

## BOARD OF SUPERVISORS BUDGET WORK SESSION MINUTES OF FEBRUARY 16, 2016

At a special meeting of the Pulaski County Board of Supervisors held on Tuesday, February 16, 2016 at 6:00 p.m. in the Training Room/Emergency Operations Center of the Information Technology Offices located in the Maple Shade Center, 89 Commerce Street, SW, in the Town of Pulaski, the following members were present: Andy McCready, Chairman; Charles Bopp, Vice-Chairman; Joseph Guthrie, Ranny O'Dell and Dean Pratt.

Present from county staff were Peter Huber, County Administrator; Karen Thompson, Assistant County Administrator for Management Services, acting as Clerk for the Board; Diane Newby, Finance Director; and Brad Vaught, Staff Accountant

1. Welcome and Call to Order

Mr. McCready called the meeting to order and welcomed Board members and County staff. Mr. McCready advised the purpose of the meeting was to conduct a budget work session.

2. Action Items

A. Emergency Back-up Generators for Water Treatment Plant and Pump Station

Mr. Huber explained the financing agreement between the Virginia Resource Authority and the Pulaski County Public Service Authority, of which the Public Service Authority Board had approved on January 12, 2016 to allow staff to take all acts necessary to close on the proposed financing subject to review by Tim Kirtner, Attorney. The Virginia Resource Authority requires County support to back up the PSA loan agreement, should there be a problem with loan payments.

On a motion of Mr. Guthrie, seconded by Mr. Pratt, the Board authorized the Chairman to sign the agreement on behalf of the County of Pulaski as presented.

Voting yes: Mr. Guthrie, Mr. Pratt, Mr. McCready, Mr. Odell, Mr. Bopp

Voting no: None

B. Meetings with School Board

Mr. Huber reported Dr. Brewster had requested a late March Joint School Board meeting. March 26, 2016, at 12:00 p.m., was established as the Joint Oversight Meeting.

C. Review of the Southwest Times and Patriot Newspaper Proposals

Melinda Worrell, Treasurer presented the cost of \$8,000 for the Roanoke Times to print in the New River Section the delinquent real estate tax list. Brenda Adams of Southwest times quoted \$2,100 for tabloid style ads consisting of 24

pages. The Patriot newspaper had quoted \$300.00 per page or @ \$1,950.00. Mr. Huber presented a recommendation for the Board to consider advertising in the two local papers; Patriot and Southwest Times.

On a motion of Mr. Guthrie, seconded by Mr. Odell, and carried, the Board authorized the delinquent tax list to be advertised in both of the local newspapers; The Patriot and The Southwest Times.

Voting yes: Mr. Guthrie, Mr. Pratt, Mr. McCreedy, Mr. Odell, Mr. Bopp  
Voting no: None

#### D. New Staff Member

Mr. Huber introduced Mr. Brad Vaught as Staff Accountant to the Board. Mr. Vaught is a Radford University graduate from Wythe County and has two sons. Mr. Vaught graduated from George Wythe High School and has a background in Accounting and Human Resources.

### 3. Review of Revenue Estimates

#### A. State Revenue Outlook:

Mr. Huber reviewed the Governor Terry McAuliffe Press Release of State Revenue Collections. January 2016 General Fund Revenue Collections up 6.6 percent from the previous year and the fiscal year-to date collections up 2.4 percent.

#### B. Financial Overview:

The County's overall financial condition as prepared by Davenport Financial Advisors and the Local Government Taxation as published by Weldon Cooper Center were reviewed and discussed; showing Pulaski County's source of local taxes as follows for 2014:

- 51.1% Real Property Taxes
- 14.1% Personal Property Taxes
- 9.8% One-percent Sales Taxes
- 9.6% Machinery and Tools
- 4.3% Meals Taxes
- 2.7% Public Service Corporation Taxes
- 2.6% Consumer Utility Taxes
- 2.0% Business License Taxes (BPOL)
- 1.9% Motor Vehicle License Tax (decals)
- 1.1% Transient Occupancy Taxes (lodging)
- 0.6% Recordation Taxes

### C. Revenue Estimates

Mr. Huber presented a Revenue summary; monthly sales tax revenue graph and detail of local revenue estimates as developed by County Administration and Financial Staff, Commissioner of Revenue, Treasurer and School Finance Director reflecting local tax revenues were reviewed. Mr. McCready and Mr. Guthrie expressed interest in seeing comparisons with similar populations and neighboring counties, also ratio of residential real estate compared to commercial and industrial property.

### D. State Taxing Authority and Comparative Rates and Statewide Revenue Comparison

Mr. Huber provided sections of the Tax Rate book to provide an overview of local tax, comparative rates of other localities and other details. He also shared a Comparative Report of Local Governments as published by the Virginia Auditor of Public Accounting.

### E. Revenue Options and Local Alternatives not used by Pulaski County.

The Board discussed various options available for tax revenues in Pulaski County. For further discussion and consideration, the Board requested a breakdown of assessed values of Real and Industrial properties; an update on airplane tax revenues; an update on being able to charge garbage fees to tax exempt properties or non-user fees; is tax exempt status in perpetuity or does it come up for review; how is transient occupancy tax applied to Federal Tax exempt properties or church camps; are meals taxes collected on golf course restaurants; and if there are 9% tax exempt properties in the county, what does it include?

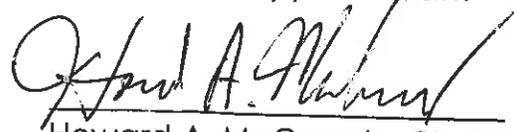
## 4. Other Matters

Discussion of scheduling a social gathering for Board members and their spouses.

5. Adjournment

On a motion by Mr. Odell, seconded by Mr. Bopp and carried, the Board adjourned its special meeting. The next meeting of the Board is to be held on Monday, February 29, 2016 beginning at 6:00 p.m. with said meeting to be held in the IT Training Room located at 89 Commerce Street, SW in the Town of Pulaski. The next regular meeting of the Board of Supervisors will be held on Monday, February 22, 2016 beginning with a Closed Session at 6:00 p.m. and the regular meeting at 7:00 p.m., with said meeting to be held at the County Administration Building, 143 Third Street, NW, Board Room, in the Town of Pulaski, Virginia.

Voting yes: Mr. Guthrie, Mr. O'Dell, Mr. McCreedy, Mr. Bopp, Mr. Pratt.  
Voting no: None

  
Howard A. McCreedy, Chairman

  
Peter Huber, County Administrator