

AT A SCHEDULED BUDGET MEETING FOR ADOPTION OF THE FISCAL YEAR 2020-2021
OPERATING AND CAPITAL BUDGETS, THE BOARD OF SUPERVISORS OF ROCKBRIDGE
COUNTY, VIRGINIA, HELD IN THE COUNTY ADMINISTRATION BUILDING, AT 150 SOUTH
MAIN STREET, LEXINGTON, VIRGINIA
ON MONDAY, MAY 18, 2020 AT 6:00 P.M.

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

COUNTY ADMINISTRATOR
AND CLERK TO THE BOARD: SPENCER H. SUTER

COUNTY ATTORNEY: VICKIE L. HUFFMAN

CALLED TO ORDER:

Chairman Lyons called the meeting to order at 6:00 p.m. Chairman Lyons offered roll call of the Board members present. All Board members were present. He then advised of the following important notice:

"This meeting is being held by electronic means pursuant to the Continuity of Government Ordinance adopted by the Board on April 6, 2020, 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 South 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 at one time, as per the Board's COVID-19 meeting policy.

A Public Hearing was conducted on May 11th at a regularly scheduled Board meeting. For tonight's meeting there are three options for citizens to attend remotely:

1) Join the Rockbridge County Board of Supervisor Zoom webinar

The link is available on the County website to copy into the address line on your browser.

2) Join by Telephone:

Dial in to one of the numbers listed on the County Website. Webinar ID and Password are there for your convenience.

3) Citizens wishing to simply view the meeting live or after the fact can do so on the Rockbridge County Board of Supervisors YouTube Channel by clicking the link which is also available on the County website."

The following Conflict of Interest Act disclosure statement was read by Supervisor Day and echoed by Chairman Lewis:

"As my wife is an employee of the Rockbridge County School Board, I have a personal interest in consideration and adoption of the budget under the Conflict of Interest Act. However, I am not disqualified from participation in the adoption of the County budget. My disclosure statement is on file with the Clerk to the Board of Supervisors."

Supervisor Lyons then read the following Conflict of Interest Act disclosure statement:

"As my wife is an employee of Rockbridge Area Health Center, I have a personal interest in consideration and adoption of the budget under the Conflict of Interest Act. However, I am not disqualified from participation in the adoption of the County budget. My disclosure

statement required under Virginia Code §2.2-3115(F) is on file with the Clerk to the Board of Supervisors.”

Supervisor Ayers then read the following Conflict of Interest Act disclosure statement:

“As an employee of Friends of Rockbridge Swimming I abstain from all matters, discussions, or voting on the adoption of the 2020-2021 County budget as it relates to the funding for FOR Swimming and the Rockbridge Aquatics Center, and my disclosure statement required under Virginia Code §2.2-3115(F) is on file with the Clerk to the Board of Supervisors.”

Opening Comments:

Chairman Lewis asked for Mr. Bolster for his opening statements on the FY 2021 budget. Mr. Bolster stated, “Good evening, Mr. Chairman and members of the Board. Let me begin my comments by starting with some administrative items. First, the latest fiscal year 2021 line-item draft budget is available on BoardDocs and the County’s budget webpage. Second, I wanted to communicate that each draft line-item budget discussed at the scheduled budget meetings are available online. In addition to each line-item budget, the public can also find the adopted fiscal year 2021 funding priorities, the updated budget schedule, and the provisionally adopted CIP.

This is the County’s 8th public forum in discussing the proposed fiscal year 2021 budget. Seven of those budget meetings involved a review of anticipated revenues and planned expenditures.

