

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, June 23, 2020, at the Greenfield Education and Training Center in Daleville, Virginia, beginning at 2:00 P. M.

PRESENT: Members: Mr. Billy W. Martin, Sr., Chairman  
 Dr. Donald M. Scothorn, Vice-Chairman  
 Mr. Steve Clinton (arrived at 12:35 P. M.)  
 Mr. I. Ray Sloan  
 Dr. Richard G. Bailey

ABSENT: Members: None

Others present at the meeting:

Mr. Michael Lockaby, County Attorney  
 Mr. David Moorman, Deputy County Administrator  
 Mr. Gary Larrowe, County Administrator

The Chairman called the meeting to order at 12:30 P. M.

On motion by Mr. Martin, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board went into Closed Session pursuant to the Code of Virginia, 1950, as amended, to discuss the following: Section 2.2-3711.A. 3, Acquisition or disposition of real property for economic development purposes where discussion in open session would adversely affect the County's bargaining position or negotiating strategy namely concerning the Amsterdam (Greenfield) district; and Section 2.2-3711.A. 5, Discussion on prospective businesses or industries or the expansion of existing businesses or industries where no previous announcement has been made of their interest in locating or expanding facilities in the community in the Amsterdam (Greenfield), Buchanan, Blue Ridge (EastPark), Fincastle, and Valley Districts. (Resolution Number 20-06-01)

AYES: Mr. Martin, Dr. Scothorn, Dr. Bailey, Mr. Martin

NAYS: None

ABSENT: Mr. Clinton ABSTAINING: None

Mr. Clinton arrived at 12:35 P. M.

The Chairman called the meeting back to order at 1:18 P. M.

On motion by Mr. Martin, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board went into Closed Session pursuant to the Code of Virginia, 1950, as amended, to discuss the following: Section 2.2-3711.A. 8, Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice pertaining to management of the Circuit Courthouse grounds and financial and procurement matters. (Resolution number 20-06-02)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None ABSTAINING: None

The Chairman called the meeting back to order at 2:05 P. M.

On motion by Mr. Martin, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board returned to regular session from Closed Session and adopted the following resolution by roll-call vote. (Resolution Number 20-06-03)

AYES: Mr. Sloan, Mr. Clinton, Dr. Scothorn, Dr. Bailey, Mr. Martin

NAYS: None

ABSENT: None ABSTAINING: None

**BE IT RESOLVED**, that to the best of the Board members' knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motion to go into Closed Session were heard, discussed or considered during the Closed Session.

Dr. Scothorn led the group in reciting the pledge of allegiance.

Mr. Martin then asked for a moment of silence.

Mr. Martin then opened the public comment period. It was noted that there was no one present who wished to speak.

Mr. Sloan then mentioned that today is the fourth anniversary of Mr. Alan Wright's, Eagle Rock Volunteer Fire Department's Assistant Chief, accident that occurred during a water rescue response to a severe flooding event in Alleghany County. He noted that the family and Mr. Wright are still dealing with the aftermath of this accident and he asked that those present think about Mr. Wright and his family today.

Mr. Martin and the Board members then congratulated Mrs. Susan Fain for her 40 years of service to Botetourt County.

Mrs. Fain thanked the Board for the recognition and their comments.

On motion by Mr. Sloan, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved the following consent agenda item: (Resolution Number 20-06-04)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Approval of minutes of the regular meeting held on May 26, 2020

Consideration was then held on approval and appropriation of the FY 21 County budget and the 2020 tax rate resolution.

Mr. Larrowe commended the budget subcommittee (Steve Clinton, Richard Bailey, and John Williamson), the staff budget task force, and others for their work on the FY 21 County budget.

Dr. Bailey stated that the budget development process began last fall and included multiple meetings and numerous recalculations of the County budget. He noted that the budget approval process was pushed back as far as possible due to the impacts of COVID-19 and still allow the County to meet the State's June 30 budget adoption requirements.

Dr. Bailey stated that the budget public hearing was held on April 20 and several million dollars has been cut from the proposed budget and the subcommittee and staff have come up with innovative financial ideas to handle the pandemic's economic impacts. He encouraged the Board to accept the proposed budget as presented.

Dr. Bailey then thanked the staff and Budget Subcommittee members for their work. He noted that they tried "to deal with the uncertainty around us including a State budget that has not yet been approved."

Mr. Clinton stated that this was not the first budget process that he has gone through but it was the most challenging and most satisfactory as he believes we are now better able to predict the County's financial future through the innovative approaches that were developed. Mr.

Clinton stated that he is satisfied with the Subcommittee's and staff's results in these unusual times.

Mr. Larrowe stated that this budget was one of the most challenging he has worked on due to the unknown variables and assumptions that the staff and Subcommittee were trying to make.

He then gave an overview of the FY 21 budget process. He noted that three-quarters of FY 20 were economically strong for the County and included the first real estate reassessment in four years. He noted that the COVID pandemic resulted in the County conducting a major overhaul of the final quarter of the FY 20 budget and developing new priorities for the FY 21 budget to account for economic-related shut down impacts.

Mr. Larrowe stated that the County overhauled its budget priorities and preserved cash flow by implementing a hiring and discretionary spending freeze and reductions in operational and capital expenses. He noted that these measures saved the County \$1.2 million; however, significant financial concerns remain for the local economy in FY 21. Mr. Larrowe stated that staff expects a \$3.1 million revenue deficit in FY 21 because of the pandemic and related reductions in local sales, personal property, business license, meals, occupancy, etc., taxes.

Mr. Larrowe stated that the County's proposed real estate tax rate for 2020 will remain at 79¢/\$100 and noted that home values increased an average of 9.3% as a result of the reassessment. He noted that the County's unemployment rate is at record highs but it is leveling off. Mr. Larrowe stated that small businesses are facing a long road to financial recovery and are asking for support, students are facing educational setbacks due to being out of the classroom since March, public safety response and mitigation protocols will require unanticipated budget monies, and the elderly population continues to be at high risk of contracting COVID-19 and will need special support.

He noted that the budget subcommittee attempted to develop a budget that addresses immediate and community needs caused by the pandemic and prepare for long term priorities and recovery efforts while maintaining flexibility. Mr. Larrowe then reviewed the budget development timeline: November 2019-budget development began, January/February 2020- staff task force refined the budget, March 2020-the Subcommittee met to develop the advertised budget and conducted a complete review of revenues and expenditures due to the pandemic's impacts, April 2020-the budget and tax rates public hearing was held, May 2020-a reduced school budget was adopted, and, from that time until today, the subcommittee and staff have continued to assess the pandemic's impact on the FY 21 budget and make updates as possible.

