

**BOARD OF SUPERVISORS  
ADJOURNED MEETING  
APRIL 14, 2010**

At an adjourned meeting of the Board of Supervisors of Floyd County, Virginia, held on Wednesday, April 14, 2010 at 6:00 p.m. in the Board Room of the County Administration Building thereof;

PRESENT: David W. Ingram, Chairman (entered the meeting at 7:05 p.m.); J. Fred Gerald, Vice Chairman; Virgel H. Allen, Case C. Clinger, Board Members; Daniel J. Campbell, County Administrator; Terri W. Morris, Assistant County Administrator.

ABSENT: William R. Gardner, Jr., Board Member.

The Vice Chairman called the meeting to order at 6:00 p.m.

The Vice Chairman called for the Public Comment Period.

After no comments from the audience, the Vice Chairman declared the Public Comment Period closed.

Agenda Item #3 – Constitutional Officers presentations on proposed FY11 budget.

Mrs. Mary Turman, Treasurer – in the budget request that I gave you, I requested \$12,000 for postage. I know that is what I requested, but the postage rates have gone up. When I sent out the real estate and personal property tickets in November, it was \$6218.89. To send the real estate, I have a proposal of \$5040.00, which is a total of \$11,258, so that only leaves \$741 to send out dog tags and set-offs. When we do set-offs, we have to send them a letter telling them that we have done it. We have to send back receipts when requested, so that doesn't leave me a whole lot. When we do set-offs, last month we got \$17,000, this week we're expecting \$42,000. This is where citizens have filed their State income taxes and the delinquent taxes come to us first before they get their refunds. If I'm cut, I don't know how much of this I'll be able to do. Please consider our needs.

Supervisor Allen – how much more do you need for postage?

Mrs. Turman – probably another \$1000. We do bulk rates by outsourcing for the tax tickets. The set-offs are done a few at a time, so we can't use the bulk rate.

Mrs. Maggie Sutphin, Commissioner of Revenue - first of all, I want to thank you for serving on the Board of Supervisors, it is not an easy job. I do realize it is hard, and you spend a lot of your time here and sacrifice a lot of time. The first issue is my part-time. In 2009, actually I had asked for a full-time employee for several years and we weren't able to get that. So I came to the Board and you were so kind to provide some additional part-time funds. Now that the State budget cuts have come through, it has exhausted all of our part-time funds. I wanted to

respectfully request that if there was any way possible, to give some part-time funds back. Our office is the revenue generators. We need the time and people to get the work done in a timely manner. We send out approximately 9800 personal property forms. When they're mailed back, they have to be opened, sorted, entered into the computer and filed. The forms are due back in the office by May 1 so we need help doing all the work so we can start the work. We also have the responsibility of assessing the license fees, but it takes so much more time, because of time expirations and other factors. Trailers, we really have to watch, so they don't go over the amount they paid the State. Once we start assessing May 1, we have to have everything done by early September, and get everything run to send to the Treasurer so tickets can be run. We also send out over 1000 land use evaluation sheets to be returned to us for sorting, entering information, and filing. We mail out approximately 1000 business personal property forms, all of those go through the same process. We also had a part-time person working on our parcels, the GIS. We had that part-time employee working only on that to get records updated. It will be a long process but we're trying to do that as well. My other request is for more postage money. We have \$4000 in the proposed budget. Just to mail out the personal property forms took \$3600. It will probably be more than that this year. That only leaves us \$364 for all other mailings such as land use, personal property, mailing the tax income tax forms, etc. I do appreciate you. We are so thankful for the full-time positions that we have but we do need some part-time assistance to meet all our deadlines.

Supervisor Allen – what's your bottom line number?

Mrs. Sutphin – I was hoping you could restore about \$6000 in part-time and \$1000 in postage.

Agenda Item #5 – PPTRA discussion. Mr. Campbell reported that the percentage in the resolution that the Board passed was lower this past year, which caused some excess funds to be built up. Indications are that this was from NADA lowered values of trucks and SUV's. The percentages usually level out from year to year, but the Board may want to consider a token amount in the proposed budget.

Agenda Item #6 – State budget cuts to Electoral Board and Registrar. Ms. Tammy Bellinsky, Chairman of the Electoral Board, appeared before the Board. She reported: There have been some changes on the Board. John Paul Houston decided to take a break from service, and Dale Profitt is now the Vice Chairman and I'm serving as the Chair. Thank you for your time this evening. We appreciate all the work you've done to come up with funds that the various departments need. Our concerns with the budget as proposed really centers on the cutting of part-time help for the Registrar's Office. We've given you a copy of something that the State prepared indicating the Registrar's and Electoral Board's duties under the Code. Those are our mandates which factors into the part-time help equation because we have activities that we have to perform to have elections and the Registrar cannot do them all by herself. It is physically impossible. The election cycle for FY11 shows a November General Election with congressional races and two constitutional amendments. There is a June primary election on the horizon. Prior to each election, we have 31 days that absentee voting availability is required by machine in the Registrar's Office. We have a huge data base that the Registrar is required to maintain. We've calculated that if each transaction takes 15 minutes, with 2200 transactions

performed last year, that is the equivalent of 68 days just manipulating the data base. While somebody is maintaining the data base, they can't be doing other things, like doing absentee ballots, voter registration, etc. During absentee voting periods, we have a requirement to take the voting machine outside for any disabled person who comes and wants to vote absentee. Absentee voting is increasing; we had 275 requests for absentee ballots last year with 257 returned in the Presidential election. 10% of our registered voters voted absentee in the last election. This increases the work load. There are days in which the Registrar is required to go to training off-site, so someone has to be in the office. The Code actually requires one part-time assistant to serve one day per week in the Registrar's Office. So when we crunched the numbers, the amount of money that is in the budget provides only 93.6 man days, it is not enough to satisfy what the Registrar is required to have in assistance in order to meet the absentee voting needs cycle, the one day per week per Code, the days that she is away from the office, vacation days, etc. We need some more money for part-time assistance or you can tell us which law you want us to break.

