

AT A SPECIAL EMERGENCY MEETING OF THE BOARD OF SUPERVISORS,
HELD AT 5:30 P.M. ON MONDAY, APRIL 6, 2020, BY ELECTRONIC MEANS PURSUANT
TO VIRGINIA CODE § 2.2-3708.2(A)(3) AND THE ROCKBRIDGE COUNTY ELECTRONIC
PARTICIPATION IN MEETINGS POLICY, DUE TO THE THREATS POSED BY THE COVID-19
PANDEMIC TO THE HEALTH, SAFETY, AND WELFARE OF THE PUBLIC, AND IN
ACCORDANCE WITH THE RECOMMENDATIONS, GUIDELINES AND REQUIREMENTS OF
FEDERAL, STATE AND LOCAL AUTHORITIES.

BOARD MEMBERS WILL BE PARTICIPATING REMOTELY. STAFF WILL BE PRESENTING
AS NORMAL IN THE BOARD OF SUPERVISORS MEETING ROOM
AT 150 S. MAIN STREET, LEXINGTON AND
WHILE THE ROOM WILL BE OPEN TO THE PUBLIC,
NO MORE THAN 10 PERSONS, INCLUDING STAFF WILL BE ALLOWED
INTO THE ROOM AS PER THE BOARD'S COVID19 MEETING POLICY.

BOARD MEMBERS PRESENT: D. E. LYONS
R. W. DAY
L.E. AYERS
D.B. MCDANIEL
A.J. "JAY" LEWIS, II.

COUNTY ADMINISTRATOR: SPENCER H. SUTER

COUNTY ATTORNEY: VICKIE L. HUFFMAN

Special Emergency Meeting:

Chairman Lyons called the special emergency meeting of the Board of
Supervisors to order at 5:30 p.m. and provided the following
announcements:

- (a) A state of emergency and disaster is in effect.
- (b) This meeting is being held as an emergency by electronic means,
pursuant to Va. Code §2.2-3708.2(a)(3) and Section 4 of the Rockbridge
County Electronic Participation in Meetings Policy.
- (c) All members of the Board are participating electronically from a
remote location, due to the threats posed by the COVID-19 pandemic.
- (d) The purpose of this meeting is to address the emergency, namely
to consider adoption of a Continuity of Government Ordinance.

(e) The public may view this meeting live on YouTube by clicking on "Video" on the BoardDocs agenda.

Consideration of Continuity of Government Ordinance:

County Attorney Vickie Huffman provided the following statement:

This emergency meeting is to consider the Continuity of Government Ordinance that was presented in draft form at the March 23rd meeting. The proposed Ordinance allows for real time electronic meetings (without the physical presence of a quorum), establishes procedures that assure public access by electronic means, while observing safety guidelines and directives, suspends deadlines and permits postponement of non-emergency public hearings and action items, and encourages towns within the County to adopt a similar Ordinance. The Ordinance specifically provides that failure to meet deadlines shall not constitute a default, violation, approval, recommendation or otherwise, but all public entities, officers and employees are encouraged to take such action as is practical and appropriate to meet those deadlines. All other local and regional bodies may rely on this action to alter their meetings as needed to conduct government business during the emergency, in accordance with these procedures. If adopted, the ordinance and a supporting resolution will be distributed the following day to the various boards, commissions, and County agencies.

Supervisor Lewis asked Ms. Huffman if the proposed ordinance covers the Central Shenandoah Planning District Commission of which he and Mr. Slaydon serve as the County's representatives.

Ms. Huffman responded that the Planning District Commission is a State agency created by statute and its meetings should be covered by the State's provisions for electronic meetings. She added that a possible alternative could be for the Planning District Commission to rely on its representatives from each of its participating localities to conduct its meetings using procedures under the Continuity of Government Ordinance if all participating localities adopted.

