

AGENDA

Board of Supervisors
County of Prince George, Virginia
Regular Meeting: May 9, 2023
County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

Regular Meeting

Work Session

6:00 p.m.

Business Meeting

7:00 p.m.

***Public Hearings Will Be Heard at 7:30 p.m.**

The meeting will be live-streamed at the following link:

https://www.princegeorgecountyva.gov/live_stream/index.php

Public comments may be made in person during any meeting. You may also submit any public comments on our website at

https://www.princegeorgecountyva.gov/departments/board_of_supervisors/public_comment_for_m.php.

Any public comments received in person or by website form up until the public comment section is closed by the Chair of the Board of Supervisors on May 9 may be entered into the meeting minutes if desired by the citizen.

CALL TO ORDER

Roll Call

WORK SESSION

FY2024 Budget Updates, Betsy Drewry, Deputy County Administrator, Finance [2]

INVOCATION

PLEDGE OF ALLEGIANCE TO U.S. FLAG

PUBLIC COMMENTS

ADOPTION OF AGENDA [1]

ORDER OF CONSENSUS

C-1. Draft Minutes – April 19, 2023 Budget Work Session; and April 25, 2023 Regular Meeting. [3]

C-2. Resolution: Appropriation (\$10,000 Virginia State Police HEAT Funds). (Betsy Drewry, Deputy County Administrator, Finance) [4]

C-3. Resolution: Appropriation Four for Life Funds Fire & EMS (\$37,149.84). (Betsy Drewry, Deputy County Administrator, Finance) [5]

PRESENTATIONS

SUPERVISORS' COMMENTS

COUNTY ADMINISTRATOR'S COMMENTS

REPORTS

VDOT – Crystal Smith

POSTPONED ITEMS

ORDER OF BUSINESS

PUBLIC HEARINGS

P-1. Public Hearing; FY24 Budget. (Betsy Drewry, Deputy County Administrator, Finance) [6]

P-2. Public Hearing; Virginia Department of Transportation Secondary Six-Year Plan for Fiscal Years 2024 through 2029 in Prince George County, and the Secondary System Construction Budget for Fiscal Year 2024. (VDOT) [7]

CLOSED SESSION

E-1. Resolution; Closed Session Motion with Topics and Code Section References to be Provided at Board Meeting. [8]

E-2. Resolution; “Certification of Closed Session” Certifying that Only those Items Contained in the Closed Session Motion were Discussed. [9]

ADJOURNMENT

Board meeting format: Executive Meeting at 5:00 p.m., followed by a Business Meeting at 7:00 p.m. with Public Hearings being heard at 7:30 p.m. **Visit Prince George County website for information www.princegeorgecountyva.gov.**

MINUTES
Board of Supervisors
County of Prince George, Virginia

May 9, 2023

County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

MEETING CONVENED. Chairman Donald R. Hunter called a regular meeting of the Board of Supervisors of the County of Prince George, Virginia, to order at 6:00 p.m. on May 9, 2023 in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia.

ATTENDANCE. The following members responded to Roll Call:

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

Also present was: Jeff Stoke, County Administrator; Betsy Drewry, Deputy County Administrator; Julie C. Walton, Deputy County Administrator; and Ms. Andrea Erard, Interim County Attorney.

WORK SESSION

FY2024 Budget Updates – Ms. Betsy Drewry, Deputy County Administrator, Finance, recapped the Board’s April 29 Budget Work Session. The Board increased the Crater Youth Care Commission contribution by \$147. There was also an increase in Public Service Tax Revenues by \$396,000. Following the April 19 Work Session, it was the Board consensus provided to the County Administrator by email to provide an increase in Operating Transfer to schools of \$396,000 making the General Fund Transfer to Schools to \$18,949,165. There was also discussion on April 19 to revise mandated pay increase for state-supported local employees (SSLE) from 7% to 5%. That reduced State Revenues by (\$50,214) and Expenditures by (\$74,423), increasing the General Fund Contingency by \$24,209. Additionally, it impacted the reduction in General Fund Transfer to RCJA of (\$9,343), an increase in General Fund Contingency of \$9,343. That all makes the overall FY2024 General Fund Budget change from \$72,374,569 to \$72,720,355. The overall FY2024 General Fund Contingency change to date is \$33,405 higher than the Introduced Budget. It is recommended to retain that money in contingency if the amount is needed to provide Board contracted employee pay increases and go back to 7% raise SSLE if needed. Also at the April 19 Work Session there was a Utilities Budget change. The Introduced FY2024 Utilities budget included Principal and Interest Payments totaling \$1,858,910 for year 1 debt on the following planned projects {1) Blackwater Regional Interceptor & Sewer Facilities and 2) New 3 MGD Pump Station and Force Main}. Design work on these projects will go through FY2024; estimated issuance of IFB June & July