Mr. Larrowe then stated that a financial priority roadmap was created which includes four steps: reduce expenses, assess tax realities, provide relief, and address needs. He noted that to reduce expenses, the County prioritized spending on unique needs and one-time opportunities to limit hiring to public safety positions as well as transitioning a part-time position to a full-time position in the Circuit Court Clerk's Office and hiring one School Resource Officer, limiting the amount of vehicle/fleet replacements to only two new Sheriff's vehicles, and repurposing Greenfield and Fincastle office spaces to avoid new construction costs. Mr. Larrowe stated that, to assess tax realities, the County conducted a comparison of tax rates in neighboring localities. He noted that the County's tax rate is the lowest in the region.

Mr. Larrowe stated that the proposed budget does include some tax relief for residents and business owners in addition to available State and federal relief programs. He noted that some residents' financial positions are impacted due to the pandemic and the County is prepared to offer multiple innovative programs to help including a FY 21 Real Estate Tax Relief

Program and a FY 21 Small Business Direct Assistance Program. He noted that the real estate tax relief program is proposed to reduce the real estate tax rate by 5¢ for the 2020 tax year. He noted that the reassessment increased real estate values by approximately 7¢ and this program would allow the County to send a \$2.3 million grant to Virginia Community Capital, which is a non-profit, nonstock corporation that provides banking services and credit to citizens and Virginia businesses in the public interest, as a voluntary donation for citizens' emergency relief. Mr. Larrowe stated that VCC will pay the full grant back to the County Treasurer to be used to effectively reduce the real estate tax rate by 5¢ and the Treasurer will credit each property owner's tax bill with this Tax Relief Donation.

He stated that the Bill Arney, County Treasurer, and the County's auditor (Robinson, Farmer, Cox Associates), along with the County Attorney and VCC representatives, have been involved in this process. He further stated that a maximum of \$10,000 in administrative/legal costs will be paid to VCC for this service.

After discussion, Mr. Larrowe noted that the Code of Virginia does not allow the Board of Supervisors to directly send funds to the Treasurer so this program will allow the \$2.3 million in funds to go through a third party before being returned to the County. He noted that these funds will not be allocated as part of the federal CARES act legislation which was approved to help localities that are experiencing COVID-related financial impacts. He noted that Dr. Scothorn was responsible for this idea of providing tax relief to the citizens.

Mr. Larrowe stated that VCC will send the money to the County Treasurer to be used to effectively reduce the real estate tax rate by 5¢ through a credit shown on each property owner's tax bill. He noted that the net amount of taxes to be paid would be shown on these invoices. He further noted that staff is aware that this 5¢ tax rate reduction is not an exact amount.

Mr. Larrowe stated that the County has been allocated \$2.915 million in pandemic relief funds from the CARES Act and these funds will also be used to provide assistance to the County's three incorporated towns, for public health and safety needs, to purchase another van for the County's senior transit program, expand broadband in the County to allow more citizens to participate in tele-health, tele-medicine, and distance education/work activities, purchase approximately \$158,000 in Chromebooks for the schools, provide educational efforts through the Virginia Fast Forward program through the Virginia Community College System, workforce development, air purification system and antimicrobial ceiling tiles for the Education and Training Center, purchase of technology to assist in conducting remote meetings, etc. He further noted that the school system is also receiving \$331,218 and the Registrar is receiving \$56,687 in CARES funds to help with pandemic-related expenses. He noted that the County's total COVID relief allocation is \$5.6 million.

Mr. Larrowe stated that the FY 21 budget will allow the County to address five additional priority needs: broadband access/expansion, senior van program, library system, completion of Colonial Elementary School, and COVID safety issues.

Mr. Tony Zerrilla, Director of Finance, then reviewed the FY 21 budgeted revenues: \$55.8 million in local funds, \$11.3 million in State revenues; and \$1.2 million in federal funds for a total of \$68.3 million. He noted that this is an increase of \$2 million (3%) over the FY 20 revenues and, in order to balance the FY 21 budget, \$2 million in Undesignated Fund Balance monies were needed. He further noted that the school budget (\$33.7 million) was decreased by \$1 million which results in a total revenue allocation of \$104 million (3.1% increase over FY 20).

Regarding FY 21 budgeted expenditures, Mr. Zerrilla stated that the General Fund expenditures total \$39.5 million, including \$1.7 million for CIP, \$0.6 million for the Economic Development Authority, and \$2.3 million in COVID relief funds. He noted that the total FY 21 General Fund expenditures represent an increase of \$2.8 million (7.5%) over FY 20; debt service expenditures total \$5.2 million which is a \$564,000 (12.3%) increase over FY 20; school expenditures total \$59.4 million which is a decrease of 1.1% from FY 20; and Capital Improvements Program (CIP) expenditures total \$0.5 million. He noted that the FY 21 expenditures total \$104 million which is an increase of 3.1% (\$3.1 million).

Mr. Zerrilla stated that General Fund revenues are received as follows: local monies-81.7%, State monies-16.5%, and federal funds-1.8%. He further stated that 47% of the budget expenditures are for public safety expenses, 14% are for non-departments/debt expenses, 11% are for general expenditures, 8% for health and welfare costs, 8% for parks, recreation and culture, 4% for judicial costs, 4% for public works, 3% for community development, and 1% for higher education costs.

Mr. Larrowe noted that the FY 21 budget has taken thousands of hours to develop and he thanked Virginia Community Capital for their help with creation of the real estate tax relief program, as well as the County Treasurer Bill Arney, the Budget Subcommittee, the County Attorney, the auditors, and the Board members for their help during this process.

Mr. Martin stated that he understands that this tax relief program will result in a 70% reduction in the reassessment's valuation increase.

Mr. Larrowe stated that the reassessment resulted in a 9.3% real estate valuation increase which equates to a 7¢ increase in the real estate tax rate and the COVID tax relief program (\$2.3 million) reduces that increase by 5¢.

Mr. Martin stated that he would have liked to have seen an 80% - 90% decrease but understands why the County has handled this process in the way that they have. Mr. Martin stated that the individuals involved in the budget process worked hard, have done an outstanding job, and he believes that the citizens will be satisfied with this year's tax rate reduction. Mr. Martin stated that, with this tax relief program, the County is taking one step ahead of everyone else. He noted that next year's tax bills will have the full assessment rate in effect.

Dr. Scothorn stated that ingenuity was used to resolve this tax rate increase. After questioning by Dr. Scothorn, Mr. Larrowe stated that he is not aware of any area locality that has taken this type of aggressive tax rate reduction approach in supporting their citizens during the pandemic.

Dr. Scothorn thanked the staff and Budget Subcommittee for working out the details of this program. He noted that this is a great opportunity to allow the County to work on increasing its broadband infrastructure.

Mr. Sloan also thanked Mr. Clinton, Mr. Lockaby, and Mr. John Williamson for their work during this process.

