

VIRGINIA:

At a recessed meeting of the Board of Supervisors of the County of Northampton, Virginia, held in the Board Chambers of the County Administration Building, 16404 Courthouse Road, Eastville, Virginia, on the 4th day of March, 2013, at 5:00 p.m.

Present:

Willie C. Randall, Chairman	Laurence J. Trala, Vice Chairman
Richard L. Hubbard	Larry LeMond
Oliver H. Bennett	

The meeting was called to order by the Chairman.

County Administrator's Report

Ms. Katherine H. Nunez, County Administrator, distributed the following memorandum to the Board in regards to the Fiscal Year 2014 County Budget, specifically revenues.

TO: Board of Supervisors
FROM: Katie H. Nunez, County Administrator
DATE: March 1, 2013
RE: Discussion of FY2014 Revenue Projections

The focus of discussion for this meeting is the Fiscal Year 2014 revenue projections. Enclosed are two reports: (1) Revenue Annual Budget by Fund Category Report for the General Fund; and (2) Revenue Budget Worksheet Report for the General Fund.

Both of these reports contain the following columns of information:

- a.) the last 2 years of history (Fiscal Year 2011 and 2012);
- b.) the current Fiscal Year 2013 Budget;
- c.) the amount collected as of February 28, 2013 – this column is called 2013 Actual Amount;
- d.) Fiscal Year 2014 Departmental Requests
- e.) The differential between the FY2014 Requested column and the FY2013 Budget, in dollars; and
- f.) The differential between the FY2014 Requested column and the FY2013 Budget, as a percentage.

At this stage, we have assumed a level fund or reduction in revenue line items based upon historic trends or other relevant information that impacts the particular line item. The state budget which was passed by both the House and Senate last weekend will include some increased revenue to the locality, especially in the provision of providing cost of living increases for Constitutional Officers and their employees as well as state-supported employees (Social Services and Voter Registrar) – at this time, this report does not reflect any increases since the state has not released the final allocations for each locality.

Finance Director Leslie Lewis and I will go line by line through each category with you in greater detail. In addition, included under the last tab in the packet are all of the current fee schedules that we can review in greater detail to determine if the Board wants to revise as part of the Fiscal Year 2014 budget process.

Lastly, while the reassessment is almost completed and we are anticipating that property owner notifications will be distributed by March 15, 2013, I have not received the final figures detailing the assessment values for land, buildings, exempt property, and new construction as a total to review with you at this meeting. I will have this information as part of our March 25, 2013 work session and a preliminary review of the equalized rate process.

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Ms. Nunez and Mrs. Leslie Lewis, Director of Finance, shared with the Board various reports and graphs depicting revenue line items. Mr. Randall asked that additional information illustrating tax exempt organizations (and the taxes exempted therefrom) be provided within the County's annual tax levy document that is prepared by the Commissioner of the Revenue.

The Board was also provided with information relative to county fees and Mr. Randall asked for an analysis of building permit fees, specifically non-residential permits and permits for free-standing signs. Mr. Hubbard asked that Mr. McSwain, the County's Director of Economic Development, review the existing fees and charges for the Planning & Zoning Office. Lastly, the Board also asked for a review of solid waste disposal fees.

Adjourn:

Motion was made by Mr. LeMond, seconded by Mr. Bennett, that the meeting be adjourned. All members were present and voted "yes." The motion was unanimously passed.

The meeting was adjourned.

_____CHAIRMAN

_____ COUNTY ADMINISTRATOR