

VIRGINIA:

At a regular meeting of the Board of Supervisors of the County of Northampton, Virginia, held in the former circuit courtroom, 16404 Courthouse Road, Eastville, Virginia, on the 11th day of May, 2010, at 4:00 p.m.

Present:

Laurence J. Trala, Chairman

Willie C. Randall, Vice Chairman

Richard Tankard

H. Spencer Murray

Oliver H. Bennett

Samuel J. Long, Jr.

The meeting was called to order by the Chairman.

Closed Session

Motion was made by Mr. Murray, seconded by Mr. Bennett, that the Board enter Closed Session in accordance with Section 2.2-3711 of the Code of Virginia of 1950, as amended:

(A) Paragraph 1: Discussion or consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees or employees of any public body.

*Appointments to Boards/Commissions*

(B) Paragraph 3: Discussion or consideration of the condition, acquisition, or use of real property for public purpose, or of the disposition of publicly held property.

*District Four Solid Waste Collection Site*

(C) Paragraph 5: Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

*Solar energy projects*

(D) Paragraph 7: Consultation with legal counsel and briefings by staff members, consultants, or attorneys pertaining to actual or probable litigation, and consultation with

legal counsel employed or retained by the Board of Supervisors regarding specific legal matters requiring the provision of legal advice by counsel.

All members were present with the exception of Mr. Long and voted “yes.” The motion was unanimously passed.

Mr. Long arrived at 4:05 p.m.

After Closed Session, the Chairman reconvened the meeting and said that the Board had entered the closed session for those purposes as set out in paragraphs 1, 3, 5, and 7 of Section 2.1-3711 of the Code of Virginia of 1950, as amended. Upon being polled individually, each Board member confirmed that these were the only matters of discussion during the closed session.

Mr. Trala offered the invocation.

The Pledge of Allegiance was given.

The Chairman read the following statement:

*It is the intent that all persons attending meetings of this Board, regardless of disability, shall have the opportunity to participate. Any person present that requires any special assistance or accommodations, please let the Board know in order that arrangements can be made.*

Board & Agency Presentations:

(1) Dr. Rick Bowmaster, School Superintendent, briefed the Board on on-going activities of the school system and distributed additional information relative to the technology leases line item previously requested by the Board. He also answered questions from Mr. Tankard relative to school employees’ benefits including (1) retirees’ health care premium, (2) employee’s share of health care premium and (3) fund reserve for employee sick leave payout.

(2) Mr. Ronald W. Rowe, Solid Waste Director, informed the Board of the recent Gold Award issued by the Hampton Roads Sanitation District for 2009 for environmental excellence.

He also noted that the Transfer Station has now been in operation for over one year, resulting in excess of 470 tractor trailer loads of solid waste being shipped out of the County.

Consent Agenda:

(3) Minutes of the meetings of April 5, 13, 20 and 26, 2010.

Following a correction in the April 13<sup>th</sup> minutes relative to the vote on the Community Services Board resolution, motion was made by Mr. Bennett, seconded by Mr. Randall, that the minutes of the meetings of April 5, 13, 20 and 26, 2010 be approved as corrected. All members were present and voted “yes.” The motion was unanimously passed.

(4) Consider adopting a proclamation designating May 22 – 28, 2010 as “National Safe Boating Week”.

Following comments by Flotilla Commander John Kerry, motion was made by Mr. Tankard, seconded by Mr. Bennett, that the following proclamation be adopted. All members were present and voted “yes.” The motion was unanimously passed. Said proclamation as adopted is set forth below:

**PROCLAMATION**

**PROCLAIMING**

**MAY 22 THROUGH MAY 28, 2010**

**as**

**NATIONAL SAFE BOATING WEEK**

**WHEREAS**, Americans are increasingly heading to the water for recreation and relaxation as the opportunities for on-the-water activities grow each year. With this growth comes additional responsibility. It is vital that both novice and experienced boaters alike practice safe boating habits---especially wearing a life jacket. Approximately 88 percent of those who die in boating-related drownings were not wearing life jackets.

**WHEREAS**, hundreds of lives could be saved each year by wearing life jackets and the law requires that wearable life jackets be carried for each person on board a boat; and

**WHEREAS**, responsible boaters will learn the local boating regulations, follow the “rules of the road”, not drink alcohol and boat, wear their life jacket, and respect fellow boaters; and

**WHEREAS**, U.S. Coast Guard Auxiliary, Flotilla 12-02 Painter, provides safe boating instruction for all ages in order to prevent boating accidents and to teach rescue and survival techniques in case one does occur:

**NOW THEREFORE, BE IT PROCLAIMED** that the Northampton County Board of Supervisors, hereby proclaim May 22 through 28, 2010, as Safe Boating Week within the County of Northampton and encourage all boaters to wear their life jackets, boat responsibly, and enroll in a safe boating class.

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County Officials’ Reports:

(5) Ms. Glenda Miller, Director of Finance, distributed the following Budget

Amendments and Appropriations with a cover memo which stated:

“The first budget amendment is necessary to adjust the FY 10 (current) budget for the delay in receiving the state’s reimbursement for eligible construction costs related to the Eastern Shore Regional Jail. An additional \$3,353,992 was approved by the Virginia Board of Corrections last year for reimbursement, but the request for appropriation was not approved in the final budget passed by the General Assembly. The budget adjustment will fund the shortfall within the General Debt Service Fund for the year of \$818,338 by using the fund’s remaining fund balance (\$440,816), interest earnings within the fund (\$9,640), and \$25,000 in miscellaneous revenue (from the STIP property escrow) and by transferring interest earnings from the capital projects fund of \$306,500; and the true-up of \$36,436 coming from current year’s tax revenue (the year-end estimate for the eight cents earmarked for the debt is \$36,436 over the original estimate).

The second report of supplemental appropriations and budget amendments includes the appropriation of grant revenue from the Virginia Port Authority of \$34,938 and the grant match of

\$23,407. This grant has been ongoing for the construction of improvements at Oyster Harbor and was originally approved in May 2008. Also included are appropriations of \$3,554 in program income for the E. Fairview project as requested by Susan Haycox of the PDC, who is administering the grant. Also included is an adjustment to the QZAB capital project budget resulting in the appropriation of an additional \$25,715 in interest earnings to be used for project expenses. An insurance reimbursement of \$2,249 is being appropriated for vandalism repair as a result of the incident of 2/1/2010 at Indiantown Park.

