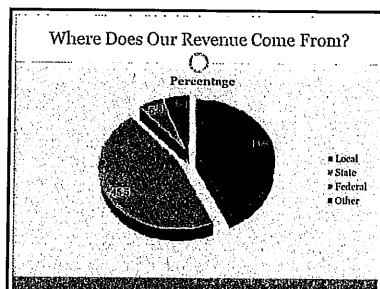
How Are Your FY16 Tax Dollars Spent?

Category of Service	Percentage
Education	60%
Dept. of Social Services (CSA/Health Department)/Other	9%
Sheriff/A Department	6%
Debt Service	6%
Dept. of Emergency Services/VFD/Other	4%
Maintenance/Solid Waste	1%
Admin./Building Inspections/Planning/Finance/IT	3%
Richmond County Courts/Clerk/Comm. Atty.	3%
Treasurer/Commissioner of Revenue	2%
Electricity	2%
Recreation	2%
Other	1%



Where Does Our Revenue Come From?

Local Sources	Amount	Total
• 2014	\$2,240,000	
• 2015	\$2,240,000	
• Local Fund 711	\$1,220,000	
• State and Federal Grants	\$1,000,000	
• Public Service Charge, Tax	\$1,000,000	
• Other	\$1,000,000	
Total	\$10,000,000	\$10,000,000



Recommended Budget Requests

Expense	Amount
Richmond County Public Library	\$2,000
Purchase of Vehicle for Animal Control (From CIP Money)	\$15,000
MP-NN CSB	\$1,500
Asst. Registrar Wages	\$1,000
Northern Neck Food Bank	\$1,000
The Haven	\$500

Budget Requests Not Recommended

Request	Amount
NN Soil and Water	\$5,000 Increase
General Registrar	\$6,000 Increase
Electoral Board	\$5,000 Increase
Health Department	\$14,194 Increase
Commonwealth's Attorney	\$70,000 Increase
NN Tourism Commission	\$3,000 Increase
NN-CD Regional Partnership	\$2,000 Increase
NN Food Bank	\$5,000 Increase
NN Free Health Clinic	\$14,577 Increase
Tappahannock Free Health Clinic	\$2,000 Increase
Menokin Foundation	\$750 Increase

Budget Requests Not Recommended

Request	Amount
Sheriff's Office	\$55,000 Increase
YMCA	\$10,000 Increase
RC Little League	\$5,000 Increase
RC Public Library	\$5,000 Increase
NN Community Services Board	\$1,565 Increase
Social Services	\$20,000 Increase
Tappahannock Community College	\$10,500 Increase

Key Budget Requests Not Recommended

- Approximately \$250,000 in Departmental funding requests not recommended for funding.
 - An additional Tax Increase of 0.035 would be required to fund all departmental requests.
 - Although funding requests were higher than revenues are able to fund, overall requests were down from the past four years.

- ### Other Considerations?
- Increase to the Machinery and Tools Tax?
 - CIP Funding?
 - Further spending reductions?
 - Greater Tax Increase?
 - Lesser Tax Increase?
 - Requests not recommended?
 - Other Budget Scenarios to consider?

Remaining FY16 Budget Schedule

- Monday, March 30th @ 6PM
- Thursday, April 9th @ 1PM or 6PM
- Monday, April 13th @ 6PM
- Thursday, April 23rd @ 7PM (Proposed Public Hearing)
- Thursday, May 14th @ 7PM (Proposed Adoption)

Questions and Discussion

RICHMOND COUNTY BOARD OF SUPERVISORS
March 12, 2015 (Continued)

MINUTES

RECONVENE

Chairman Sanders reconvened at 6:00 p.m. on March 30, 2015 for a budget work session.

Present:

F. Lee Sanders, Chairman
Richard E. Thomas, Vice-Chairman
Jean C. Harper, Member
John L. Haynes, Jr., Member
Robert B. Pemberton, Member

Also Present:

R. Morgan Quicke, County Administrator
Mercedes Pierce, Finance Officer
Billy Herbert
David Rowe
Dr. Greg Smith

Mr. Quicke presented the Board with a new copy of the budget, which reflects a \$25,000.00 savings in revenues as a result of insurance premiums and salaries of the constitutional officers retiring.

FY16 PROPOSED INSURANCE CHANGES

Mr. David Rowe thanked the Board for the opportunity to speak about the proposed insurance plan changes and provided each member with a packet of information including the quarterly report and a side-by-side version comparison of the existing plan and the proposed 250 plan.

