

**MINUTES**  
Board of Supervisors  
County of Prince George, Virginia

Adjourned Work Session  
July 28, 2020  
4:00 p.m.  
County Administration Bldg. Boardroom, Third Floor  
6602 Courts Drive, Prince George, Virginia

**MEETING CONVENED.** A meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 4:00 p.m. on Tuesday, July 28, 2020 in the Boardroom of the County Administration Building, Third Floor, 6602 Courts Drive, Prince George, Virginia by Chairman Donald R. Hunter for a work session to discuss funding for the Self-Contained Breathing Apparatus.

**ATTENDANCE.** The following members responded to Roll Call:

Donald R. Hunter, Chairman	Present
Alan R. Carmichael, Vice-Chairman	Absent
Floyd M. Brown, Jr.	Present
Marlene J. Waymack	Present
T. J. Webb	Present

County Staff present was: Percy C. Ashcraft, County Administrator; Dan Whitten, County Attorney; Betsy Drewry, Deputy County Administrator; Julie C. Walton, Deputy County Administrator; and Teresa Knott, Clerk.

**Invocation.** Mr. Brown gave the Board's invocation.

**Pledge of Allegiance to U.S. Flag.** Mr. Webb led the Pledge of Allegiance to the U.S. Flag.

**APPROVAL OF AGENDA.** Mr. Webb made a motion, seconded by Mrs. Waymack, to adopt the agenda as presented. Roll was called on the motion.

On roll call the vote was:

In favor: (4) Brown, Waymack, Hunter, Webb

Opposed: (0)

Absent: (1) Carmichael

**WORK SESSION**

Ms. Betsy Drewry, Deputy County Administrator and Finance Director, stated that at the regular July 14, 2020 Board of Supervisor's meeting, Paul Mauger, Interim Director of Fire & EMS, presented a report expressing the urgent need to purchase Self-Contained Breathing Apparatus (SCBA) for approximately \$1,300,000. This purchase was not included in the adopted FY2021 CIP, nor as part of an upcoming borrowing/bond issuance. The project was part of the FY2019 adopted CIP, however the funding and purchase did not move forward. However, Ms. Drewry stated that Mr. Mauger received an updated amount, which is now \$1,072,505.

On July 14, the Board directed Staff to provide funding options to make this purchase during FY2021, and to advertise an August 11 public hearing to amend the FY2021 budget by \$1,300,000 for this purchase. The public hearing advertisement was published on Sunday, July 26, 2020. With the new figure, a public hearing is not necessary, but Ms. Drewry recommended that they continue to hold the public hearing since there will be other appropriations on that particular evening. Mr. Whitten, County Attorney, concurred with Ms. Drewry's recommendation to proceed with the public hearing on August 11. Staff worked with the County's financial advisor, Davenport & Company, to develop funding options. Ms. Drewry presented to the Board the following nine options:

- 1) Take from unreserved Fund Balance.
- 2) Add to FY2021 Bond Issuance and finance over 15 years.
- 3) Add to FY2021 Bond Issuance and finance over 5 years.
- 4) Use Fire Apparatus Replacement Funds and finance over 5 years with no tax increase.

- 5) Use Fire Apparatus Replacement Funds, finance over 5 years with increase devoted to real estate tax revenue (3 cents instead of 2 cents).
- 6) Use Fire Apparatus Replacement Funds and finance over 15 years with no tax increase.
- 7) Use Fire Apparatus Replacement Funds and finance over 15 years with increase devoted to real estate tax revenue (3 cents instead of 2 cents).
- 8) Devote 1 cent to Fire/EMS equipment purchases separate from Fire Apparatus Fund/Account and finance over 5 years.
- 9) Devote 1 cent to Fire/EMS equipment purchases separate from Fire Apparatus Fund/Account and finance over 15 years.

Ms. Drewry stated that if the Board is committed to devoting a one cent real estate tax increase in FY2022, then Staff would recommend Option 9 to finance it over 15 years. This would leave available funds for purchases in addition to SCBA over the next 15 years and would prepare the County with a funding source to purchase replacement SCBA in 15 years. If the Board is not committed to devoting a one-cent real estate tax increase in FY2022, then Staff would recommend Option 2 and add it to the FY2021 Bond Issuance and finance it over 15 years. This would require an increase in resources for debt retirement of \$78,753 annually or \$866,286 starting in FY2022. Chairman Hunter asked if they were to choose Option 9, and revenues turn out to be better than expected, could they then choose not to raise the tax by one cent. Ms. Drewry said yes. Mr. Brown concurred that it would be more of an idea to dedicate one cent to the equipment and maybe not necessarily have to raise the tax. Mr. Brown asked Ms. Drewry if there is a potential of a deficit from what they put aside and what the replacement cost would be not knowing the future costs. Ms. Drewry stated that could happen. Chairman Hunter added that hopefully they will be able to replace in the future as needed and not all at one time. Mr. Webb stated that he is okay with dedicating one cent but does not agree with raising the tax by one cent. He believes that there will be a shortfall and he does not want to go to Fund Balance. The Board agreed by consensus on Option 9 only to dedicate one cent and finance over years, but not necessarily raising the tax by one cent.

**ADJOURNMENT.** Mrs. Waymack made a motion, seconded by Mr. Brown, to adjourn the meeting at 4:33 p.m.

[Draft Minutes prepared August 4, 2020 for consideration on August 11, 2020; adopted by unanimous vote.]

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Donald R. Hunter, Chairman  
Chairman, Board of Supervisors

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Percy C. Ashcraft  
County Administrator