

**VIRGINIA:**

A FY 15 Budget Work Session of the Lancaster County Board of Supervisors was held in the Administrative Building Board/Commission Meeting Room of said county on Tuesday, April 29, 2014.

Members Present:                    B. Wally Beauchamp, Chair  
   Jason D. Bellows, Vice Chair  
   F. W. Jenkins, Jr., Board Member  
   Ernest W. Palin, Jr., Board Member  
   William R. Lee, Board Member

Staff Present:                        Frank A. Pleva, County Administrator  
   Don G. Gill, Planning and Land Use Director  
   Jack Larson, Finance Consultant  
   Crystal Whay, Building/Land Use Secretary

Mr. Beauchamp called the meeting to order at 4:00 p.m.

**BUDGET CONSIDERATION**

Mr. Palin stated that he wanted to read his Form for Disclosure of Interest in a Transaction of General Application (Required by Section 2.2-3115G of the Code of Virginia).

Mr. Palin stated “I, Ernest W. Palin, Jr., an employee of the Lancaster County School Board, make the following disclosure to my agency and the general public. In connection with consideration of the Fiscal Year 2014-15 School Board Budget, I have a personal interest in such transaction by virtue of my employment and my wife’s employment by Lancaster County School Board, along with approximately 230 other employees. I and my wife are members of a group of approximately 230 persons, which is affected by consideration of the school board budget. Adoption of the school board budget will not affect me to any greater degree than any other employee of the school board. Consequently, I am able to participate in this transaction fairly, objectively, and in the public interest.”

Mr. Bellows stated “I, Jason D. Bellows, an employee of the Lancaster County School Board, make the following disclosure to my agency and the general public. In connection with consideration of the Fiscal Year 2014-15 School Board Budget, I have a

personal interest in such transaction by virtue of my employment by the Lancaster County School Board, along with approximately 230 other employees. I am a member of a group of approximately 230 persons, which is affected by consideration of the school board budget. Adoption of the school board budget will not affect me to any greater degree than any other employee of the school board. Consequently, I am able to participate in this transaction fairly, objectively, and in the public interest.”

## **CONSIDERATION DOCKET**

### 1. FY 2013-14 Lancaster County Department of Emergency Services Budget-Request for Additional Appropriation

Mr. Terry McGregor, the Lancaster County Emergency Medical Services Chief, stated that he had prepared a memo for the Board of Supervisors outlining the need for additional appropriations for fiscal year 2014. He stated that the amount for additional appropriations comes to \$85,000 to continue emergency services for the fiscal year. He stated that the over expenditures are primarily related to additional personnel costs, overtime and associated training of new personnel.

Mr. Beauchamp referred to the memorandum amount of \$96,900 and asked about the \$85,000 figure that Mr. McGregor had spoken about.

Mr. McGregor replied that the \$96,900 was the projected excess personnel costs above the originally budgeted amount. He stated that there are line items within the emergency services budget that are projected to be under their budgeted amount and will offset the over expenditures in personnel costs. He stated that \$85,000 should be sufficient to continue operations. He stated that in the FY 15 budget proposal, the costs associated with personnel are included.

Mr. Beauchamp asked if Mr. McGregor would comment on mileage billing.

Mr. McGregor stated that there have been some discussions about modifying the amount of funding for mileage reimbursement for the volunteer rescue squads. He stated that last year the Board of Supervisors voted to increase the loaded mileage rate from \$12 to \$13 per mile. He stated that when the billing process first started, the rate was \$9 per loaded mile and the reimbursable rate to the rescue squads was the same. He stated that the increase in loaded mileage costs have not been passed on to the volunteer rescue squads. He stated that they are asking for an adjustment in their FY 15 budget to accommodate the increased mileage reimbursement.

Mr. Beauchamp stated that the original intent was that the full amount was to have gone to the rescue squads. He stated that, ultimately, the rate was increased but was not passed on to the squads. He stated that it must have fallen through the cracks.

Mr. Jenkins stated that he thought it should have been handled administratively. He stated that the additional costs will be offset by additional revenue.

Mr. Pleva stated that Mr. McGregor had drafted a policy about the loaded mileage rate going to the squads and as it is increased, it will automatically occur, unless the Board directs otherwise.

Mr. Pleva asked if the Board wanted to act on the additional appropriations request for emergency services.

Mr. Jenkins stated that they are 2 months away from the end of the fiscal year and they need to see if they already have that money available in this year's budget.

Mr. Beauchamp agreed.