Mr. Larrowe noted that several communities have increased their tax rate or kept their full reassessment amount and Botetourt County is in an enviable situation to be able to offer this tax relief program.

Mr. Clinton stated that flexibility is our main goal in this situation and he appreciates the Board's comments.

Dr. Bailey stated that the Board "does have skin in the game" by taking \$2 million from the Undesignated Fund Balance to balance the budget. He noted that it took time to think of a

way to make all of this happen. He noted that financial responsibility and good stewardship by the County over the years resulted in the Fund Balance being able to tolerate this reduction.

Mr. Zerrilla stated that the Board is requested to consider adoption of four motions: tax rate resolution, budget approval resolution, budget categorical appropriation resolution, and adoption of the CIP. He noted that no change in the County’s tax rates are being proposed.

On motion by Dr. Bailey, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the following 2020 tax rate resolution:

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 20-06-05

**WHEREAS**, the County proposed tax levy was duly advertised and a public hearing was held on April 20, 2020, in accordance with the Code of Virginia;

**NOW, THEREFORE, BE IT RESOLVED**, that the tax rates per \$100 of assessed value for tax year 2020 are set as follows:

|                   |        |
|-------------------|--------|
| Personal Property | \$2.71 |
| Machinery & Tools | \$1.80 |
| Mobile Homes      | \$0.79 |
| Real Estate       | \$0.79 |
| Motor Homes       | \$2.71 |
| Wind Farms        | \$0.99 |

On motion by Mr. Martin, seconded by Mr. Sloan, and carried by the following recorded vote, the Board approved the FY 20-21 budget approval resolution as follows:

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 20-06-06

**WHEREAS**, the County proposed budget was duly advertised and a public hearing was held on April 20, 2020, in accordance with the Code of Virginia;

**NOW, THEREFORE, BE IT RESOLVED**, that the Botetourt County budget for Fiscal year 2020 – 2021 is:

Revenues:

General Fund Revenues:

|                                    |                  |
|------------------------------------|------------------|
| Local                              | 55,777,348       |
| State                              | 11,262,764       |
| Federal                            | <u>1,234,355</u> |
| <i>Total General Fund Revenues</i> | 68,274,467       |

School Fund Revenues:

|                       |            |
|-----------------------|------------|
| Other                 | 592,284    |
| State                 | 26,674,909 |
| Federal               | 50,000     |
| Self-Sustaining Funds | 2,374,250  |
| School Nutrition Fund | 1,905,889  |
| Textbook Funds        | 2,024,102  |
| Capital Reserve Fund  | 77,000     |

|                                         |                    |
|-----------------------------------------|--------------------|
| <i>Total School Fund Revenues</i>       | 33,698,434         |
| Projected Use - Unassigned Fund Balance | 2,076,538          |
| <b>Total Revenues</b>                   | <b>104,049,439</b> |
| <u>Expenditures:</u>                    |                    |
| General Fund Expenditures:              |                    |
| Operations as detailed below*           | \$37,196,374       |
| Capital Projects                        | 1,719,750          |
| Transfer to EDA                         | <u>597,500</u>     |
| <i>Total General Fund Expenditures</i>  | 39,513,624         |
| Debt Fund Expenditures:                 |                    |
| County/VPSA Fund                        | 4,730,896          |
| School Literary Fund                    | <u>415,604</u>     |
| <i>Total Debt Fund Expenditures</i>     | 5,146,500          |
| School Operating Fund Expenditures:     |                    |
| School Capital Projects                 | 421,640            |
| <b>Total Expenditures</b>               | <b>104,049,439</b> |

\* OPERATIONS DETAIL:

|                                         |           |
|-----------------------------------------|-----------|
| BOARD OF SUPERVISORS                    | 235,466   |
| COUNTY ADMINISTRATOR                    | 610,825   |
| HUMAN RESOURCES                         | 353,474   |
| COMMISSIONER OF REVENUE                 | 441,475   |
| TREASURER                               | 558,548   |
| FINANCIAL SERVICES                      | 343,262   |
| TECHNOLOGY SERVICES                     | 1,228,103 |
| CENTRAL PURCHASING                      | 152,893   |
| CENTRAL GARAGE                          | 102,981   |
| ELECTORAL BOARD/REGISTRAR               | 398,151   |
| CIRCUIT COURT                           | 69,385    |
| GENERAL DISTRICT COURT                  | 23,965    |
| MAGISTRATE                              | 2,985     |
| JUVENILE & DOMESTIC RELATIONS COURT     | 16,851    |
| CLERK OF CIRCUIT COURT                  | 757,988   |
| COMMONWEALTH'S ATTORNEY                 | 861,188   |
| SHERIFF                                 | 5,513,042 |
| DISPATCH                                | 939,865   |
| CORRECTION & DETENTION                  | 5,050,134 |
| JUVENILE DETENTION CENTER               | 175,000   |
| PROBATION OFFICE                        | 4,951     |
| ANIMAL CONTROL                          | 702,691   |
| FIRE & EMS                              | 5,478,378 |
| EMERGENCY COMMUNICATIONS                | 341,640   |
| DIVISION OF WASTE MANAGEMENT            | 654,633   |
| MAINTENANCE OF BUILDINGS & GROUNDS      | 1,064,905 |
| LOCAL HEALTH DEPARTMENT                 | 340,817   |
| VIRGINIA COMMUNITY CAPITAL CONTRIBUTION | 2,300,000 |

|                                          |                   |
|------------------------------------------|-------------------|
| MENTAL HEALTH SERVICES BOARD             | 40,000            |
| SOCIAL SERVICES                          | 1,444,132         |
| CHILDREN'S SERVICES ACT (CSA)            | 1,553,922         |
| TOTAL ACTION FOR PROGRESS (TAP)          | 1,000             |
| BRAIN INJURY SERVICES                    | 2,500             |
| CHILD HEALTH INVESTM. PARTNERSHIP (CHIP) | 2,000             |
| ROANOKE AREA MINISTRIES                  | 1,000             |
| BOTETOURT RESOURCE CENTER                | 10,000            |
| LEAGUE OF OLDER AMERICANS                | 11,000            |
| DABNEY S. LANCASTER COMMUNITY COLLEGE    | 2,140             |
| DABNEY S. LANCASTER C.C. - PROMISE PROG. | 5,000             |
| VA WESTERN COMM. COLLEGE-CCAP PROG.      | 35,000            |
| BOTETOURT COUNTY FFA ALUMNI              | 1,000             |
| RECREATION & FACILITIES                  | 1,458,488         |
| BOTETOURT SPORTS COMPLEX                 | 381,937           |
| VAN PROGRAM                              | 102,804           |
| ROANOKE VALLEY TRANSP. PLANNING ORG.     | 2,688             |
| VIRGINIA'S BLUE RIDGE                    | 153,201           |
| ROANOKE VALLEY BROADBAND AUTHORITY       | 5,000             |
| ROANOKE VALLEY GREENWAY COMMISSION       | 14,580            |
| BOTETOURT CO. MUSEUM/HISTORICAL SOCIETY  | 9,000             |
| WESTERN VA REG. INDUS. FAC. AUTHORITY    | 6,064             |
| LIBRARY                                  | 1,302,754         |
| COMMUNITY DEVELOPMENT                    | 1,181,922         |
| ECONOMIC DEVELOPMENT                     | 464,133           |
| PLANNING DISTRICT COMMISSION             | 33,288            |
| ECONOMIC DEVELOPMENT PARTNERSHIP         | 68,906            |
| ATTIC PRODUCTIONS                        | 7,000             |
| STANDING ROOM ONLY                       | 7,000             |
| WESTERN VA. EMS COUNCIL                  | 6,722             |
| ENVIRONMENTAL MANAGEMENT                 | 20,111            |
| COOPERATIVE EXTENSION PROGRAM            | 66,416            |
| WESTERN VA WORKFORCE DEV. BOARD          | 3,350             |
| WELLNESS PROGRAM                         | 68,720            |
| GENERAL FUND EXPENDIT. - OPERATIONS      | <u>37,196,374</u> |