Mr. Rowe gave a Powerpoint presentation to the Board explaining the proposed changes. (see attachment)

Mr. Pemberton asked if the Key Advantage Expanded plan will be obsolete in 2 years. Mr. Rowe said it will eventually go away because it is unknown who would pay the 40% excise tax. If this law does not change, all of the co-pay based plans will eventually go away. Key Advantage Expanded will be the first to go.

Mr. Quicke thanked Mr. Rowe for coming and told the Board that he recommends moving forward in this direction in order to keep the costs down financially for the County and the employees.

FY16 COUNTY ADMINISTRATOR'S RECOMMENDED BUDGET WORKSHEET

Mr. Quicke told the Board that action needs to be decided tonight about the recommended insurance changes. If the Board is not ready to act, an extension must be filed before April 1st. Mr. Haynes doesn't see any variables for needed extension. The Board unanimously agreed to move forward for the recommended insurance changes.

Mr. Quicke told the Board that he does not recommend giving the employee's the 2% raise that the state is giving. Mr. Pemberton said he would like to give the employees a raise, but he feels like their hands are tied. Chairman Sanders said they could save for a one-time Christmas bonus for the full-time employees. Mr. Quicke said last year the Board gave the employees 8 additional hours of vacation and the last raise was given in 2013.

Chairman Sanders asked for a consensus to not grant full time employees a 2% salary increase in the upcoming budget. The consensus went as follows: Richard Thomas, no; John Haynes, no; Jean Harper, abstain; Robert Pemberton, no; and Lee Sanders, no; to not grant a 2% salary increase to full-time employees in the upcoming budget.

Mr. Quicke asked for any discussion about the \$150,000 cut the Richmond County Public Schools. Chairman Sanders recommended coming back to this item.

Mr. Quicke asked for discussion about funding \$55,000.00 towards the Capital Improvement Plan. Chairman Sanders recommended coming back to this item after Mr. Haynes and Mrs. Harper present their proposal.

SUPERVISOR HAYNES AND SUPERVISOR HARPER FY16 PROPOSED BUDGET

Mr. Haynes provided the Board with a budget proposal (see attached) from Supervisor Haynes and Supervisor Harper.

Mr. Pemberton questioned the additional cut to the school system. Mr. Pemberton said he thinks a \$150,000.00 cut in the school budget is good for this year.

Mrs. Harper said that the auditor's comments were painful but the reality is something has to be done.

Chairman Sanders asked for a consensus about the \$150,000 cut to the Richmond County School Board. Mr. Thomas asked to come back to this item.

Chairman Sanders asked for discussion and a consensus about funding \$55,000.00 toward the CIP. No decision was made and this item will be discussed at the next worksession.

Chairman Sanders asked for discussion and a consensus about the machinery and tools tax. Mr. Thomas agrees that the tax needs to be raised but he thinks the proposal is a lot. Mr. Quicke said that the Commissioner of the Revenue needs to be involved due to the depreciation values. Mr. Pemberton suggested talking with the Commissioner about the depreciation values

before the next meeting. The consensus went as follows: Richard Thomas, yes; John Haynes, no; Jean Harper, no; Robert Pemberton, yes; and Lee Sanders, yes; to move forward with raising the machinery and tools tax.

Chairman Sanders asked for discussion and a consensus about funding \$1,000.00 to the Northern Neck Food Bank. Chairman Sanders said he would rather give additional funding to the Library. The Board unanimously agreed to not fund \$1,000.00 to the Northern Neck Food Bank.

Chairman Sanders asked for discussion and a consensus to fund an additional \$2,000 to the Richmond County Public Library. The consensus went as follows: Richard Thomas, yes; John Haynes, no; Jean Harper, no; Robert Pemberton, yes; and Lee Sanders, yes.

Chairman Sanders asked for discussion and a consensus regarding funding \$15,000.00 for the purchase of a vehicle for Animal Control. Chairman Sanders questioned if they would be better off to finance this vehicle through state contract. Mr. Quicke said the USDA is willing to finance a new vehicle. Mr. Quicke said he would check into options and have information for the next worksession.

Chairman Sanders asked for discussion and a consensus regarding a \$1,500.00 increase to the MP-NN CSB. Mr. Quicke said Richmond County is the only locality that is paying less than the state minimum. Mrs. Harper questioned what population was used. Mr. Quicke said usually the number is from the 2010 census, which is 9,254. Mr. Pemberton said it sounds like Richmond County is not pulling their weight. The consensus went as follows: Richard Thomas, yes; John Haynes, no; Jean Harper, no; Robert Pemberton, yes; Lee Sanders, yes; to increase the funding by \$500.00 to the MP-NN CSB.