## 2. Proposed FY 2014-15 Lancaster County Public Schools Budget

Mr. Pleva stated that the Board of Supervisors had a joint meeting with the Lancaster County School Board a week ago. He stated that the Board had received the revised copy of the school budget, submitted by Mrs. Spears, Interim School Superintendent. He stated that there are some members of the school staff present at the meeting today, if there are any questions. He reminded the Board of the time line involved with advertising the required public hearing.

Mr. Bellows asked if there was any update on the General Assembly proceedings.

Mr. Pleva replied, to his knowledge, localities were going on what was used last year.

Mr. Beauchamp thanked the school staff for being in attendance and stated that he appreciated the meeting with both boards last week.

Mr. Beauchamp referred to the guidance salaries' increase of 5.7% and asked why the difference when the budget proposal was a 1.5% increase across the board.

Mrs. Spears replied that cost is associated with a new counselor at the middle school.

Mr. Lee asked about the 79% increase in the water and sewer costs.

Mrs. Spears replied that cost happens once every three years. She stated that it is the charge for the septic contractor to clean the lines and tanks at the primary and high schools.

Mr. Lee asked about the 16% cost increase for dual enrollment textbooks.

Mrs. Spears replied that the increase is based on the number of anticipated students signing up for dual enrollment classes.

Mr. Palin asked if a new class was being offered.

Mrs. Spears replied that there were some new classes through the STEM program.

Mrs. Spears stated, that after looking at the numbers, dual enrollment is a decrease.

Mr. Larson stated that it was a decrease from 2014. He stated that the \$13,000 figure is an increase from the prior iteration of \$10,000. He stated that the 2014 actuals for the textbooks, as of yesterday, showed \$3.37 being spent through the end of April.

Mrs. Spears stated that they must not have all of their invoices in and she would double check that.

Mr. Jenkins stated that he would like to know Mr. Larson's analysis of the proposed school budget.

Mr. Larson stated that the standard way of reviewing the budget is to look to see if the actuals for the current year support the figures for next year and if they do not, there needs to be an explanation.

Mr. Lee asked about the 26% increase in contracts.

Mr. Larson replied that was one of the items that he did not have an explanation for and was curious himself.

Mr. Bellows stated that he thought that was for school improvement needs that were required by the state.

Mrs. Spears stated that was correct.

Mr. Beauchamp stated that they had a personal assurance from the chairman of the school board that overspending would not occur the last 2 months of the fiscal year as has been done in the past.

Dr. Westbrook stated that the Board had his assurance that there will be adequate spending at the last part of the school year for what they need.

Mr. Bellows stated that he thought the Board should try to set a public hearing for the school board budget as soon as possible. He asked Mr. Pleva what the next step was in the process.

Mr. Pleva replied that the Board had to set the time, date and place for the public hearing and he will need an amount when he drafts the advertisement for the paper, which will list the revenues and expenditures for the current and proposed fiscal year. He stated that after advertising for two weeks, they are looking at the hearing date being May 22<sup>nd</sup>.

Mr. Bellows asked if after that, there is a one-week waiting period.

Mr. Pleva replied yes.

Dr. Westbrook asked if next year, the budget process might be moved up earlier in the calendar year. He stated that in order to hire good teachers, they need to know their budget as early as possible and it should be in the month of May.

Mr. Bellows asked Ms. Audrey Thomasson of the Rappahannock Record when the paper's deadline was for the week.

Ms. Thomasson replied today or early tomorrow.

Mr. Bellows stated that if the advertisement does not get in this week's paper, it pushes the public hearing to almost the month of June.

Mr. Pleva stated that he would have to get the numbers for the ad.

Mr. Jenkins stated that he did not have a problem with using Mrs. Spears' revised budget as their starting place, as long as it is clear that the statutory requirement is that they have to start with something and not a guarantee. He stated that public input, on quite a few occasions, had had a bearing on the final figures.

Mr. Bellows asked Mr. Pleva if he and Mr. Larson could get the ad together tonight.

Ms. Thomasson stated that she can hold the ad space in the paper if she knows the size of the ad.

Mr. Pleva stated they can work on it tonight and they could get the paper the numbers in the morning.

Mr. Bellows stated that would help put the school system in the best possible position to hire.

Mr. Larson stated that they can put it together tonight and send it to Ms. Sue Salg in the morning for her review.

There was discussion about when the public hearing would be held.

Mrs. Spears suggested May 13 because the school board meets on May 12.

Mr. Lee made a motion that the Board of Supervisors hold a public hearing on the school board budget, as revised on April 23, 2014 in the amount of \$15,804,328, on May 13, 2014.

