

VIRGINIA: At an Adjourned Meeting of the Board of Supervisors for the County of Accomack held in the Board of Supervisors Chambers in Accomac, Virginia on the 6th day of February, A.D., 2017, at 5:00 p.m.

Members Present: Robert D. Crockett, Chair
Ron S. Wolff
William J. "Billy" Tarr
Grayson C. Chesser
Paul E. J. Muhly
Harrison W. Phillips, III
Donald L. Hart, Jr.
C. Reneta Major

Member Absent: Laura Belle Gordy, Vice Chair

Others Present: Michael Mason, Acting County Administrator
Cela Burge, County Attorney
Shelia West, Administrative Assistant

Call to Order

The meeting was called to order by the Chair, and opened with a prayer by Mr. Ron S. Wolff, after which the Pledge of Allegiance to the Flag was recited.

The Chair advised members and the public of Supervisor Gordy's absence and stated that the purpose of the meeting was to receive the County Administrator's FY18 Budget Request, and recognized Acting County Administrator Michael Mason.

Receive County Administrator's Proposed FY18 Annual Fiscal Plan

Acting County Administrator Michael Mason offered expressions of gratitude to County staff for their assistance with the budget's development, in particular, the finance department for meeting the highest quality standard for a budget document.

Mr. Mason provided an agenda and attachments which included the proposed FY18 Annual Fiscal Plan and draft CIP. He gave a detailed PowerPoint presentation with an

explanation of the FY2017-18 Proposed County Budget and Tax Rates work papers which included:

- The Budget “At-A-Glance”
- Guiding FY18 Budget Priorities
- Overall Budget Highlights
- Tax Rates
- Review of Major Funds
 - General Fund
 - Consolidated EMS Fund
 - County Debt Service Fund
 - Landfill Enterprise Fund
 - Airport Enterprise Fund
- Other Items
- Navigating the Annual Fiscal Plan
- Upcoming Meeting Schedule

He noted that in developing the FY18 Budget, the following six (6) priorities were developed and discussed each in detail:

- #1 Keep property tax rates at or below their current levels
- #2 Attract and retain a high-performing workforce
- #3 Maintain the County’s investment in its infrastructure and prepare for future capital replacement
- #4 Maintain or improve customer service or safety
- #5 Continue to strengthen “Rainy Day” fund to an acceptable level
- #6 Honor contractual commitments, agreements and mandates

He stated that he was deferring the decision on the EMS staffing and the tax rates that go with it to the Board once it receives the recommendation from the Chairman’s EMS and Fire Committee because they are actually working on it.

He informed members that there were no tax rate increases in the budget proposal.

Mr. Mason reviewed and discussed the summary of revenues, school revenue-sharing funding formula with an increase of \$392,000 plus the restoration of the prior one-time reduction, 2% pay increase for County and State supported employees, one-time capital needs funding, state funding issues, increased funding requests by departments, reassessment impact,

debt service, real estate tax comparison with peer group, pay and benefits and additional staffing with a net increase of two (2) FTEs, and the rainy day fund.

He briefly discussed the process of strategic planning which he stated was considered a best practice because it also afforded the Board the opportunity to “craft” the resources and the direction in which it wanted the County to go.

Mr. Mason stated there was no increase in tax rates in the proposed budget and noted that Accomack County’s tax rate was the 14th lowest out of 19 counties. He continued to discuss matters relating to tax rates.

He explained in detail the General Fund budget and discussed the revenues and available funds and expenditures.

He discussed matters relating to the anticipated 6.4% increase in medical premiums and the dependent cost. Mr. Mason responded to questions from the Board.

There was discussion regarding funding for an additional School Resource Officer.

Mr. Mason continued discussion regarding the FY18 Budget Priorities and other related matters and responded to questions.

Other Funded Initiatives

Mr. Mason talked about other initiatives with funding proposed for strategic planning and increasing contingencies for the Space Needs Committee needs and Management Reorganization. A discussion continued regarding the management structure with Mr. Mason responding to questions.

Navigation

Mr. Mason gave the Board instructions as to how to find information in the Annual Fiscal Plan that was provided and briefly discussed same.

He noted that FY18 Proposed Annual Fiscal Plan would be posted to the Agenda on the County's Board Docs website as well as to the County website the following day.

Proposal for Search Firm

Human Resources Director, Kathy Carmody, requested that the Board approve authorization for the County Purchasing Manager to issue a request for the proposal for the services of an Executive Search Firm to provide professional services during the recruitment and selection process for the County Administrator search.

Mr. Hart made a motion to give authorization to proceed with an RFP for an Executive Search Firm for the County Administrator search. Ms. Major seconded the motion. The motion was unanimously approved.

Closed Meeting

Mr. Tarr made a motion that the Board go into closed meeting pursuant to Section 2.2-3711. (A) (7), of the Code of Virginia of 1950, as amended for the following purposes. Mr. Muhly seconded the motion. The motion was unanimously approved.

1. For the purpose of consultation with legal counsel for the Board to receive County Attorney's briefing about a specific legal matter particularly related to legislative affecting rail and public transit.

Open Session

The Chair declared the meeting open to the public.

Mr. Hart made a motion, seconded by Mr. Wolff to reconvene in Open Meeting and to Certify by roll call vote, pursuant to Section 2.2-3712 (D) of the Code of Virginia, that to the best of each member's knowledge the only matters heard, discussed, or considered during the Closed Meeting were (i) public business matters lawfully exempted from Open Meeting requirements under this chapter and (ii) such public business matters as were identified in the motion by which the Closed Meeting was convened.

Ayes: Mr. Tarr Mr. Wolff Mr. Chesser Mr. Hart
 Mr. Muhly Mr. Phillips Mr. Crockett Ms. Major

Nays: None

Absent: Gordy

Adjournment

Mr. Wolff made a motion to adjourn to February 8, 2017 at 5:00 p.m. in the Board of Supervisors' Chambers. Ms. Major seconded the motion. The motion was unanimously approved. The meeting adjourned at 6:39 p.m.

Robert D. Crockett, Chair

Date