Discussion was then held on the budget categorical appropriation resolution.

It was noted that this partial appropriation resolution, which consists of approximately 30% of the departmental allocations is being proposed to begin the FY 21 fiscal year to allow the staff to more closely monitor the COVID related impacts on County revenues/expenditures.

After questioning by Mr. Clinton, Mr. Zerrilla stated that the school appropriation will be 18% of their total operational budget.

Dr. Bailey stated that quarterly appropriations are "another part of the process" to allow staff to scrutinize the budget and "keep an eye" on revenues. He noted that this is a responsible way to handle revenues going forward. Dr. Bailey stated that this process is "new to us" this year and will require more work from the staff.

Mr. Zerrilla stated that he has heard from other localities about this proposed quarterly appropriation process. He stated that the County is being proactive in the current economic conditions.

On motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the following FY 20-21 County budget categorical appropriation resolution.



AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 20-06-07

WHEREAS, the General Fund, School Budgets, and Tax Levies have been approved for Fiscal Year 2020 – 2021,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Botetourt County hereby make the following initial categorical appropriations for Fiscal Year 2020 – 2021 for the functions, as indicated; and the Treasurer of Botetourt County is authorized to transfer local funds, as needed, not to exceed \$25,690,881 to the School Operating Fund.

|                     |                                         |           |
|---------------------|-----------------------------------------|-----------|
| 100-4011100 - 11010 | Board of Supervisors                    | 70,640    |
| 100-4012110 - 12110 | County Administrator                    | 183,248   |
| 100-4012220 - 12220 | Human Resources                         | 106,042   |
| 100-4012310 - 12310 | Commissioner of Revenue                 | 132,443   |
| 100-4012410 - 12410 | Treasurer                               | 167,564   |
| 100-4012430 - 12430 | Financial Services                      | 102,979   |
| 100-4012510 - 12510 | Technology Services                     | 368,431   |
| 100-4012530 - 12530 | Central Purchasing                      | 45,868    |
| 100-4012560 - 12560 | Central Garage                          | 30,894    |
| 100-4013300 - 13300 | Electoral Board/Registrar               | 119,445   |
| 100-4021100 - 21100 | Circuit Court                           | 20,816    |
| 100-4021200 - 21200 | General District Court                  | 7,190     |
| 100-4021300 - 21300 | Magistrate                              | 896       |
| 100-4021500 - 21500 | Juvenile & Domestic Relations Court     | 5,055     |
| 100-4021600 - 21600 | Clerk of Circuit Court                  | 227,396   |
| 100-4022100 - 22100 | Commonwealth's Attorney                 | 258,356   |
| 100-4031200 - 31200 | Sheriff                                 | 1,653,913 |
| 100-4031400 - 31400 | Dispatch                                | 281,960   |
| 100-4035500 - 32421 | Western Va. EMS Council                 | 2,017     |
| 100-4033100 - 33100 | Correction & Detention                  | 1,515,040 |
| 100-4033200 - 33200 | Juvenile Detention Center               | 52,500    |
| 100-4033300 - 33300 | Probation Office                        | 3,713     |
| 100-4035100 - 35100 | Animal Control                          | 210,807   |
| 100-4035500 - 35500 | Fire & EMS                              | 1,643,513 |
| 100-4035600 - 35600 | Emergency Communications                | 102,492   |
| 100-4042400 - 42400 | Division of Waste Management            | 196,390   |
| 100-4043000 - 43000 | Maint. of General Bldgs. & Grounds      | 319,472   |
| 100-4051000 - 51100 | Local Health Department                 | 102,245   |
| 100-4051000 - 51400 | Virginia Community Capital Contribution | 2,300,000 |
| 100-4051000 - 52500 | Mental Health Service Bd.               | 12,000    |
| 100-4051000 - 53710 | Total Action For Progress (TAP)         | 300       |
| 100-4051000 - 53716 | Brain Injury Services                   | 750       |
| 100-4053000 - 53000 | Social Services                         | 433,240   |
| 100-4053500 - 53500 | Children's Services Act (CSA)           | 466,177   |
| 100-4053730 - 53730 | Child Health Invest. Partnership (CHIP) | 600       |
| 100-4081200 - 81200 | Community Development                   | 354,577   |
| 100-4051000 - 53740 | Roanoke Area Ministries                 | 300       |
| 100-4081200 - 69130 | Botetourt County FFA Alumni             | 300       |
| 100-4051000 - 53775 | Botetourt Resource Center               | 3,000     |
| 100-4051000 - 53780 | League of Older Americans               | 3,300     |
| 100-4068000 - 00000 | Community Colleges                      | 12,642    |
| 100-4071100 - 71100 | Recreation & Facilities                 | 437,546   |