of 2024. There will be no debt payments for these projects in FY2024. It was the Board consensus to shift \$1,858,910 from Debt (principal and interest) to Capital Professional Services to help meet 20% local match amount(s) for federal awards and reduce use of Utilities Cash Reserves. Following the April 19 Work Session, there was an FY2024 Updated School Budget Request and an April 26 Chair and Vice-Chair Meeting between the Board of Supervisors and School Board. Since the County's budget was introduced, there have been changes to the FY2024 School Budget, and the local request. The School Division updated their revenue projections to the State's Approved "Skinny Budget." Dr. Pennycuff provided an update during the April 19 County BOS Budget Work Session. The Skinny Budget calls for reduced state school revenues (\$1,323,337) less than Governor's Proposed, elimination of the Governor's proposed retention bonus, and a 5% pay increase for Standards of Quality (SOQ)-funded positions. In response, the School Division eliminated and revised items included in their original FY2024 budget request. This changed the School Employee Pay Increase from 6% to 5% (\$548,435). They also eliminated new positions requested (Staff Accountant & 5 Elementary Para Professionals) - (\$255,594). In addition, there was an elimination of Retention Bonus - (\$271,245) and a Support Staff Market Adjustment - (\$429,884). The updated "Local Increase" Request is \$1,645,681 (presented by Dr. Pennycuff on April 19) instead of \$1,827,502. With the \$396,000 increase in County General Fund Transfer (agreed to by Board consensus - from increase Public Service Tax Revenues) updated GAP is \$1,249,681. During that meeting with Chairs and Vice-Chairs, there was discussion to shift \$543,374 transfer for School Buses to Transfer to School Operations (hopefully temporary until state budget is approved). Therefore, the FY2024 Transfer for School Operations & Textbooks becomes \$19,492,539 {\$18,553,165 + \$396,000 + \$543,374}. The GAP becomes \$706,307 and Schools would use School Operating Fund Contingency of \$706,307 {School Operating Contingency goes from \$1,091,015 to \$384,708. There is some concern over projected budget deficit in School Utilities (FY2023 and FY2024). The Board agreed by consensus on shifting transfer for School Buses to transfer for School Operations - \$543,347. Ms. Drewry stated that the School Division hopes to be able to restore the buses if there is an increase in the school state funding received. If increased state funding is not received, there will be continued collaboration to address budget shortfalls from school utility costs {reduction in School Operating Contingency}. Another possible added impact if the General Assembly approves a 7% raise instead of a 5% raise for school employees: Local share could be \$0 to \$610,816 (if same level of state funding provided on a percentage basis as in the "skinny budget"). Ms. Drewry stated that there was a request from a Board member to discuss possible additional Police Officers. Each officer in salary and benefits equates to \$86,235 per officer. Four officers would be just under \$345,000. Vehicle and equipment equates to \$62,970 per officer. Ms. Drewry discussed some possible funding resources. They could reduce the contribution to Debt Reserves and/or Use of General Fund Contingency as Introduced. Debt Reserves - \$841,481 General Fund Contribution to Debt Reserves {Lowered by \$215,000 in Introduced budget - accounted for cash funding of County Vehicles and School Buses \$175,000 + \$40,000}. In the approved FY2021 CIP Plan the Board did agree to leave General Fund Contributions to Debt Fund at FY2021 levels to fund future debt projects (create reserve) to mitigate possible tax increase for large projects. Another option would be to use Contingency \$150,748 Introduced; Revised \$188,953 (\$33,405 in changes discussed with Board - State Pay Raise & CYCC Contribution) + 4,800 Med-Flight Contribution Change. Staff recommends no more than use of \$100,000 to leave sufficient amount to provide Board contracted employees pay increase and address higher pay increase for state-supported

