

VIRGINIA: AT THE SPECIAL JOINT MEETING OF THE DINWIDDIE COUNTY BOARD OF SUPERVISORS AND THE DINWIDDIE COUNTY SCHOOL BOARD HELD IN THE MULTI-PURPOSE ROOM OF THE PAMPLIN ADMINISTRATION BUILDING IN DINWIDDIE COUNTY, VIRGINIA, ON THE 27TH DAY OF JANUARY 2009 AT 7:00 P.M.

BOARD OF SUPERVISORS PRESENT:

DONALD L. HARAWAY – CHAIR	ELECTION DISTRICT #2
HARRISON A. MOODY – VICE CHAIR	ELECTION DISTRICT #1
JOHN V. TALMAGE	ELECTION DISTRICT #3
MICHAEL W. STONE	ELECTION DISTRICT #5
DORETHA E. MOODY	ELECTION DISTRICT #4

SCHOOL BOARD PRESENT:

JAMES C. MAITLAND – CHAIR	ELECTION DISTRICT #1
GREGORY K. McCAMMON – VICE CHAIR	ELECTION DISTRICT #5
LEGERT HAMILTON	ELECTION DISTRICT #4
JAMES E. HARRISON, SR.	ELECTION DISTRICT #3

ABSENT: WILLIAM R. HANEY ELECTION DISTRICT #2

ADMINISTRATION

PRESENT: W. KEVIN MASSENGILL, COUNTY ADMINISTRATOR  
ANNE HOWERTON, DIVISION CHIEF OF FINANCE & GENERAL SERVICES  
JOHN C. BLAIR II, COUNTY ATTORNEY

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**ROLL CALL**

The Chair of the Board of Supervisors called the meeting to order at 7:00 p.m., followed by the roll call.

**ROLL CALL**

**PRESENT:** Mr. Stone  
Ms. Moody  
Mr. Talmage  
Mr. Moody  
Mr. Haraway

The Chair of the School Board called their Board back into session as they had recessed from a previous meeting.

W. Kevin Massengill, County Administrator, welcomed everyone to the meeting and explained the purpose of this joint workshop. He stated that some information would be shared as to how each budget is looking – for the School Board and the County. He then turned the meeting over to Dr. Charles Maranzano, Dinwiddie County School Superintendent.

Dr. Maranzano stated that he and Mr. Massengill had been working closely together and the lines of communication were wide open. He stated that the budget proposition should not be about winners and losers; it should be about advancing common goals.

**FY 2010 PROPOSED SCHOOL BOARD BUDGET REDUCTIONS**

Dr. Maranzano presented the information below. He stated that he could not understate the gravity of the “perfect storm” that is being faced regarding the economy nationwide. He said that Virginia is one of the states most heavily affected by the overall current budget shortfall.

**Overall Costs for School Division:**

➤ Instruction	73%
➤ Operations/Maintenance	12%
➤ Pupil Transportation	<u>7%</u>

92%

Other Costs:

➤ Technology	4%
➤ Student Attendance/Health	2%
➤ Administrative	<u>2%</u>
	<b>8%</b>

**FY2009 Budget:**

Salaries and Benefits = 78%

Dr. Maranzano discussed the 2006 Governor's efficiency review (32 school divisions volunteered – net savings identified for Dinwiddie County Public Schools = \$1,582,806); and stated that the public shows strong support for school funding despite the state budget crunch.

**Potential State Reductions:**

Total State Contribution FY 2008-2009	\$31,720,545
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(Includes operational, debt service, textbook and all other sources of state funding)

***FY 2010 State Revenue Cuts  
Proposed***

➤ Basic Aide	(\$ 2,915,615)
➤ Foster Care	(\$ 24,094)
➤ Retirement	(\$ 3,562)
➤ Group Life	(\$ 7,124)
➤ Lottery	(\$ 424,306)
➤ At-Risk	(\$ 39,457)
➤ Primary Class Size	(\$ 5,101)

**Total (\$3,419,259)**

*Source: State Calculation Template for DCPS 1/09*

***FY 2010 State Revenue Increases***

➤ Homebound	\$ 856
➤ CTE Occupational Prep	\$ 3,458
➤ ESL	\$ 2,174
➤ Funding Loss Cap (one time)	\$ 627,892

**Total \$634,380**

*Source: State Calculation Template for DCPS 1/09*

Additional reductions FY2010: Loss of funding due to decrease in average daily membership = (\$ 411,634)

*Source: State Calculation Template for DCPS 1/09*

**FY 2010 State Revenue:**

State Funding Changes (Summary)	(3,196,513)
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Two additional factors:

Construction Debt Service (Loss of Lottery and Construction Grant Program)	-593,523
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Sales Tax Increase Projection	+850,000
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**Net Change In Revenue = (2,940,036)**

**Impact on Support Positions & Class Size in Dinwiddie County Schools:**

SOQ Funding – Support Positions  
Basic State Aid Fund

SOQ Funded Support Positions FY2009	141.69
DCPS Actual Support Positions FY2009	129.10

Total DCPS = 12.59 *under* state recommendation

SOQ Funded Support Proposed Positions FY2010	92.21
DCPS Actual Support Positions FY2009	129.10

State net change = 49.30 overall state *reduction*  
DCPS total support positions = 36.79 *over* (2010)

Dr. Maranzano discussed the optimal class size pupil to teacher ratio, and an analysis of effects of teacher reductions to average class size.