|                     |                                          |            |
|---------------------|------------------------------------------|------------|
| 100-4071300 - 71300 | Botetourt Sports Complex                 | 114,581    |
| 100-4071500 - 71500 | Van Program                              | 30,841     |
| 100-4072000 - 72240 | Botetourt Co. Museum/Hist. Society       | 2,700      |
| 100-4072000 - 72241 | Standing Room Only                       | 2,100      |
| 100-4072000 - 72242 | Attic Productions                        | 2,100      |
| 100-4073100 - 73100 | Library                                  | 390,826    |
| 100-4081200 - 81210 | Planning District Commission             | 9,986      |
| 100-4081200 - 81220 | Roanoke Valley Transp. Planning Org.     | 2,688      |
| 100-4081200 - 81240 | Virginia's Blue Ridge                    | 45,960     |
| 100-4081200 - 81250 | Roanoke Valley Greenway Commission       | 4,374      |
| 100-4081200 - 81410 | Roanoke Valley Broadband Authority       | 1,500      |
| 100-4081200 - 81510 | Economic Devel. Partnership              | 20,672     |
| 100-4081200 - 82500 | Environmental Management                 | 6,033      |
| 100-4081500 - 81500 | Economic Development                     | 139,240    |
| 100-4081500 - 81520 | Western Va. Regional Ind. Facility Auth. | 1,819      |
| 100-4083000 - 83000 | Cooperative Extension Program            | 19,925     |
| 100-4081200 - 81610 | Western VA Workforce Devel. Board        | 1,005      |
| 100-4091000 - 91000 | Wellness Program                         | 20,616     |
| 100-4091800 - 91800 | EDA Transfers                            | 179,250    |
| 100-4094000 -       | Capital Projects                         | 515,925    |
|                     | TOTAL GENERAL FUND                       | 13,468,198 |
|                     |                                          |            |
| 100-4095000 -       | Debt Service - County/VPSA               | 2,826,690  |
| 100-4095000 -       | Debt Service - School Literary Fund      | -          |
|                     | TOTAL DEBT SERVICE FUNDS                 | 2,826,690  |
|                     |                                          |            |
| 220-4050000 -       | School Operations                        | 9,465,559  |
|                     | Self-Sustaining Funds                    | 427,365    |
|                     | School Nutrition Fund                    | 343,060    |
|                     | Textbook Fund                            | 364,338    |
|                     | Capital Reserve Fund                     | 13,860     |
|                     | Capital Projects - Colonial Elementary   | 421,640    |
|                     |                                          |            |
|                     | TOTAL SCHOOL FUND                        | 11,035,822 |
|                     |                                          |            |
|                     | TOTAL ALL FUNDS                          | 27,330,710 |

Discussion was then held on approval of the Capital Improvements Plan (CIP).

Mr. Zerrilla stated that the first year of the plan is included in the FY 21 budget.

On motion by Mr. Clinton, seconded by Mr. Sloan, and carried by the following recorded vote, the Board adopted the Capital Improvements Plan for FY 22 - 25 for planning purposes only. (Resolution Number 20-06-08)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Larrowe then requested that the Board adopt a motion to approve the agreement between the County and Virginia Community Capital to allow for the provision of an emergency tax relief program to the citizens of Botetourt County through the allocation of \$2.3 million in funds.

On motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the Board approved the agreement between the County and Virginia Community Capital to allow for the provision of an emergency tax relief program to the citizens of Botetourt County through the allocation of \$2.3 million and authorized the County Administrator to sign this agreement on the County's behalf. (Resolution Number 20-06-09)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Larrowe then requested that the Board appoint two members to serve on a committee to make recommendations on spending the CARES Act monies and to authorize the expenditure of these funds as the committee sees fit, with an expenditure report to be submitted to the full Board bi-monthly.

On motion by Dr. Scothorn, seconded by Dr. Bailey, and carried by the following recorded vote, the Board appointed Dr. Bailey and Dr. Scothorn to serve on a committee to make recommendations on expenditure of the CARES Act monies, and authorized the expenditure of these funds as the committee sees fit, with an expenditure report to be submitted to the full Board bi-monthly. (Resolution Number 20-06-10)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

The Chairman then called for a 10 minute break.

The Chairman called the meeting back to order at 3:16 P. M.

Ms. Ashley Smith, Assistant Resident Engineer with the Virginia Department of Transportation, was then present to speak to the Board.

Ms. Smith then reviewed VDoT's monthly report. She noted that the Route 220 safety improvement project is on-going; however, there have been delays due to the wet weather and the project being shut down for several days after a member of the construction crew tested positive for COVID-19. Ms. Smith stated that the Ball Park Road bridge rehabilitation project is continuing; however, there have been some delays. She noted that they hope that this project will be completed by the end of the summer.

Ms. Smith stated that the bridge rehabilitation work on McFalls Creek Road has been completed. She then noted that VDoT is conducting several site plan reviews including for the County Waste Transfer Station; Fieldstone Subdivision intersection improvements; the Buchanan cell tower; Santillane Subdivision, Phase III, Section 2; expansion of the AEP Trinity substation; Roanoke Gas Company new gas line project on Laymantown Road; and Greenfield Meadows' traffic impact analysis.

Ms. Smith stated that the Murray Drive road improvement project to access the new Colonial Elementary School will begin next month, the Glen Wilton Road soil nail project is on hold due to delays in lifting the Route 220 detour at the Locust Bottom Road intersection, and work should begin on the Stone Coal Road Rural Rustic Road project later this summer.

After discussion, Ms. Smith stated that VDoT's in-house projects (grading gravel roads, pavement patching, brush trimming and pipe replacements) are proceeding as well as grass mowing operations on the primary and secondary roadways.

Dr. Bailey then stated that during high water Craig Creek Road (Route 615) is impassible and residents have to use the old railroad bed to access their homes. He asked that VDoT consider more frequent maintenance of this roadway to ensure that the residents and emergency services vehicles can access the Oriskany area when Craig Creek blocks Route 615. Ms. Smith stated that she will have VDoT staff look into this issue.

Mr. Clinton then stated that he had previously requested a traffic engineering study on Glebe Road and questioned why this project was not included in VDoT's monthly report. He also questioned the status of implementation of traffic calming measures on Azalea Road and whether there was any pending action by VDoT or action expected of the County. Ms. Smith stated that she will check into the status of both of these issues.

Mr. Martin then stated that he had received several citizen requests including that Wildwood Road in Blue Ridge be resurfaced, the resolution of drainage issues on Mr. Looney's property on Blue Ridge Drive, and that stone be placed along the eroded creek bank adjacent to 393 Welches Run Road. Mr. Martin noted that he does not know if VDoT can place this stone along the creek.

Ms. Smith stated that VDoT is working to resolve the drainage issue on Mr. Looney's property and she will check into the Welches Run Road request to see if VDoT can do any work within their right-of-way to mitigate the erosion problem.

After further discussion by Mr. Martin, Ms. Smith stated that VDoT is also working on a solution to the drainage issues at 1261 Mountain Pass Road.

After questioning by Mr. Martin, Mrs. Nicole Pendleton, Director of Community Development stated that the Iron Gate alleyway vacation request will be advertised for a public hearing at the Board's July regular meeting.

A public hearing was then held on the FY 21-26 Secondary System Six Year Plan and the FY 21 Secondary System budget. Ms. Smith stated that VDoT conducted a work session with the Board members on the proposed Six Year Plan in April. She noted that the following projects are included in the current Plan: Murray Road, Zimmerman Road, White Church Road, Stone Coal Road, Clydes Run Road, Prices Bluff Road, Back Creek Lane, and Stevens Road. She noted that Zimmerman and White Church roads are basically complete except for some final invoice/close out items and Stone Coal Road is scheduled to be completed this summer. Ms. Smith stated that VDoT estimates that there will be approximately \$500,000 available in the last year of the Plan (FY 26) which would allow the Board to include two new road improvement projects to the Plan.