Chairman Sanders asked for discussion and a consensus regarding a \$1,000.00 increase in the Assistant Registrar wages. Mr. Quicke explained that this coming election year is going to be very busy with the June primary and the November election. The consensus went as follows: Richard Thomas, yes; John Haynes, no; Jean Harper, no; Robert Pemberton, yes; Lee Sanders, yes; to increase the part time funding for the Assistant Registrar wages to \$1000.00.

Chairman Sanders asked for discussion and a consensus regarding a \$500.00 increase to the Haven. Mr. Quicke said they currently receive \$3,500.00 and this increase will take the funding to \$4,000.00. Mr. Quicke said he would check with other localities and see what they give and check into the Haven's federal and state funding. The Board agreed to revisit this item at the next worksession.

Chairman Sanders asked for discussion regarding the EMS retention plan. Mr. Quicke explained this is a plan that was started last year. This year and next year, the funding would go towards buying into the hazardous duty retirement program. The Board agreed to hold off on this item until the next worksession. Mr. Quicke said it is already a line item in the budget.

Chairman Sanders asked for discussion regarding the Sheriff's Office retention plan. Mr. Quicke explained the \$3,200.00 step is recommended in this budget, but the 2% salary increase

was not. Mr. Quicke said that the Sheriff said that the 2% salary increase is part of the retention plan. Mr. Quicke said the Comp Board is moving forward with the 2% raise, but the Board does not have to approve that increase. The Board unanimously agreed to move forward with the \$3,200.00 step and not move forward with the 2% salary increase.

Mr. Quicke asked the Board if they wanted to discuss the budget requests that are not recommended for funding.

Mr. Thomas said he thinks that the Tappahannock Free Health Clinic deserves a portion of the level funding. Mr. Quicke said that the Tappahannock Clinic serves 70% and the Northern Neck Clinic serves 30% of Richmond County residents. The consensus went as follows: Richard Thomas, yes; John Haynes, yes; Jean Harper, yes; Robert Pemberton, yes; Lee Sanders, no; to fund the Tappahannock Free Health Care Clinic \$10,500.00 and the Northern Neck Free Health Care Clinic \$4,500.00, which equals to the \$15,000.00 level funding.

Mrs. Harper asked if any additional funding would go to Social Services. Mr. Quicke said he recommends level funding. Mrs. Harper said that a 2% raise would cost the County \$2,000.00. Mrs. Harper asked if they could come back in the middle of the year if the funds are not enough. Mr. Quicke said anyone could come back in the middle of the year and ask for a larger appropriation. The Board unanimously agreed to provide the Department of Social Services level funding for the upcoming budget.

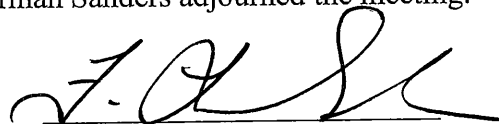
Mr. Thomas asked to revisit the Northern Neck Tourism Commission. Mr. Quicke said their current funding is \$4,500.00 a year. The Board agreed to provide the Northern Neck Tourism Commission level funding for the upcoming budget.

Chairman Sanders asked for a consensus on the additional funding requests by the following departments: NN Soil and Water, General Registrar, Electoral Board, Health Department, Commonwealth's Attorney, NN Tourism, NN-CB Regional Partnership, NN Food Bank, NN Free Health Clinic, Tappahannock Free Health Clinic, Menokin Foundation, Sheriff's Office, YMCA, RC Little League, RC Public Library, MP-NN CSB, Social Services, Rappahannock Community College. The consensus went as follows: Richard Thomas, no; John Haynes, yes; Jean Harper, yes; Robert Pemberton, yes; Lee Sanders, yes.

Chairman Sanders scheduled the next budget worksession for April 9, 2015 at 1:00 p.m. for continued discussion on the upcoming budget.

ADJOURN

After no further business, Chairman Sanders adjourned the meeting.