Supervisor Lewis moved to adopt the Continuity of Government Ordinance. A second was provided by Supervisor McDaniel, and the ordinance was adopted by the following roll call vote by the Board:

Ayes: Lewis, McDaniel, Ayers, Day, Lyons
Nays: None
Abstain: None
Absent: None

AT A SPECIAL EMERGENCY MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY, VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON MONDAY, APRIL 6, 2020

AN EMERGENCY ORDINANCE TO EFFECTUATE TEMPORARY CHANGES IN CERTAIN DEADLINES AND TO MODIFY PUBLIC MEETING AND PUBLIC HEARING PRACTICES AND PROCEDURES TO ADDRESS CONTINUITY OF OPERATIONS ASSOCIATED WITH PANDEMIC DISASTER

WHEREAS, on March 12, 2020, Governor Ralph S. Northam issued Executive Order Fifty-One (2020) declaring a state of emergency for the Commonwealth of Virginia arising from the novel coronavirus (COVID-19) pandemic; and

WHEREAS, Executive Order Fifty-One acknowledged the existence of a public health emergency which constitutes a disaster as defined by Virginia Code § 44-146.16 arising from the public health threat presented by a communicable disease anticipated to spread; and

WHEREAS, Executive Order Fifty-One ordered implementation of the Commonwealth of Virginia Emergency Operations Plan, activation of the Virginia Emergency Operations Center to provide assistance to local governments, and authorization for executive branch agencies to waive “any state requirement or regulation” as appropriate; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency, beginning March 1, 2020, in response to the spread of COVID-19; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic; and

WHEREAS, on March 17, 2020, the County’s Director of Emergency Management issued a Declaration of Emergency, as amended, applicable throughout the County of Rockbridge, Virginia, pursuant to Virginia Code Sections 44-146.21; and

WHEREAS, on March 23, 2020, at its regular meeting, the Board of Supervisors of Rockbridge County (the “Board”) adopted a Resolution to ratify and confirm the Declaration of Local Emergency issued by the local Director of Emergency Management on March 17, 2020, specifically finding that the COVID-19 Pandemic constitutes a disaster as defined in Virginia Code § 44-146.16, being a “communicable disease of public health threat”, and amended the Declaration accordingly; and

WHEREAS, subsequent to the Declaration, there has been confirmation of area citizens having contracted COVID-19; and

WHEREAS, Virginia Code § 15.2-1413 provides that, notwithstanding any contrary provision of law, a locality may, by ordinance, provide a method to assure continuity of government in the event of a disaster for a period not to exceed six months; and

WHEREAS, Virginia Code § 44-146.21(C) further provides that a local director of emergency management or any member of a governing body in his absence may upon the declaration of a local emergency “proceed without regard to time-consuming procedures and formalities prescribed by law (except mandatory constitutional requirements) pertaining to performance of public work;” and

WHEREAS, Virginia Code § 2.2-3708.2(A)(3) allows, under certain procedural requirements including public notice and access, that members of the Board of Supervisors may convene solely by electronic means “to address the emergency;” and

WHEREAS, the open public meeting requirements of the Virginia Freedom of Information Act are limited only by a properly claimed exemption provided under that Act or “any other statute;” and

WHEREAS, the Governor and Health Commissioner of the Commonwealth of Virginia and the President of the United States have recommended suspension of public gatherings of more than ten attendees; and

WHEREAS, the Attorney General of Virginia issued an opinion dated March 20, 2020 stating that localities have the authority during disasters to adopt ordinances to ensure the continuity of government; and

WHEREAS, the Board of Supervisors has found that emergency measures are necessary to mitigate the ongoing emergency and disaster that is occurring in the County and to protect the health, safety, and welfare of the citizens; and

WHEREAS, the Board desires to ensure the continuity of government pursuant to Section 15.2-1413 of the Code of Virginia (1950, as amended); and

WHEREAS, this emergency ordinance in response to the disaster caused by the COVID-19 pandemic promotes public health, safety and welfare and is consistent with the law of the Commonwealth of Virginia, the Constitution of Virginia and the Constitution of the United States of America.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Rockbridge County, Virginia:

1. That the COVID-19 pandemic makes it unsafe to assemble in one location a quorum for public bodies of the County, including the Board, the Rockbridge County School Board, the Board of Zoning Appeals, the Planning Commission, the Tourism Corridor Review Board, the Rockbridge County Public Service Authority, the Rockbridge County Economic Development Authority, the Board

of Building Code Appeals, and all local and regional boards, commissions, committees and authorities created by the Board of Supervisors or to which the Board appoints all or a portion of its members (collectively “Public Entities” and individually “Public Entity”), or for such Public Entities to conduct meetings in accordance with normal practices and procedures.