<b>G/L Account Number</b>	<b>Account Description</b>	<b>Increase Amount</b>	<b>Decrease Amount</b>
100-0011-40000-2009	Real Estate 2009 Real Estate Tax Revenue	36,436.00	
100-9600-57200	Transfer-General Debt Service	36,436.00	
302-0015-40925	Interest on Investments	306,500.00	
302-9600-57200	Transfer-General Debt Service	306,500.00	
401-0015-40925	Interest on Investments	9,640.00	
401-0018-42375	Other Miscellaneous	25,000.00	
401-0019-42410	Reimb. from State for Reg Jail		3,353,992.00
401-0044-48000	Transfer from General Fund	36,436.00	
401-0044-48075	Transfer from Capital Project Fu	306,500.00	
401-0045-49000	Appropriated Fund Balance	440,816.00	
401-9800-58950	Financing Fees	54	
401-9900-59900	Contingency		2,535,654.00

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<b>G/L Account Number</b>	<b>Account Description</b>	<b>Increase Amount</b>	<b>Decrease Amount</b>
100-0018-42075	Insurance Adjustments	2,249.00	
100-0026-44150	Va. Port Authority Grant	34,938.00	
100-0045-49000	Appropriated Fund Balance	23,407.00	
100-4302-50800	Repairs & Maintenance	2,249.00	
100-7107-57850	Construction/Improvements	58,345.00	
231-0018-42225	Program Income	3,554.00	
231-9700-57825	Proj. Exp. Funded by Prog. Income	3,554.00	
392-0015-40925	Interest on Investments	222,634.00	
392-0045-49000	Appropriated Fund Balance		196,919.00
392-9700-57850	Construction/Improvements	222,634.00	
392-9700-57850	Construction/Improvements		196,919.00

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Ms. Miller then detailed three budget amendments as requested by the School System as detailed below:

	Current 2010	Proposed 2010 Revised	Variance
<b>School Operating Fund</b>			
School Instruction	11,490,412	11,433,429	(56,983)
School Admin, Attend/Health	2,182,153	2,177,380	(4,773)
Pupil Transportation	1,307,674	1,342,074	34,400
Operation & Maintenance	1,998,253	2,015,753	17,500
Technology	<u>236,684</u>	<u>236,684</u>	=
	17,215,176	17,205,321	(9,855)
<b>School Food Fund</b>			
School Food Services	844,314	844,314	-
<b>Federal Grants Fund</b>			
School Instruction	3,671,980	3,671,991	11
<b>Division Totals</b>			
School Instruction	15,162,392	15,105,420	(56,972)
School Admin., Attend/Health	2,182,153	2,177,380	(4,773)
Pupil Transportation	1,307,674	1,342,074	34,400
Operation & Maintenance	1,998,253	2,015,753	17,500
School Food Services	844,314	844,314	-
Technology	<u>236,684</u>	<u>236,684</u>	=
	21,731,470	21,721,626	(9,844)

\* \* \* \* \*

Motion was made by Mr. Murray, seconded by Mr. Tankard, that the first paragraph of budget amendments be taken off the table. All members were present and voted “yes.” The motion was unanimously passed.

Motion was made by Mr. Long, seconded by Mr. Murray, that the first paragraph of budget amendments and appropriations (dealing with the regional jail debt) be approved as presented. All members were present and voted “yes.” The motion was unanimously passed.

It was the consensus of the Board to request that documentation be prepared and presented to the State showing the significant impact to the citizens of the County of the loss of the state jail reimbursement.

Motion was made by Mr. Murray, seconded by Mr. Randall, that the second paragraph of budget amendments and appropriations as well as the requests from the School System, be approved as presented. All members were present and voted “yes.” The motion was unanimously passed.

(6) Ms. Sandra Benson, Director of Planning, presented the Planning & Zoning departmental update including activity reports for the following projects: Board of Zoning Appeals, Staff Activities, AFD’s, Purchase of Development Rights Committee and Planning Commission. She also indicated that the Planning Commission awaits guidance from the Board on the draft storm water management ordinance which has been developed and that DCR and the County’s consultant, John Salm, are agreeable to providing a presentation to the Board on this matter.

The Board recessed at 6:00 p.m. for a dinner break.

At 7:00 p.m., the Chairman reconvened the meeting.

The Pledge of Allegiance was given.

(7) Ms. Katie Nunez, County Administrator, presented the following work session agenda schedule for the Board’s information:

- (i) 5/24/10: Work session – FY 2011 Budget Public Hearing
- (ii) 6/21/10: Work session – Topic to be announced
- (iii) 7/26/10: Work session – Topic to be announced

The County Administrator’s bi-monthly report was presented as follows:

**TO:** Board of Supervisors  
**FROM:** Katie H. Nunez, County Administrator  
**DATE:** May 6, 2010  
**RE:** Bi-Monthly Update

- I. PROJECTS:**
  - A. Regional wastewater/water projects- Subcommittee Report:

I have attached the draft minutes from the most recent PSA Exploratory Committee meeting for update on this item. In addition, we are working to complete the requirements of the pre-planning grant requirements for DHCD and a meeting has been scheduled for Monday, May 10, 2010 with representatives from DHCD to review our progress.

B. Construction Projects – Status Reports:

1.) County Administration Renovations: As noted above, we are proceeding with the closure of the County Administration offices (County Administrator, Treasurer, Commissioner of Revenue, Planning & Zoning, Building, Code Compliance, & Information Technology) from May 13 to May 18, 2010 to move us from our current location to our temporary facilities at the former Northampton Middle School. County offices will be located at the back of the school property.

We experienced a slight delay in the issuance of the abatement bid specifications as our architect felt that certain items contained in the main renovation bid documents should be moved over to the abatement bid documents. The Abatement Bid will be issued on May 10, 2010 with a response due date of May 20, 2010. We are anticipating the Board to award this bid at their May 24, 2010 meeting.

Regarding the main building renovation contract, we are anticipating issuing this bid the week of May 16, 2010 with a response due date of June 15, 2010. We are anticipating the Board to award this bid at their June 21, 2010 meeting.

Enclosed is the report from our architect, DJG, Inc. with a final report on the 1914 Jail Building.

2.) Court Services/Probation Services Construction: Bid documents were issued the week of April 18, 2010 and have a response due date of May 19, 2010. We are anticipating the Board to award this bid at their May 24, 2010 meeting.

3.) Cheapside Waste Collection Center Construction: We have continued to experience delays in the issuance of bids due to delays at VDOT with their review of the site plan. Our Zoning Administrator Melissa Kellam has spoken with a VDOT engineer who stated that comments were being issued on May 7, 2010 on this project. I will provide you with a further update at our meeting.

C. Economic Development Services Contract: I am finalizing a status report on our contract with the Northampton County Chamber of Commerce for Economic Development Services and will provide that to you prior to the Board meeting.

D. Bi-Annual Tax Billing:

I have convened a meeting of the involved departments (Treasurer, Commissioner of Revenue, Finance, Information Technology, County Attorney and County Administrator) to discuss the merits and obstacles regarding a bi-annual tax billing process. We have not reached a course of action but have identified several key questions that will require input from the Board before we proceed further.

*Ms. Nunez' memorandum regarding this topic was distributed as follows:*

**TO:** Board of Supervisors  
**FROM:** Katie H. Nunez, County Administrator  
**DATE:** April 13, 2010  
**RE:** Status Report on Examination of Semi-Annual Real Estate Tax Billing

On March 16, 2010, Treasurer Ilva James, Commissioner of Revenue Anne Sayers, Finance Director Glenda Miller, Information Technology Director Mark Heneghan, County Attorney Bruce Jones and I met to discuss the pros and cons of a semi-annual real estate tax billing. As a result of this meeting, we are requesting further clarification from the Board as to the specific goals they would like to achieve relative to our tax billing which will assist in determining the best course of action to implement.

There are several ways to address the current system of tax billing. We currently bill once a year, with a due date of December 5 of each year. If the county has not specified a date, then the default date according to the Code of Virginia is December 5. In researching our county ordinances, it does not appear that we have adopted an ordinance regarding the due date for tax bills but are relying upon the default provisions within the Code of Virginia. Please note that any change of the due dates or frequency of billings would not be implemented and effective until Fiscal Year 2012.