VOTE:	B. Wally Beauchamp	Aye
	Jason D. Bellows	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	William R. Lee	Aye

### 3. Proposed FY 2014-15 Lancaster County General Fund Budget

Mr. Larson referred to the Capital Improvement Budget and stated that it had been forwarded from the Planning Commission, with their recommendations. He asked if the board wanted to review the Capital Improvement Budget and/or set a certain figure on capital improvements. He stated that the Planning Commission had prioritized the list and the board could review the list and decide to fund some or all of the proposed projects.

Mr. Larson stated that another decision for the board to consider is the 3% pay raise for county employees that is included in the proposed budget.

Mr. Pleva asked to be excused so that he could work on the school board budget advertisement.

The Board excused Mr. Pleva.

Mr. Larson stated that his worksheet shows a shortfall if everything that was requested in the budget was funded at the current tax rate. He stated that some options are to draw down on the fund balance, which is roughly \$5,500,000, or raise taxes. He stated that those are the two alternatives other than cutting expenditures. He stated that they had looked at other localities and most are considering raising taxes, primarily because of a reduction in state funding and rising costs. He stated that they could go through the items, category by category, to see where expenditures could be

cut. He stated that everyone has been good about keeping their budget in line with past years, so he was not sure how much they could find to cut. He suggested that they look at 2014 actuals and compare to 2015.

Mr. Beauchamp asked if Mr. Larson's final figures included granting every request.

Mr. Larson replied to the best of his knowledge.

Mr. Beauchamp stated that, in his opinion, they needed to take a closer look at the requests.

Mr. Jenkins stated that they needed to look at any departmental increases, as well as community development and non-departmental spending. He stated that a review should also be done on the school cafeteria, which was supposed to pay its own way.

Mr. Larson stated that most of the increases that the board sees on the worksheet includes the requested 3% pay raise.

Mr. Lee asked if a 1.5% pay raise could be considered as well.

Mr. Larson stated that he could get those figures.

Mr. Larson stated that they could go through each item to review.

Mr. Larson referred to the Board of Supervisors' salaries and stated that they were unchanged. He stated that he recommended that mileage go up because they are over executing on mileage at the present time. He stated that \$700 is not enough.

Mr. Palin proposed that they use the actuals in 2013.

Mr. Jenkins stated that he thought they should take a look at the \$2900 in conferences.

Mr. Larson stated that \$2921 was spent in education and conferences in 2013 and only \$1750 budgeted.

Mr. Jenkins stated that part of the discussion is the validity. He stated that, for the most part, the cost is for a state-wide conference held at an upscale resort.

Mr. Palin stated that he attends one conference a year and he gets a lot of information and updates out of it. He stated that he found it very educational.

Mr. Jenkins stated that he thought they needed representation at the conference, but probably just needed to decide on one member attending and not several. He stated that the County would not fall apart if the members don't attend a conference.

Mr. Palin stated that the conference was the one time per year that he gets educated and updated on what is going on throughout the state.

Mr. Bellows stated that he thought it was a very small cost in the overall budget and the benefit is there.

Mr. Lee stated that there are many sessions at the conference and it does help that there are others attending at the same time.

Mr. Jenkins stated that he understood the issue. He stated that he had never attended one of the VACO conferences and had done that consciously as a cost savings. He stated that he had never received one written report from a board member sharing what they had learned at the conference in all of the years that he has been on the board. He stated that he would like to have a vote on the item.

Mr. Beauchamp stated that he had attended one VACO conference and it was extremely informative, but he had not been back.

Mr. Palin made a motion to keep the same amount in the FY 15 budget, as the actual amount in FY 2013, for education and conferences and that every member who chooses to go to the conference be allowed to go.

VOTE:	B. Wally Beauchamp	Nay
	Jason D. Bellows	Aye
	F. W. Jenkins, Jr.	Nay
	Ernest W. Palin, Jr.	Aye
	William R. Lee	Aye

VOTE: 3-2. Motion carried.

Mr. Larson referred to Mr. Pleva's cost center and stated that the proposal was for the same amount that was approved in FY 14. He stated that there were 2 positions that have not been filled. He stated that one was the Assistant County Administrator and the other was the Administrative Assistant. He stated that the Administrative Assistant position's duties are being shared by two existing employees.

Mr. Bellows asked about the memberships cost being budgeted for \$3000, but actually costing \$7500.

Mr. Larson stated that, for reasons that are unclear to him, the line item seems to be going up. He stated that he thought it needed to be looked at to see what the value

is, if any. He stated that sometimes there is a value such as cooperative buying or free training, as in the case of emergency services memberships. He stated that review of these costs is a finance director's job. He stated that the issue is, does everyone need to be a member of all of those associations that are costing \$7500.