2. That in accordance with Virginia Code § 15.2-1413, and notwithstanding any contrary provision of law, general or special, the following emergency procedures are adopted to ensure the continuity of government during this emergency and disaster:

a. Any meeting or activities which require the physical presence of members of the Public Entities may be held through real time electronic means (including audio, telephonic, video or other practical electronic medium) without a quorum physically present in one location; and

b. Prior to holding any such electronic meeting, the Public Entity shall provide public notice of at least 3 days in advance of the electronic meeting identifying how the public may participate or otherwise offer comment; and

c. Any such electronic meeting of Public Entities shall state on its agenda and at the beginning of such meeting that it is being held pursuant to and in compliance with this Ordinance; identify Public Entity members physically and/or electronically present; identify the persons responsible for receiving public comment; and identify notice of the opportunities for the public to access and participate in such electronic meeting; and

d. Any such electronic meeting of the Public Entities shall be open to electronic participation by the public and closed to in-person participation by the public; and

e. For any matters requiring a public hearing, public comment may be solicited by electronic means in advance, or in writing by mail or drop box in advance, and shall also be solicited through telephonic or other electronic means during the course of the electronic meeting. All such public comments will be provided to members of the Public Entity at or before the electronic meeting and made part of the record for such meeting; and

f. The minutes of all electronic meetings shall conform to the requirements of law, identify how the meeting was conducted, members participating, and specify what actions were taken at the meeting. The Public Entities may approve minutes of an electronic meeting at a subsequent electronic meeting and shall later approve all such minutes at a regular or special meeting after the emergency and disaster has ended.

IT IS FURTHER ORDAINED that notwithstanding any provision of law, regulation or policy to the contrary, any deadlines requiring action by a Public Entity, its officers (including Constitutional Officers) and employees of its organization shall be suspended during this emergency and disaster, however, the Public Entities, officers and employees thereof are encouraged to take such action as is practical and appropriate to meet those deadlines. Failure to meet any such deadlines shall not constitute a default, violation, approval, recommendation or otherwise.

IT IS FURTHER ORDAINED, that non-emergency public hearings and action items of Public Entities may be postponed to a date certain provided that public notice is given so that the public are aware of how and when to present their views.

IT IS FURTHER ORDAINED, that each incorporated town within the boundaries of Rockbridge County are encouraged, authorized and/or directed to declare its own state of local emergency and disaster or incorporate by reference the County's local state of emergency and disaster and to adopt an ordinance for the continuity of town government.

IT IS FURTHER ORDAINED, that the provisions of this Emergency Ordinance shall remain in full force and effect for a period of 60 days, unless amended, rescinded or readopted by the Board in conformity with the notice provisions set forth in Virginia Code §15.2-1427, but in no event shall such ordinance be effective for more than 6 months. Upon rescission by the Board or automatic expiration as described herein, this emergency ordinance shall terminate and normal practices and procedures of government shall resume.

Nothing in this Emergency Ordinance shall prohibit Public Entities from holding in-person public meetings provided that public health and safety measures as well as social distancing are taken into consideration.

An emergency is deemed to exist, and this ordinance shall be effective upon its adoption.

ADOPTED by the Board of Supervisors of Rockbridge County, on this _____ day of April, 2020.

Regular Meeting:

Chairman Lyons called to order the regular meeting at 5:35 p.m. and provided the following announcements:

(a) This meeting is being held by electronic means pursuant to the Continuity of Government Ordinance just adopted, to address matters of importance in County government but not directly related to the emergency itself.

