

Grayson County Board of Supervisors
Budget Work Session Meeting
May 15th, 2013

Members attending were: Thomas “Mike” Maynard, Brenda Sutherland, Kenneth R. Belton and John K. Brewer. David M. Sexton was absent.

IN RE: CONSENT AGENDA

Brenda Sutherland made the motion to approve the consent agenda; duly seconded by Kenneth R. Belton. Motion carried 4-0.

IN RE: OLD BUSINESS

None

IN RE: DEPARTMENT PRESENTATIONS

Cody Wingate and Gloria Price presented the budget for the Registrar and Electoral Board.

IN RE: GRAYSON COUNTY FY-14 BUDGET WORK SESSION

Jonathan D. Sweet presented a balanced budget along with a “Budget Take-Away” list which is listed below:

Completed Objectives

- ✓ Arrive at a balanced budget (without utilizing Reserve Funds for revenue stabilization)
- ✓ Taxes and fees to remain at current rates
- ✓ To protect the county’s Fund Balance long-term by not using any portion of it to fund “operational” expenses
- ✓ Continue to build and maintain a minimum 10% Working Capital Reserve
- ✓ To develop a functional 5-Year Capital Improvement Program (CIP)
- ✓ Maintain the delivery of core services
- ✓ To place school construction debt into permanent financing and budget accordingly to service debt (VPSA Bond Issue)
- ✓ To provide a county response congruent to state compensation adjustments
- ✓ Maintained capacity to invest in economic and community development
- ✓ To keep in place funding for all known future obligations

- ✓ To fund the Capital Improvement Fund at or near the FY-12 and FY-13 levels
- ✓ To keep overall county “operational” expenses within a margin of 3% (1.9% Operations; 3.6% Total)

HONORABLE MENTIONS:

- ✓ Effectively absorbed VRS mandate
- ✓ Increased appropriation to all Volunteer Fire Departments and Rescue Squads
- ✓ Funded School System at a higher level - \$100,000 above RLE (leveraged SOQ raises for teachers, school bus and school security)
- ✓ Increased funding for Local Support (61% (Feeding America, etc.))

IN RE: CAPITAL IMPROVEMENT PROGRAM

Jonathan D. Sweet presented the Grayson County Board of Supervisors’ Five (5) Year - Capital Improvement Program. John K. Brewer made the motion to adopt the program; duly seconded by Kenneth Belton. Motion carried 4-0.

The Grayson County Board of Supervisors’ Capital Improvement Program (CIP) is an instrument for prioritizing capital expenditures and a means of appropriate planning for the funding of facilities, equipment, vehicles and such, with a unit cost greater than \$24,900 or a project cost greater than \$34,900 over the next five (5) fiscal years.

- A. The CIP shall serve as a county-wide financial planning tool for capital projects and will be adopted as an addendum to the County’s Annual Budget.
- B. The instrument will be applicably used for the purposes of:
 - 1. Identifying appropriate funding options such as grants and other leveraged resources.
 - 2. Prioritizing projects in which to fund
 - 3. Scheduling the onset of capital projects
- C. The CIP will be developed by the County Administrator and presented to the Board of Supervisors for formal adoption.
- D. All projects that do not meet the CIP criteria are to be funded through the applicable department’s annual budget appropriation and shall not be funded through the CIP.
- E. Whenever possible, CIP projects shall be funded wholly or in part by non-debt sources (e.g., grants donations, reallocation of unanticipated revenues, etc.) and/or offset through the department’s annual budget appropriation.

- F. The CIP may be adopted with the direction to proceed with specified projects and serve as approval to advance with the applicable procurement processes.
- G. The CIP plan shall consist of, at minimum, the project name, priority ranking, estimated cost, plan for funding, date to be engaged (include phases when a phased approach is applicable), brief description of project and justification/purpose of said project.

IN RE: BUDGET ADVERTISEMENT

John K. Brewer made the motion to direct staff to advertise for the FY13-14 budget; duly seconded by Brenda Sutherland. Motion carried 4-0.

IN RE: ADJOURN

Brenda Sutherland made the motion to continue to the next meeting on June 5th, 2013 at 6:30 p.m.; duly seconded by John K. Brewer. Motion carried 4-0.