

County of Dinwiddie

BOARD OF SUPERVISORS

BRENDA EBRON-BONNER
HARRISON A. MOODY
DR. MARK E. MOORE
WILLIAM D. CHAVIS
DANIEL D. LEE



COUNTY ADMINISTRATOR

W. KEVIN MASSENGILL

FOUNDED 1752

May 3, 2016
Special Meeting - 7:00 PM

1. ROLL CALL

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. AMENDMENTS TO AGENDA

5. ACTION ITEMS:

A. Adoption Of Fiscal Years 2017-2021 Capital Improvements Plan

W. Kevin Massengill, County Administrator

Documents: [BOARD MEMO CIP resolution 05032016.pdf, FY 2017 2021 CIP RESOLUTION.pdf](#)

B. Adoption Of Fiscal Year 2017 County Budget

W. Kevin Massengill, County Administrator

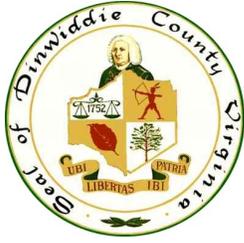
Documents: [BOARD MEMO budget resolution 05032016.pdf, FY 2017 BUDGET RESOLUTION.pdf](#)

6. CLOSED SESSION

A. §2.2-3711(A)(7). Consultation With Legal Counsel Employed Or Retained By A Public Body Regarding Specific Legal Matters Requiring The Provision Of Legal Advice By Such Counsel.

- *Proffers and zoning*

7. ADJOURNMENT



Dinwiddie County Administration Office
Deputy County Administrator
Finance & General Svcs

14016 Boydton Plank Road
Dinwiddie, VA 23841

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MEMORANDUM

TO: Board of Supervisors

FROM: Anne Howerton

DATE: May 3, 2016

SUBJ: Adoption of FY 2017-2021 Capital Improvements Plan

Background

Proposed expenditures for FY 2017 focus on completion of the Ragsdale Community Center in McKenney; fire and EMS apparatus and system improvements; water and sewer authority plant improvements; and school buses for a total value of \$2,317,855.

After FY 2017, the planned equipment; school buses; recreation facility improvements; airport, water and sewer infrastructure improvements; and information technology upgrades. Other major school renovations and construction projects have been pushed to the latter years of the CIP plan.

Please see attached CIP plan by fiscal year for a listing of individual projects.

Previous Board Actions

The CIP plan was discussed by the Board of Supervisors at budget work sessions over the past several months, and a public hearing for the FY 2017-2021 CIP was held on April 19, 2016.

Funding

Funds to support the proposed FY 2017-2021 CIP expenditures will come from the unassigned General Fund balance.

Recommendation

We are asking for approval of the attached resolution.

**RESOLUTION
ADOPTION OF FISCAL YEARS 2017-2021
CAPITAL IMPROVEMENTS PROGRAM**

WHEREAS, in consideration of information received from the departments and agencies of the County, and direction from the Board of Supervisors, the county administrator has developed a proposed Fiscal Years 2017-2021 Capital Improvements Program (“CIP”); and

WHEREAS, the CIP serves as a long-range planning document subject each year to review and approval of funding by the Board of Supervisors and is planned to be funded by future revenue and/or future debt; and

WHEREAS, such review has been completed for the Fiscal Years 2017-2021 CIP and funding for the Fiscal Year 2017 CIP is included in the Fiscal Year 2017 County budget; and

WHEREAS, as required by Virginia Code Section 15.2-2303.2(B), Dinwiddie County reports that it received \$0 in FY 2016 from cash proffers and plans to spend \$0 of money received from cash proffers in FY 2017; and

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that the proposed Fiscal Years 2017-2021 Capital Improvements Program is hereby adopted.