local employees if approved by General Assembly (including possible higher RCJA contribution). Mr. Webb stated that he understands the need and he has spoken with Chief Early, but there are potential hits out there they may already have to take. He stated that he is not in favor of lowering the debt service. It has already been done once and we need to keep ourselves in good shape. He stated that we do not have the funding to cover this. Even though it is a one-time cost, it will be a reoccurring cost for the next budget. He said that he cannot support it. Chairman Hunter stated that he has talked to the Chief as well and he too does not think it is something we can do right now. He stated that the Chief understands. Mr. Brown stated that he does not support it at this time either. Mr. Carmichael stated that this is his 16th budget and will be his last and he is a firm believer that we should stay ahead of the crime in our area, and will always support Public Safety. However, he does understand the situation. He added that Mr. Webb is really good at keeping the numbers and keeping the rest of the Board abreast of what is going on. He just hopes that the new Board members that will fill the three available seats keep a strong emphasis on Public Safety. Mrs. Waymack stated that she is all for supporting the Police, but if we do not have the funds, we just cannot do it right now. Ms. Drewry stated that the County Administrator received a memo from Chesterfield County Fire & EMS to withdraw the \$4,800 Med Flight funding request. The Virginia State Police will fully cover Chesterfield's cost of providing two flight medics per day to the program. In the Budget for adoption, Staff will reduce the Contribution in County Admin 0100-01-002-0101-45600 by \$4,800 and increase contingency 0100-09-401-0917-49199 by \$4,800. Ms. Drewry added that they will incorporate the Board consensus for school funding request (shift of transfer for school buses) and incorporate the elimination of \$4,800 Med-Flight contribution (and increase to contingency). Finance and Human Resources will have a closed session discussion regarding salary / pay increase for the three Board employees at the end of the May 9 meeting; (1 currently vacant) – transfer from General Fund Contingency of approved amount. Mr. Brown stated that there has been the idea of categorical funding with the School Board tossed around and he would like to discuss that briefly. Ms. Drewry stated that the Code of Virginia designates specific categories of funding for schools. Therefore, the Board does have the ability to appropriate schools in lump sum or by category as defined in the Code of Virginia. Ms. Drewry confirmed that the categories would be Instruction, Administration & Health, Pupil Transportation, Operations & Maintenance, Technology, Facility/Capital Outlay, Contingency, and Transfers/CSA. Ms. Drewry stated that there was appropriation by category a number of years ago for a finite number of years. A large majority of years, the Board has appropriated in lump sum. Mr. Webb stated that he has had several conversations with most of the School Board members. He stated that he is the one that is putting this forward. We have got to find a way to get on the same page. We have a hole to get out of and we have to figure out how we are going to do it. We need to be reviewing stuff on a regular basis and know what is going on, which is basically the same thing we do on the County side. He is the one asking for the categorical funding provided everyone else on the Board is in agreement with it. He does not see how we can do it otherwise. Chairman Hunter stated that he is certainly for it if it can prevent them getting in a worse bind than they are already in. Mr. Brown stated that he personally thinks the categorical funding helps to show where the spending is in these various categories and it also opens the door for conversation between the School Board and the County Board if monies need to be moved around from one category to another. He thinks it would be a great aid at this time for both Boards. This is why Mr. Webb has made it a point to talk to School Board members ahead of time so that it will come as no surprise to anyone. Mr. Brown asked Ms. Drewry if this were