(b) The COVID-19 pandemic makes it unsafe to assemble a quorum of the Board in the meeting room.

(c) All members of the Board are participating from a remote location through real time electronic means, namely Zoom. None are physically present in the Board meeting room, but staff will be presenting from the Board meeting room.

(d) Advance notice of at least 3 days has been provided to advise the public of the electronic meeting and the ability to view the meeting through YouTube accessed from BoardDocs. The County Administrator will receive any citizen comment in writing by mail, email or dropbox, and presented to the Board at its April 13th meeting.

Addition to the agenda:

Chairman Lyons advised that Ms. Deborah Woodcock in the Ross Road area of the County has submitted an issue to the Board concerning barking dogs in her area. The County Administrator has provided this to the Board and her comments will be reflected in the minutes of this meeting, for the record.

"I am writing to you about the problem with the dogs at 1155 and 1169 Ross Road just outside of Lexington. I regret taking up your time knowing the urgent matters requiring your attention. However, I would like to request your assistance since the dogs continue to be a problem in the neighborhood.

The Ross Road dogs are hunting dogs that don't just bark but also yelp and bay loudly. They wake us up and can be heard in every room of the house with the windows closed. We cannot sit on our porch or work on the property without being subjected to high noise levels. They are noisy for hours at a time during the day and into the evening. Just one of these dogs when baying loudly can be heard within a radius of 1/2 mile.

Our property and all the properties in this area are in a part of the county zoned residential. I would like to request that the county administration consider our need for a noise ordinance in the residential areas of the county to address this problem or take other measures so that we can have our quiet neighborhood back.

Thank you for your Consideration, Deborah Woodcock."

Consideration of Real Estate Tax Deadline Extension:

County Attorney Vickie Huffman explained that this item was for consideration of a resolution to extend the due date for the first half of real estate taxes from June 5, 2020 to June 22, 2020. She added that this recommendation to extend the deadline came from the County's Finance Committee in order to allow additional time to evaluate the expected loss of revenue due to the current emergency situation, and in consideration of the necessary rate to be set for the 2020 real estate taxes. In addition, she noted, it is expected that the State is re-evaluating its budget, which could impact the County budget. Ms. Huffman advised that Virginia Code section 58.1-3916 authorizes governing bodies to grant this reasonable extension of time.

County Administrator Spencer Suter acknowledged the Commissioner of the Revenue David Whitesell and Rockbridge County Treasurer Betty Trovato who were present to answer questions.

Supervisor McDaniel moved to adopt the resolution to extend the due date for the first half of real estate taxes. A second was provided by Supervisor Ayers, and the resolution was adopted by the following roll call vote by the Board:

Ayes: McDaniel, Ayers, Lewis, Day, Lyons
Nays: None
Abstain: None
Absent: None

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY,
VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON MONDAY,
APRIL 6, 2020

**RESOLUTION TO EXTEND THE DUE DATE FOR THE 1ST HALF OF
2020 REAL ESTATE TAXES FROM JUNE 5, 2020, TO JUNE 22, 2020**

WHEREAS, pursuant to Rockbridge County Code Chapter 25, Section 25-39, payment of the first installment of real estate taxes for calendar year 2020 are due on or before June 5th of each tax year; and,

WHEREAS, on March 12, 2020, the Governor of Virginia, by Executive Order Number Fifty-One (2020), declared a state of emergency in the Commonwealth of Virginia with regard to the Coronavirus (COVID-19); and,

WHEREAS, due to the outbreak and spread of COVID-19, conditions exist such that there is a threat to the public health, safety, and welfare of the residents of Rockbridge County, Virginia, and that the severity and magnitude is sufficient to constitute an emergency as defined in Virginia Code 44-146.16, and warrants coordinated local government action to prevent or alleviate the damage, loss or suffering threatened or caused thereby; and,

WHEREAS, on March 17, 2020, the Director of Emergency Management deemed that a continuing state of emergency existed in the County of Rockbridge and executed a Declaration of Local Emergency in accordance with the Code of Virginia Section 44-146.21; and,