**Reductions Under Discussion for FY2010 Budget:**

Potential Position Reductions:

➤Elementary	20	\$1,012,118
➤Secondary	14	\$ 774,181
➤Administrative	5	\$ 440,148
➤Support	<u>20</u>	\$ 341,137
	59	

Additional Cost-Saving Considerations:

➤Expand Contracted Custodian Services (at Middle & Junior High Schools)	\$242,000
➤Eliminate Remedial Summer School (local contribution)	\$ 56,045
➤Eliminate After School Remediation (local contribution)	\$ 59,593

Other Line Item Cuts:

➤Conf / Staff Development	\$ 58,500
➤Course Reimbursement	\$ 25,000
➤Instructional Supplies (PPA)	\$123,790
➤Department Cuts	\$ 96,913
➤Other Miscellaneous	\$ 26,500
➤Close School Buildings in July	TBD

**Total Potential Reductions Identified to Date:**

➤Positions	\$2,567,584
➤Programs	\$ 357,638
➤Line Items	\$ 330,703

**Potential Program Replacement:**

➤Rowanty \$ 754,000  
(Serves about 100 students in 10 programs)

**Replace With:**

➤JROTC \$ 154,000  
(Serves up to 200 students per year. Opens 180 career paths with US Army.)

➤Add 2 Additional FTE  
for CTE \$ 100,000

**Net = \$500,000**

(Note: additional loss of \$627,592 due to funding cap elimination in 2011)

**Other Possibilities:**

➤1% Salary Reduction	\$ 358,918*
➤1.5% Salary Reduction	\$ 465,129*
➤2% Salary Reduction	\$ 620,172*

\*Inclusive of FICA, VRS, GLI and RHCC

Decreased workdays, reduced school calendar may be factors in this discussion.  
(Note: affecting all employees in school division)

Dr. Maranzano stated the following plans for connection with staff and schools: e-mail and letter to all staff members; public School Board and Board of Supervisors budget workshops; joint public meetings; Superintendent's Blog on website; cabinet and

administrative meetings; planned visits to all county schools and departments; proposed PTO meetings via schools and use of state and local media sources.

Dr. Maranzano stated the next steps in the budget process: monitor General Assembly Revenue Plan; update and collaborate with County Administration and Board of Supervisors; meet with State professional associations; lobby General Assembly members; continue to conduct administrative and finance committee meetings; and lots of communication.

W. Kevin Massengill, County Administrator, presented the information below regarding the County's FY 08/09 Budget shortfall. He stated that a lot of the impacts that Dr. Maranzano had discussed are effective July 1 forward. The County's budget hit is actually in the current fiscal year. He stated that there are no hard numbers at this point.

**Dinwiddie County Budget Provided Funding to Operate:**

- 5 Constitutional Offices
- 15 County Departments
- 1 School Board
- 35 Outside Agencies

**Total 56 Departments/Agencies**

**Budget Revenue Streams:**

Real Estate Tax (Dinwiddie Public Schools)  
Personal Property Tax  
Machinery and Tools  
Motor Vehicle License  
Consumer Utility Tax  
Transient Occupancy Tax  
Permits  
Interest Earnings

**Personal Property Tax:** In October 2008 staff estimated a shortfall of 8-10% - January estimates indicated a loss of 13%  
(Chesterfield – 25%; Hopewell – 18%; New Kent – 18%)

**Revenue From the Use of Money:** Interest Earnings – FY08/09 Budget approximately \$1,000,000. **Anticipated revenue shortfall of approximately \$500,000.**

**Other Streams:**

Local Sales & Use Tax	-\$122,559
Consumer Utility Tax	-\$167,730
Motor Vehicle License	-\$100,000
Permits & Fees	-\$ 78,356

**Administrative Action:**

- All nonessential spending stopped in December 08
- Operational capital stopped in December 08
- Travel, training (except certification related) by approval
- County initiatives stopped
- Informed staff that there will be no cost of living adjustment for FY09/10
- Insurance increases passed along to staff for FY09/10
- Everything is on the table for review (outside organizations)

**Efficiency Reviews / Reduction in Force:**

- Budget shortfall will not be balanced by using increases from the general reassessment
- Size of budget shortfall is too great to provide the same services in the same way that we have in the past
- Efficiency review & Reduction in Force Policy
  - ER – study of operation process (workflow), essential governmental services, workload, productivity, etc.
  - RIF – straight forward reduction in staff (sequenced layoff of staff)