- 1) If your intent is to consider a different date for the due date of tax bills, then this is a process that we can address through the creation and adoption of an ordinance that sets a new date but still retains a once a year billing cycle. Therefore, if the desire is to select a date that provides some distance from the holiday season, then we would recommend looking at a date sometime in the month of October (no earlier than October 15). This timeframe provides adequate preparation from a budget perspective (maintaining the full available timeframe for the Board of Supervisors to review and adopt a budget not later than June 30) and adequate preparation to the Commissioner of Revenue for the generation of the real estate commitment book (has 90 days from the setting of the tax rate by the Board of Supervisors) and generation of tax bills. It will be a tight timeframe but doable. Our general practice has been to adopt the annual budget several weeks before the end of the June and the Commissioner of Revenue has been able to issue the commitment book without utilizing the full 90 days which has allowed the Treasurer to

generate the tax bills more quickly and well ahead of the required 10 day notice before the due date of tax bills.

We would not recommend a date later than the current due date of December 5 due to cash flow considerations that support county government.

- 2) If your intent is to consider providing payment options to taxpayers, then there are tools available to the county today that we have not fully utilized or promoted that could meet this objective without having to move the county to a semi-annual tax billing system.
  - The County does allow for payment by credit card of your taxes. This is a feature that we need to make more widely known and add this information to our website.
  - The Treasurer does allow for individuals to make payments at any time in advance of the due date for the tax bills but feel that this option is not widely known. We would institute a more formally known program – “Pre-Payment Program” – that would allow a structured process that we could market to our citizens as a tool available to them. I have attached the website page of Hanover County Treasurer’s Office who employs such a program.
- 3.) If your intent is to extend a permanent payment option through a semi-annual tax billing, then there are items that will require consideration and input from the Board to determine the best means to implement this change. Again, it will require an ordinance to implement this change and the due dates would need to be addressed and defined within that ordinance.

Traditionally, the Board adopts a budget no later than June 30 and the Commissioner of Revenue has 90 days to generate the commitment book from the adoption of the budget. This provides sufficient time for the Commissioner of Revenue to have finalized any new construction into the assessment values and proof the final commitment book in terms of real estate transactions, addresses, etc. Once the book is finalized, approximately 3 weeks is needed by the Treasurer’s office to generate tax bills, proof for accuracy back to the commitment book final totals, mailings, computer set-up, etc.

The current budget process has the bulk of the budget development occurring from February thru April which ties in to the state mandated date of April 1 for the adoption of a school budget by the school board as well as the state budget is usually a completed product by the beginning of April which allows us to use final revenue numbers, rather than estimates. My office then forwards a recommended budget to the Board no later than May which allows two months for any further work on the budget and to move us to public hearing. We are required to provide public notice of the public hearing through an advertisement in the paper no later than 7 days before the date of the public hearing. The Board is not allowed to act upon the budget until 7 days after the public hearing. Any alteration of the due date for tax bills would require ensuring that sufficient timeframes are established for the budget development & review; public hearing and adoption; COR finalization of the commitment book; and Treasurer staff to prepare and distribute tax

bills.

In keeping all of those procedural steps in mind, there are several possible dates to consider for the issuance of semi-annual tax bills:

- a.) Mid-October issuance of 1st half of tax bill & mid-March issuance of 2nd half of tax bill; or
- b.) Mid-September issuance of 1st half of tax bill & mid-March issuance of 2nd half of tax bill; or
- c.) Mid-October issuance of 1st half of tax bill & mid-May issuance of 2nd half of tax bill.

The first assumption we made is that all of the tax payments would remain within the fiscal year for which it was generated. The second assumption we made is to adhere to our existing budget calendar as much as possible since it allows us to develop the most realistic budget scenarios with final, known financial contributions from the state and to not consider the first tax due date any earlier than mid-September. The third assumption we made is to select dates that fall outside of the range of holiday seasons or the federal/state tax season as much as possible. The fourth assumption is that we are not looking to accelerate the revenue collection during the transition year of moving from an annual billing to a semi-annual billing, e.g. Annual Billing Due Date of December 5 then the Semi-Annual Billing Due Date of First Half of March 15.

If these assumptions are incorrect, then we will need to review them with the Board to determine the best manner to consider implementation of a semi-annual billing process for real estate taxes.

I would like to place this item on the Board's May agenda (either regular session or work session) for discussion of this matter in greater detail.

*Mr. Randall indicated that he was in favor of a semi-annual tax billing cycle with payments in October and mid-May. Mr. Long indicated his support for a semi-annual cycle as well.*

*Mr. Murray noted that he was in favor of the pre-payment plans as described in the County Administrator's memorandum in order to provide flexibility for the County's citizens.*

*It was the consensus of the Board to bring back this matter in the fall for re-evaluation after a strategic planning process has been initiated in the next 4-6 months after steps as outlined in the memorandum have been implemented including pre-payment plans such as are in place in Hanover County; increased notification to the County's citizens about the availability of pre-payment options and the use of credit cards for payment of taxes.*

E. FY2011 Draft Budget:

Enclosed is a memorandum from Glenda Miller and me regarding the budget and potential use of fund balance as a revenue stream in the FY2011 budget. Also enclosed is the spreadsheet tracking the budget discussion from our May 3, 2010 meeting.

<b><u>REDUCTIONS PROPOSED - APRIL 8, 2010</u></b>		
<b><u>DEPARTMENT/CATEGORY</u></b>	<b><u>REDUCTION</u></b>	<b><u>RUNNING BALANCE</u></b>
<b>STARTING DEFICIT</b>		<b>\$ 1,478,342.00</b>
Board of Supervisors	\$ (4,750.00)	
County Administration	\$ (2,000.00)	
Treasurer	\$ (6,000.00)	
Finance	\$ (1,200.00)	
Information Technology	\$ (3,900.00)	
Circuit Court	\$ (3,160.00)	
Clerk of Court	\$ (3,500.00)	
Sheriff - Operational	\$ (2,744.00)	
Comp Board Funding	\$ (192,364.00)	
Ambulance & Rescue	\$ (457.00)	
EMS	\$ (314,506.00)	
Judicial Court Services	\$ (14,770.00)	
Solid Waste	\$ (37,160.00)	
Facilities Maintenance	\$ (9,000.00)	
Planning - Revenues	\$ 17,250.00	
Planning - Operations	\$	

	(1,300.00)	
Code Compliance	\$ (15,000.00)	
Extension Services	\$ (16,181.00)	
Extension Services - Johnson Grass	\$ (1,996.00)	
Electricity Line Items in General Fund Across All Departments	\$ (28,000.00)	
Telephone Line Items	\$ (800.00)	
Fuel Reductions Across All Departments	\$ (14,300.00)	
Virginia Retirement System	\$ (57,140.00)	
Regional Agencies	\$ (34,500.00)	
Outside Agency Requests	\$ (137,553.00)	
Social Services	\$ (24,577.00)	
Regional Jail Fund	\$ (86,986.00)	
<b>County Admin Reductions Sub Total</b>		<b>\$ (996,594.00)</b>
School Contribution	\$ (814,088.00)	
<b>School Contribution Reductions Sub Total</b>		<b>\$ (814,088.00)</b>
<b>FINAL TOTAL</b>		<b>\$ 332,340.00</b>
<i>Surplus or (Deficit)</i>		

The County Administrator also distributed various spreadsheets entitled Fiscal Year 2011

Proposed Budget Tracking Worksheet as of May 11, 2011 as set out below:

**Version One**

County Administrator’s Recommended Reductions, including a 10% reduction to local school contribution (this resulted in a positive cash flow for the County), per 4/8/2010 budget memo:	\$ 332,340.00
Correction of the final AFD & Conservation Easements Exonerations, resulting in an increase to tax revenue	<u>\$ 66,968.00</u>
Subtotal #1	\$ 399,308.00
Restoration of STAR Transit funding by Board on 4/26/2010	<u>(32,776.00)</u>
Subtotal #2	\$ 366,532.00
Certified Compensation Board funding on 5/1/2010, resulting in an increase in state aid for the constitutional offices	<u>44,351.29</u>
Subtotal #3	\$ 410,883.29
Correction of the Certified Comp Board funding – revised 5/11/10	<u>(13,983.00)</u>
Subtotal #4	\$ 396,900.29
Issue #1 – Restore school funding to a “level fund” (which corrects The overfunding of the school bus lease) (see page 2 for full calculation of local school contribution)	<u>\$ 779,888.00</u>
Subtotal #5 <i>(this equals 1.5638 cents’ increase to tax rate)</i>	\$ (382,987.71)
Issue #2 – jail debt reimbursement – failure to state to fund Impact in FY 2011 budget <i>(this equals 3.254 cents’ increase to tax rate)</i>	\$ (794,768.00)
Subtotal #6 <i>(this equals 4.8088 cents’ increase)</i>	\$(1,177,755.71)

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**Version Two**

County Administrator’s Recommended Reductions, including a 10% reduction to local school contribution (this resulted in a positive cash flow for the County), per 4/8/2010 budget memo:	\$ 332,340.00
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Correction of the final AFD & Conservation Easements Exonerations, resulting in an increase to tax revenue	<u>\$ 66,968.00</u>
Subtotal #1	\$ 399,308.00
Restoration of STAR Transit funding by Board on 4/26/2010	<u>(32,776.00)</u>
Subtotal #2	\$ 366,532.00
Certified Compensation Board funding on 5/1/2010, resulting In an increase in state aid for the constitutional offices	<u>44,351.29</u>
Subtotal #3	\$ 410,883.29
Correction of the Certified Comp Board funding – revised 5/11/10	<u>(13,983.00)</u>
Subtotal #4	\$ 396,900.29
Issue #1 – jail debt reimbursement – failure to state to fund Impact in FY 2011 budget	\$ (794,768.00)
Subtotal #5	\$ (397,867.71)
<i>(this equals 1.6245 cents' increase to tax rate)</i>	
Issue #2 – Restore school funding to a “level fund” (which corrects The overfunding of the school bus lease) (see page 2 for full calculation of local school contribution)	<u>\$ 779,888.00</u>
<i>(this equals 3.1843 cents' increase to tax rate)</i>	
Subtotal #6	\$(1,177,755.71)
<i>(this equals 4.8088 cents' increase)</i>	

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**TO:** Board of Supervisors  
**FROM:** Katie H. Nunez, County Administrator  
Glenda Miller, Finance Director  
**DATE:** May 5, 2010  
**RE:** Use of Fund Balance in FY2011 Budget

We believe it necessary to provide the Board of Supervisors a greater review and discussion over the potential inclusion of an appropriation from fund balance in the amount of \$794,768 to cover the jail debt payment in the upcoming FY2011 Budget as it relates to the County’s established financial management policies.

The adoption and implementation of financial management policies for the County are designed to ensure the fiscal stability of the County and to guide the development and administration of the county budget and capital plan. The financial management policies (fund balance policy, debt policy) are intended to:

- set forth operational principles which minimize the cost of government and which minimize financial risk;
- provide sound principles to guide the important decisions of the Board and management which have significant fiscal impact;
- to assist sound management of the County by providing accurate information on program costs, revenue collections and expenditure outlays;
- to employ policies which prevent undue or unbalanced reliance on certain revenues which distribute the costs of county government as fairly as possible and which provide adequate funds to operate desired programs; and
- to provide and maintain essential public facilities; and to protect and enhance the County's financial standing with our lending institutions and prevent default on any debts.

The County's fund balance policy states that we shall have an unreserved fund balance of at least 8% of the combined budgeted expenditures of the General Fund, Social Services Fund, Eastern Shore Regional Jail Fund and School Operating Fund (net of interfund transfers) which is to be measured and established at the close of each fiscal year. This minimum threshold provides liquidity to the County during the low point of our collections cycle without utilizing the County's line of credit, provides the Board flexibility to address unforeseen or emergency conditions, and is a marker for lending institutions as to the health and financial condition of the county for short-term and long-term borrowing purposes. The policy also states that if, at any time, the unreserved fund balance falls below the minimum acceptable amount, appropriate action will be taken by the Board to either increase revenues or reduce expenditures in the current fiscal year in order to bring the next year's fund balance amount to an acceptable level.

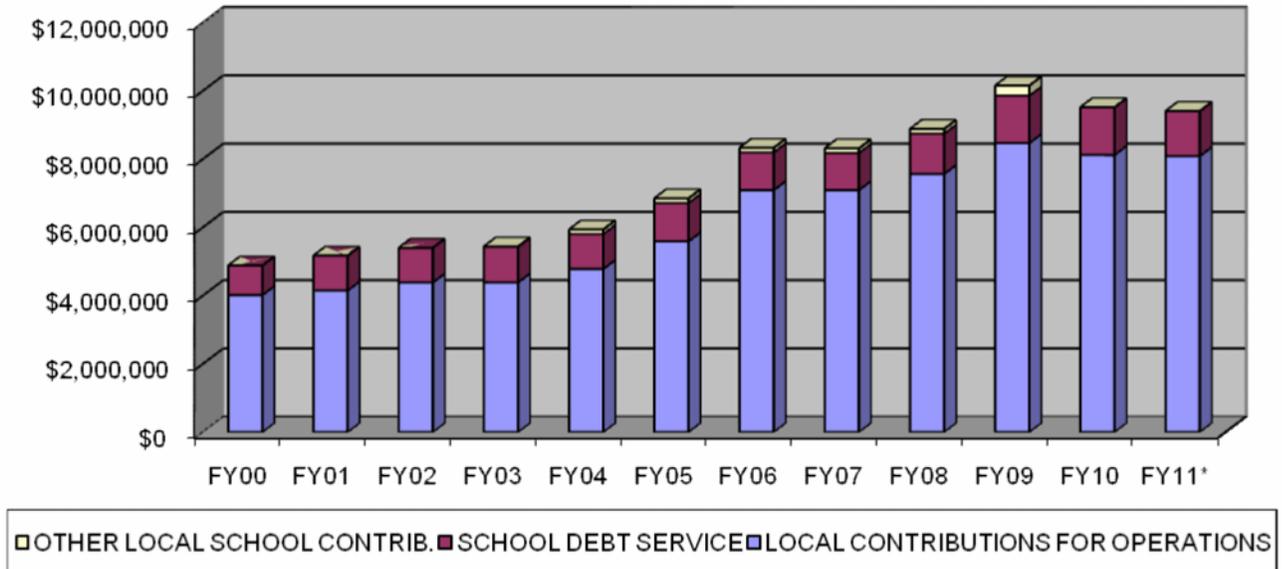
The remaining two expenditure issues facing the Board in order to finalize the FY2011 budget for public hearing are the jail debt reimbursement from the state in the amount of \$794,768 and the funding level for the School at a greater level than the County Administrator's recommended 10% reduction (\$779,888) from the FY2010 Local School Contribution which includes the correction to the bus lease funding amount.