Projects by Fiscal Year	Total Project Cost	Project Cost per Fiscal Year				
		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
FY 2017 CIP						
McKenney Recreation Center	295,063	295,063				
Replace Responder 4 - Namozine	55,000	55,000				
Replace Squad 5 - Old Hickory	180,000	180,000				
Replace Ambulance 83	240,000	240,000				
Radio System Replacement Study (A&E only)	100,000	100,000				
Carson Volunteer Fire Department	250,000	250,000				
DCWA Capital Improvements - Water Tower	400,000	400,000				
DCWA Capital Improvements - Courthouse						
WWTP Zinc	120,000	30,000	90,000			
DCWA SCWWA Proposed Plant Improvements	3,005,000	0	124,316	59,822	13,962	7,250
						2,799,650
DCWA ARWA Proposed Plant Improvements	506,793	93,476	65,868	70,789	70,776	205,884
	3,850,000			1,200,000		
School Buses	0	550,000	700,000	0	700,000	700,000
Total FY 2017 CIP	9,001,856	2,317,855	915,690	1,284,751	778,026	3,705,534
FY 2018 CIP						
DAIA Hangar Improvements	282,000		282,000			
DAIA - Executive Hangars	605,121		605,121			
Animal Control Cremation System	98,800		98,800			
Replace Tanker 3	350,000		350,000			

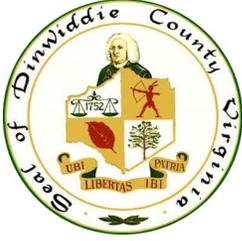
Self Contained Breathing Apparatus Replacement	625,000		625,000			
Total FY 2018 CIP	1,960,921	0	1,960,921	0	0	0
	Total Project Cost	Project Cost per Fiscal Year				
Projects by Fiscal Year	Cost	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
FY 2019 CIP						
ERP Replacement/Info Technology Upgrades	900,000			900,000		
Eastside Soccer Field Fencing & Bleachers	50,024			50,024		
Eastside Soccer Field Lighting	109,444			109,444		
DAIA Hangar Renovations & Runway Extension	143,000			47,000	48,000	48,000
Radio System Replacement	6,000,000			6,000,000		
Replace Brush 2	150,000			150,000		
Replace Squad 2	350,000			350,000		
Sutherland/Airport Fire Station	3,000,000			3,000,000		
	0			0		
Total FY 2019 CIP	10,702,468	0	0	10,606,468	48,000	48,000
FY 2020 CIP						
School Renovations-Sunnyside/Southside Elem	35,000,000				35,000,000	
Eastside Playground Expansion	132,000				132,000	
Eastside Outdoor Basketball Court/Fencing/Bleachers	66,080				66,080	
Sports Complex Baseball Field Outfield Bleachers	225,000				225,000	
Sports Complex Walking Trail	66,000				66,000	
Replace Ladder Truck #4	1,100,000				1,100,000	
Eastern Area Fire Station-Richard Bland College	3,000,000				3,000,000	
	0				0	
Total FY 2020 CIP	39,589,080	0	0	0	39,589,080	0
FY 2021 CIP						
Eastside Splash pad	308,000					308,000
McKenney Gym - Site work & HVAC	75,000					75,000
Sports Complex - Phase II	750,000					750,000
Heavy Vehicle Maintenance Facility	800,000					800,000
Volunteer Fire Depts. Mechanical Systems Upgrades	100,000					100,000
Waste Water Capacity	4,500,000					4,500,000
	0					0
Total FY 2021 CIP	6,533,000	0	0	0	0	6,533,000

	0					0
Total	67,787,325	2,317,855	2,876,611	11,891,219	40,415,106	10,286,534

 Brenda Ebron-Bonner
 Chair, Board of Supervisors of Dinwiddie County

ATTEST:

 W. Kevin Massengill, Clerk to the Board
 Adopted by the Board of Supervisors of Dinwiddie County, Virginia, this 3rd day of May, 2016



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MEMORANDUM

TO: Board of Supervisors

FROM: Anne Howerton

DATE: May 3, 2016

SUBJ: Adoption of FY 2017 County Budget

Background

Per Code of Virginia section 15.2-2503, a locality's governing body shall approve the budget and fix a tax rate for the budget year no later than the date on which the fiscal year begins. The calendar year 2016 tax rates were set by the Board of Supervisors on April 5, 2016, and the FY 2017 budget is being presented for Board approval today.

Over the past several months, County Administration has been working with staff, Constitutional Officers, outside agencies and the Board of Supervisors to develop the FY 2016 County budget. Every effort was made to keep FY 2017 expenditures to a minimum level and still provide the quality services expected by the citizens.

Previous Board Actions

Tax rate and budget work sessions were held in February, March and April, and a public hearing for the FY 2017 budget was held on April 19, 2016.

Funding

Funds to support the proposed FY 2017 expenditures will come from revenues generated in FY 2017 and in prior years, while still maintaining adequate fund balances as required by the County's financial policies.