something they would typically do in June when they appropriate the Budget. Ms. Drewry stated yes, that is when they would do it. Once that is done, if the School Board needed to make a change and transfer money from one category to another, they would have to come before the Board of Supervisors. Mr. Webb stated it was not intended to be a slap in the face. He asked for the School Board to be notified up front. Dr. Pennycuff stated that they have not been notified as far as she knows. Mr. Webb stated that he does not want to call people out by name but he is looking at at least two and if he recalls, it was mentioned in the Chair/Vice-Chair meeting with the School Board about four hot items that most likely could have been caught by line items versus aggregate accounting. He stated that he also mentioned it to another School Board member who is not here. We have to be able to see what each other has. He stated that he has spent a lot of time in detail to get to where we are today. He believes had it been the other way around, it would have been caught a lot quicker. In his estimation, the way we do business is more like a corporate world. He called School Board member Mr. Cecil Smith out because he is used to the corporate world and the way they do accounting, financing and budgets. We have got to get a handle on it. He stated that unfortunately, we are the ones responsible. We are the governing body that has the taxing authority. He stated that he is not asking for anything more than what the State Education has laid out for their categories. He stated that he sent that information to at least one School Board member and he thought that person would share it with the rest of the School Board. Mr. Webb stated that if he did not share it with them, he apologizes. Since he is not here, Mr. Webb stated that he will be glad to share with those that are after the meeting and they can go back and ask him. He does not want to do it publicly because he is not here. Mr. Carmichael stated that this is not a decision that needs to be made tonight. We can give the School Board time to think about this. Mr. Webb stated that he wanted them to have a heads up because if he is still on the Board, he is not sitting here next year with the same problem. It is time to do something different. Chairman Hunter confirmed that it was mentioned in the Chair/Vice-Chair meeting. Mr. Carmichael agreed that something has to change. He is going to ride this 16-year pony until it crashes into the gate in December. When it was first brought up years ago, he did not support it because it looked like we thought we were smarter with their money than they were. However, it has not changed in 16 budgets. We are at this same situation every single year. You have citizens saying the Board of Supervisors is not supporting the schools and the others saying the School Board is wasting money. Something has to change to make it better. There needs to be more transparency to let the citizens know where the tax dollars are going and where the money is spent. He would like to see across the board for all schools to have their own budgets and be responsible for their own spending. Mr. Brown stated that he does not view this as a statement that the School System cannot manage their spending. He sees it as an advantage for an additional level of transparency. When things need to be moved around, it comes back to a public meeting. Therefore, the citizens cannot say they did not know about that. Mr. Webb stated the reason he wanted to be up front with this was to allow Ms. Barnes, Finance Director of the Schools, time to get with Ms. Drewry on how it would work so there would be equal transparency. We have time to make these adjustments so that we are all on the same page. Going forward, anything on the CIP, in Mr. Webb's opinion, needs to be approved by this Board before they do it. This includes school buses and extra trailers. You cannot have two people spending out of the same pot just because it is on the CIP and not know who is doing what. We have one pot of money and that is the citizens' tax dollars. Ms. Drewry stated that currently the School Board does send their CIP invoices to the County for processing. Mr. Webb stated that there could be CIP stuff done that we are not aware of until after the fact.

That is neither here nor there, what is done is done. The Board agreed to make a decision regarding categorical funding on May 23 to allow the School Board a chance to discuss it.

Chairman Hunter called a recess at 6:38 pm. The meeting reconvened at 7:00 pm.

Invocation. Mrs. Waymack gave the Board's invocation.

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

PUBLIC COMMENTS. Chairman Hunter announced that anyone wishing to come before the Board may do so at this time. He noted that this was the time for unscheduled general public comments. Chairman Hunter opened the public comments at 7:01 p.m.

Lawrence Brockwell (5300 Heritage Road). Mr. Brockwell stated that he has already spoken with VDOT a little, but the bridge down at the bottom on Heritage Road is a real hazard. They currently have barrels up on the inside and signs that say Yield on both sides. He was almost hit head on at the bridge. It is hard to see around the curve due to limbs and grass and once you get to the bridge, you cannot pass oncoming traffic. It is a horrible situation. You cannot even see the dry hydrant for the fire department because of overgrowth. He wants to know why they have put the barrels up to begin with. In addition, there is still the high water problem there. Mr. Brockwell also mentioned the overgrowth of limbs and bushes on Moody Road by that bridge as well.

Rick Tetterton (9750 Blackwater Farm Lane). Mr. Tetterton stated that he made a commitment that if he was wrong about something he would say he was wrong. He stated that he has publicly questioned Mr. Webb a couple of times about some ties into the land that is near him and he feels like he owes Mr. Webb a public apology. He stated that we may not agree on everything, but Mr. Webb had enough character to reach out to him and have a conversation. He wanted to thank Mr. Webb personally and apologize in public for questioning his integrity on the matter. He asked the Board when the new convenience center rezoning public hearing would be. They confirmed May 23. Mr. Tetterton stated that he will speak then. He did add that he does not understand why the engineering firm would choose the location that tucks in that close to people's personal homes when there is plenty of area there that does not tuck in next to their homes. He is also concerned about the traffic situation there. In addition, this is only six miles from the current convenience center, which does not help the rest of the County. It is a poor choice of location. He stated that it will not affect him, but it will affect the value of at least five homes.

There being no one else to speak, the public comments period was closed at 7:09 p.m.

APPROVAL OF AGENDA. Mr. Brown 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: (5) Hunter, Webb, Waymack, Brown, Carmichael

Opposed: (0)

Absent: (0)

ORDER OF CONSENSUS. Mr. Webb made a motion, seconded by Mr. Carmichael, to adopt the Order of Consensus as presented. Roll was called on the motion.