WHEREAS, on March 19, 2020, the Director of Emergency Services closed the County Administration Building to the public for the protection of County employees and the public, with alternative means of serving the public by telephone, mail, electronic mail and dropbox; and,

WHEREAS, on March 23, 2020, the Board of Supervisors of Rockbridge County adopted a Resolution to Ratify and Confirm the Declaration of a state of emergency throughout the County of Rockbridge and deemed the nature of the emergency, as an on-going threat to the public health, to constitute a disaster in accordance with Virginia Code § 44-146.16; and,

WHEREAS, the state of emergency is on-going and is anticipated to extend through the due date for the first installment of 2020 real estate taxes; and,

WHEREAS, under Va. Code §58.1-3916, a governing body is authorized to grant reasonable extensions of time, not to exceed 90 days, for the payment of local taxes, whenever good cause exists; and,

WHEREAS, the Board of Supervisors finds that good cause exists for extension of the time for payment of the 1st half real estate taxes for 2020, and has determined that the due date should be extended to June 22, 2020.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Rockbridge, Virginia, as follows:

1. That the date for payment of the first installment of real estate taxes for calendar year 2020 is hereby extended from June 5, 2020, to June 22, 2020, said extension representing a one-time amendment, for the current year only, of Rockbridge County Code §25-39. Provisions for penalty and interest on delinquencies shall apply to any real property tax due and not paid on or before June 22, 2020.
2. That all other provisions of Division 1, Article III – Real Property Tax of Chapter 25 of the Rockbridge County Code shall remain in full force and effect.
3. That this Resolution shall have no legal impact upon prior delinquencies.

4. That this Resolution shall be effective on and from the date of its adoption.

Adopted this ____day of April, 2020.

Budget Review/Discussion:

County Administrator Spencer Suter provided the following statement:

"As you know, we entered the budget process this year knowing that we would have significant challenges, prior to the COVID 19 issue. In January, after receiving all budget requests and calculating expected revenues, we found ourselves with a gap between revenue and requested expenditures of more than \$3.1M. At a scheduled budget meeting on February 27th, staff presented an initial review of the FY 2021 draft budget and overall funding position to the Board of Supervisors. At the time of presentation, planned expenditures exceeded anticipated revenues by \$1,431,572. Additional adjustments were made, and on March 9th, staff provided the Board with an update, which took the expenditure over revenue gap to \$1,437,538. At its scheduled budget meeting on March 23rd, the Board received a staff/finance committee update detailing additional challenges which had developed since the March 9 meeting. The largest challenge was in the form of an increased request from the School Division, as a result of new information from the Commonwealth. Thus, on March 23rd, the gap had grown to \$1,639,592. Then the COVID19 public health threat appeared and we suddenly needed to try to predict downward revenue impacts in FY2021 and further adjust the budget. Further, we took action to help mitigate anticipated impacts of current year revenue losses. These included a hiring freeze and spending freeze for any discretionary items, services and capital projects. The Finance Committee has met on three occasions

since March 23rd, the last of which was on Saturday, April 4th. Multiple scenarios were reviewed in an effort to reach a balanced budget. At this point, additional impacts which are still unknown, will be coming down from the Commonwealth and we don't expect to know until the General Assembly reconvenes during the last full week of April.

Fiscal Services Director Steven Bolster then provided the following statement:

"As result of the COVID-19 pandemic's impact over the past month, the Finance Committee has met to discuss modifying the previously approved FY 2021 budget schedule to align with the General Assembly reconvening on April 22nd while meeting the potential extension of the 1st-half real estate tax due date (June 22nd). It's expected that adjustments to the state budget approved on March 12th will occur as certain previously anticipated revenues will not meet forecasts. The following represent the Finance Committee's proposed change to the FY 2021 budget cycle schedule:

Monday, April 6th - Scheduled budget meeting #5 (budget update; previously set up for staff to request the advertisement of the FY 2021 draft budget)

Wednesday, April 27th - Request advertisement of FY 2021 budget at regularly scheduled Board meeting

Monday, May 11th - Public Hearing on FY 2021 Budget @ 6:00 PM

Monday, May 18th - FY 2021 Budget Adoption Meeting @ 6:00 PM

Supervisor Lewis provided affirmation on behalf of the Board to amend the budget schedule as presented. He then commended the Commissioner of the Revenue and Treasurer for working with staff during this time and

assured them that, should there be opportunity to speed things back up, the Board would do so.