Recommendation

We are asking for approval of the attached resolution.

**RESOLUTION
ADOPTION OF FISCAL YEAR 2017 BUDGET
AND APPROPRIATION OF FUNDS**

WHEREAS, the county administrator has prepared a Proposed Budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017 (FY 2017); and

WHEREAS, a public hearing on the FY 2017 budget was advertised and public hearing held on April 19, 2016 by the Board of Supervisors; and

WHEREAS, it is now necessary to adopt said budget and appropriate funds to carry out the activities proposed therein for the fiscal year beginning July 1, 2016 and ending June 30, 2017, and;

WHEREAS, the tax rates on real estate, tangible personal property, and machinery and tools were set on April 5, 2016 to provide certain revenue in support of those appropriations.

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia, that:

- The budget for Dinwiddie County in the sum of \$104,754,355 for FY 2017 is hereby approved as proposed on this date and hereby appropriated in the FY 2017 General and Other Funds for the offices and activities in the amounts as shown below:

Fund	Revenues	Expenditures
General	\$ 44,866,893	\$ 47,184,748
Meals Tax	\$ 721,000	\$ 809,154
Jail Phone Commission	\$ 0	\$ 1,120
Social Services	\$ 3,005,526	\$ 3,229,256
School Operations	\$ 42,482,563	\$ 42,882,563
School Textbooks	\$ 482,484	\$ 600,000
School Cafeteria	\$ 1,706,826	\$ 1,776,826
Children's Services	\$ 1,689,149	\$ 1,787,747
Community Development	\$ 446,832	\$ 1,543,033
Community Service	\$ 0	\$ 7,367
Law Library	\$ 2,700	\$ 8,953
Fire Programs	\$ 121,500	\$ 312,809
Forfeited Asset Sharing	\$ 0	\$ 88,508
School Capital	\$ 1,100,000	\$ 1,140,000
School Grants	\$ 2,514,256	\$ 2,517,000
County Grants	\$ 63,757	\$ 227,345
County Capital	\$ 2,317,855	\$ 4,508,470
County Debt	\$ 1,617,566	\$ 1,469,580
School Debt	\$ 5,392,555	\$ 5,392,555
Total	\$108,531,462	\$115,487,034
Fund Balance	\$ 22,608,245	\$ 15,652,673
<u>Less: Inter-fund Transfers</u>	<u>-\$ 26,385,352</u>	<u>-\$ 26,385,352</u>
Total Resources & Requirements	\$104,754,355	\$104,754,355

- The county administrator is authorized to transfer funds and personnel from time to time within and between the offices and activities delineated in this Resolution as he may deem in the best interests of the County in order to carry out the work of the County as approved by the Board of Supervisors during the coming fiscal year.

**RESOLUTION
ADOPTION OF FISCAL YEAR 2017 BUDGET
AND APPROPRIATION OF FUNDS**

3. The county administrator is authorized to administer the County's Personnel Policy and Pay Plan.
4. GRANT FUNDS That upon receiving notice of grant or program opportunities offered by various federal, state, local and other outside organizations the county administrator or his designee is hereby designated as the agent to execute the necessary grant or program application and other documentation unless the terms of the grant or program require specific actions by the Board; to give such assurances as may be required by the Agreement, subject to approval as to form by the county attorney, and to provide such additional information as may be required by the awarding organization. In addition, funding awarded and any interest earned on the funds awarded shall be and is hereby appropriated to the applicable functional area.
5. DONATIONS That additional funds received for various County programs, including contributions and donations, be and are hereby appropriated for the purpose established by each program.
6. INSURANCE That funds received through insurance claims for damages incurred to County property as a result of unusual or infrequent events be and are hereby appropriated under this program to the appropriate functional area.
7. That upon receipt of written notification from the State Compensation Board of additional funds for the Constitutional Officers (Commonwealth's Attorney, Sheriff, Clerk of Circuit Court, Treasurer, and Commissioner of the Revenue) be and are hereby appropriated in the General Fund to be expended in accordance with guidelines as established by the state government.

Brenda Ebron-Bonner
Chair, Board of Supervisors of Dinwiddie County

ATTEST:

W. Kevin Massengill
Clerk to the Board

Adopted by the Board of Supervisors of Dinwiddie County, Virginia, this 3rd day of May, 2016