Mr. Bellows stated that they need to get a list of all memberships and go through them one by one to assess their value.

Mr. Beauchamp stated that they should certainly be able to do that.

Mr. Larson stated that he would research the organizations that were paid dues in 2013.

Mr. Bellows referred to the proposed 3% pay raise and asked if the figures reflected that.

Mr. Larson replied yes, but he would change whatever the Board wished him to do.

Mr. Lee stated that he would like to see what the figures would look like at a 1.5% pay increase.

Mr. Beauchamp stated that he agreed. He stated that they should stay in line with the school system's proposed increase.

Mr. Larson stated that the figure from current to proposed salaries go up approximately \$222,000, which is the cost of the 3% increase. He stated that half of that would be approximately \$111,000 and the fringe benefits amounts would come down too. He stated that fringe benefits account for about 25% of the figure, so adding roughly \$25,000 or \$26,000 nets about a \$140,000 savings.

Mr. Larson referred to the County Attorney expense and stated that he thought the figure should be more this year because of the pending litigation dealing with the Lattimore lawsuit. He stated there is also continuing legal efforts going on with the Greentown Gaskins project, in particular with the easements. He stated, at the present time for 2014, we are about \$33,000 over what was budgeted.

Mr. Jenkins asked how much more needed to be done with easements on the Greentown project.

Mr. Lee replied that there is not a lot, but some people have not signed yet.

Mr. Larson suggested setting aside at least \$40,000 for the County Attorney's expense. He stated that anything less would mean they would go over and it is not something they have any control over.

Mr. Jenkins stated that he would like to see the figure stay at \$40,000 and everyone agreed.

Mr. Larson referred to the assessor's fee and stated that the County will not be going through a reassessment this year, so there is no expense in that category.

Mr. Larson referred to the Commissioner of the Revenue's budget and stated that the increase is made up entirely of salaries and benefits. He stated that Mr. Thomas is one of the most consistent cost administrators in the County's government and always stays within his budget. He stated that he would not recommend any changes.

Mr. Palin asked about the term BAI support.

Mr. Larson replied that refers to the Bright System software that the Commissioner of Revenue uses for his real estate records. He stated that it is also used for building codes, the general ledger and other things.

Mr. Jenkins referred to the Treasurer's budget and stated that he thought that increase was for one piece of equipment.

Mr. Larson stated that Mrs. Haynie runs a good cost center as well and is proposing a new piece of equipment.

Mr. Larson referred to Information Technology Services and stated that the big number is for the overall lease for the Bright System that is paid each year.

Mr. Larson referred to the Electoral Board and stated that Mrs. Jett, the Lancaster County Registrar, had explained in person and writing the reasons for her increase, including the change in conferences.

Mr. Jenkins stated that there is the actual election expense to consider because neither Mrs. Jett nor the Electoral Board know which parties will have primaries yet.

Mr. Larson stated that Mrs. Jett is proposing a \$3500 increase in the Registrar's budget and she has spoken to the Board about those items.

Mr. Larson stated that that completed the general government section of the budget.

Mr. Larson referred to the Circuit Court and stated that Judge Talliferro's office had submitted their budget request, which amounted to \$71 more than last year.

Mr. Larson stated that the General District Court was staying the same and he would not recommend any changes, except to look into a reduction of dues and memberships.

Mr. Larson referred to the Special Magistrates category and stated that it was interesting. He stated that some years, there are expenses and other years, there are not. He stated that he would recommend leaving it at \$300.

Mr. Larson referred to the Juvenile and Domestic Relations Court and stated they are proposing a decrease of \$650. He stated that is because they had to purchase a piece of equipment last year that they no longer need this year.

Mr. Larson referred to the court appointed special advocates and stated that the Board started supporting this about 4 years ago. He stated that each year, the Board receives a very detailed write-up about what is being done in that area. He stated that they are asking for level funding.

Mr. Larson referred to Victim Witness Assistance and stated that area is mostly supported by the state.

Mr. Larson referred to the Commonwealth Attorney's office and stated that Mr. Cunningham had come to the Board about his requirements on mileage and memberships. He stated that Mr. Cunningham had also requested a salary increase for his deputy, which resulted in a \$13,000 increase.

Mr. Bellows stated that he saw the figure of \$10,490 in his budget book for the Commonwealth Attorney.

Mr. Larson replied that the increase for the deputy had not been carried over yet.