It appears that the Board may be in support of utilizing the surplus of \$410,883.29 which was achieved through reductions in every department as well as a tax increase of 1.5067¢ which will generate \$369,004.71 in new revenue to fully fund the local school contribution with the corrected bus lease funding amount and to utilize fund balance to cover the remaining budget shortfall of \$794,768.

Regarding the funding level for the school, we believe that there are areas of reduction that can and should occur within the school budget that will not necessitate the loss of teachers or the elimination of school sports programs; however, we understand that the Board is responsible for

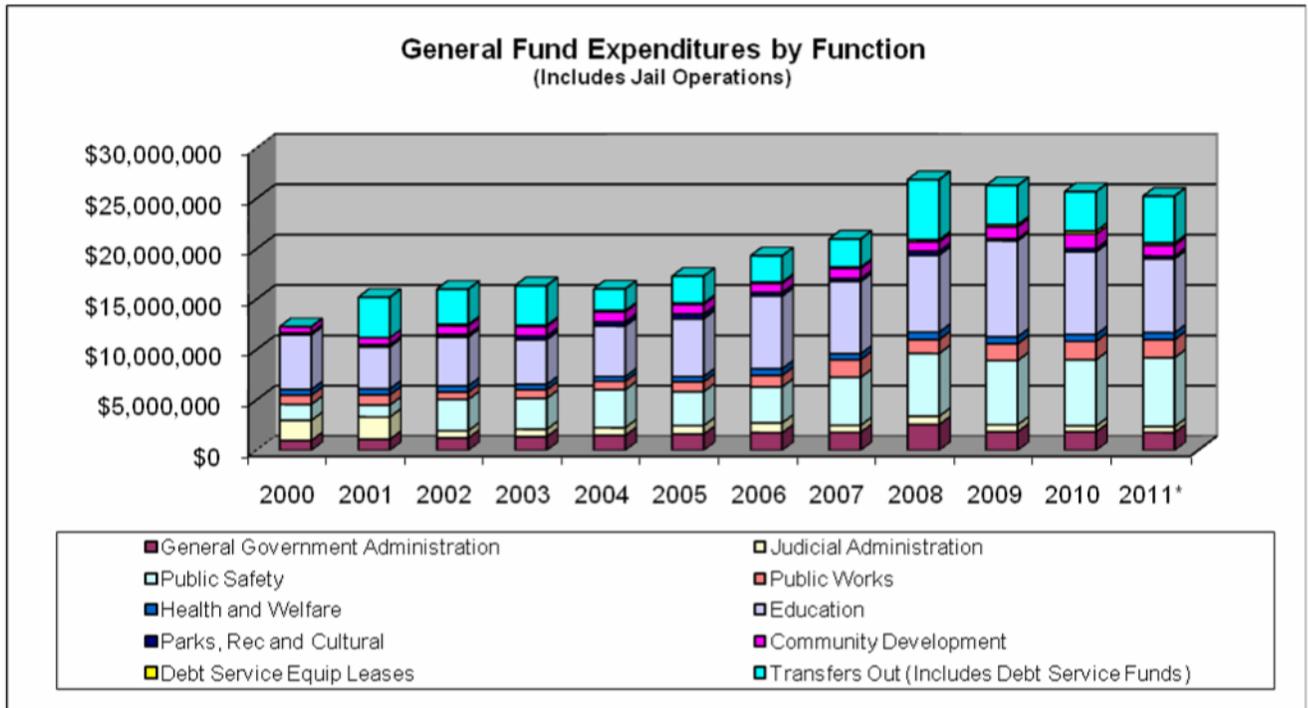
determining the final levels of spending in all categories and that the Board has identified a mechanism to ensure that there is sufficient revenue to meet these expenditure levels. We have included a chart that shows the county contributions to the school over the last decade for your information.

### County Contributions to Schools



*FY11\*:* Based upon proposed corrected “Level Funding” local contribution.

For full comparison purposes, we have also included a full history of general fund expenditures which includes the school contribution and school debt service in this graph. Due to revenue decline at the local, state and federal levels, the county expenditures have been declining and the proposed FY11 budget (reflecting the County Administrator’s 10% reduction to the Local School Contribution) will bring us below the FY2008 expenditure levels. However, if you fully fund the school at the Corrected Local Contribution level, the expenditure total will be an increase of 1.3% over the FY10 amended.



*FY11\*: Based upon proposed corrected "Level Funding" local contribution.*

Regarding the Board’s proposal for use of fund balance, we feel very strongly that this decision would not be in the County’s best financial interests and will have long-term repercussions regarding our financial stability and solid financial reputation with lenders. This action would be in violation of the County’s policy regarding the use and oversight of fund balance since it would bring the fund balance reserve to an estimated 6.9% of the combined budgeted expenditures of the General Fund, Social Services Fund, Eastern Shore Regional Jail Fund and School Operating Fund. The County has worked diligently to maintain an unreserved fund balance within the limits of our Fund Balance policy which has enabled the County to achieve favorable terms for all of the County’s borrowing over the last ten years. During the last 3 years, the County has utilized fund balance to offset the skewed assessment values until the reassessment was concluded and implemented for the FY2009 budget and to address the shortfalls in our revenue stream from the economic downturn. Below is a chart detailing a 15 Yr History of Unreserved General Fund Balance for your information.

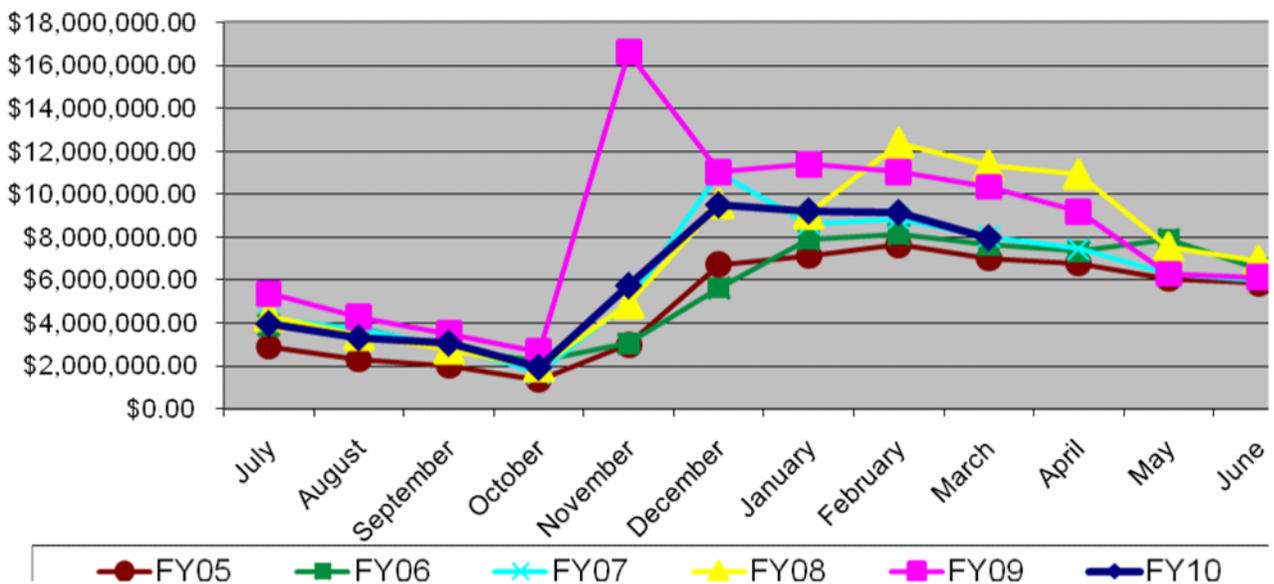
## General Fund Unreserved Fund Balance as % of Exp. Per Policy

(Minimum recommended is 8% or one month's expenditures)



The County relies upon fund balance to carry us through the lean months of our collections time frame mid/late summer through early fall. Below is the historical reliance and position of our cash balance for the past 5 years as well as the most recent reconciled month of March 2010.

