



MINUTES
BEDFORD COUNTY BOARD OF SUPERVISORS
BEDFORD COUNTY ADMINISTRATION BUILDING
MARCH 6, 2017

5:00 P.M. BUDGET WORK SESSION

Board of Supervisors: Curry Martin, District 2; Bill Thomasson, District 1; Steve Wilkerson, District 3; John Sharp, District 4; Tommy Scott, District 5; Andy Dooley, District 6; and Kevin Willis, District 7

Staff: County Administrator Carl Boggess, Assistant County Administrator Reid Wodicka, County Attorney Patrick Skelley, Fiscal Management Director Susan Crawford, Assistant Director Ashley Anderson, Lieutenant Kevin Adams, and Executive Assistant Brigitte Lockett

Chairman Martin opened the meeting and turned it over to Assistant County Administrator Reid Wodicka.

Dr. Wodicka stated both the General Fund and the School budget would be discussed this evening, noting that during the Board's retreat in December they had identified a more integrated approach to budgeting with regard to the Schools as one of their goals.

Dr. Wodicka began with General Fund Revenues, stating that there is an anticipated increase of \$4.6 million in revenue from FY2017, bringing the total anticipated revenues to \$99.2 million. He noted that approximately \$63 million of this amount would come from property taxes, and then briefly touched on the projected revenue trends and additional revenue growth from a variety of revenue sources such as real estate, personal property and meals tax.

In response to a question from Supervisor Dooley, Ms. Crawford stated that \$228,000 in additional revenue is anticipated due to the 2% increase in the transient occupancy tax. Dr. Wodicka noted that this proposed budget maintains the current tax rates.

Dr. Wodicka then moved to expenditures, stating that the bulk of the increased costs from FY2017 are from the pay study implementation; an additional a pay increase for employees is not recommended for the upcoming year. Worker's Compensation decreased by for a \$60,000 reduction in premiums, while the employee's health insurance will increase by 6%. The County's costs for health insurance will be \$161,000 more than last year after sharing 50% of the increase with staff.

Supervisor Dooley voiced his concern that if the staff is expected to pick up the increased health insurance costs without a raise in FY18, it will mitigate any salary increase employees have received through the pay study.

Dr. Wodicka move on to Compensation Board Funding, noting that staff is still waiting on clarification from the State Compensation Board on funding for various positions. He then briefly outlined the need for increased staff and staffed hours based on 911 call volumes, as well as recommended changes to personnel as follows: Fire and Rescue Staffing (five total positions), Child Protective Services – Ongoing (two positions), CAD Administrator (E-911) – one position (January 2018), Animal Shelter Operator – ½ FTE increase (January 2018), and Parks and Recreation Regional Coordinator – one position. He stated that the total cost for these positions would be approximately \$380,861 (\$307,841 of which would be for the Fire and Rescue positions).

There followed a brief question and answer session between Dr. Wodicka, Chief Jack Jones, and the Board regarding these position requests.

Dr. Wodicka stated that there is a total of \$530,000 from reduced debt service that staff is recommending be designated to the School Division for its operating needs. Ms. Crawford stated that in the debt service in 2018 will be \$2.6 million. She noted that the Board has reserved \$1 million annually for the Liberty Zone middle school project, and that in 2018 this amount will be used for debt service. A short discussion followed regarding the debt service structure.

Dr. Wodicka then spoke to new and current external funding requests (which were distributed to the Board for consideration), before moving on to the highlights from the School Board's proposed budget. These included decreasing class sizes and adding agricultural programs, conducting a pay study for school staff, \$3 million in maintenance projects, and the implementation of a one-to-one device initiative to provide students with Google Chromebooks. Mr. Randy Hagler, School Division CFO, was on hand to answer clarifying questions for the Board throughout the discussion.

Dr. Wodicka stated that the Schools total budget is \$103,225,835, with a local transfer request of \$36,547,556. Staff is recommending funding the Schools at \$873,718 less than requested, with the transferred funds including \$1,761,095 from increased County revenues and savings from prior debt service totaling \$530,000.

The Board then took a dinner break at 6:30 pm, and reconvened their meeting at 7:11 pm.

Dr. Wodicka gave an overview of significant changes in this proposed budget from the previous year, as well as the justification for each of those items, the entirety of which is given below. Throughout his presentation, Dr. Wodicka answered clarifying questions from the Board.