Mr. Larson referred to public safety and stated that there was a mistake on overtime. He stated that he went back and looked at documentation submitted by Sheriff Crockett and the original amount was \$45,000. He stated that he talked to the sheriff concerning the issue. He stated that Sheriff Crockett has a legal obligation to pay overtime when he requires his deputies to work overtime. He stated that the \$10,500 figure does not get it done.

Mr. Larson referred to the vehicle fuel category and stated that \$37,000 is not enough based on the actuals for 2013 and the way that 2014 is executing. He stated that that fuel category is for all county vehicles, excluding the schools, and thought that \$85,000 was more realistic.

Mr. Bellows stated that the total fuel expense is incorporated in the sheriff's budget, even though other departments are using fuel.

Mr. Larson stated that was correct.

Mr. Bellows asked if there was any way of knowing the percentage of fuel used by the Sheriff's Department versus the other departments.

Mr. Larson replied that it could be figured out. He stated that a fuel monitoring system had been discussed when the fueling point was changed to the new judicial center, but it was going to be very expensive. He stated that it could be monitored manually, but that method has a tendency not to work very well.

Mr. Palin suggested using \$85,000 for FY 15, for the vehicle fuel category to be more realistic.

There was a consensus.

Mr. Larson stated that the Sheriff's Department budget has gone up. He stated that he has a lot of people working for him. He stated that vehicle supplies have gone up and he thought there needed to be some explanation. He stated that he could talk to Sheriff Crockett about that. He stated that the Board may also want to look at the dues and memberships figure as well. He stated that he would come back to the Board after he had spoken to the sheriff.

Mr. Larson referred to the volunteer fire departments and stated that he did not have an explanation for that increase.

Mr. Beauchamp stated that he thought that was the annual automatic increase that the Board agreed to last year.

Mr. Larson referred to the volunteer rescue squads and stated that he had included the \$30,000 that was requested by the Upper Lancaster Volunteer Rescue Squad.

Mr. Larson referred to paid rescue services and stated that it had roughly a \$78,000 increase. He stated that he asked Chief McGregor about his conferences and education line item and his response was that the figure was primarily for training for the new employees.

Mr. Jenkins stated that it was expensive training. He asked Mr. Pleva to find out from Chief McGregor what \$30,000 in training buys. He stated that the Board needed to know about proven results with other counties.

Mr. Beauchamp asked about the Department of Forestry budget item.

Mr. Larson replied that the state sends the County a bill every year and it is based on the number of acres of forestland.

Mr. Larson referred to the corrections and detentions line item and stated that it would need to be looked at to make sure the sheriff has an adequate budget, and can stay within the approved amount. He stated that the area of inmate medical services is a category in which the number can go up or down significantly and the sheriff has no control over the costs.

Mr. Larson referred to juvenile probation and detention and stated that amount varies a lot from one year to the next. He stated that he had put in a lower amount than what was asked for this year, because the actuals for 2013 do not support it.

Mr. Jenkins stated that they determined the budget by anticipated beds used and the overall division of other overhead costs among the other localities involved.

Mr. Larson referred to electronic monitoring and stated that there had been no use in that category for two years, so his recommendation was to zero it out.

There was a consensus to zero out the category of electronic monitoring.

Mr. Larson referred to the Building Department and stated that the Building Official did a good job of staying within his budget. He stated that the vehicle cost has gone up because of the age and mileage of his vehicle.

Mr. Larson referred to Animal Control and stated that they always stay consistent with their budget. He stated that they are asking for a \$3155 increase, which is for salaries.

Mr. Jenkins stated that they have reductions in operating expenses.

Mr. Larson stated that Mr. Abbott does a lot of his own work on the vehicles and does a lot of maintenance work at the shelter.

Mr. Larson referred to the Medical Examiner category and stated that, traditionally they put the amount of \$200 there. He stated that it could be zeroed out, but that would be up to the Board.

The consensus was to leave the Medical Examiner category amount at \$200.

Mr. Larson stated that the next category, the Med-Flight contribution, was new. He stated that the reason Lancaster County, as well as other localities in the region have been asked to make a contribution is because Chesterfield County reduced or eliminated their support for the Med-Flight program. He stated that he had checked with other localities and found that their inclination, so far, is not to provide the contribution. He stated that Middlesex County is providing Hummell Air Field.

Mr. Jenkins stated that Rappahannock General Hospital provides the heli-pad as well. He stated that most of the helicopters land in the road or in a field beside the road.

Mr. Beauchamp asked what happens if a number of counties do not contribute.

Mr. Larson stated that he guessed they could say there would be no more Med-Flights, find alternative funding or raise their rates.