## General Cash Balance



While I am hopeful that the state will meet its obligation and provide the additional jail reimbursement owed either as a one-time full payment of \$3,116,122 or spread out over 3 or 4 years in installment payments, at this time we have not been able to secure any written confirmation from the state on this matter. The use of fund balance for FY11 relative to this matter does not address the overall issue but only provides a short-term fix in terms of funding the obligation and is laying the groundwork for an even more dire situation for FY12 if the state has not met its obligation which could require an even larger tax increase to meet this obligation but to also address the shortfall created in fund balance from its use in the FY11 budget.

Based upon our cash flow analysis, as provided above, we believe that we will need to activate our line of credit in order to meet our obligations for the timeframe of late summer through early fall (4-5 months). Needless to say, this will cost the County money which has not been budgeted at this time in the proposed FY2011 budget.

Additionally, fund balance is augmented through the county side of operations only, excluding the school funds, either by not using budgeted expenditure funding or by an increased collection level in a revenue line item above the estimated projection. We do feel that it will be some time before the County will be in a position to begin adding to fund balance again based upon the economy and our projections of future revenue.

Therefore, we do not recommend that the Board utilize fund balance as a source of revenue in the Fiscal Year 2011 budget and we do recommend a tax increase of 3.245¢ to fund this shortfall in our budget. This recommended tax increase would be in addition to any other recommended tax increase being considered by the Board regarding the local school contribution. Please note that if the state meets its obligation regarding the additional jail reimbursement, the Board can reduce the tax rate equal to the value of that obligation.

\* \* \* \* \*

I am still working on the recommendation regarding a tax structure for solar generation plants and will provide that to the Board as soon as it is completed (prior to the Board meeting).

**II. MEETINGS**

**III. GRANT OPPORTUNITIES**

**IV. OTHER**

\* \* \* \* \*

Mr. Spencer Murray read the following comments:

Northampton County Budget 2010-2011

## Chronology

March 22<sup>nd</sup> – Board of Supervisors discussed the 2011 budget. Identified two major issues: jail debt funding and school budget. We asked County Admin. and Finance Director to bring us a “balanced” budget – even if it included draconian cuts.

April 13<sup>th</sup> – The County Admin. presented a memo dated April 8 that included a list of 31 items representing reductions across the entire County operations and divisions. The list included a request that the School Board reduce their budget by 10% of last year’s local funding or \$814,088. Including this reduction, the cuts totaled \$1,810,682. Since the original deficit was \$1,478,342, the cuts, including the School Board request to cut 10%, produced a “surplus” of \$332,340 which could be applied to reduce the jail debt. Cuts in the County outside the school budget total \$996,594, almost \$1.0 million.

April 26<sup>th</sup> – The Board of Supervisors met with the School Board and learned that they wanted “level funding” of last year’s local contribution of \$8,122,081 with information that 5% and 10% cuts would have detrimental impact to programs and athletics. Mr. Tankard made a presentation showing areas of potential cuts. I asked that the School Board consider “level funding” from a base of last year’s spending reduced by \$377,317 that was discovered by their auditor in October, after the school year that was not expended, therefore not a part of the base for level funding. The Board of Supervisors allowed these funds to go to the CIP. I also asked that they reduce last year’s base by \$34,200, an adjustment to the incorrect bus lease estimate. These adjustments to the base all total \$411,517 or 5.0%. The School Board and administration have refused to make these adjustments, so in fact, they are asking for a 5.0% increase, not level funding, from last year’s spending level.

May 3<sup>rd</sup> – Dr. Bowmaster attempted to explain that the base should not be reduced because during the school year, certain reductions in spending were made. They did not equal \$411,517 and if they did, why could they not be continued? I believe the reason the base cannot be adjusted is because the funds have already been obligated to a 3-year, \$300,000 per year contract with Verizon plus a \$63,000 hardware upgrade – all for on-line testing which can be scheduled throughout the year and is not mandated by DOE as I learned when I called them in Richmond.

In summary, I believe the County Administrator and Finance Director have made cuts throughout the County. If the “surplus” created as detailed in the April 8<sup>th</sup> memo + \$332,340 + less AFD tax reduction, + \$66,968 the favorable comp Board changes, + \$44,351, net of the STAR Transit give-back of -\$32,776, our deficit would equal (\$383,885), or 1.6 cents per \$100 of assessed property values. This, of course, assumes the School Board and Administration would adjust their 2009-2010 base as I suggested, giving a new local funding base number of \$7,710,564 for last year and reduce by \$402,571 or 5.2% their 2010-2011 spending – thereby requiring no tax increase for school funding.

May 13<sup>th</sup> – Tonight. I cannot in good conscience give a surplus created by almost \$1.0 million in County cuts to fund a school budget that has inflated its base, and committed to spend new monies in these economic conditions. Therefore, I cannot support a tax rate increase any greater

than 1.6 cents to fund the jail debt service shortage.

Under no circumstances will I support taking the General Fund balance below our 8% target. I agree with our bond counsel, the County Administrator and Finance Director, that this action would have severe consequences for the County.

\* \* \* \* \*

Citizen Information Period:

Mr. Richard Leal suggested several ideas for the Board's consideration with regard to delinquent taxes including semi-annual billing, use of e-mail for sending tax bills and a discount for early payment of taxes.

Mr. Bob Guyon challenged the Board to think outside the "cash cow"; i.e., individual property taxes for balancing the budget.

(8) Mr. Adam Ashby read the following comments:

**Gambling with Property Rights in Northampton County**

Some persons gamble on horse racing, games of sport, and others on card games that can all result in dire troubles. What happens if gambling with the people's property becomes a problem, and it causes many problems? Quick fix solutions like the new zoning ordinance and or tax increases may appear to be the right things to do in the case of growth/development to certain individuals, but actually may make matters worse for the county and citizenry. People in America and Northampton County in particular, tend to resent laws that interfere in their private affairs. Government officials need to take a hard look at how gambling with property rights affect lives. The new zoning ordinance may not represent the "big win". Laws commonly change based on societal needs and attitudes. Law provides a means to scrutinize property rights and possible violations thereof with choices that build and hold together society and do not nullify the rights of others – A PROFOUNDLY MORAL IDEA.

Locally on the Eastern Shore, rules and regulations issued in Northampton through a newly adopted zoning ordinance brought about huge demands which have proven to greatly interfere with the personal property of local land owners – including our family's own small subdivision established in the 70's by my late father. Extensive government imposition has been placed on our means to make a living – as well as other citizens who like us believe in viable alternatives to this zoning ordinance and exorbitant tax increases. These rights have been heavily restricted in this matter and are of deep concern to me and MANY in the area. Governments must be mindful when creating laws or raising taxes – especially those which restrict the property of previously established ventures.

