



AT A WORKSHOP OF THE BOARD OF SUPERVISORS HELD IN THE VILLAGE BUILDING CONFERENCE ROOM, AT 3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, AND REMOTELY BY ELECTRONIC MEANS ON MARCH 28th 2023, AT 3:00 PM.

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, Interim County Administrator

Constitutional Officers Present: Brad Nunnally, Sherriff

Guests Present: None

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

Ms. Carmack motioned to **approve** the agenda as presented.



Mr. Cox 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. Continued Discussion of Proposed Fiscal Year 2024 Budget and Tax Rates

Mr. Schardein gave a brief overview. He went over scenario one, which reflected a 73-cent tax rate without personal property relief, and scenario two, which reflected the same tax rate with personal property relief. He noted that scenario one reduces the use of the fund balance by \$1.72 million, while scenario two reduces the use of the fund balance by \$1.07 million. He presented a description of the School Board transfer and funding options for school health insurance. He also presented the FY 2024 budget schedule.

Mr. Cox asked about the full-time Domestic Violence position, and Mr. Schardein explained that the County could include it as a part-time position, but it has been difficult to fill it as part-time instead of full-time. Mr. Cox suggested that a current

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employee take on the part-time position. Mr. Cox mentioned that the Board had not been given any details regarding the Economic Development position. Mr. Schardein suggested that the Board have a workshop to discuss the program. Mr. Schardein briefly went over the progress that has been made in that department thus far. He added that the Economic Development Assistant would maintain a conversation with local businesses to get feedback.

Ms. Carmack pointed out that the Economic Development and Grant Writer positions could help bring in revenue. Mr. Cox asked for clarification on the direct benefits of these positions, and Mr. Schardein said he would gather more tangible information. However, showing interest in local businesses could help improve the relationship between the County and its business owners. Chairman Byerly agreed that maintaining a dialogue with local business owners is very important, and he suggested that the Board be more welcoming and proactive in how it pursues businesses. Mr. Cox agreed with Chairman Byerly's statements but questioned whether it was the right time to increase economic development staff. He added that he is not ready to support a 73-cent tax rate.

Mr. Williams asked how Mr. Schardein plans to measure success in the positions of economic development assistant and grant writer. Mr. Schardein stated that his team was working to find ways to quantify success within those positions. Ms. Carmack noted that she did not believe that changing personal property tax relief would target the citizens that most need it, and she suggested lowering the real estate tax rate instead. Mr. Cox stated that he did not support the addition of the grant writer position this year and suggested that the Board revisit the position next year. Chairman Byerly



agreed with Mr. Cox but noted the importance of creating additional revenue opportunities. Mr. Cox supported the idea of the County planning how to improve revenue. Mr. Cox mentioned the impact of moving the tax relief to the real estate tax rate. Mr. Schardein suggested that the Board create an internship for the grant writer position to gauge the volume of work and necessity for a permanent position. Ms. Carmack mentioned that things could still be taken out of the CIP.

Mr. Cox pointed out that granting raises for the Chief Deputy Clerk and Chief Deputy Sheriff would mean that the County is treating its constitutional officers differently than its county staff. He stated that he would like to see consistency between the two.

Chairman Byerly asked about the CIP reduction, and Ms. Schubert explained that a portion of the capital maintenance reserve funds has to be moved from 2024 to 2023 because of the acceleration of the five sheriff's vehicles. Chairman Byerly asked how much money was in the capital projects fund, and Ms. Schubert said there was \$20 million, but not all of that was general fund money. Chairman Byerly asked if funds left over from the projects could be moved back to the general fund by the Board with certain stipulations, and Ms. Schubert confirmed this. Ms. Schubert clarified that if the projects are being funded from the capital maintenance reserve fund, it will not help the Board reduce the tax rate.

Mr. William's asked how many projects were being funded using recurring funds and the amount of money being used. Mr. Williams then asked if the I.T. project was a continuation of the wide area network in Powhatan County, and Ms. Schubert confirmed this. Mr. Williams asked how this section fits into the wide area network plan for the County. Mr. Schardein mentioned that it would be difficult to calculate the potential return on investment, but other tangible qualities can be



quantified. Chairman Byerly clarified that in the 75-cent tax rate proposal, there was \$1.3 million being used to support CIP. Ms. Schubert added that her team was trying to split the costs to avoid issuing any debt.

Mr. Cox asked why the County shouldn't be looking at a five percent raise instead of a seven percent raise. He noted that the State would no longer be funding two percent.

Mr. Schardein stated that until the State comes back with a finalized decision, either decision will have pros and cons. He proposed that the Board include the two percent.

Mr. Cox asked if it would be a good idea to spread the Comp and Class Plan funds over two years. Chairman Byerly suggested that the Board could have a Comp and Class pay plan study done. Ms. Carmack expressed the importance of having a target tax rate.

Mr. McClung said he would like the tax rate to be 69 cents. Mr. Schardein reminded the Board that any cuts to the CIP are one-time savings. Ms. Schubert pointed out that some of the monies in the capital projects fund have already been designated to specific projects, which the Board may have to cut to use the funds. She clarified that the funding sources could only be used for operations if they were recurring revenue. Ms. Carmack mentioned that Mr. Schardein should have the power to decide because he is the CEO of the County. Mr. Williams suggested that the Board advertise the 69-cent real estate tax rate and have Mr. Schardein create more scenarios before making a final decision.

Mr. McClung motioned **to reset** the real estate tax rate to 69 cents with no personal property tax for FY2024.

Ms. Carmack seconded the motion.



Mr. McClung amended his motion to **target** a 69-cent real estate tax rate for FY2024 if it is doable.

Chairman Byerly seconded the motion.

No vote was formally taken but the board was unanimously in support of the targeted rate guidance.

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.

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

10. County Administrator Comments

None.

11. Board Comments

None.

12. Adjournment

Chairman Byerly adjourned the meeting at approximately 8:00 PM.

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

**Michael 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>