Mr. Jenkins stated that those flights are a revenue source.

Mr. Larson agreed and stated that the contributions would be over and above the revenues that are generated by the flights.

The consensus was to take the Med-Flight contribution out of the budget.

Mr. Larson referred to public safety and stated that the amount for that category would be increased by approximately \$250,000.

Mr. Jenkins asked how close they were to this year's budget overall. He stated that they are usually running anywhere from \$30 to \$40,000 under budget around this time.

Mr. Larson replied that his best guess was that the County was saving roughly \$400,000 overall and a big portion of that is what has been provided for in capital improvements. He stated that the capital improvements, whether for the schools or the County, are not executing this year.

Mr. Larson referred to public works and refuse disposal and stated that the biggest change is the increase in the Waste Management contract.

Mr. Jenkins stated that this cost center has a record of coming in about \$20 to \$30,000 under budget and asked if Mr. Larson could speak to Mr. Whaley about it.

Mr. Larson stated that Mr. Whaley manages a good budget.

Mr. Jenkins stated that he would like to know when the Waste Management contract is written.

Mr. Larson stated that he would find out.

Mr. Larson referred to health and welfare and stated that the local health department had requested level funding.

Mr. Larson referred to the free health clinic and stated that they continue to ask for annual increases. He stated that it is up to the Board.

Mr. Jenkins stated that he recommended level funding.

Mr. Bellows stated that he thought the free health clinic based their budget request on use, according to their presentation.

Mr. Larson stated that they have a formula that is tied to use.

Mr. Beauchamp stated that the free health clinic does a great job, but he agreed with Mr. Jenkins to have level funding for the clinic's request.

Mr. Larson referred to the Community Services Board and stated that they are asking for a slight increase.

Mr. Jenkins stated that they had not asked for an increase in 3 years.

There was a consensus to approve the increase.

Mr. Larson stated that Bay Aging was asking for level funding.

Mr. Beauchamp stated that Joe Curry would need to be reappointed to serve through September 30<sup>th</sup> on the Bay Aging Board. He stated that they are working on changing their by-laws at the present time.

Mr. Larson stated that the Bridge House has been discontinued and that is why there is no number in that category.

Mr. Larson stated that Rappahannock Legal Services and The Haven have asked for level funding.

Mr. Larson referred to the Comprehensive Services Act and stated that it can be very expensive and there is no control over it.

Mr. Larson referred to the Social Services Department and stated that the local funding goes up because of the reduction in federal and state spending. He stated that the Board may recall that Mrs. Davenport wanted to add one more person to her staff and that expense is reflected in her request.

Mr. Pleva stated that he thought about two-thirds of that position's salary would be paid by the state.

Mr. Jenkins asked what the amount was for the additional local funding to fill her request.

Mr. Larson replied he did not have that number.

Mr. Bellows stated that he saw an increase of \$41,814 in his supporting documentation.

Mr. Larson stated that this year, the current local funding contribution is \$277,459. He stated that the increase for the coming year will be \$60,000 roughly.

Mr. Bellows stated that is more than what is reported in the supporting documentation.

Mr. Larson referred to the Virginia Quality of Life and stated that he was not sure what the County received for the \$10,000 contribution.

Mr. Beauchamp stated that the only comment he could make was that it was the commitment made by the Board when Doug Monroe was involved with it.

Mr. Larson stated that they did a lot of great things and built the buildings that house the YMCA and free health clinic, but does not know what the organization does now.

Mr. Beauchamp stated that he would contact Tom Richardson concerning the request.

Mr. Lee stated that he thought that Virginia Quality of Life was still involved with the maintenance on those buildings.

Mr. Larson referred to the Boys and Girls Club and stated that they are asking for a \$15,000 increase.

Mr. Bellows asked if the contribution had always been \$50,000.

Mr. Larson replied the initial contribution was in the range of \$30,000 and they have asked for an increase each year.

Mr. Robert Smart stated that Dr. Westbrook, Sandy Spears and he met with Philip Mumford to discuss leasing space to run the alternative school. He stated that they really wanted to bring the alternative school back to Lancaster County. He stated that he thought there may be more cooperation between the school system and the Boys and Girls Club in the future.

Mr. Jenkins stated that he thought the Boys and Girls Club should get level funding.

Mr. Beauchamp stated that he could not recall any major justification that was given for the increased amount.

Mr. Bellows stated that he thought Mr. Mumford had spoken about starting a new program.

Mr. Palin stated that Mr. Mumford talked about hiring a full time program director.

Mr. Bellows asked if they knew when the last increase to the contribution was made.

