

April 22, 2013

At a special meeting of the Board of Supervisors of Prince Edward County, held at the Court House, thereof, on Tuesday, the 22<sup>nd</sup> day of April, 2013; at 3:00 p.m., there were present:

Howard M. Campbell

Pattie Cooper-Jones

William G. Fore, Jr.

Don C. Gantt, Jr.

Robert M. Jones

Charles W. McKay

Howard F. Simpson

Jim R. Wilck

Also present: Wade Bartlett, County Administrator; and Sarah Elam Puckett, Assistant County Administrator.

Chairman Fore called the reconvened meeting to order at 3:00 p.m. stating its purpose is a budget work session.

In Re: Request from Prospect Volunteer Fire Department – Grant Assistance from CRC

Mrs. Sarah E. Puckett, Assistant County Administrator, stated Fire Chief Al Mason informed County staff of a request for assistance from the Commonwealth Regional Council with a grant for funding through the Federal Assistance for Firefighters program. Mrs. Puckett added the fire department would pay all grant writing and administration costs; the CRC requires a letter from the County requesting the CRC assist the fire department. There is no cost to the taxpayers.

Supervisor Gantt made a motion to support the request of the Prospect Volunteer Fire Department for grant-writing assistance from the Commonwealth Regional Council; the motion carried unanimously:

Aye: Howard M. Campbell  
Pattie Cooper-Jones  
William G. Fore, Jr.  
Don C. Gantt, Jr.  
Robert M. Jones  
Charles W. McKay  
Howard F. Simpson  
Jim R. Wilck

Nay: None

In Re: Review of Budget Discussions at Work Sessions

Mr. Bartlett reviewed the indications of the direction from the Board in compiling the budget. He stated the budget would start with a deficit of \$525,000. He stated the capital expenditures total \$1,587,787.

Mr. Bartlett stated the budget for FY14 contains \$15,849,137 in local revenues, a difference of \$151,660 from the projected amount to be collected in FY13. The Local recordation tax accounts for almost \$58,000 of that amount with the remainder scattered throughout the various revenue streams. Collection of revenues slightly greater than budgeted will not overcome the operational deficit; at best it will pay for the necessary capital expenditures, still leaving an ongoing deficit of approximately \$525,000.

He added that if the Board of Supervisors increases expenditures by the \$469,181 as directed, the starting operational deficit for the FY15 budget will be approximately \$994,000. Including the additional expenditures of \$469,181, the estimated fund balance at the end of FY14 is \$9,280,439. In order not to borrow funds during a fiscal year due to cash flow fluctuations and to allow funds for unexpected expenses, Prince Edward County needs a minimum fund balance of \$6 million. With an operation deficit of almost \$1 million, in only three years Prince Edward's fund balance would fall to such a point as to require short-term borrowing to pay expenses.

Discussion followed on the cost of the closure of a cell at the landfill, potential revenue sources and areas for savings in the coming year.

Mr. Bartlett stated \$1.1 million was reimbursed from VDOT for the Route 786 Project and will be moved into the General Fund.

Supervisor Wilck stated the Longwood Small Business Development Center and Chamber of Commerce duplicate some County services provided by the Economic Development Office. Mr. Bartlett said he would hesitate to put a governmental function under somebody that the County does not control,

and explained those County services require the unique knowledge and contacts specific to the County. Discussion followed on the merging of services provided by several outside entities to include the IDA, Longwood Small Business Development, Workforce Investment Board, and the Community College to be used by the County. Chairman Fore added the County needs to have someone readily available to respond to the state, with the knowledge of how to respond.

After discussion, Mr. Bartlett stated there is enough in the budget and with a \$9.3 million Fund Balance at the end of FY 14, there would still be enough to allow for operation as normal and still have a reserve in case of an emergency. With some of the unknowns becoming known during the next budget year, the Board will be able to make any hard decisions necessary next year and still give enough time to adjust the operation of the County. Mr. Bartlett reviewed several options the Board may have to consider next year.

Discussion followed.

On motion of Supervisor McKay and adopted by the following vote:

Aye:	Howard M. Campbell	Nay: None
	Pattie Cooper-Jones	
	William G. Fore, Jr.	
	Don C. Gantt, Jr.	
	Robert M. Jones	
	Charles W. McKay	
	Howard F. Simpson	
	Jim R. Wilck	

the meeting was recessed at 4:33 p.m. until April 22, 2013 at 7:00 p.m.