Supervisor Ayers noted that they may not have the opportunity to speed things back up because it is a waiting game - determining what the State is going to do.

Mr. Bolster recognized the Boards affirmation to adjust the budget schedule as presented. He then reviewed the following changes to revenues in the FY 2021 draft budget:

- A 1 cent real estate tax increase, from \$0.73/\$100 assessed value to \$0.74/100, as recommended by the Finance Committee; this would generate an estimated \$279,850 in additional real estate revenue

- The Finance Committee is recommending a \$0.25 increase to the personal property tax rate, from \$4.25/\$100 assessed value to \$4.50, while also adjusting the personal property tax relief act rate from 40% down to 37%; this rate change is projected to generate an additional \$637,059 in personal property tax revenue

- The following revenues were adjusted down from the originally proposed 10% reduction to 30% reduction:

- The 1% sales tax revenue was lowered from \$2,700,000 to \$1,890,000, a reduction of \$810,000)

- The meals tax revenue level presumes the Board will approve a meals tax rate increase of 2%, from 4% to 6%; the former estimate of \$2,270,000 is reduced by \$681,000 and results in anticipated revenues of \$1,589,000, up \$79,000 compared to FY 2020

- The previous estimate for occupancy taxes totaled a combined amount of \$1,662,500 and is now down \$498,750 to \$1,163,750

- The BPOL tax forecast was reduced from \$900,000 to \$810,000, a 10% reduction; the original budget estimate of \$900,000 was up from \$880,000 in FY 2020 and now reflects a \$70,000 reduction compared to the current budget year

- Telecom fees were lowered by 50%, from \$12,000 down to \$6,000

- The following downward adjustments to the Parks and Recreation service charges reflect a 30% drop in revenues based on a presumption that facilities will open August 2020

-- Lake Robertson campground fees are now down from \$58,000 to \$40,600 lower by \$17,400

-- Lake Robertson swimming pool fees were lowered from \$12,500 to \$8,750, a \$3,750 reduction

-- Fairfield swimming pools fees down from \$12,400 to \$8,680, lower by \$3,720

- The revenue line for School Board-Transportation (i.e., buses) was reduced by 10%, from \$370,000 to \$333,000

- The School Board-Other revenue line is now down 10%, from \$100,000 to \$90,000

Supervisor McDaniel asked if the School Board's transportation and "other" lines were related to reduction in fuel and maintenance.

Mr. Bolster replied, fuel and maintenance were both incorporated in those two line items.

Supervisor Ayers asked why maintenance costs for buses were reduced.

Mr. Bolster replied, maintenance costs were included in those lines but not reduced. He restated that the numbers were reduced for those line

item specifically as fuel costs are anticipated to be lower as result of the COVID-19 pandemic. He then continued his review of the following revenue items:

- Fairfield pool concession sales were zeroed out, down \$25 overall

- Lake Robertson campground and pool concession sales were adjusted down from \$8,000 to \$5,600 lower by \$2,400

Supervisor McDaniel asked Mr. Bolster if anything had been done with the potential taxes the State was going to grant localities with levying or changing.

Mr. Bolster replied, an admissions tax would be effective July of 2021 if the Board approves.

Mr. Suter added that a cigarette tax could not be implemented until July of 2021. He shared that the two cities are now looking into this as they currently do not have a cigarette tax even though they could.

