

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Circuit Court Room  
April 11, 2018  
Budget Adoption Meeting 7:00pm**

**MEMBERS PRESENT:**

John M. (Mike) Sheridan, Columbia District, Chair  
Mozell Booker, Fork Union District, Vice Chair  
Patricia Eager, Palmyra District  
Tony O'Brien, Rivanna District  
Donald W. Weaver, Cunningham District

**ALSO PRESENT:**

Steven M. Nichols, County Administrator  
Fred Payne, County Attorney  
Kelly Belanger Harris, Clerk for the Board of Supervisors

**1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE**

At 7:02pm, Chair Sheridan called to order the Regular Meeting of April 11, 2018.  
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**3 - ADOPTION OF AGENDA****MOTION**

Mrs. Booker moved to accept the Agenda, for the April 11, 2018 Meeting of the Board of Supervisors.  
Mr. Weaver seconded and the Agenda was adopted by a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

**4 - COUNTY ADMINISTRATOR'S REPORT**

None.

**5 - PUBLIC COMMENTS #1**

At 7:03pm, Chair Sheridan opened the first round of Public Comments.  
With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:03pm.

**6 - PUBLIC HEARING**

None.

**BUDGET REVIEW AND DISCUSSION**

*Budget Update Brief* – Mary Anna Twisdale, Management Analyst & Mr. Nichols provided current Budget figures. Discussion followed.

*Ops Cuts Brief* – Mary Anna Twisdale, Management Analyst provided current budget cut figures. Discussion followed.

*Pay Plan Brief* – Jessica Rice, HR Manager  
Discussion

- County Staff Pay Raise Inclusion Policy
- Pay Raise History

Year	Effective Date	Employee Pay Raises	
FY19	Jan 1, 2019	Pending 2.0%	
FY18	Jan 1, 2018	2.00%	
FY17	Dec 1, 2016	2.00%	Up to 10%
FY16	Sep 1, 2015	1.50%	
FY15	Jul 1, 2014	1.50%	Up to 13%
FY14	Jul 1, 2013	2.00%	Up to 20%
FY13	Jul 1, 2012	None	
FY13	Apr 1, 2012	Low Salary Increases	\$500/\$250 Bonuses

*Health Insurance Brief* – Jessica Rice, HR Manager  
Discussion

- Current Cigna Plan
  - 3 plans offered, plus separate dental and vision options

- Premiums were expected to remain flat, final rate determination 1st week of April
- Updated determination of premium - Large increase now expected
  - Up to \$435,000 in increased costs
- Pierce still negotiating with Cigna
- Final numbers expected mid-April

### **13 - CLOSED MEETING**

#### **MOTION TO ENTER INTO A CLOSED MEETING**

At 7:56pm, Mr. O'Brien moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1 & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel and Legal Matters. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

#### **MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION**

At 8:50pm, Mr. O'Brien moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting." Mr. Weaver seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

### **7 – ACTION MATTERS**

*County Staff Pay Plan Policy Revision* – Jessica Rice, HR Manager requested a change to the recently adopted Pay Plan Policy. Mrs. Rice noted that current staff members promoted to a new position are generally subject to a probationary period for the new position. Those employees should be included in the pay plan since they have already successfully completed their initial new County employee probation period and have been onboard for 6 months or more. This requested change clarifies the probationary restriction to include the initial probation period only.

With little discussion,

#### **MOTION**

Mr. O'Brien moved the Board of Supervisors approve a revised County Staff Pay Plan Policy as stated below:

- Must be onboard six months before the start of the raise,
- And have completed their new County employee probation period.

On a second from Mrs. Eager, the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*FY 2019 Budget, 2018 Tax Rates Adoption, & 2019-2023 Capital Improvement Plan* – Eric Dahl, DCA / Finance Director

With little further discussion,

#### **MOTION**

Mr. O'Brien moved the Board of Supervisors adopt the resolution entitled "A Resolution to Adopt the FY19 Operations Budget, Set the Tax Rates and Appropriate Funds". Mrs. Eager seconded and the motion passed 4-1. AYE: Sheridan, Booker, Eager, O'Brien. NAY: Weaver. ABSENT: None.

#### **MOTION**

Mr. O'Brien moved the Board of Supervisors adopt the resolution entitled "Adoption of the FY2019-2023 Capital Improvements Plan". Mrs. Booker gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

### **8 – PRESENTATIONS**

None.

### **9 - CONSENT AGENDA**

None.

### **10 - UNFINISHED BUSINESS**

None.

### **11 - NEW BUSINESS**

**12 - PUBLIC COMMENTS #2**

At 8:58pm Chair Sheridan opened the second round of Public Comments.

- Tom Payne, Palmyra District, thanked the Board and Staff for the hard work put in on the budget. Mr. Payne also praised County Staff and
- Jack Byers, Cunningham District, spoke against the tax rate adopted earlier in the evening and advocated for more industry to take the burden off of real estate tax.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 9:02pm.

Mr. Nichols, speaking on behalf of Staff, thanked the Board for their participation and consideration during the Budget process.

