

VIRGINIA: AT AN ADJOURNED MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON TUESDAY, FEBRUARY 28, 2017, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: HON. BARBARA JARRETT-HARRIS, CHAIR, HON. JOHN W. ZUBROD, VICE-CHAIR, HON. BERNARD L. JONES, SR., HON. WELTON TYLER, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR.

ABSENT: HON. FREDERICK A. HARRISON, SR.

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**Re: Call to Order**

Chair Harris called the meeting to order.

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**Re: Approval of Agenda**

Upon a motion by Mr. Jones, seconded by Mr. Zubrod, and unanimously carried, the Board approved the agenda as presented.

Ayes: Jones, Tyler, Zubrod, Harris; Nays: None

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**FY18 Brunswick County Operating Budget**

Dr. Charlette T. Woolridge, County Administrator, presented FY18 General Fund anticipated revenues as follows:

Revenue from Local Sources	\$16,562,795
Revenue from the Commonwealth	\$4,013,832
Revenue from the Federal Government	\$1,019
<b>Total Revenue</b>	<b>\$20,681,711</b>

Dr. Woolridge stated that the Finance Committee is offering three options to fund budget requests as follows:

Option 1: Expenditures Based on Total Departmental Requests

Total Departmental General Fund Budget Requests*	\$15,089,995
Total Transfers To Other Funds (From General Fund)	7,026,568
Health Insurance Increase	167,000
<b>Total Expenditures</b>	<b>\$22,283,563</b>

\*Represents total budget requests by departments as of February 3, 2017.

Option 1 will result in a deficit in the amount of \$1,601,852. See below:

Total Revenues	\$20,681,711
Total Expenditures	(22,283,563)
<b>General Fund Deficit</b>	<b>(\$1,601,852)</b>

Option 2: Level-Fund Expenditures

Total Departmental General Fund Budget Requests	\$12,983,269
Total Transfers To Other Funds (From General Fund)	6,882,799
Potential Health Insurance Increase	167,000
<b>Total Expenditures</b>	<b>\$20,033,068</b>

Option 2 will result in a surplus of \$648,643. See below:

Total Revenues	\$20,681,711
Total Expenditures	(20,033,068)
<b>General Fund Surplus</b>	<b>\$648,643</b>

Option 3: Finance Committee's Recommendation

Total General Fund Expenditures*	\$13,327,498
Total Transfers To Other Funds (From General Fund)**	7,532,799
Health Insurance Increase	167,000
<b>Total Expenditures</b>	<b>\$21,027,297</b>

\*Includes additional funding for the following departments or agencies. All other departments or agencies will be level funded:

- Building and Grounds – Operating expenses
- Chamber of Commerce – Operating expenses
- Commonwealth Attorney Office – Attorney position
- Electoral Board – Operating expenses
- Equalization Board – Operating expenses
- General District Court - Part-time Deputy Clerk position and operating expenses
- Registrar – Assistant Registrar position (from part-time to full-time)
- Sheriff – 2/3 funding of employee salary study
- Solid Waste Disposal – Operating expenses
- Southside Virginia Community College – County's share of educating students
- Treasurer – State required training/conferences
- VCU Health/Community Memorial Hospital

\*\*The Brunswick County Industrial Development Authority requested an additional \$650,000 for infrastructure planning and development and industrial land acquisition. These funds were moved to the County's General Capital Projects Fund.

Option 3 will result in a deficit of \$345,586. See below:

Total Revenues	\$20,681,711
Total Expenditures	(21,027,297)
<b>General Fund Deficit</b>	<b>(\$345,586)</b>

Other Budget Considerations

Dr. Woolridge presented other budget considerations below. If approved for funding, it will have financial implications on all three options:

- Demolition of Property \$175,000 (Primary School only)
  - Primary School - \$175,000
  - South Brunswick School - \$250,000  
(Note: South Brunswick School will be addressed in FY19, unless grant funding is secured).
  
- Salary Study \$354,000
  - Total estimated results of salary study is \$531,000 for County and Department of Social Services employees. The Finance Committee recommends funding 2/3 of the salaries in FY18, which is in alignment with funding the Sheriff's Office salary study. The remaining third will be included in the FY19 budget.
  
- Convenience Center \$50,000
  - Phase 1
  
- Fire & EMS \$200,000
  - Operating expenses
  
- Emergency Communications System \$200,000
  - It is anticipated that the total cost to implement the emergency communications system is \$1.2 million. Funds will be phased in the budget over a six year period.
  
- Total 'Other Budget Consideration' Costs \$979,000

Note: The results of Brunswick County Public School's salary study is still under review. As a result, the financial implications are unknown at this time.

Finance Committee's Recommendation

The Finance Committee recommends that the Board fund Options 3. Option 3 will result in a deficit of \$1,324,586. However, this figure does not include the School's salary study. See below:

Total General Fund Deficit	(\$345,586)
Other Budget Considerations	(979,000)
<b>Total General Fund Deficit</b>	<b>(\$1,324,586)</b>

Note: The current real estate tax rate increase of \$0.01 = \$210,000. Therefore, \$0.07 is required to balance the budget in the amount of \$1,324,586.

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**FY18 Brunswick County Capital Improvement Project Budget**

Dr. Woolridge presented Capital Improvement Project Budget anticipated revenues as follows:

Total Revenue*	\$27,400
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\*Includes grant funding for Brunswick Byways Visitor Center Project.

Dr. Woolridge presented Capital Improvement Project Budget anticipated expenditures as follows:

Total Capital Projects Expenditures*	\$27,600
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\*Brunswick Byways Visitors Center Project.

The budget implications are as follows:

Total Revenues	\$27,400
Total Expenditures	(27,600)
Capital Improvement Projects Deficit	(\$200)

The Chair requested that the Board review the budget as presented and be prepared to make recommendations during the March 7 budget work session.

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**Re: Adjourn**

Upon a motion by Mr. Zubrod, seconded by Mr. Tyler, and unanimously carried, the Board adjourned to 6:30 p.m. on Tuesday, March 7, 2017, in the Board Room of the County Government Building located at 228 N. Main Street, Lawrenceville, Virginia.

Ayes: Jones, Tyler, Zubrod, Harris; Nays: None.

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Hon. Barbara Jarrett-Harris, Chair

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Charlette T. Woolridge, Ph.D., Clerk