Supervisor Allen – what kind of money are you asking for?

Ms. Bellinsky – currently, our part-time assistance is budgeted for \$17,500, our request was \$19,000. Proposed is \$7500, so it is deficient \$10,000 to meet the assistance level that we have now. We calculated 208 days of part-time assistance needed.

Mr. Profitt – we have also learned that legislation has expanded the number of reasons folks are allowed to vote absentee so this will increase. A handicapped person can also choose whether they want to come up to the office or not, we can't tell them to come up on the elevator.

Ms. Bellinsky – we would also request the \$200 be restored for training for the Board and Registrar to switch from paper poll books to electronic poll books.

Agenda Item #7 – Cuts or revenue enhancement to balance draft budget. Mr. Campbell reported: Since your last budget workshop, we have received some additional information from the State on funding. What Terri and I have done, what we received, showed further decreases in the Comp Board reimbursements so we further reduced the revenue side what we've been told we're going to get for the Treasurer, Commissioner, Clerk of Court, Commonwealth's Attorney, Sheriff. We feel it is a more accurate estimate since we got information from the State. We also adjusted our revenue for Registrar and elections based on truer numbers. On the expenditure side, what we did not do is make further cuts from the last time you saw the budget. Even though the revenue dropped further, we have not made any further downward adjustments on the expenditure side. The other information that we have received after your last discussion on this budget has shown a fairly significant decrease in sales tax revenue, we've actually received the amount from the Department of Taxation. We also have a verified reduction in our recordation tax on the revenue side. We have better applied the revenue and left the expenditures where they were. We still have \$120,000 contingency to work with going into the year, but we're \$98,474 in the red on the bottom line. If you go in and we start adding, we have some painful cuts in part-time, we obviously under-budgeted what is needed for true postage costs, we have been asked for more part-time funds, we talked about having a token amount for the PPTRA percentage, perhaps \$10,000-20,000. Maggie just noted that the \$6000 in part-time help is

difficult for her to deal with and she needs \$1000 in postage. Mary is faced with a problem there too. Those things that we heard about tonight are not in the \$98,474. You all have really taken a look at where we're at and what we might anticipate in terms of revenue and where you can cut, in your previous discussions. I will say that we've had discussions with Stephanie, even as late as this afternoon; she will be burdened also with the lack of part-time funds. We've left enough for her compensation, the full-time secretary and a small amount for part-time. She's seeing cuts in other areas. The Sheriff looked at his budget after the last work session and is comfortable with the numbers, it won't be easy but he thinks he can get through. The State did restore some funding in public safety that didn't occur in the other Comp Board functions. We have made those adjustments, which were positive. I think the Board is faced with looking at revenue enhancement or further cuts. You've already made the determination on the real property tax; the decision was to reduce the levy to neutralize the mass reassessment. Probably the only other realistic option in increasing revenues would result in a tax increase is the consideration of an increase in personal property. Right now, your personal property rate is at \$2.70. If you went to \$3.00, I'm estimating that it would generate \$166,000, which is an 11% increase on the levy. I do throw that out as a potential area for revenue enhancement. With that additional \$166,000, you would be maintaining the small amount of contingency on your budget, the \$120,000 and addressing some of the shortages as requested. On the cost cutting side, I present a list of possible cuts after I went through the budget line by line. These reductions would be cutting travel for all departments, reduction in legal notices, reduce auditor expenses, 10% reduction in Extension, reduction in EMS uniforms, economic development/tourism, reduce Fire and Rescue operational funds, reduce Fire/Rescue contingency, do away with payment for recycled items, reduce amount to local Planning Commission (list presented with items and amounts).

Agenda Item #9 – Fire and Rescue Fund allocation – Mr. Campbell suggested that the allocation for real estate and personal property be cut to one cent each transferred to the Fire/Rescue Fund instead of current rates. This would enable the fund to be spent down some instead of having such a large balance.

The Vice Chairman turned the chair over to the Chairman.

Agenda Item #10 – Green box locations – reductions in sites are being researched by Solid Waste staff. We hope to have a proposal at the Board's next meeting.

Consensus of the Board was to delete the Fire/Rescue Contingency and lower the real estate and personal property levy going to the Fire/Rescue Fund to one cent each.

Supervisor Allen questioned if financial information has been received from the Rescue Squad. Staff indicated that it had not been received for close to a year. The Board asked Mr. Campbell to notify them that this information is requested.

Consensus of the Board was for each of them to study the budget further to ascertain other cuts, consider requests received tonight, consider a personal property increase and meet again soon.

On a motion of Supervisor Allen, seconded by Supervisor Gerald, and carried, it was resolved to adjourn to Wednesday, April 21, 2010 at 7:00 p.m. for a budget work session.

Supervisor Clinger – aye

Supervisor Gardner – absent

Supervisor Allen – aye

Supervisor Gerald – aye

Supervisor Ingram – aye