**14 - ADJOURN**

MOTION:

At 9:04pm Mr. Weaver moved to adjourn the meeting of Wednesday, April 11, 2018. Mrs. Booker seconded and the motion carried with a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, & Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

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Kelly Belanger Harris  
Clerk to the Board

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John M. Sheridan  
Chair

APPROVED



**BOARD OF SUPERVISORS**  
 County of Fluvanna  
 Palmyra, Virginia

**RESOLUTION No. 06-2017**

**A RESOLUTION TO ADOPT THE FY19 OPERATIONS BUDGET,  
 SET THE TAX RATES AND APPROPRIATE FUNDS**

**WHEREAS**, it is the responsibility of the Fluvanna County Board of Supervisors to approve and control the County’s fiscal plan for FY19; and,

**WHEREAS**, the Board of Supervisors has received numerous staff reports; received comments from residents at a duly advertised public hearing on April 4th, 2018; and has reviewed each request for funding;

**NOW, THEREFORE, BE IT RESOLVED** by the Fluvanna County Board of Supervisors this 11th day of April 2018, that the Fluvanna County budget totaling \$77,591,544 is adopted and the tax rates for FY19 or July 1st 2018– June 30th 2019 set as given below:

**2018 COUNTY TAX RATES**

Real Estate	\$0.939 per \$100 of assessed value
Mobile Homes	\$0.939 per \$100 of assessed value
Public Service Corps.	\$0.939 per \$100 of assessed value
Personal Property (Residential)	\$4.35 per \$100 of assessed value
Personal Property (Business)	\$2.90 per \$100 of assessed value
Personal Property (Public Utilities)	\$2.90 per \$100 of assessed value
Machinery & Tools	\$1.90 per \$100 of assessed value

**BE IT FURTHER RESOLVED** that the Board of Supervisors does hereby budget and appropriate to the COUNTY OPERATING BUDGET the following revenues and expenditures; this appropriation is also conditioned on the understanding that, with regard to the operating budget for the School system, revenues received from the Commonwealth will be expended prior to local dollars:

**GOVERNMENTAL REVENUES**

Local	\$42,569,712
State	28,681,797
Federal	<u>2,379,195</u>
<b>TOTAL</b>	<b>\$73,630,704</b>

**GOVERNMENTAL EXPENDITURES**

General Government Administration	\$ 2,852,880
Judicial Administration	1,152,992
Public Safety	8,019,005
Public Works	2,269,384
Health and Welfare	5,809,546
Education	40,532,933
Parks and Recreation	914,549
Community Development	1,331,778
Non-Departmental	741,826
Debt Service	<u>9,118,593</u>
<b>TOTAL</b>	<b>\$72,743,486</b>

**BE IT FURTHER RESOLVED** that for budgeting and accounting purposes, the adopted budget revenues and expenditures for the Capital Improvements fund are set as follows:

Capital Fund Revenues\*

Local Use of General Fund Balance	<u>\$1,960,930</u>
<b>TOTAL</b>	<b>\$1,960,930</b>

Capital Fund Expenditures

Public Works	\$225,000
Public Safety	1,502,930
Schools	<u>383,000</u>
<b>TOTAL</b>	<b>\$2,110,930</b>

\*Capital fund revenues are supplemented by transfers from the General Fund.

**FINALLY, BE IT RESOLVED** that for budgeting and accounting purposes the adopted budget revenues and expenditures for the Enterprise funds are set as follows:

	Expenditures	Revenues
School Food Service	\$1,597,046	\$1,597,046
Fork Union Sanitary District	372,864	372,864
Palmyra Sewer*	186,888	30,000
ZXR*	<u>580,330</u>	<u>0</u>
<b>TOTAL</b>	<b>\$2,737,128</b>	<b>\$1,999,910</b>

\*Utility fund & ZXR revenues are supplemented by transfers from the General Fund.

Adopted this 11th day of April 2018 by the Fluvanna County Board of Supervisors

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District	X					
Patricia B. Eager, Palmyra District	X					X
Anthony P. O'Brien, Rivanna District	X				X	
John M. Sheridan, Columbia District	X					
Donald W. Weaver, Cunningham District		X				

Attest:

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John M. Sheridan, Chair

Fluvanna County Board of Supervisors



**BOARD OF SUPERVISORS**

County of Fluvanna  
Palmyra, Virginia

**RESOLUTION No. 05-2018**

**A RESOLUTION TO ADOPT THE FY 2019 – FY 2023 Capital Improvements Plan**

**WHEREAS**, it is the responsibility of the Fluvanna County Board of Supervisors to approve the County’s Capital Improvements Plan; and,

**WHEREAS**, the Capital Improvements Plan recommends the initiation and completion of numerous capital projects based upon staff recommendations and citizen input; and,

**WHEREAS**, the Board of Supervisors held a public hearing on the proposed Capital Improvements Plan on April 4th, 2018; and,

**WHEREAS**, the Board of Supervisors has approved the FY2019 Capital Improvements Budget as part of the overall Fluvanna County Budget;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Supervisors that the FY 2019-2023 Capital Improvements Plan hereby be approved.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at the annual Organizational Meeting of the Board held on the 11<sup>th</sup> day of April, 2018;

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District	X					X
Patricia B. Eager, Palmyra District	X					
Anthony P. O’Brien, Rivanna District	X				X	
John M. Sheridan, Columbia District	X					
Donald W. Weaver, Cunningham District	X					

Attest:

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John M. Sheridan, Chair

Fluvanna County Board of Supervisors