C-1. Draft Minutes – April 19, 2023 Budget Work Session and April 25, 2023 Regular Meeting Minutes.

R-23-082

C-2.

RESOLUTION; APPROPRIATION (\$10,000.00 STATE POLICE HEAT FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of May, 2023, does hereby authorize the following increase of funds within the 2022-2023 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

FUND/ORGANIZATION AMOUNT

GENERAL FUND

Expenditure:

0100-03-100-0602-48111	Police Grants	
	State Police - HEAT Equipment	\$10,000.00

Revenue:

0100-20-601-8203-323107	State Police HEAT Funding	\$10,000.00
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R-23-082A

C-3.

RESOLUTION; APPROPRIATION FOUR FOR LIFE FUNDS – FIRE AND EMS (\$37,149.84)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of May, 2023, does hereby authorize and appropriate the following increase of funds within the 2022-2023 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

FUND/ORGANIZATION AMOUNT

General Fund

Expenditures:

0100-03-200-0614-45642	Fire/EMS Four for Life Expenditures	\$37,149.84
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Revenues:

0100-20-601-8203-326014	Four for Life Funds	\$37,149.84
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On roll call the vote was:

In favor: (5) Hunter, Webb, Waymack, Brown, Carmichael

Opposed: (0)

Absent: (0)

SUPERVISORS COMMENTS

Mrs. Waymack thanked the citizens of Prince George County for being so wonderful. The Board appreciates all of their efforts.

Mr. Brown stated that this past Saturday was the opening of the Farmer's Market. School teachers were recognized and he witnessed a lot of excited children. He told Ms. Hurt, Market Manager, that she did a great job. It was a challenging day as other activities were going on. He was a little disappointed to see citizens complaining on Facebook about everything being on one day.

Mr. Webb wished all of the mothers a Happy Mother's Day.

Chairman Hunter echoed Mr. Webb's comment. In response to Mr. Brown's comment, he stated that the Famer's Market was really good and people just have to realize that it is hard to fit everything in and you just need to choose what you want and can do.

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Jeff Stoke, County Administrator, stated that "Meet Your Legislator," hosted by Virginia's Gateway Region will be on May 10 at CCAM, 5520 W. Quaker Road, Prince George, VA from 3:00pm to 5:00pm. There will be a "Tip-A-Cop" Fundraiser for Special Olympics at Nanny's Restaurant, 11900 South Crater Road, S. Prince George on May 12 from 5:00pm to 9:00pm. Prince George Farmers' Market "Mother's Day Creation" kids craft will be at Scott Park, 6380 Scott Memorial Park Road, Prince George on May 13 from 9:00am to 1:00pm. There will be a Prince George County School Board Meeting on May 15 in the Board Room, 3rd Floor of the Administration Building 6602 Courts Drive at 6:30pm. The Poirer Financial Strategies, LLC Expansion and Ribbon Cutting will be on May 18 at 5720 Courthouse Road, Prince George, VA 23875 at 8:30am. The Hopewell/Prince George Chamber Annual Golf Open will be on May 18 at Country Club of Petersburg, 1250 Flank Road, S. Prince George, 11am Registration. There will be a Hunter Safety Course, a Virginia Department of Game and Inland Fisheries Course at the Parks & Recreation Community Center, 11100 Old Stage Road from 8:00am to 4:00pm on May 20.

REPORTS

VDOT – Ms. Crystal Smith, of the Virginia Department of Transportation, stated that their crews have completed trash pickup and mowing cycle for primary roads. They have also started their secondary trash and mowing cycle. The Hines Road agreement has been executed and they plan to have that work completed by the end of June. She would like to get that done before the next fiscal year starts. The agreement for Scott Park has been submitted. There were a few edits made to the estimate today. Hopefully they will be ready to start on that soon. The bridge replacement on Lone Oak Mill Road started this week. The detour was installed yesterday. The project is expected to complete by the end of the year. Golf Course is also part of that same UPC