Mr. Larson replied that he thought it was in FY 13.

Mr. Beauchamp suggested level funding.

Mr. Jenkins agreed.

Mr. Palin suggested a \$5000 increase.

Mr. Palin made a motion to contribute \$55,000 to the Boys and Girls Club for FY 15.

VOTE:	B. Wally Beauchamp	Nay
	Jason D. Bellows	Aye
	F. W. Jenkins, Jr.	Nay
	Ernest W. Palin, Jr.	Aye
	William R. Lee	Aye

VOTE: 3-2. Motion carried.

Mr. Jenkins referred to the Chamber of Commerce request and asked if that amount was for annual dues.

Mr. Bellows asked why the amount went up from \$125 to \$500. He stated that he knew there were different membership levels to choose from.

Mr. Beauchamp stated that he thought the Board had just decided on its own figure.

Mr. Pleva stated that he thought the \$125 was a first time contribution. He stated that he would look into it.

Mr. Beauchamp stated that he would like to see the amount stay at \$500. He stated that it was a commitment from the County and he thought they should continue to honor it.

There was a consensus to contribute \$500 to the Chamber of Commerce.

Mr. Larson referred to the American Red Cross and stated that Ms. Dudley had spoken to the Board concerning her request. He stated that he had spoken with other localities and they do not think they will contribute. He stated that the exception is Northumberland County.

Mr. Beauchamp stated that Northumberland County has a different chapter of the Red Cross. He stated that the Red Cross does a great job for people who have been displaced from their homes due to fires, etc. He stated that he has heard from some EMS people that they believe there will be no Red Cross chapter in Kilmarnock within 12 months. He stated that there have been so many changes in the organization and there is a lack of volunteers. He stated that the County will have to come up with volunteers in the event of an emergency.

Mr. Larson stated that he thought the shelters were manned with County staff.

Mr. Pleva replied yes.

Mr. Beauchamp stated that in the past, there has also been Red Cross staff around the clock.

Mr. Jenkins made a motion to remove the American Red Cross budget request.

VOTE:	B. Wally Beauchamp	Aye
	Jason D. Bellows	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	William R. Lee	Aye

Mr. Larson stated that in the category of health and welfare, there is a reduction of \$22,217.

Mr. Larson referred to the education category and stated that there were two components there. He stated that the request includes a capital contribution of \$20,000, which, as proposed, would be the first of ten annual payments and an increase in the annual funding for Rappahannock Community College.

Mr. Pleva stated that only Middlesex County funded the capital request last year and they were not doing so this year.

Mr. Larson stated that the other counties that he had spoken with are not funding the capital request either.

Mr. Jenkins asked what the normal contribution was.

Mr. Larson replied that \$6536 was contributed this year. He stated that they have started adding in a percentage on their request every year. He stated that they do not give a reason for the increase.

Mr. Bellows proposed leaving out the capital request of \$20,000 and granting the \$6817 for Rappahannock Community College.

There was a consensus on the proposal.

Mr. Larson referred to recreation and cultural activities and stated that the YMCA and the museums were requesting level funding.

Mr. Larson stated that the library was requesting level funding. He stated that the recreation and culture category makes up only 0.61% of the total budget. He stated that is one of the lowest of the counties in the area.

Mr. Larson referred to community development and stated that the Northern Neck-Chesapeake Bay Region Partnership has asked for level funding. He stated that the Rappahannock River Basin Commission has also requested level funding.

Mr. Larson referred to the Planning and Land Use department and stated that Mr. Gill was a very good administrator and his budget was well executed. He stated that his recommendation was to accept his budget as presented.

Mr. Larson referred to the Department of Housing and stated that this is the Section 8 program.

Mr. Jenkins stated that no state or local funds are shown under the Department of Housing.

Mr. Larson stated that was a mistake on his part. He stated that he will show the proper split on a revised report.

Mr. Larson referred to the Planning District Commission and stated that they are requesting level funding.

Mr. Jenkins referred to the Northern Neck Soil and Water Conservation District category and stated that their request has been increased every year with no justification.

The consensus was to provide level funding.

Mr. Larson referred to the Wetlands Board category and stated that it pretty much funds itself with generated fees.

Mr. Larson referred to the Board of Zoning Appeals and the Planning Commission and stated that their budgets stay level each year. The consensus was level funding.

Mr. Jenkins referred to the Extension Office and asked how much money they had expended to date.

Mr. Larson replied that out of a \$60,149 budget, they have spent \$22,564.

Mr. Jenkins stated that would be in line with the actuals of 2013.