Department	Line Item	Amount Increase	Justification
Information Technology	3123-125 Skilled Services – Website	\$20,000	There are a number of problems associated with the website that will need external support to complete. Primarily there is needed integration with 3 major applications that must be removed from the old web server and placed on the new web server: dog permits, real estate lookup/property search, and the online collaboration for permits with contractors and other agencies. We will need professional services to complete this project as they exist with an old software language that our team does not have the expertise to manage.
Victim Witness Assistance Program	1111-110 Salaries, Grant	\$55,893	The Commonwealth’s Attorney received a grant to increase funding for this program.
Sheriff’s Office	1114 Salaries, Overtime	\$14,144	SO requested \$15,000 more than is funded in the recommended budget; substantial increase in costs over the last few years; Administration recommends review of overtime practices.
Sheriff’s Office	1114-109 Security Wages	\$28,800	This is offset by fees paid to SO for off-duty deputies.
Sheriff’s Office	3143-814 Equipment Repair Services	\$20,000	Repairs for equipment in vehicles such as broken antennas, speakers, in-car cameras, consoles, RADAR, radios, etc.
Sheriff’s Office	3147 Vehicle Repair and Maintenance Services	\$29,500	Vehicles with higher mileage in fleet requiring more repair.
Sheriff’s Office	8111 Computer Hardware Equipment	\$16,370	Replacement of 10 in-car computers and associated equipment
Sheriff’s Office	8122 Photographic Equipment	\$17,200	In-car cameras, body cameras, covert cameras for investigations, 10 replacement cameras as needed; cameras for back seat of transport deputies.
F&R – Fire Division	4123-004 Contributions Per Call	\$26,000	Increases in the number of calls for service.
Blue Ridge Regional Jail Authority	3191 Detention, Adult	\$150,000	Overall inmate population has decreased resulting in a per diem increase of \$1.12 per day; Bedford County’s inmate

Refuse Collection	5112-001 Refuse Collection Fee – Trash	\$63,000	population is expected to increase. Hauling fees for contract service from County Collection System. The increase is due to trash tonnage, resulting in more pulls.
Social Services Administration	6141 Laboratory Supplies	\$7,000	This is drug testing equipment related to the increase in heroin and meth cases.
Social Services Administration	8151 Office Furniture	\$20,000	Additional office furniture for new office space in the County Administration building.
Social Services – Public Assistance	4262 View – Jobs Purchased Svc AFDC	\$50,000	This is the state allotment for all “Virginia Initiative for Employment not Welfare” program purchase of services. We will use the additional funds to fund a new VIEW position.
Social Services – Public Assistance	4291 IV-E Child Placing Agency	\$135,000	Private provider rates have increased. Additionally, we have more children who are Title IV-E eligible (income basis).
Social Services – Public Assistance	4293 IV-E Residential Facilities/Group HM	\$50,000	Same as above.
CSA	4322 Special Ed – Private Day Facility	\$375,000	Throughout Virginia, private day placement is becoming more expensive. Additionally, there has been a slight increase from 24 to 34 placements in the last two years. Approximately half of those placements have moved into Bedford County with a requirement for private day placement, which then becomes Bedford County’s responsibility.
CSA	4362 Educational SVCS – Congregate Care	\$100,000	Congregate care is either a group home or a Level C residential facility (most restrictive placement in Virginia, such as Bridges Treatment Center). These children have such violent behavior they have to be monitored 24 hours per day. There has been an increase in placements in group homes and Level C facilities, primarily because Therapeutic Foster Care families are not able to handle the higher demands of these children. The dire needs of Foster children require a higher level of care. We are hoping some of these children will be placed for adoption.
CSA	4371 Therapeutic Foster Care – IV-E	\$70,000	Title IV-E eligibility is based on the income of the child’s family. This is for

			services that are not covered by Title IV-E. Services in this line include support and supervision services for a child placed in Therapeutic Foster Care. There are more placements here, which is positive because we are not paying for the more expensive room and board in residential placements. This means other lines are growing less than they otherwise would.
CSA	4376 Community Based Services	\$70,000	Increased community based services to avoid higher level of placements and decrease other CSA costs. Therapeutic mentoring, parent education, intensive family services, counseling, family therapy, substance abuse services, and psychological evaluation.
Parks and Recreation	6176-005 Rec & Program Supplies – Operating Sports	\$20,000	Regional Coordinator model; offset by registration fees.
Fund Transfers	0015 Transfer – Vehicle Replacement	\$69,000	This will be discussed in more detail during the budget presentation; generally, we seek to use vehicle replacement fund balance to increase the number of vehicles replaced at the Sheriff’s Office to get the fleet back on track.
Fund Transfers	0025 Transfer – School Operating	\$1,761,095	This will be discussed in more detail during the budget presentation.

Dr. Wodicka and Ms. Crawford asked the Board to let them know if they think of other questions regarding the material presented this evening.

Supervisor Wilkerson stated he was glad this proposed budget turned out so well, without a need to go back and make further cuts to achieve a balanced budget.

Supervisor Sharp said that since there is \$6 million in additional revenues he would like to recommend a tax rate decrease. Chairman Martin and Mr. Boggess replied that there is a long list of Capital Improvement Projects that have yet to be addressed.

Supervisor Dooley asked staff to meet with the Chief of the Shady Grove Fire and Rescue Department to resolve some funding issues. He said he has heard that some volunteer agencies are responding to fire calls just to accrue funding, whether they are actually needed at the scene or not; Chairman Martin concurred. Dr. Wodicka stated that, with the Board’s support, staff could definitely look into this issue.

Supervisor Thomasson asked if the dais could be rearranged to give the Board members more room to spread out. Supervisor Wilkerson asked for gooseneck microphones so that the microphones are easier to move around their laptops; several Board members also expressed an interest in switching from laptops to iPads. Mr. Boggess responded that he is already looking into redesigning the boardroom to accommodate live-streaming, and will include the Board's recommendations in future discussion on this issue.

Chairman Martin and Supervisor Wilkerson both stated that staff had done a great job on this year's budget proposal. Chairman Martin then adjourned the work session at 7:47 pm.