

# 2/17/22 Citizens' Budget Advisory Committee (CBAC)

## Meeting Notes

**Committee Members Present:** Mr. Brian Bondurant, Mr. Gene Johnson, Mr. Chris Eudailey, Mr. Chip Hughey, Mr. John Hillard, Ms. Shelia Walters

**County Staff Present:** David Oakley – Budget Manager; Stephanie Davis – Budget Analyst, Gerard Durkin – Budget Director, Shane Hill – Data Analyst, Casey Walker – Principal Budget Analyst, Riane Reiss – Principal Budget Analyst, Chris Orrell – Sr. Automation Analyst

**The meeting was brought to order at 9:01 a.m. via Microsoft Teams.**

### 1. Welcome

- a. Approval of January 27, 2022 minutes

### 2. FY2023 materials

- a. Revenues
  - i. Real estate assessments have gone up nationwide. Melvin Bloomfield, Real Estate Assessments Director, will give a presentation on County real estate assessments at the February Board meeting.
  - ii. There have been positive trends in consumer spending, specifically related to local sales tax and data supporting the notion that they are out pacing their pre pandemic 5-year average.
  - iii. Tourism was one of the hardest hit revenue sources in the County, but County tourism has outpaced other Metro Richmond areas throughout the pandemic.
  - iv. Mr. Johnson inquired about water being run out to Clover Hill Complex. Mr. Oakley affirmed that the Horner Park waterline project is funded.
  - v. Chesterfield County had historical recordation tax collections in 2021 driven by residential revaluations which are not forecasted as high going forward.
  - vi. Over the last two years, the County has seen some maturation of investments with 53 percent of its portfolio being corporate bonds.
  - vii. There is uncertainty surrounding state revenue changes and the impact on the County. The BPOL (business licensing) tax would have the largest impact because the tax generates approximately \$20 million in revenue for the County.
- b. CIP/ Referendum
  - i. Mr. Durkin discussed a future Referendum and various active Capital Improvement Projects (CIP) including the Midlothian Library and Fire Station.
  - ii. Casey Walker gave a presentation on ARPA funded CIP. She indicated that one major change in Federal guidelines, since her October presentation to the Committee, was that River City Sports Complex no longer be eligible for ARPA funding.

- iii. Mr. Durkin resumed his presentation highlighting other CIP items including transportation, public safety, technology, major maintenance, and community enhancements.
  - iv. Public safety departments will receive CIP funding for station expansions and Major Maintenance improvements to HVAC systems around the County are planned.
  - v. Four Library projects are in the County's CIP to expand use space within the facilities. Funding has been identified in FY2023 to renovate LaPrade library, formerly planned for FY2027 the remaining three projects will be considered with the referendum.
  - vi. The County owns the property where the Speedway was, and public consultation is being considered surrounding what to do with the property.
  - vii. Minimal cash proffers are included as an intended funding source. In 2017 the Board of Supervisors revised the cash proffer policy to only accept transportation cash proffers up to \$9,400 and schools when applicable, this significantly scaled down the collection of cash proffers by the County.
  - viii. Nash Road construction could begin later this year and will conclude in FY2024. Right of way acquisition is in progress. The right of way acquisition for the Woolridge Road project should be completed by Fall 2022. Construction is set to begin in 2023 and will conclude in 2025.
  - ix. The Replacement of the Emergency Communications 911 phone system is a critical project to the community to ensure top level of public safety customer service.
  - x. Campus renovations is a new addition to the CIP proposing \$2 million a year to initiate several projects which aim to repair and replace aged equipment at County and court facilities.
  - xi. County's contribution to the Airport fund is 6.5 percent in FY2023, state and federal governments fund majority of the costs.
  - xii. A Referendum ballot question will be submitted for November 2022 election during the March 23, 2022 public hearing. In July, a petition to add the Referendum to the ballot will go out.
  - xiii. Parks and Recreation projects included in the plan are aiming to improve the user experience.
  - xiv. Mr. Hughey inquired whether the County has a sense of how much cushion it has, and when the next referendum would be feasible? Mr. Durkin stated budget issuance cost within the 4 percent range and the next issuance could be later this decade but will be based on community desire.
- c. Salary Study
- i. Mr. Oakley discussed the salary study that Mary Martin Shelby, Human Resources Director, has started having public conversation about. County Administration has proposed a "2-5-2" method of implementation. County employees received a 2 percent increase in January 2022, and will get a 5 percent increase in July, then an additional 2 percent January next year to combat inflation.
  - ii. The County pay study is in combination with the public safety pay plan. Public safety is still seeing pressures in their attempts to get people through the door.

- iii. Ms. Walters asked what the normal annual percent increase in salaries is in the County? Mr. Oakley stated that post-recession the County has kept pace with 2-3 percent per year.
  - iv. Mr. Durkin included that the implementation of the pay study would be a targeted approach. There are areas in the County that are struggling to fill vacant position like Maintenance and Janitorial Services. County Administration is working with department directors to prioritize positions and bring the minimum wage for County positions up to \$16 dollars per hour.
- d. Additional Funding Requests
- i. Mr. Oakley discussed proposed additional funding request (AFRs) for the FY2023 County budget, stating that AFR priorities centered around contractual increases and improving customer experience.
  - ii. There were \$1 million in non-general fund additional funding requests.
  - iii. In FY2023, 12 additional Fire and EMS positions have been proposed to meet minimum staffing standards.
  - iv. The proposed jail Nurse Practitioner position would maximize housing capabilities in Chesterfield's jail limiting transfers to Riverside Regional. The County planned to open Echo Pod and received staffing to allow for the occupancy of 94 extra beds. The jail had to transition that area to quarantine space due to the pandemic.
  - v. The Five-Year Plan was brought into the budgeting process to anticipate future County needs. One of the standout items in the County Five-Year Plan is the part-time to full-time conversion of several positions in the Library Department. Libraries continue to expand around the County and the gradual implantation of the department's needs will be essential to its operations.
  - vi. Mr. Johnson inquired if there had been a permeant solution implement for the Shoosmith Landfill closure. Mr. Oakley responded that the county is in talks with another local landfill within the Metro Richmond Area.
3. Board recommendation letter planning
- a. Mr. Hughey will send out an email with last year's memo. He requests that CBAC members send him areas of focus for the memo and what they believe should be discussed. All responses should be sent by February 28, 2022.
  - b. The County will release the proposed FY2023 budget during the March 9<sup>th</sup> BOS meeting.

**Meeting adjourned at 10:32am**