She noted that, after discussions with staff and Board members, it is proposed that Ball Park Road (Route 685) in Eagle Rock and Mountain Valley Road (Route 643) in Lithia be added to the Plan.

After questioning by Mr. Martin, Ms. Smith stated that VDoT still needs to complete the financial closeout of the Zimmerman and White Church projects which is why they are still listed on the proposed Plan.

After questioning by Dr. Bailey, Ms. Smith stated that the Stone Coal Road project is scheduled to be completed in FY 21 and, if this project is finished ahead of schedule, work could begin on the Clyde's Run project this fiscal year. She noted that, if work on Stone Coal Road is not completed in FY 21, then the improvements to Clyde's Run will begin in FY 22.

After further questioning by Dr. Bailey, Ms. Smith stated that the approximately \$500,000 available in the last year of the Plan cannot be used to complete the currently listed projects ahead of schedule.

After questioning by Mr. Martin, it was noted that there was no one present to speak regarding this matter. The public hearing was then closed.

After discussion by Mr. Martin, Ms. Smith stated that the Murray Road project does not use the same funding source as the Ball Park and Mountain Valley road projects.

After questioning by Dr. Scothorn, Mrs. Smith stated that there is an approximately \$300,000 cost difference between the Ball Park and Mountain Valley road projects.

After questioning by Mr. Sloan, Ms. Smith stated that she is not sure which 0.4 mile section of Mountain Valley Road is proposed to be hard surfaced in FY 26.

After questioning by Dr. Bailey, Ms. Smith stated that there is funding available to add both of these projects (Ball Park and Mountain Valley roads) to the Six Year Plan.

Dr. Scothorn stated that he is in favor of adding both of these new road improvement projects to the Plan.

On motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the Board adopted the FY 21-26 Secondary System Six Year Improvement Plan and the FY 20-21 Secondary System budget with the addition of a 1.34 mile project on Ball Park Road (Route 685) and a 0.40 mile project on Mountain Valley Road (Route 643) to the end of the Plan. (Resolution Number 20-06-11)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on final eligibility requirements/guidelines for the COVID-19 Small Business Incentive Grant Program. Mr. Ken McFadyen, Economic Development Director, stated that, as discussed last month, under the provisions of the CARES coronavirus relief fund localities are permitted to use the monies for grants to small businesses that have been impacted by the pandemic.

Mr. McFadyen stated that staff has developed guidelines for this program as follows: Only small businesses physically located and based in Botetourt County employing 100 or fewer employees; Sole proprietorships, LLCs, partnerships, corporations, or self-employed individuals that are recognized business entities (non-profit organizations are not eligible at this time); Experienced a COVID-19-related impact, specifically closure, suspension of business operations, or demonstrated business losses as a result of the pandemic and state of emergency; Businesses that have filed for business status through the Virginia State Corporation Commission (SCC), filed for a Botetourt County business license, and been in full operation by February 29, 2020, and continued operations to at least March 12, 2020, when the Commonwealth of Virginia declared a state of emergency; Businesses must have been and continue to be in compliance and in good standing with all local ordinances, on the County tax rolls, current with Botetourt County taxes/fees or other assessments, and have a current business license as required; and Agricultural production operations are exempt from the SCC and County business license filing requirements; however, other documentation must be presented showing that the farm-related business has been in existence as with other types of businesses.

He noted that the cash grant would be offered in amounts up to \$5,000 for qualifying businesses of five or more employees; up to \$3,500 for businesses with 3 to 5 employees; and up to \$2,500 for businesses with 1 or 2 employees.

Mr. McFadyen stated that the grant funds can only be used for professional services, such as: legal; accounting; marketing plan development and execution; e-commerce activities including point of purchase software and other necessary software or web services subscriptions; website development and web updates; technology hardware is limited to \$1,500 per awarded grant [computer, printer, camera, cash register (receipts will be reimbursed)]; lost inventory costs and/or demonstrated revenue loss directly caused by the pandemic, provided that no other government or foundation grant has been awarded to cover the same losses (up to one-fourth of the total grant award may be used for this purpose); Botetourt County business license renewals; and, purchase of marketing activities such as advertisements in print, digital, or radio/TV and payment of Botetourt County Chamber of Commerce dues that are in arrears or new memberships.

Mr. McFadyen stated that grant applications will only be available on-line and the program will be promoted on social media and through a post-card mailing to every Botetourt County business license holder.

After questioning by Mr. Sloan, Mr. McFadyen stated that a qualifying business's employees could be part- or full-time positions; it is based on a headcount, but full-time equivalent (FTE) positions would be preferred.

After questioning by Mr. Clinton regarding the funds being available on a first-come-first served basis, Mr. McFadyen stated that "we are charting new territory" with this grant program but it is proposed that the applications be reviewed and funds sent first to those businesses most impacted by the pandemic.

After questioning by Mr. Clinton regarding BPOL taxes, Mr. Larrowe stated that business license renewals as mentioned in the guidelines are the same as BPOL taxes.

After questioning by Dr. Bailey, Mr. McFadyen stated that \$300,000 in grant funds are currently available for this program which has an application due date of September 30, 2020. Dr. Bailey noted that the CARES Act funds have to be spent by December 30, 2020.

Mr. McFadyen stated that, once an application is received, the Economic Development Department's staff will review the documentation and refer eligible applicants to the Roanoke Regional Small Business Development Center, the Advancement Foundation, or SCORE. He stated that these groups will conduct a counseling session with the applicants and a determination will then be made on how the grant may be utilized based on the program's guidelines. He noted that the group will make grant award recommendations to the Economic Development Authority for final action.

After questioning by Dr. Scothorn, Mr. McFadyen stated that his office mailed out approximately 1,700 post-cards in March to those businesses who had County business licenses and approximately 50 were returned by the Post Office for an insufficient/incorrect address. Mr. McFadyen noted that some business owners contacted his office and said that they had not received a postcard. Mr. McFadyen stated that he believes that word of the grant program will spread on social media.

Mr. Sloan noted that his personal business could be a potential applicant/beneficiary of this program.

Mr. Martin stated that this will be a good program for the County's small businesses which were impacted by the pandemic's shutdowns.

There being no further discussion, on motion by Mr. Martin, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board directed staff to proceed with the Botetourt County COVID-19 Small Business Incentive Grant Program, with the guidelines as presented. (Resolution Number 20-06-12)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on procedures and policies regarding the award of federal grants. Mr. Tony Zerrilla, Director of Finance, stated that this year the County's auditors recommended that the School system adopt guidelines for the receipt and administration of federal grants and they have also suggested that the County do the same.