Mr. Larson stated that they have under executed every year and the category could be cut.

Mr. Pleva suggested speaking with Ms. Watson about any outstanding invoices.

The consensus was to get more information on that category.

Mr. Larson referred to the Kilmarnock branding initiative and stated that he thought the town was waiting for the County to fund the whole project.

Mr. Pleva stated that not all localities were asked for funds for the branding project. He stated that Middlesex County, through their Economic Development Authority, has indicated that they will make a contribution.

Mr. Jenkins stated that he thought the Town of Kilmarnock was solely trying to control the whole project. He stated that he would consider supporting it, if there was another county to contribute.

Mr. Pleva stated that the Middlesex EDA is contributing. He stated that Mathews and Northumberland may also come on board. He stated that Richmond and Essex were probably not going to support it.

Mr. Bellows stated that if Lancaster does not support it, he could not see other localities supporting it.

Mr. Jenkins stated that his concern is that Lancaster has some control over the direction of the initiative. He stated that he does not want to see all of the efforts go to the lower part of the County and exclude places like Yankee Point Marina. He stated that he did not want to put up \$35,000 of everyone's money for a project that is narrow in scope.

Mr. Jenkins stated that another concern is who will be the managing entity of the effort.

Mr. Beauchamp stated that he had the same concerns as Mr. Jenkins. He stated that it pertains to tourism, which is almost the only viable industry left in the Northern Neck. He stated that he would like to see Lancaster contribute something in an effort to support one of its own towns.

Mr. Jenkins stated that the branding initiative needs to highlight the Rappahannock River. He stated that there are many localities in Virginia, Maryland and Delaware that can claim the Bay, but few can claim the river.

Mr. Lee stated that he was thinking in the \$10,000 to \$15,000 range.

Mr. Pleva stated that the contribution could be contingent on knowing the organizational structure and other concerns that have been addressed.

Mr. Palin stated that he thought Lancaster should match Middlesex's contribution, since the initiative is based in this county.

Mr. Bellows made a motion to contribute \$25,000 to the branding initiative, with the contingencies that have been discussed.

VOTE:	B. Wally Beauchamp	Aye
	Jason D. Bellows	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	William R. Lee	Aye

Mr. Larson referred to the non-departmental category and stated that he suggested leaving it as is.

Mr. Larson referred to the enhanced emergency telephone system and stated that what is proposed by Mr. Rowe is reasonable.

Mr. Larson referred to the Debt Service category and stated that the debt situation is looking good, in his opinion.

Mr. Larson referred to Capital Improvements and stated that he thought the biggest consideration for the Board is to decide how much money they wanted to put into capital improvements. He stated that they also needed to know why the items are not being executed this year. He stated that the Planning Commission did a good job of prioritizing the items.

Mr. Bellows asked if the previous capital improvement items are not executed by June 30, does that void those projects.

Mr. Larson replied that the funds revert. He stated that he did not understand why the contracts cannot get done.

Mr. Bellows stated that he agreed. He stated that he did not understand why major projects, such as security measures for the schools, have not been completed. He stated that someone needed to answer that.

Mr. Palin stated that he knew John Mann had started on the security project.

Mrs. Spears stated that there had been some discussion about new schools being built or schools being moved in the future, so that is why some of the security projects had not been completed.

Mr. Bellows stated that there should be better communication between the two boards about what is being executed and what is being delayed so that the County can keep track of it.

Mr. Lee stated that he was disappointed that the security measures had not taken place yet. He stated that there should still be a certain level of security at the schools we have now.

Mr. Bellows stated that from discussions he has had, there seemed to be a lot of concentration on security immediately after the Connecticut school shooting and now that seems to have died down some.

Mr. Smart stated that some lower cost security projects have been done. He stated that there are increased cameras and a buzzer system at each school.

Mr. Palin stated that a security wall at the primary school will be constructed in May.

There was a consensus that the Board review the Capital Improvement Budget individually before acting.

Mr. Bellows asked about the tax rate formula.

Mr. Larson replied that one cent gives the County approximately \$263,000.

Mr. Pleva asked about the Board setting another work session.

The consensus was to hold the next work session for the general fund on Tuesday, May 13<sup>th</sup> at 4:00 p.m.

**ADJOURNMENT**

Mr. Jenkins made a motion to adjourn the meeting to Tuesday, May 13<sup>th</sup> at 4:00 p.m.

VOTE:	B. Wally Beauchamp	Aye
	Jason D. Bellows	Aye
	F. W. Jenkins, Jr.	Aye
	Ernest W. Palin, Jr.	Aye
	William R. Lee	Aye