Project and they expect that to get started in July. Route 630/Bull Hill Road roundabout is still on schedule to start in October. The new fender system contract for the Benjamin Harrison Bridge is expected to go to bid in June. Additionally, she mentioned that they received information back on the congressional funds that the County requested for the Middle Road roundabout project. The award amount is \$3.541 million with a 20% County match. Funds are dedicated for 2024 with the 20% match due by the end of 2024, which can be submitted in payments or a lump sum. Based on the current estimate, the County's share would be \$885,202. She does expect that amount to increase. The current estimate, which is a year old, is \$6.75 million. That would leave an \$111,537 shortfall with the 20% match. Ms. Smith confirmed for Mr. Webb that the Hines Road agreement is the outfall. It is executed and they plan to have work done by the end of June. She also confirmed for Mr. Webb that she would follow up on Mr. Brockwell's earlier comments. He stated that he has seen on construction sites a caution or stop light when they are trying to avert traffic to one lane when there is not a physical body there. She stated that is an option they plan to discuss. She confirmed for Chairman Hunter that the roundabout she was speaking of is at Middle Road and Jefferson Park. The roundabout at Middle Road and Prince George Drive is a Smartscale project.

Chairman Hunter called a recess at 7:22 p.m. The meeting reconvened at 7:30 p.m.

PUBLIC HEARINGS

P-2. Public Hearing; Virginia Department of Transportation Secondary Six-Year Plan for Fiscal Years 2024 through 2029 in Prince George County, and the Secondary System Construction Budget for Fiscal Year 2024. Ms. Crystal Smith of the Virginia Department of Transportation stated that for this Plan the County would receive \$117,916 for Telefees and each year as a plan for a total of \$707,496. In addition to that, they will receive \$1,490 in District Grant – Unpaved Funds in 2024. Those Telefees Funds will all be designated to the Roundabout at Middle Road and Jefferson Park. Currently that project has \$1,330,391 of previous funding. The additional projected funding will be \$589,580 bringing it to a total of \$5,578,693, including the Congressional funding, leaving \$996,739 to be funded. The second project in the Plan are the two bridges on Routes 630 and 658, which the Lone Oak Mill Road has already started and Golf Course starting in July. No funds from this year's Plan will be designated to that project. Chairman Hunter opened the public hearing at 7:32 p.m.

Mr. Don Vtipil (4620 Prince George Drive). Mr. Vtipil expressed his concern about the Middle Road/Prince George Drive Roundabout affecting two properties that he manages at this intersection. One of those locations has a cemetery and he certainly would not like to see the graves disturbed or the rental property he owns across the street as well.

There being no one else to speak, the public hearing was closed at 7:34 p.m. Mr. Carmichael made a motion, seconded by Mr. Brown, to approve the Secondary Six-Year as presented. Roll was called on the motion.

R-23-083

RESOLUTION; VIRGINIA DEPARTMENT OF TRANSPORTATION SIX-YEAR PLAN FOR PRINCE GEORGE COUNTY SECONDARY ROADS IMPROVEMENT FOR FISCAL YEARS 2024 THROUGH 2029 AND SECONDARY ROADS CONSTRUCTION BUDGET FOR FISCAL YEAR 2024 FOR PRINCE GEORGE COUNTY

WHEREAS, Sections 33.2-358 and 33.2-331 of the Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan,

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan 2024 through 2029 as well as the Construction Priority List 2024 on May 9, 2023 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List,

WHEREAS, Crystal Smith, Residency Administrator, Virginia Department of Transportation, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads 2024 through 2029 and the Construction Priority List 2024 for Prince George County.

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interests of the Secondary Road System in Prince George County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan 2024 through 2029 and Construction Priority List 2024 are hereby approved as presented at the public hearing.

On roll call the vote was:

In favor: (5) Hunter, Webb, Waymack, Brown, Carmichael

Opposed: (0)

Absent: (0)

P-1. Public Hearing; FY24 Budget. Ms. Betsy Drewry, Deputy County Administrator, Finance, stated that the introduced FY2024 budget was presented to the Board of Supervisors and to the public on March 14, 2023. There has been growth in assessed real property values, and no changes to the current tax rates were proposed in the introduced budget. The Prince George County Board of Supervisors approved an effective real property tax increase, and adopted all tax rates on April 25, 2023, after holding required public hearings. The advertised and adopted tax rates for FY2024 are: Real Estate - \$0.82 [no change from current rate – equalization rate from higher assessed values was \$0.77]; Personal Property - \$3.90 [no change from current rate] Machinery & Tools - \$1.50 [no change from current rate]; Mobile Homes / Tangible PP - \$0.82 [no change from current rate]. The Board of Supervisors approved a 5% increase in water and sewer rates for FY2024 on April 11, 2023, to address inflationary increases in the Utilities Fund budget, a self-supporting enterprise fund. The FY2024 total Utilities budget is an overall decrease from the Adopted FY2023 budget due to the absence of planned use of \$6.2M in