He noted that the federal Office of Management and Budget provides rules and regulations for the receipt/administration of federal grants so that various agencies are "on the same page" in any grant application process. Mr. Zerrilla stated that generic and final, proposed versions of the Uniform Guidance for Federal Awards Administration and a Conflict of Interest Policy were reviewed by himself, the County Treasurer, the Purchasing Manager, and the County Attorney.

Mr. Zerrilla noted that consideration of approval of these procedures and policies is timely in that the County has received \$2.9 million in CARES Act monies. He requested that the guidelines and the federal conflict of interest policy be adopted by the Board.

There being no discussion, on motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the U. S. Office of Management and Budget's Uniform Guidance regarding federal grant awards administration and the federal Conflict of Interest Policy. (Resolution Number 20-06-13)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

A public hearing was then held on the conveyance of a purchase option for the Read Mountain Fire Station property to Roanoke County. Mr. Michael Lockaby, County Attorney, stated that this option agreement is fulfilling the County's obligation to the provisions of the joint mutual aid agreement with Roanoke County approved by the Supervisors in May for the Read Mountain Fire Station.

He stated that this document gives Roanoke County an option to purchase the Read Mountain Fire Station site if Botetourt County decides to no longer operate the facility as a fire and rescue station. He noted that the Code of Virginia requires that a public hearing be held on such an agreement.

Mr. Lockaby stated that this option will be recorded in the Botetourt County Circuit Court Clerk's Office if approved by the Board of Supervisors.

After questioning by Mr. Martin, it was noted that there was no one present to speak regarding this matter. The public hearing was then closed.

On motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the Board approved the Option for the Purchase and Sale of Real Estate with Roanoke County for the Read Mountain Fire Station property and authorized the County Administrator to sign the agreement on the Board's behalf. (Resolution Number 20-06-14)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on approval of transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there are 4 transfers, 11 pass-through appropriations, and 10 regular appropriations for the Board's consideration. He noted that the transfers were for recurring quarterly items, the West Center Drive construction project, and under-budgeted costs in the County Administrator's account.

Mr. Zerrilla stated that the appropriations were for receipts, State Compensation Board funds, federal grant monies, discrete funds, reimbursed funds from the State for the March Democratic Presidential Primary, funds for the Greenfield ETC utilization study, waste management leachate treatment costs, Commonwealth's Attorney costs to be paid in July that relate to FY 20 activity, EDA support costs, Emergency Communications costs in excess of the FY 20 budget, West Center Drive professional services expenditures, and advertising costs.

Mr. Zerrilla stated that some of these appropriations are for unanticipated costs that were not known when the FY 20 budget was developed.

After questioning by Mr. Clinton regarding the \$16,695 pass through appropriation for portable radio upgrades, Mr. Zerrilla stated that this is a cost sharing payment from Roanoke County for the purchase of Motorola portable radios. He noted that the County will pay the bulk of the costs for these radios.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Martin, and carried by the following recorded vote, the Board approved the following transfers and additional appropriations. (Resolution Number 20-06-15)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Transfer \$363.00 to Central Purchasing – Store Supplies, 100-4012530-12530-6021-000, from various departments as follows for store supplies usage:

\$138.00 Maintenance – Laundry, Supplies, 100-4043000-43000-6005  
 \$213.00 Corr. & Detention – Other Oper. Supplies, 100-4033100-33100-6014  
 \$ 12.00 Comm. Devel. – Office Supplies, 100-4081200-81200-6001

Transfer \$100.66 to Central Purchasing – Pool Car Transfers, 100-4012530-12530-6020-000, from various departments as follows for fuel usage:

\$ 17.90 Dep. Co. Admin. – Fuel, 100-4012120-12120-6008  
 \$ 9.43 Techn. Svces. – Fuel, 100-4012510-12510-6008  
 \$ 41.90 Comm. Devel. – Fuel, 100-4081200-81200-6008  
 \$ 31.43 Economic Devel. – Fuel, 100-4081500-81500-6008

Transfer budgeted funds of \$46,134.39 from Economic Development – Professional Services, 100-4081500-81500-3100, to CIP – West Center Drive, 100-4094000-81500-8012-802. These are engineering costs associated with the West Center Drive project in Greenfield.

Transfer budgeted funds of \$25,000.00 from Deputy County Administrator, 100-4012120-12120, and \$5,000.00 from Financial Services, 100-4012430-12430, to County Administrator – 100-4012110-12110. This transfer will cover expenditures that were under-budgeted for FY20.

Additional appropriation in the amount of \$825.00 to Commonwealth's Attorney – Office Supplies, 100-4022100-22100-6001. This is a reimbursement for the purchase of a computer.



Additional appropriation in the amount of \$17,169.00 to Electoral Board/Registrar – Professional Services, 100-4013300-13300-3100. These are reimbursed funds from the State relating to Registrar costs incurred for the March 3, 2020, Democratic Presidential Primary.

Additional appropriation in the amount of \$2,844.12 to Fire & EMS – Other Operating Supplies, 100-4035500-35500-6014. These are funds from: A) reimbursed costs for Incident Management Team deployment, and B) donated funds.

Additional appropriation in the amount of \$16,695.00 to CIP – Portable Radio Upgrades, 100-4094000-35600-8001-312. These are funds received from Roanoke County to be applied toward the purchase of Motorola portable radios.

Additional appropriation in the amount of \$982.00 to Sheriff's Department – RAID Patrol, 100-4031200-31200-5830. This is a quarterly reimbursement of RAID Program expenses for the Sheriff's Office Alternative Program.

Additional appropriation in the amount of \$8,472.12 to the following Correction & Detention accounts: \$125.00 to Uniforms, 100-4033100-33100-6011; and \$8,347.12 to Medical & Lab Supplies, 100-4033100-33100-6004. The former is for contract payments and the latter is for reimbursed medical costs.

Additional appropriation in the amount of \$100.00 to Sheriff's Department – Anti- Drug Education, 100-4031200-31200-5860. This appropriates a donation received from Barbara Rigatti.

Additional appropriation in the amount of \$120,000 to Department of Social Services, 100-4053000-53600-9801. This appropriation is from funding to be received from State and Federal reimbursements for May and June expenditures.

Additional appropriation in the amount of \$6,357.36 to Clerk of Circuit Court – Maintenance Contracts, 100-4021600-21600-3320. These are funds received from the State for the records management system.

Additional appropriation in the amount of \$4,937.13 to Sheriff's Department – DMV Salaries, 100-4031200-31200-1800. These are grant funds received for alcohol and speed control initiatives.

Additional appropriation in the amount of \$7,000.00 to Community Outreach Program Fund – 255-5003308-00000-0000-000. This appropriation will cover June expenditures.