As you know, the budget cycle is an on-going process that never really ends. Tonight, is a culmination of a 10-month effort to develop the annual budget for next fiscal year. Over that time, the Board has been

presented with external and internal funding requests, a slight delay in the General Assembly passing the state's biennium budget in March for fiscal years 2021 and 2022, the COVID-19 pandemic which prompted a regional emergency declaration, adjustments to the budget schedule, adjustments to the state's previously passed biennium budget, and local extensions of tax deadlines. All of these factors contributed to the Board making difficult decisions to achieve a balanced budget for FY 2021. We hope that the Board agrees that we as staff have done our best to enact the Board's funding priorities and adapt the budget schedule as needed, while keeping the Board apprised of changes as the draft budget has evolved to the final, advertised budget. While all department heads and supervisors played an important part in developing their individual budgets, I'd like to take a moment to recognize the full Board and its Finance Committee members Jay Lewis and Dan Lyons, in providing leadership to staff as we progressed towards developing a balanced budget. Lastly, I appreciate Mr. Suter's assistance in shepherding the budget process to this evening's adoption consideration.

After the provisional CIP adoption on January 13th, staff provided an update to the Board at a March 23rd work session. CIP changes included reducing the number of Sheriff vehicles from 8 to 7; moving the construction of modified collections center sites 1, 2, and 3 into FY 2022; the consideration of procuring municipal software was pushed out to FY 2022, and the School Division CIP adopted by the School Board in July 2019 was incorporated. In response to the COVID-19 pandemic, Mr. Suter issued the directive hold off on non-essential purchases of goods and services. This included spending on capital purchases. As a result, staff

added the request from the Parks and Recreation Department to purchase an all-terrain vehicle and hauling trailer into FY 2021 using fund balance generated from other purchasing savings. Those estimated cost reflect \$12,000 and \$7,000 respectively. Staff also incorporated the FY 2021-2025 School Division CIP which the School Board adopted on April 14th. For FY 2021, the updated CIP changes include the following: 1) Central Elementary School project cost estimate is up from \$1,000,000 to \$1,300,000; 2) VOTECH roof replacement project is up from \$325,000 to \$425,000; and 3) the School Division is carrying over the Central Elementary School field drainage correction at \$50,000 which is no change to the previous estimate.

The proposed CIP includes \$742,203 in planned expenditures for FY 2021. (\$411,700 in the Construction Fund; \$330,503 in the Capital Purchases Fund). Sourcing includes fund reserves of \$325,526, \$282,387 in General Fund transfers, and \$134,290 in carryover funds. The proposed FY 2021 CIP expenditures are \$135,012 above the adopted FYE 2020 CIP.

As you know, the Blue Ridge Resource Authority CIP was presented separately to their Board on May 11th. With that, I'll turn it back to Chairman Lyons for the next item on the agenda which is Board discussion on the FY 2021-2025 CIP, if any, and the request for a roll-call vote on the updated CIP. A CIP adoption resolution is in the Board's packet."

Supervisor Lewis sought clarification on the schedule and fund sourcing of the collection centers listed in the FY 2021-2025 CIP. Mr. Bolster explained that the Murat and Sallings Mountain projects included unexpended carryover from FY 2020 efforts and that the new remote sites (1, 2, and 3) were moved into FY 2022.

Supervisor Lewis asked for an explanation on the use of reserves to fund the collection center projects. Mr. Bolster communicated that the use of reserves and carryover were both sourced from within the Construction Project Fund.

Supervisor Lewis then stated that the School Board received a presentation on the division-wide needs study at their May 12th meeting. He added that the options for the Rockbridge County High School and Vocational/Technology buildings were the same as briefed approximately four years ago to the Board of Supervisors. Supervisor Lewis ended by stating the Board of Supervisors needs to be aware that more conversations are needed on what projects are necessary at this location.

Supervisor McDaniel moved to adopt the resolution shown below. Supervisor Lewis provided the second, and the motion carries by roll call vote by the Board.

AT A SCHEDULED BUDGET MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY, VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON
MONDAY, MAY 18, 2020

RESOLUTION TO APPROVE AND ADOPT THE ROCKBRIDGE COUNTY, VIRGINIA, CAPITAL IMPROVEMENTS PROGRAM 2021-2025

WHEREAS, staff has prepared an updated capital improvement program (CIP) based on the comprehensive plan for the ensuing five (5) years; and,

WHEREAS, the Board provisionally approved the CIP at its meeting on January 13, 2020, to serve as a guide during the upcoming budget process, with consideration of formal approval to be scheduled with adoption of the 2020-2021 budget.