F. Lee Sanders, Chairman
Richmond County Board of Supervisors

FY 16 Health Insurance Discussion

BOARD OF SUPERVISORS BUDGET PRESENTATION
MARCH 10, 2015
PRESENTED BY
DAVID ROWE

**Health Insurance 101:
The basics**

- Health insurance is expensive
- Except for salaries, health insurance represents the largest single-item expense for Richmond County
- The County's total expenditure annually is \$388k
- As important, health insurance is also the most sacred benefit to employees
- Any change to what plans are offered/how much they cost is given significant consideration by County leadership

**Preparation for our annual renewal:
Driving the process**

- County and School Board leadership meet quarterly to review claims expenses (we have been purchasing our health insurance with RCPS since 7/1/13)
- Our actuary prepares an analysis of our claims position and gives us our quarterly projection (see section two in your bound materials)
- We share our projection with Anthem; we tell them what we are expecting our renewal action to be, not the other way around
- This year, we prepared for up to an 8% increase but we shared with Anthem only our 4.6% projection. Rate action ended up at 5.3%
- This saved Richmond County and RCPS about \$44k

**Preparation for our annual renewal:
Driving the process**

- Both County and School Board leadership shared that we must at least level-fund our health insurance program in FY16
- County could have accomplished this with KA Exp but would have been forced to pass the entire increase directly to our employees—**KeyAdvantage Expanded would have been unaffordable!**
- Decision was made to recommend moving from KeyAdvantage Expanded to KeyAdvantage 250 as our high-option offering

**Preparation for our annual renewal:
Other considerations**

- Other considerations: Commonwealth of Virginia has stated that they will discontinue KeyAdvantage Expanded as it will be subject to the ACA's "Cadillac" tax in 2018
- KeyAdvantage 250 is the closest local government plan offered that compares to what the State of Virginia employees are offered called **COVA Care**
- So how does KeyAdvantage 250 compare to our current KeyAdvantage Expanded plan?

**KA Expanded vs. KA 250
July 1, 2015**

	KA Expanded	KA 250
• Annual Deductible	\$100/200	\$250/500
• Annual Out of Pocket	\$2,000/\$4,000	\$3,000/\$6,000
• PCP/Specialist visits	\$15/\$25	\$20/\$35
• Labs and x-rays	10% coins (no ded)	10% coins (after ded)
• ER/OP services	\$150 copay	\$150 copay
• I/P hospital care	\$200 per stay	\$300 per stay
• RX	\$10/\$20/\$45/\$55	\$10/\$30/\$45/\$55
• Dental	\$1,500 annual max	\$1,500 annual max

**KA Expanded vs. KA 250
Employee Costs**

	KA Expanded	KA 250
• ER-only costs (prepaid 7/1/15)	\$170 (incl \$130)	\$120
• Monthly difference to employer	\$110	() \$59
• Annual savings to employer w/ KA 250		() \$600

• Most employees will never spend an additional \$600 in insurance program costs for the year (copays, deductibles or coinsurance). Moving to KA 250 will enable most employees to have more take-home pay than if we continue to offer KA Expanded!

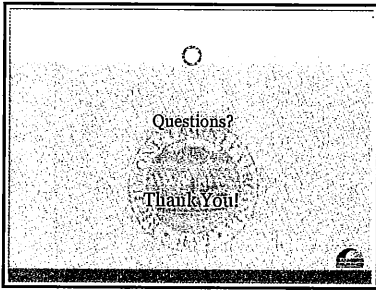
Benchmarking the Northern Neck/Middle Peninsula

**Richmond County
Proposed KA 250/KA 500**

Reliant/Starart Westmoreland County KA Exp/KA 500	Worcester Fane County United Healthcare \$200/\$1,000 ded plans Landover County KA 500/HDHP Northern Neck/Middle Peninsula KA 250/KA 1000 Middlesex County Anthem HMO \$200/\$1,000 ded plans
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In conclusion...

- As sponsors of KA 250 and KA 500, Richmond County will offer the second richest benefit program on the Northern Neck and Middle Peninsula to its employees while still remaining affordable



Budget Proposal from Supervisors Haynes and Supervisor Harper

- Level Tax Rates of \$.67/\$100 for Real Estate and \$3.50/\$100 for Personal Property
- Propose to cut CIP funding from County Administrator's recommended budget from \$55,000 to \$25,000.
- Propose to reject all County Administrator's Budget Recommendations that propose additional funding to departments (Northern Neck Food Bank, Animal Control Vehicle, Public Library, The Haven, Registrar, CSB)
- Propose to cut RCPS by \$36,000 from the approved FY15 Budget
 - FY15 Approved Budget - \$13,206,176
 - FY16 Hayes/Harper Recommend - \$13,170,000 (\$36,176)
 - FY16 RC School Board Approved Budget - \$13,406,690
 - Local Share would be \$5,046,540 compared to current Local Share of \$5,336,000.
 - County Administrator's Budget shows a \$150,000 Local Share reduction to the RCPS, which would result in a local contribution of \$5,186,000.
- Overall FY16 Budget for Richmond County would balance at \$23,186,000.