Utilities Fund cash reserves approved in FY2023 to complete several major capital projects. The FY2024 General Fund Budget introduced on March 14, 2023 totaled \$72,374,569 and was a \$3,423,083, 4.96% increase over the adopted FY2023 General Fund Budget. This is the amount of the advertised FY2024 budget. The FY2024 General Fund Budget as modified, to date, totals \$72,720,355 and is \$3,768,868, 5.47% higher than the adopted FY2023 General Fund Budget. The difference in the FY2024 Introduced Budget and the Modified FY2024 Budget for Adoption is \$345,786 {\$396,000 increase in Public Service Tax Revenues less \$50,214 reduction in state funding}. The Total (All Funds) FY2024 budget introduced on March 14, 2023 totaled \$155,626,978 (net of transfers) and was a (\$4,389,895), 2.74% decrease from the FY2023 adopted total budget. The overall introduced budget decreases are chiefly related to a \$3,369,505 decrease in the school budget mostly related to one-time capital funding reductions, and a \$5,115,786 reduction in the Utilities budget mostly related to cash reserve funded Capital Utility projects budgeted in FY2023, that are absent from the FY2024 budget. There are also reductions in the Capital Fund, Stormwater Fund, and Debt Service Fund. These reductions are netted against increases in the General Fund, and in the Community Corrections, Adult Education, Tourism, and Economic Development Funds. The FY2024 Total Budget, as modified to date, and with modifications under discussion related to schools, totals \$154,639,306 and is (\$5,377,567), 3.36% less than the adopted FY2023 Total Budget. Total FY2024 Approved and Possible (All Funds) Budget modifications are (\$987,672). The Chairs and Vice-Chairs of the Board of Supervisors and School Board met on April 26, and Staff discussed those details with the Board earlier this evening during the May 9 work session for possible incorporation into the budget for adoption targeted for May 23. For personnel, included in the FY2024 Budget, is a full year baseline increase for January 1, 2023, market pay improvements for Police and Fire/EMS and other reclassifications and additions approved during FY2023 - \$988,238. The January 1, 2023 Public Safety increase is provided to make salaries more competitive – in line with regional market averages. The July 1, 2023 pay increases for County Staff - \$1,309,544 includes Step increases for all personnel to bring experience level to June 30, 2023. Market Regrades for personnel whose average starting salaries are below regional market averages. Constitutional Officers and their employees – higher of 5%* increase on Compensation Board funded salary for funded positions [supported through the Compensation Board; state mandated] or County step increase and / or market regrades if applicable. State Supported Social Services employees – higher of 5%* increase or County step increase and/or market regrades if applicable [partially state funded; state mandated]. Riverside Criminal Justice Agency employees – higher of 5%* increase or County step increase and/or market regrades if applicable [state grant funds provided; state mandated]. One-time bonus for employees whose pay increase(s) since 7/1/2022 - less than 2%. Also included in the Budget are nine new General Fund Positions - \$812,093 – for Improved Service Delivery; 5 Firefighter / Medics (Fire/EMS); 2 Benefit Program Specialists III (Social Services) {56.4% state funded}; and 1 Planning Director (CDCC); and 1 Apparatus Technician (Garage). This Budget also calls for an increase for Strategic Plan Initiatives, Capital Initiatives & Software/System Enhancements, and Continued Budgeting for Cost of Vehicle Purchases. There were changes in funding contributions for Children’s Services Act, Riverside Criminal Justice Agency, Appomattox Regional Library System, Crater Criminal Training Academy, Crater Youth Care Commission, CSA Administrative Expenditures, Health Department, and Riverside Regional Jail. There were increases for contractual obligations for software and contracted services. There were also inflationary increases for fuel and supplies. This Budget meets the Ordinance requirements of contribution to the Apparatus Fund and