Mr. Bolster continued his review as follows:

Use of General Fund unassigned reserves reflects the following:

- The Finance Committee is recommending \$433,938 from fund balance to assist with bridging the anticipated reduction in FY 2021 revenues

- In addition, the use of \$18,400 from fund balance to source the one-time purchase of poll books for the Registrar budget is included; this will source updating the software on the EVID poll books which will not be supported after December 31, 2020 under the current software; staff considers this an unfunded state mandate

- Tourism Program Director Jean Clark provided staff with potential options to assist localities with budget saving in FYs 2020 and 2021; the Finance Committee recommends pursuing the option to forego the fourth

quarter payment in FY 2020, a budget savings totaling \$113,492 and using this budget savings as carryover to support the FY 2021 Tourism Program cost-share calculation of \$465,533

Mr. Suter noted that the scenario to forego the FY 2020's fourth quarter payment was one of two scenarios the Finance Committee discussed. He stated that the first scenario was to ask the Tourism Board for forgiveness of 10% of four (4) quarter payments.

Mr. Bolster then reviewed the Finance Committees recommended changes to expenditures as follows:

- Fund \$21,000 for federal consulting services in the Board of Supervisors' budget

- Source Sheriff Steve Funkhouser's request for years of service funding into the law enforcement budgets at 50% of request, up \$19,000

- Reduced Parks and Recreation part-time wages budget by \$20,000; this presumes an August 1, 2020 opening date for the Lake Robertson campground and the two County pools if that is possible.

- The following reductions in planned expenditures result in an overall downward change of \$157,205

 - Non-personnel budget lines across the General Fund were reduced by 2%

 - Travel and training budget lines in the General Fund were reduced by 50%, except law enforcement departmental budgets

 - Fuel budget lines were reduced by 10% across the General Fund

 - Contributions to non-profit organizations were lowered by 10% resulting in \$35,177 in reductions

- The annexation payment to Lexington was adjusted from \$1,969,250 to \$1,880,642, down \$88,608

- Pushed out the Central Elementary and Fairfield Elementary School HVAC projects into FY 2022; as a result, the estimated debt-service cost of \$238,370 was removed from the draft FY 2021 budget as listed under the Transfer to School Fund-Debt budget line; this change now reflects that this line item is down \$9,361 based on next year's debt-service schedules

- The Finance Committee also agreed to recommend adjusting the Transfer to School Fund-Ops budget line to include specific mandated items requested by the School Division at \$342,390 while excluding other mandated items such as the projected loss of state revenue (\$208,656) and a 2% pay increases for School Division staff(\$492,529), the latter in anticipation that the State would forgo this previously approved item in the state budget in response to anticipated reductions in their FY 2021 revenues

Mr. Bolster announced that, just prior to this meeting, he was advised by RARO that they were looking at ways to reduce the County's cost share. At this time, he stated, they are looking at an \$11,190 reduction. He stated that, prior to RARO's reduction, there was a balanced budget.

Supervisor McDaniel asked why Lime Kiln was not reduced by 10% like the other non-profit organizations.

Mr. Bolster explained that funding for Lime Kiln is tied to a 50/50 Virginia Commission for the Arts (VCA) grant match and that until staff finds out if the VCA grant amount is being reduced, the number will stay budgeted at \$9,000.

Supervisor McDaniel asked why the loss of State revenue of approximately \$208,000 was not included in the schools operational budget. He added that there is potential for the schools to lose \$200,000 in State funding for raises. Added together, he stated, the schools could potentially come to realize a \$408,000 reduction in its budget.

Chairman Lyons shared his anticipation of the State's final review of its budget so that the County can finalize its budget. He added that using reserves will indeed put the County in debt beginning the next year if using to balance this current budget.

Mr. Suter commended the Finance Committee and Board for their continued work on the budget.

Adjourn:

Supervisor Lewis moved to adjourn. A second was provided by Supervisor Ayers, and the meeting was adjourned by unanimous roll call vote by the Board.

Ayes: Lewis, Ayers, Day, McDaniel, Lyons
Nays: None
Abstain: None
Absent: None

Chairman Lyons commended the County's IT department for assisting the Board in hosting electronic meetings.