During the January 20, 2010 board meeting as per my request and at the suggestion of Supervisor Sam Long, these issues were to be placed on the Board's docket. It was subsequently removed. The Honorable Larry Trala notified us it had been removed, and informed us that the meeting would now take place in planning and zoning offices. We were later informed that the meeting location had been further changed to the county attorney's office. This to our surprise turned out to be a "behind closed door BOS meeting" out of the public eye and contrary to what had been previously scheduled, and requested. We were advised by Mr. Trala that we did not need legal representation. Both Mr. Trala and Mr. Tankard abruptly left the meeting before its conclusion. Nothing was resolved.

Subsequent to this meeting of January 20<sup>th</sup>, we received a letter from Supervisor Richard Tankard suggesting to us his thoughts on the matter: SELL HIGHLAND HEIGHTS AT PUBLIC AUCTION!

Would this help us maintain our small family business? Or, would this tend to follow the anti-development stance to run us and others like us out of business?

A second letter from the administration officer (Nunez) arrived which notified us we would no longer be allowed in planning/zoning offices unless vetted by her. Furthermore, she suggested our problem in her view was a cash flow problem. Here is her letter:

Now, the county has changed our zoning twice since we recorded their requested rural residential village category. In addition the government is now asking for an additional three cents per \$100 increase in taxes after they increased the rate per \$100 following the recent tax assessment.

We were told in the behind closed door meeting on Jan. 20<sup>th</sup> that additional funds were needed to pay for the new court house. They are now spending an additional \$3 million to renovate the old court house which originally housed the oldest courthouse records in the country.

Why did the Northampton government not spend the funds on this building in lieu of building the new court building? Why did they not spend the money on schools rather than cut school budgets.

Has it now become necessary to squeeze additional funds from the Citizenry to pay for their OUT OF CONTROL SPENDING?

I am here to respectfully request a decrease in our taxes, and especially request review of the legality by which we have been compelled to spend tens of thousands of dollars on a third survey of our property to be placed in yet another zoning category.

For twenty five years we dealt with the former planning officer, John Humphrey, selling property lot by lot. Mrs. Benson current planning officer has stated that Mr. Humphrey conducted business with us illegally, and that she does business based on the code of Virginia.

Though we have found where she carried on business in the same manner as Mr. Humphrey. This is proven by a plat she signed off on in the same manner in which we had always carried on our subdivision, individual lot by lot sales.

The meeting on January 20<sup>th</sup> did not resolve the question: WHY WERE WE NOT GRANDFATHERED IN? WHY DID THE NEW ZONING ORDINANCE NOT TAKE INTO ACCOUNT OUR PARTICULAR FAMILY BUSINESS established in the 70s.

Common sense as per Thomas Paine dictates in an economic crisis, LOWER OUR TAXES!! RESPECT OUR PROPERTY RIGHTS!!

\* \* \* \* \*

Mr. G. F. Hogg, Jr., addressed the Board with regard to the Food Lion intersection south of Cape Charles and said that hopefully progress was being made in the remediation of the site as requested by the Board. He read excerpts from the County's Comprehensive Plan and the Virginia Department of Transportation Access Management Plan. His comments are set forth below:

"I am interested in the progress being made to address the median crossing south of the Cape Charles light. I am aware of Ms. Nunez's letter to VDOT requesting a Remediation Study. Has there been any additional effort?

My Ad Hoc committee of one has taken some time to investigate the area north of the railroad track near the light where the previous connection to Bus U.S. 13 existed. It appears much of the pavement is still in place with approximately 8" of dirt covering it.

Hopefully there will be a continued effort to resolve the median crossing issue and improve safety for the citizens of the county.

I wish to bring your attention to our County Comprehensive Plan and VDOT's Access Management Regulation for Principle Arterials.

**9 Comprehensive Plan 2.4.1 U.S. Route 13 Corridor**

... In general, the County will encourage the continued improvement of the Route 13 corridor for the purposes of maintaining human safety and managing traffic capacity as appropriate. ...  
2.4.1.c The County should review and implement, as appropriate, the recommendations in the U.S.13 Corridor Study and the Rt. 13/Wallops Island Access Management Study.

**24 VAC 30-72-60. General provisions governing commercial and private entrances.**

B. VDOT will permit reasonably convenient access to a parcel of record. VDOT is not obligated to permit the most convenient access, nor is VDOT obligated to approve the permit applicant's preferred entrance location or entrance design. If a parcel is served by more than one road in the systems of state highways, the district administrator's designee shall determine upon which road or roads the proposed entrance or entrances is or are to be constructed.

**24 VAC 30-72-110. Tenure of commercial entrances.**

A. The tenure of a commercial entrance to any highway is conditional. Reconstruction, relocation, commercial entrance consolidation, or upgrading, or a combination of these, may be required at the owner's cost when the district administrator determines after review that one of the conditions listed below exists. If the necessary changes are not made, the entrance may be closed at the direction of the district administrator.

1. Safety - When the entrance has been found to be unsafe for public use in its present condition because of physical degradation of the entrance, **increase in motor vehicle traffic, or some other safety related condition**
2. Use - When traffic in and out of the entrance has changed significantly to require modifications or reconstruction, or both. Such changes may include, but are not limited to, changes in traffic volume or operational characteristics of the traffic

**24 VAC 30-72-100. Commercial entrances – coordination with local governments.**

- A. For all commercial entrances, the permit applicant shall contact and coordinate with appropriate local government agencies to identify possible conflicts with local, state or federal regulations and plans, including but not limited to local zoning and subdivision regulations, environmental regulations, land use plans, transportation plans, corridor studies, and access management plans
- B. If local governments have established site plan/subdivision plat approval processes for developments, VDOT will not approve a commercial entrance permit for the development prior to the local government's approval of the site plan or subdivision plat for the development. If neither a local government site plan nor a subdivision plat approval process is applicable, VDOT will not approve a commercial entrance permit for the development prior to the local government's approval of any applicable land use authorization for the development.

(Time Called by Chairman)

**24 VAC 30-72-70. Commercial entrance design.**

A. All commercial entrance design and construction shall comply with the provisions of the chapter and the standards in the Road Design Manual (see 24VAC 30-72-170 A), the Road and Bridge Standards (see 24VAC 30-72-170 C), the Road and Bridge Specifications (see 24VAC 30-72-170 B), other VDOT engineering and construction standards as may be appropriate, and any additional conditions, restrictions, or modifications deemed necessary by the district

administrator's designee to preserve the safety, use and maintenance of the systems of state highways. ...

5. Sites assessed by an entrance shall be designed so as to prevent unsafe and inefficient traffic movements for impacting travel on the abutting highway. ...

B. It is essential that entrance and site design allow safe and efficient movements of traffic using the entrance while minimizing the impact of such movements on the operation of the systems of state highways.”

\* \* \* \* \*

Public Hearings:

The Chairman called to order the following public hearing:

(9) Zoning Text Amendment 10-05 NHCO: The Northampton County Planning Commission proposes to amend the Northampton County Code Section 154.084 *Statements of Intent for Floating Zone Districts*, specifically subsection (B); and Section 154.175 *Floating Districts* and also to add a new Section 154.179 *Solar Energy District (SED)*.

Ms. Benson indicated that the Planning Commission has not completed its recommendation and would be meeting again on May 20<sup>th</sup>.

There being no further speakers, the public hearing was closed.

The County Administrator provided background on this matter with a memorandum which stated,

Motion was made by Mr. Long, seconded by Mr. Murray that the matter be tabled pending receipt of Planning Commission recommendation. All members were present and voted “yes.” The motion was unanimously passed.