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

1. That the Board of Supervisors hereby approves and adopts the Rockbridge County, Virginia, Capital Improvements Program 2021-2025.

2. That capital improvement priorities and funding shall be determined and established through the Board's budget process for the fiscal year 2020-2021, and annually for subsequent fiscal years.

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

Adopted this 18th day of May, 2020.

Recorded Vote:

AYES: McDaniel, Lewis, Ayers, Day, Lyons,
NAYES: None
ABSTAIN: None
ABSENT: None

ROCKBRIDGE COUNTY BOARD OF SUPERVISORS

By: _____
Daniel E. Lyons, Chairman

Attest: _____
Spencer H. Suter, Clerk

Supervisor Ayers moved to separate any discussion and vote on any matters related to FOR Swimming from discussion and vote on the full budget. Supervisor Day provided the second, and the motion carried by roll call vote by the Board with all in favor.

Mr. Bolster continued, "Earlier this morning, staff received written notification from the Rockbridge Regional Fair and Expo, Inc. Chair Janelle Vest that the Fair Board is requesting a 50% reduction on their original ask, or \$12,500 in annual support. This is a reduction of \$10,000

from the current amount in the draft budget. The Finance Committee recommendation is to make the adjustment to the draft budget accordingly. If approved, this action will reduce the contribution to the Fair Board expenditures and also use of unassigned reserves by \$10,000 to garner a final General Fund budget of \$46,531,114. This proposed change has no impact on the calendar year 2020 rates advertised in local papers in late April and early May.

At this point, I'm going to turn it back over to Chairman Lyons for the Board's discussion, if any, and then consideration of the County's FY 2021 budget. A budget adoption resolution, with the potential to be modified to \$46,531,114 for the General Fund, is included in the Board's packet. It includes the proposed calendar year 2020 tax rates and adjustment to the Personal Property Tax Relief Act percentage rate."

Supervisor Day moved to adopt the resolution shown below. Supervisor McDaniel provided the second, and the motion carried by roll call vote by the Board.

AT A SCHEDULED BUDGET MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY, VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON MONDAY, MAY 18, 2020

RESOLUTION TO ADOPT THE 2020-2021 ANNUAL BUDGETS FOR ROCKBRIDGE COUNTY AND TO SET TAX RATES FOR 2020 CALENDAR YEAR

WHEREAS, the Board of Supervisors of Rockbridge County has developed an annual fiscal plan (annual budget) which is for informative and planning purposes only, and which budget is for the fiscal year beginning July 1, 2020, and ending June 30, 2021; and,

WHEREAS, a brief synopsis of the budget, proposed and current tax levies, and a notice of the public hearing were published in The News-Gazette newspaper, having general circulation in the County of Rockbridge,

on April 29, 2020 and May 6, 2020, and in the April 2020 edition of The Rockbridge Advocate, in accordance with the requirements of §15.2-2506 of the Code of Virginia (1950, as amended); and,

WHEREAS, a public hearing was held, pursuant to Title 15.2 and Title 22.1 of the Code of Virginia, as amended, on May 11, 2020, at 6:00 p.m., to take public comments regarding said annual budget.

NOW, THEREFORE, BE IT RESOLVED that the General Fund annual budget in the amount of \$46,517,614.00 (exclusive of the \$13,500.00 annual contribution to the Friends of Rockbridge Swimming program), the Construction Project Fund annual budget in the amount of \$411,700.00, and the Capital Projects Fund annual budget in the amount of \$330,503.00, as published in the County of Rockbridge Budget 2020-2021 effective July 1, 2020, be and is hereby adopted.