**Process:**

- Departmental efficiency review guidelines/checklist
- Efficiency reviews (all County Departments & Constitutional Officers)

*Directive: Compose written recommendations to County Administrator by February 13<sup>th</sup>.*

- County Administrator review

- Board of Supervisors to take action

**Everything on the table...**

- Each county program
- Each county outside organization
- Streamlining services
- Consolidation of functions
- Renegotiate contracts
- Freeze hiring & hold nonessential vacancies
- Merging services
- Reduction in workforce

**FY 09/10 Budget Impacts:**

- 2009/2010 Tax Rate (When Board of Supervisors approved FY08/09 Budget, they approved a 20% increase in real estate revenue – thus allowing them to lower the tax rate based on the outcome of the general reassessment but not to the effective tax rate.)
- School Cuts – Approximately \$3,000,000
- State Cuts to Constitutional Officers & Programs

**2009/2010 Potential Tax Rate:** (nothing has been built into these figures regarding reassessment, etc.)

- Current Rate = \$.87
- Equalized Budget = \$.74
- Effective Rate = \$.61

Mr. Massengill explained the tax rate comparisons if the Board went higher than \$.74 or lower than that figure.

**Capital Projects:**

Mr. Massengill stated again that everything had been put on hold. However, at the same time, some of these projects had already been in the process.

- Ford Volunteer Fire Department (plans out to bid – will be discussing with the Board of Supervisors in the next few months regarding the fate of that project)
- Commerce Park Road – out to bid, construction to begin March/April
- Sports Complex – will be given consideration during the upcoming months. The County has been working with Southside Community College on an agreement where the County pays for fuel and their students do the excavation work. That project cost is approximately \$2,000,000 so implementation may go slowly.
- Manned Sites – at one time the county had 58 road-side drop-off stations. The county can recognize efficiency by bringing all the sites under a consolidated manned effort. There are currently letters out to purchase property in two or three areas in the county, and staff would like to move forward with these if at all possible.

**Some Opportunities Between the County and the School System – Potential of Shared Services:**

- Information Technology
- Procurement
- Buildings & Grounds
- Maintenance

Mr. Massengill stressed that there are some extremely difficult decisions before the School Board and the Board of Supervisors. He stated that he hoped those choices that are made now and during the development of the FY 09/10 budget will:

- ✓ Preserve services that allow our children to get an educational experience that is sound and competitive;
- ✓ Preserve sufficient funding to keep our community safe and protect our most vulnerable citizens;
- ✓ Create economic growth and invest in the future of Dinwiddie County;
- ✓ Preserve County core/essential service

The School Board adjourned their meeting.

**OLD / NEW BUSINESS: APPOINTMENT**

Upon motion of Mr. Stone, seconded by Mr. Moody

BE IT RESOLVED by the Board of Supervisors of Dinwiddie County, Virginia that Mr. George M. Rapp is appointed to the Dinwiddie County Industrial Development Authority for a term expiring January 31, 2013.

Ayes: Mr. Talmage, Ms. Moody, Mr. Stone, Mr. Moody, Mr. Haraway  
Nays: None

**OLD / NEW BUSINESS: UTILITY EASEMENT ACROSS COUNTY**

John C. Blair, County Attorney, presented the memo below to the Board.

You will recall that on September 16, 2008, the Board of Supervisors approved the purchase from F. W. Abernathy, Jr. of Tax Parcel 94-6B (an undeveloped site of 1 ½ acres, situated on the north side of and fronting Highway No. 40 in Sapony Magisterial District, Dinwiddie County). This parcel was acquired by the County for use as a manned convenience center.

In order to develop the site for its planned purpose, the County has requested the area's utility provider to construct underground and overhead power lines to the parcel. To this end, Southside Electric Cooperative has provided their standard right-of-way easement form, which I have reviewed and approve. There would be an installation fee of \$135.00 charged to the County for this service.

Upon motion of Ms. Moody, seconded by Mr. Talmage,

BE IT RESOLVED, that pursuant to Virginia Code §15.2-1800, the Dinwiddie County Board of Supervisors does hereby grant and convey a right of way easement to Southside Electric Cooperative (SEC) in, upon, along and over Tax Parcel 94-6B, as presented on the attached Right Of Way Easement, and authorizes the County Administrator to execute such acceptance and all necessary documents.

Ayes: Mr. Stone, Ms. Moody, Mr. Talmage, Mr. Moody, Mr. Haraway  
Nays: None

**ADJOURNMENT**

Upon motion of Mr. Stone to adjourn, seconded by Mr. Talmage,

Ayes: Ms. Moody, Mr. Talmage, Mr. Stone, Mr. Moody, Mr. Haraway  
Nays: None

The meeting was adjourned at 8:40 p.m.

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Donald L. Haraway, Chairman

ATTEST: \_\_\_\_\_  
W. Kevin Massengill  
County Administrator  
Clerk to the Board

/wjn