Action Items

- (10) A Resolution to Create a Finance Advisory Committee

Noting that the County Treasurer has indicated her unwillingness to serve on the Committee, it was suggested by Mr. Randall that this matter be tabled again. The Board concurred.

(11) A Resolution to Create an Economic Development Advisory Committee

Mr. Tankard asked if Mr. Randall would consider adding “ad-hoc” to the title of the committee. Mr. Randall agreed.

Motion was made by Mr. Randall, seconded by Mr. Bennett, that the following resolution be adopted as amended. All members were present and voted “yes.” The motion was unanimously passed. Said resolution as adopted is set forth below:

**RESOLUTION TO CREATE AN AD-HOC  
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

WHEREAS, under Section 15.2-1411 of the Virginia Code, the Board of Supervisors is designated as the policy-determining body of the county and vested with all rights and powers conferred on boards of supervisors by general law; and

WHEREAS, Section 15.2-403 (B) provides that the Board may require of all departments, divisions, agencies and officers of the county of the several districts of the county such annual reports and other reports as in its opinion the business of the county requires; and

WHEREAS, over the last few decades, Northampton County has experienced a stagnation in population and a lack of economic growth; and

WHEREAS, the average median income within Northampton County is far below the average medium income within the Commonwealth of Virginia; and

WHEREAS, the lack of economic development is jeopardizing the ability of the county’s residents to obtain meaningful employment opportunities on the Eastern Shore, and jeopardizes their ability to improve their standard of living comparable within the Commonwealth as a whole.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Northampton establish an Ad-Hoc Economic Development Advisory Committee, composed of 2 Supervisors elected by a majority of the Board, the Northampton County Administrator, and 3 residents of Northampton County, which such residents shall be appointed by a vote of a majority of the Board of Supervisors, and whose members shall serve without compensation.

The function of this Advisory Committee shall be to examine the current economic condition of Northampton County and propose recommendations for actions by the Board of Supervisors which will encourage economic development and which provide meaningful work for its residents.

The Chairman of the Ad-Hoc Economic Development Advisory Committee shall be a member of the Board of Supervisors, as determined by a majority vote of the Board of Supervisors. The Vice Chairman shall be elected by a majority vote of the members of the Advisory Board.

The Ad-Hoc Economic Development Advisory Committee shall work through the County Administrator and seek whatever additional assistance which may be available from the agencies and departments of the Commonwealth and the Federal government, and shall have the authority to conduct such meetings as it deems necessary and appropriate, subject to the requirements of Section 2.2-3700 of the Virginia Code of 1950, as amended.

The Ad-Hoc Economic Development Advisory Committee shall report directly to the Northampton County Board of Supervisors and shall submit such recommendations to the Board as it deems appropriate.

\*\*\*\*\*

(12) Consider adoption of amendment to Enterprise Zone Policy Statement relative to non-inclusion of parcels which have outstanding local real estate tax liability. Said proposed policy language is set out below:

“While administering the Enterprise Zone program, it is the policy of the BOS that only parcels without an outstanding local real estate tax liability may be considered for inclusion in the EZ.”

Motion was made by Mr. Tankard, seconded by Mr. Murray that the foregoing language be added as an additional paragraph to the Board’s existing Enterprise Zone policy statement.

Mr. Long expressed concern about future incentives and noted that the EZ program is not meant to be a tax enforcement instrument. Following conversation by the Board and Mr. Long and Mr. Tankard agreeing to work on amended language over the next month’s time, the motion and second was withdrawn.

(13) Consider appointment of ad hoc committee to study the concept of hunting on county property.

It had been noted by Mr. Tankard last month that, “I would like to form an ad hoc committee to present to the BOS a plan for lease of the former landfill site for deer hunting. Of course, this would exclude the area now leased to the Golf Assoc. As pointed out by farmers at the meeting we had with Farm Bureau, the landfill is presently a refuge for deer during hunting

season. When they leave that refuge, they pose a substantial financial risk to neighboring farm crops both from grazing and fecal coliform contamination. As we also learned from Farm Bureau, Northampton County is the highest volume producing County in the USA of fresh market snap beans. The headquarters for that bean production is about a mile north of the landfill.”

Mr. Tankard indicated that he was still working on the particulars with the idea of possible staged hunts on the landfill property. Mr. Long and Mr. Bennett suggested that other county-owned properties be included in the committee’s charge. Mr. Tankard indicated that he will also be bringing back a list of prospective appointees for the Board’s consideration.

(14) Consider adoption of a resolution requesting “Watch for Children” signs to be posted along Route 663 – Cherrystone Road.

Motion was made by Mr. Murray, seconded by Mr. Long, that the following resolution be adopted. All members were present and voted “yes.” The motion was unanimously passed.

Said resolution as adopted is set forth below:

**RESOLUTION**

BE IT RESOLVED, that the Northampton County Board of Supervisors hereby requests the Commissioner of the Virginia Department of Transportation or his representatives to provide, in accordance with Section 33.1-210 of the Code of Virginia, and install “**Watch for Children**” signs at the described location shown below.

Along Route 663, Cherrystone Road

The Northampton County Board of Supervisors also requests these signs should be paid out of the secondary construction allocations allotted to Northampton County.

\* \* \* \* \*

(15) Consider awarding bid for FY 2010 Audit Contract.

At the request of staff, it was the consensus of the Board that this item be tabled pending receipt of staff recommendation.

### Matters Presented by the Board Including Committee Reports & Appointments

In response to earlier citizen comments, Mr. Tankard stated that the Board has been diligent in the collection of delinquent taxes from County staff and implemented the DMV stop program over five years ago.

Mr. Long asked that the Board consider a request to the County's Agriculture Committee to meet and examine different ways that the Board can support the agricultural community. At the request of Mr. Tankard, Mr. Long agreed to put this idea in writing for action by the Board at the June meeting.

Motion was made by Mr. Murray, seconded by Mr. Bennett, that Mrs. Mary Walker be reappointed to the Eastern Shore Community College Board of Directors. All members were present and voted "yes." The motion was unanimously passed.

Motion was made by Mr. Murray, seconded by Mr. Long, that Mr. Bowdoin Lusk be reappointed to the Northampton County Wetlands Board. All members were present and voted "yes." The motion was unanimously passed.

Motion was made by Mr. Murray, seconded by Mr. Bennett, that Rev. Charles Kellam be reappointed to the Accomack-Northampton Planning District Commission as citizen member. All members were present and voted "yes." The motion was unanimously passed.

Motion was made by Mr. Randall, seconded by Mr. Murray, that Mr. Roland "Butch" Bailey be reappointed to the Accomack-Northampton Planning District Commission as Citizen Member. All members were present and voted "yes." The motion was unanimously passed.

### Recess:

Motion was made by Mr. Randall, seconded by Mr. Long that the Board recess until 5:00 p.m., Monday, May 24, 2010 in the auditorium of the former Northampton Middle School, 7247

Young Street, Machipongo, Virginia, for the purpose of continued budget discussions from 5 – 7 p.m. and to conduct a public hearing on the rezoning and special use application petitions in regard to a temporary District Four Solid Waste Collection Site. All members were present and voted “yes.” The motion was unanimously passed.

The meeting was recessed.

\_\_\_\_\_ CHAIRMAN

\_\_\_\_\_ COUNTY ADMINISTRATOR