BE IT FURTHER RESOLVED, that the tax rates to be levied on taxable property in Rockbridge County for the tax year 2020 shall be as follows:

Real Estate - \$0.74 per \$100 based on 100% valuation
Mobile Homes - \$0.74 per \$100 based on 100% valuation
Personal Property Other Than Mobile Homes - \$4.50 per \$100 assessed valuation
Machinery & Tools - \$2.55 per \$100 assessed valuation
The Commonwealth's reimbursement rate for the Personal Property Tax Relief will be 37%

This resolution shall be effective upon and from the date of its adoption.

Adopted this 18th day of May, 2020.

RECORDED VOTE:

AYES: Day, McDaniel, Lewis, Ayers, Lyons
NAYS: None
ABSTAIN: None
ABSENT: None

ROCKBRIDGE COUNTY BOARD OF SUPERVISORS

By: _____
Daniel E. Lyons, Chairman

Attest: _____
Spencer H. Suter, Clerk

Supervisor Lewis moved to adopt the resolution shown below.
Supervisor McDaniel provided the second, and the motion carried by roll call vote by the Board.

AT A SCHEDULED BUDGET MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY, VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON MONDAY, MAY 18, 2020

RESOLUTION TO ADOPT THE 2020-2021 ROCKBRIDGE COUNTY ANNUAL BUDGET CONTRIBUTION FOR THE FRIENDS OF ROCKBRIDGE SWIMMING PROGRAM

WHEREAS, the Board of Supervisors of Rockbridge County has developed an annual fiscal plan (annual budget) which is for informative and planning purposes only, and which budget is for the fiscal year beginning July 1, 2020, and ending June 30, 2021; and,

WHEREAS, a brief synopsis of the budget, proposed and current tax levies, and a notice of the public hearing were published in The News-Gazette newspaper, having general circulation in the County of Rockbridge, on April 29, 2020 and May 6, 2020, and in the April 2020 edition of The Rockbridge Advocate, in accordance with the requirements of §15.2-2506 of the Code of Virginia (1950, as amended); and,

WHEREAS, a public hearing was held, pursuant to Title 15.2 and Title 22.1 of the Code of Virginia, as amended, on May 11, 2020, at 6:00 p.m., to take public comments regarding said annual budget.

NOW, THEREFORE, BE IT RESOLVED that the General Fund annual budget contribution for the Friends of Rockbridge Swimming program, in the amount of \$13,500.00, as published in the County of Rockbridge Budget 2020-2021 effective July 1, 2020, be and is hereby adopted.

This resolution shall be effective upon and from the date of its adoption.

Adopted this 18th day of May, 2020.

RECORDED VOTE:

AYES: Lewis, McDaniel, Day, Lyons

NAYS: None

ABSTAIN: Ayers

ABSENT: None

ROCKBRIDGE COUNTY BOARD OF SUPERVISORS

By: _____
Daniel E. Lyons, Chairman

Attest: _____
Spencer H. Suter, Clerk

Mr. Suter expressed his appreciation for Mr. Bolster's work during the FY 2021 budget cycle. He expressed his deep appreciation that Mr. Bolster and his staff have kept the wheels turning during a very difficult timeframe. Chairman Lyons followed with his concurrence on behalf of the whole Board, and stated we don't know how we would get by without he and his staff.

Mr. Suter also recognized IT Technician Stefan Janjic for his incredible job to allow the Board and other associated agency bodies to meet remotely. In addition, Mr. Suter communicated his appreciation for

Ms. Huffman keeping the County straight legally and making sure the Board gets the motions stated correctly. Chairman Lyons followed by expressing his appreciation for the service both provide to the County.

Adjourn:

At approximately 6:25 p.m., Supervisor Lewis moved to adjourn the meeting. Supervisor McDaniel provided the second, and the motion carried by the following roll call vote:

RECORDED VOTE:

AYES: Lewis, McDaniel, Ayers, Day, Lyons

NAYES: None

ABSTAINS: None

ABSENT: None