



**AT A BUDGET WORKSHOP OF THE BOARD OF SUPERVISORS HELD IN THE VILLAGE BUILDING AUDITORIUM, AT 3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, AND REMOTELY BY ELECTRONIC MEANS ON MARCH 6<sup>th</sup> 2023, AT 6:30 PM.**

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**Board of Supervisors Present:** David T. Williams, District 1,  
Steve W. McClung, District 2, Vice-Chair  
Mike W. Byerly, District 3, Chair  
Bill L. Cox, District 4,  
Karin M. Carmack, District 5,

**Board of Supervisors Absent:** None

**County Staff Present:** Bret Schardein, County Administrator  
Charla Schubert, Finance Director  
Thomas Vo, Budget Manager  
Phil Warner, Fire Chief  
Taylor Goodman, Deputy Fire Chief  
Melissa Lowe, Human Resources Manager  
Chandra McPhearson, Library Director  
John Wood, IT/GIS Director (Virtual)

**Constitutional Officers Present:** Brad Nunnally, Sherriff

**Guests Present:** Joanne Fico, Library Board of Trustees Chair

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### **1. Call to Order**

Chairman Byerly called the meeting to order at approximately 6:30 PM.

### **2. Pledge of Allegiance**

Mr. McClung led the pledge of allegiance.

### **3. Invocation**

Ms. Carmack led the invocation.



**4. Requests to Postpone Agenda Items and Additions, Deletions, or Changes in the Order of Presentation**

None.

**5. Formal Approval of Agenda**

Mr. Cox motioned to **approve** the agenda as presented.

Mr. McClung seconded the motion.

Chairman Byerly, Ms. Carmack, Mr. McClung, Mr. Cox, and Mr. Williams voted AYE.

**VOTE 5-0**

**MOTION PASSED**

**6. County Administrator Updates**

None.

**7. Public Comment** (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Byerly opened the public comment period.

Seeing no one wishing to speak, Chairman Byerly closed the public comment period.

**8. Old Business**

**a. Review of Financial Forecast Model**

Mr. Schardein and Mr. Vo gave a presentation.

Mr. Cox clarified that the Board would be notified of any significant updates.

**b./c. Presentation of Proposed Fiscal Year 2024 Budget and Discussion of Tax Rates**

*POWHATAN COUNTY BOARD OF SUPERVISORS  
BUDGET WORKSHOP  
MARCH 6<sup>th</sup>, 2023*



Mr. Schardein and Ms. Schubert gave a presentation that included a summary of all funds, where the money is spent, fund balance projections, general fund revenue, initiatives, and tax rate history.

Mr. Williams asked how the County calculates its debt as a percent of its expenditure in accordance with debt policy. Ms. Schubert explained that debt is below 12% and must include utility debt. She added that budgeted capital projects that have not been spent could change the percentages. Chairman Byerly noted that the Board never changed its policy to what it was before 3%. The Board agreed that changing the policy back would be a good idea. Ms. Schubert suggested that the Board maintain room for growth so they can issue debt without having to redo their policy. She added that 8.4% of the budget is debt expenditures.

Mr. Cox asked about the property taxes, and Ms. Schubert explained that the decrease of 3.4% was based on Mr. Timberlake's best conservative estimate.

Chairman Byerly asked why the state categorical has increased by 74%, and Ms. Schubert said it is based on state funding for the 7% pay increase. Chairman Byerly asked how the 7% salary adjustment would affect the Comp and Class Plan cost. Ms. Schubert said it would be approximately \$1.2 million. Mr. Schardein noted that salary increases would be specific to individual positions rather than spread across the board. Mr. Cox mentioned that the Board should not worry about making things perfect at this moment because they can always make budget adjustments once real numbers are available.



Ms. Carmack said roads should be included in the CIP, and Mr. Williams agreed. Mr. Schardein suggested that the Board revisit the transportation plan as they review the budget. Mr. Cox asked if the CIP reflects the grants awarded for Broadband, and Ms. Schubert said she did not believe the grant reduced the County's portion. Mr. Schardein agreed to provide more information on the grant by the next workshop. Chairman Byerly noted that only \$300,000.00 of the \$1.3 million grant for buses is being used by the schools and asked where the rest of the money is going. Ms. Schubert said she would reach out to the schools and ask about the buses and if there will be a need for more buses in 2024.

Mr. Cox expressed concerns that the personal property initiative does not match tax relief. Mr. Williams noted that they do not have the same bubble as last year, and he urged that the Board implement equitable tax relief across the board. Mr. Cox requested to see a model with 73 cents, and the same relief Mr. Cox pointed out that the model allows the County to spend more money than it takes in, which violates their basic rules.

Chairman Byerly stated that evaluating the tax relief for senior citizens and veterans is critical.

Ms. Schubert explained that a DMV Select would benefit Powhatan citizens and generate revenue.

Ms. Carmack noted that the domestic violence coordinator position has historically been part-time, and she asked if they could create another position that would incorporate those duties.



Mr. McClung asked about the library positions, and Mr. Cox added that he would like to understand their mission for expansion before agreeing to add employees. Mr. Williams agreed with Mr. Cox. Ms. McPhearson pointed out that the libraries are reducing their operating costs by almost 7% to accommodate the new position. Mr. Cox said he would like to know the consequences of adding one communications officer position instead of two. He then said it would be helpful to know the general fund contribution for the FY2024 CIP.

Ms. Carmack mentioned that citizens had expressed concerns about the way the schools are spending their money. She noted that the Board does not have control over how the schools spend the money after it is transferred. Mr. Williams echoed Ms. Carmack's comments and said something needed to change.

Mr. Cox stated that he could not support the level of spending that was proposed. He added that he would like to reduce spending and return it to the taxpayers.

**9. Public Comment** (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)

Chairman Byerly opened the public comment period.

[Harry Marklin, Hope Meadow Road](#), urged the Board to restrict the School Board's budget until it complies.

Seeing no one else wishing to speak, Chairman Byerly closed the public comment period.

**10. County Attorney Comments**

None.

**11. County Administrator Comments**



Mr. Schardein thanked the citizens for their warm welcome to the position.

## 12. Board Comments

Mr. Williams that the annual Transportation Forum is coming up. He encouraged citizens to attend.

Mr. McClung and Chairman Byerly thanked Mr. Schardein and his team for their excellent work.

## 13. Adjournment

Chairman Byerly adjourned the meeting at approximately 8:20 PM.

*Bret Schardein*

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**Bret Schardein, County Administrator  
Powhatan County Board of Supervisors**

*Michael W. Byerly*

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**Michael W. Byerly, Chairman  
Powhatan County Board of Supervisors**

### Recorded Vote:

<i>David T. Williams</i>	<i>Aye</i>
<i>Steve W. McClung</i>	<i>Aye</i>
<i>Michael W. Byerly</i>	<i>Aye</i>
<i>Bill L. Cox</i>	<i>Aye</i>
<i>Karin M. Carmack</i>	<i>Aye</i>

**Bret Schardein, County Administrator  
Powhatan County Board of Supervisors**