Fire/EMS Equipment Fund. This Budget calls for new grants and loss of grant funds. Since the County's budget was introduced, there have been changes to the FY2024 School Budget, and the local request. The School Division updated their revenue projections to the State's Approved "Skinny Budget" – Dr. Pennycuff provided an update during the April 19 County BOS Budget Work Session. The Skinny Budget calls for reduced state school revenues (\$1,323,337) less than Governor's Proposed, elimination of the Governor's retention bonus and a 5% pay increase for Standards of Quality (SOQ) -funded positions. In response, the school division eliminated and revised items included in their original FY2024 budget request. They changed the School Employee Pay Increase from 6% to 5% (\$548,435). They eliminated new positions requested (Staff Accountant & 5 Elementary Para Professionals) – (\$255,594) and the Retention Bonus – (\$271,245). They made a Support Staff Market Adjustment – (\$429,884) and the updated "Local Increase" Request is \$1,645,681 (presented by Dr. Pennycuff on April 19) instead of \$1,827,502. Based on discussions earlier this evening in the Work Session, the County will provide the \$396,000 in Public Service Revenue to the Schools, and \$543,374 included for School Bus purchases will be transferred to School Operations. This will change the General Fund Transfer to Schools to \$19,492,539. The School Division will decrease their School Operating Contingency from \$1,091,015 to \$384,708 knowing they might need this for increased utility costs. There is a (\$215,000) decrease in Debt Service Contribution from the General Fund in FY 2024. There are no proposed new General Fund supported capital projects for completion in FY 2024 that will require the issuance of debt. May 23 is the target date for Budget Adoption; State revenues will not be available {will bring any updates to Board when available for amendment}. Chairman Hunter opened the public hearing at 7:55 p.m. There was no one to speak and the public hearing was closed. There will be no action tonight as the Board may not adopt/approve the budget for at least 7 days following this public hearing (per Code of Virginia §15.2-2506).

CLOSED SESSION

E-1. Resolution; Closed Session for (1) Section 2.2-3711.A.1 – Discussion or consideration of the salaries of the County Administrator, Clerk to the Board, and the County Attorney; I further move that such discussion shall be limited to those appointees of the Board of Supervisors. Mr. Carmichael made a motion, seconded by Mr. Brown, that the Board convene closed session for (1) Section 2.2-3711.A.1 – Discussion or consideration of the salaries of the County Administrator, Clerk to the Board, and the County Attorney; I further move that such discussion shall be limited to those appointees of the Board of Supervisors.

R-23-084

E-1.

RESOLUTION; CLOSED SESSION FOR (1) SECTION 2.2-3711.A.1 – DISCUSSION OR CONSIDERATION OF THE SALARIES OF THE COUNTY ADMINISTRATOR, CLERK TO THE BOARD, AND THE COUNTY ATTORNEY; I FURTHER MOVE THAT SUCH DISCUSSION SHALL BE LIMITED TO THOSE APPOINTEES OF THE BOARD OF SUPERVISORS

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of May, 2023, does hereby vote to enter closed session for (1) Section 2.2-3711.A.1 –

Discussion or consideration of the salaries of the County Administrator, Clerk to the Board, and the County Attorney; I further move that such discussion shall be limited to those appointees of the Board of Supervisors.

On roll call the vote was:

In favor: (5) Waymack, Webb, Hunter, Brown, Carmichael

Opposed: (0)

Absent: (0)

E-2. Resolution; Certification of Closed Session. At 8:22 p.m., Mr. Webb made a motion, seconded by Mr. Brown, that the Board adjourn the closed session and enter open session, certifying that to the best of each Board Members' knowledge (1) only public business lawfully exempted from open meeting requirements were discussed and (2) only matters identified in the convening motion were discussed. Chairman Hunter asked if any Board member knew of any matter discussed during the closed session that was not announced in its convening legislation. Hearing no comment from the Board, the Chairman asked that the roll be called on the motion.

R-23-084A

E-2.

RESOLUTION; CERTIFICATION OF CONTENTS OF CLOSED SESSION
PURSUANT TO SEC. 2.2-3711, ET SEQ., CODE OF VIRGINIA (1950, AS
AMENDED)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 9th day of May, 2023 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements where discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

In favor: (5) Waymack, Webb, Hunter, Brown, Carmichael

Opposed: (0)

Absent: (0)

ADJOURNMENT. Mr. Carmichael moved, seconded by Mr. Webb to adjourn. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Hunter, Webb, Waymack, Brown, Carmichael

Opposed: (0)

Absent: (0)

The meeting adjourned at 8:23 p.m.

[Draft Minutes prepared May 12, 2023 for consideration on May 23, 2023; adopted by unanimous vote.]

Donald R. Hunter
Chairman, Board of Supervisors

Jeffrey D. Stoke
County Administrator