



**BOARD OF SUPERVISORS MEETING**

**ADDENDUM PACKET**

**October 11, 2016**

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**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:**        **October 11, 2016**  
**Item No.:**            **13**  
**Department:**        **County Administration**  
**Staff Contact:**      **W.W. Bartlett**  
**Issue:**                **Appropriations**

**Summary:**

The Schools have notified the County they will be receiving \$58,189 from the Security Equipment Grant Program. There is a 25% local match requirement which will be funded from the existing budget. The funds will be used to purchase security alarm systems for all three schools and the technical education center and additional electronic door access controls.

The acceptance of this grant will be revenue neutral for the School and General Fund.

**Recommendation:**

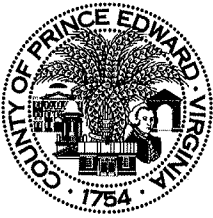
Approve the FY17 budget amendment displayed below and appropriate the same funds.

FY17 BUDGET AMENDMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	250	24020	0106	Safety & Security Grant		\$58,189
4 (Exp)	250	66000	6020	Safety & Security Grant	\$58,189	

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Pride \_\_\_\_\_ Townsend \_\_\_\_\_  
 Second \_\_\_\_\_ Gray \_\_\_\_\_ Simpson \_\_\_\_\_ Wilck \_\_\_\_\_  
                                  Jones \_\_\_\_\_ Timmons \_\_\_\_\_





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:**           **October 11, 2016**  
**Item No.:**               **14**  
**Department:**         **County Administration**  
**Staff Contact:**       **W.W. Bartlett**  
**Issue:**                 **Committee Report – Finance Committee**

**Summary:**

The Finance Committee met on October 6, 2016. The committee is comprised of Supervisors Cooper-Jones, (chair), Jones, Simpson, and Timmons. Supervisor Jones was absent. The Committee voted 2-1 to recommend to the full Board the pay raise be removed from the budget because the State was not providing their share of the funding.

At this time because of the revenue shortfall for the Commonwealth the proposed 2% pay raise effective December 1, 2016 for state employees will not be implemented. The County’s approved FY17 budget includes the same 2% pay raise for all employees, to include Constitutional Offices effective Dec. 1, 2016. The County’s FY17 budget includes the increase in revenue from the State Compensation Board for the Constitutional Offices for the raise. This revenue will not be received.

The expense, which can be found in the budget under General Expenses in a line called Pay Raise Reserve (91000-5011) contains \$72,000 for seven months in FY17. If the raise is provided it will mean an annual increase of \$123,429 for FY18 and beyond, all of which must be locally funded.

The FY17 budget contains \$37,513 in revenue from the Comp Board which now will not be received. As of now the pay raise is not authorized and the Governor will not present his budget amendments until December 16, 2016. For FY18 and beyond the County would have received \$64,308 from the Comp Board for the pay raise. This means in order to balance the FY17 budget either revenue will need to increase by \$37,513 or expenses will need to be decreased. For FY18 and beyond the County will experience lost revenue of \$64,308.

In FY17 because of vacancies the extension office estimates we will see savings of about \$15,000. The County received \$30,298 from the state for timbering in State Forest; the budget did not contain any funds from this revenue source. Thus these two items will provide approximately \$45,298 in expense savings or unanticipated revenues which are greater than the amount which will be lost due to the forgone pay raise. While the amount of lost revenue for FY17 can be resolved the out year impact of \$64,308 will have to be addressed every year. I have reviewed revenue collections for the first 3 months of FY17 and except for the timbering mentioned above I do not see any other revenues that are particularly exceeding or falling short of the budget, but it is very early in the FY. There are some expense lines where we are experiencing savings but there are some we are over budget particularly in Animal Control and Legal, overall they are balancing each other. One other expense that is not included in the budget is the cost of hiring the Architectural firm for the

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	



**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

Courthouse project. The actual cost will not be known until the contract is awarded but will be considerable.

Before making their decision the Finance Committee reviewed the impact the failure of providing the raise will have on the School Budget. Failure to receive the state funding would mean local dollars would have to be used to make-up the shortfall. For FY17 the school budget contained almost \$101,000 in state revenue that will now not be received. For FY18 and beyond this amount would be slightly more than \$161,000.

Taken together in FY18 and beyond the County and School budgets will not receive \$225,000 which will have to be made up with local tax dollars if the 2% raise is implemented.

**Recommendation:**

The Committee approved by the vote of 2-1 to amend the budget by removing the funds associated with the pay raise.

**FY17 BUDGET AMENDMENT**

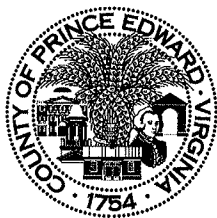
Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	23000	0010	Shared Expense – Commonwealth’s Attorney	\$ 6,952	
3 (Rev)	100	23000	0020	Shared Expense - Sheriff	\$21,642	
3 (Rev)	100	23000	0030	Shared Expense – Commissioner of Revenue	\$ 1,540	
3 (Rev)	100	23000	0040	Shared Expense - Treasurer	\$ 2,402	
3 (Rev)	100	23000	0070	Shared Expense – Clerk of Court	\$ 4,977	
3 (Exp)	100	93000	0100	To General Fund Balance	\$34,487	
4 (Exp)	100	91000	5011	Pay Raise Reserve		72,000

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Gray \_\_\_\_\_  
Jones \_\_\_\_\_

Pride \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_



**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:**       **October 11, 2016**  
**Item No.:**           **15**  
**Department:**       **County Administration**  
**Staff Contact:**     **W.W. Bartlett**  
**Issue:**               **Closed Session**

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**Summary:**

I move that the Prince Edward County Board of Supervisors convene in Closed Session:

- a) For discussion to consider the acquisition of real property for a public purpose, where discussion in an open meeting could adversely affect the negotiating strategy of the County, pursuant to the exemption provided for in Section 2.2-3711(A)(3) of the *Code of Virginia*.

**Attachments:**

**Recommendation:**   Convene in Closed Session.

Motion _____	Cooper-Jones _____	Pride _____	Townsend _____
Second _____	Gray _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	