Additional appropriation in the amount of \$7,500.00 to CIP – Voter Registration Expansion, 100-4094000-13300-8012-418. This appropriation provides for activity costs that may be charged to FY20 for this project.

Additional appropriation in the amount of \$15,000.00 to CIP – Greenfield ETC Utilization Study, 100-4094000-43000-8012-602. This appropriation will cover June-related expenditures.

Additional appropriation in the amount of \$78,000.00 to Children's Services Act – Professional Services, 100-4053500-53500-3100. This appropriation covers additional expense associated with services for at-risk youths.

Additional appropriation in the amount of \$24,200.00 to Waste Management – Leachate Treatment, 100-4042400-42400-3193. This appropriation will cover costs in excess of budget for this line item.

Additional appropriation in the amount of \$2,000.00 to Commonwealth's Attorney, 100-4022100-22100 – Various Accounts. This appropriation covers potential costs paid in July that relate to FY20 activity.

Additional appropriation in the amount of \$10,356.00 to Transfer to EDA, 100-4091800-91800-3800-000. This appropriation provides for the coverage of additional costs not anticipated in the original budget.

Additional appropriation in the amount of \$27,400.00 to the following Emergency Communication accounts: \$6,300.00 to E911 Landline Communication, 100-4035600-

35600-5232; and \$21,100.00 to Lease/Rent of Equipment, 100-4035600-35600-5410. This appropriation will cover estimated costs in excess of budget for FY20.

Additional appropriation in the amount of \$24,825.00 to the following Correction and Detention accounts: \$14,025.00 to Food Services, 100-4033100-33100-6002; and \$10,800.00 to Medical and Lab Supplies, 100-4033100-33100-6004. This appropriation will cover expenses in excess of budget.

Additional appropriation in the amount of \$28,000.00 to CIP – West Center Drive, 100-4094000-81500-8012-802. This appropriation covers June activity billed to date and for potential additional June professional services for this project.

Additional appropriation in the amount of \$3,000.00 to Board of Supervisors – Advertising, 100-4011100-11010-3600. This appropriation is providing for June activity that would be paid in July subject to accrual to FY20.

Consideration was then held on approval of the Accounts Payable and ratification of the Short Accounts Payable List. Mr. Tony Zerrilla, Director of Finance, stated that this month's accounts payable totaled \$1,330,392.06 and includes \$605,000 in economic development incentive payments to Eldor and Pratt Industries. He noted that this month's large expenditures included \$65,360 to F&S Building Systems for the Education and Training Center's renovation project.

There being no discussion, on motion by Mr. Sloan, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved the accounts payable and ratified the Short Accounts Payable List as submitted. (Resolution Number 20-06-16)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on an amended service agreement with the Roanoke Valley Detention Commission. Mr. Tony Zerrilla, Director of Finance, stated that the County, along with the cities of Roanoke and Salem, and the counties of Roanoke and Franklin, are members of the Roanoke Valley Detention Commission which operates the Roanoke Valley Juvenile Detention Center on Coyner Springs Road in Botetourt County.

Mr. Zerrilla stated that the current agreement charges a per diem rate for each youth housed at the Center and an amended agreement has been drafted which revises the method of funding monthly charges to a calculation using a rolling three-year average of each jurisdiction's utilization of the facility. He noted that under the new funding formula, Botetourt County's portion of the \$1,964,430 FY 21 budget, which is allocated to member jurisdictions, is 8.4% (\$165,012). Mr. Zerrilla stated that this is in comparison with \$189,000 paid by the County in FY 19 and \$135,000 paid to date in FY 20. He noted that Roanoke City's portion of the facility's budget equates to 52.6%, 21.7% for Roanoke County, 11% for Franklin County, and 6.3% for Salem.

After discussion, Mr. Zerrilla stated that other minor amendments to the agreement are also being proposed including the elimination of definitions and content that related to previous construction, previous responsibilities before the facility was placed in service, the removal of "per diem" phrasing, elimination of a minimum annual amount paid by a jurisdiction with low utilization, and inclusion of a 12 month notice should a member decide to withdraw from the Commission. He further noted that the agreement would be effective once it is approved by all member jurisdictions.

There being no discussion, on motion by Mr. Martin, seconded by Mr. Clinton, and carried by the following recorded vote, the Board approved the Amended and Restated Service Agreement of the Roanoke Valley Detention Commission as presented and authorized the County Administrator to sign the agreement on the County's behalf. (Resolution Number 20-06-17)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on a request for advertisement of a public hearing to amend the Comprehensive Plan regarding the abandonment a 0.37 mile length of right-of-way on Ellis Run Road. Mrs. Nicole Pendleton, Director of Community Development, stated that the County had received a request from Mr. Tom Wilbon and Mr. Gary McFarland that the Comp Plan be amended to remove a 0.375 mile portion of Ellis Run Lane from the Plan's transportation maps.

She noted that, if approved, the first step in this process would be for the Board to direct the Planning Commission to advertise for a public hearing on this request. She noted that the Commission would then make a recommendation to the Board of Supervisors.

Mrs. Pendleton further noted that this would continue the process that began in 2012 which resulted in the Board voting to allow VDoT to discontinue maintenance on this small portion of roadway. She stated that the right-of-way for this section of road was not vacated at that time.

Mrs. Pendleton then stated that Mr. Wilbon was present to answer any questions.

There being no discussion, on motion by Mr. Sloan, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved the request for advertisement of a public hearing before the Planning Commission, with a recommendation forwarded the Board of Supervisors, to amend the Comprehensive Plan regarding the abandonment a 0.37 mile length of right-of-way on Ellis Run Road. (Resolution Number 20-06-18)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

During the Board member comment period, Dr. Scothorn stated that he has received, letters, calls, and e-mails regarding the Confederate statue located at the Circuit Courthouse in Fincastle. He then asked the County Attorney for an opinion on what the Board can and cannot do in regarding to this monument.

Mr. Lockaby stated that for many years a county in Virginia did not have the ability to move/take down war monuments in general. He stated that as of July 1, 2020, new legislation will go into effect to give the County the ability to remove war monuments; however, it is not a general ability to do what the County wants. Mr. Lockaby stated that the General Assembly has limited our authority to take these actions and includes a requirement that the locality have a listening period to give the public an opportunity to participate in the decision on what to do with this war memorial.

Mr. Lockaby stated that the first step is to determine if the County actually owns the monument. Mr. Lockaby stated that he does not know the details of the monument's background but can research the issue. He noted that, if the County does not own the monument,

we would need to publish a public hearing notice for 30 days prior to the hearing date to allow comments in writing, by e-mail, and at the hearing. Mr. Lockaby further noted that the Circuit Court could also be asked to schedule an advisory referendum on the monument.

He further stated that, given that this new State law is not yet in effect, he does not think the Board has the power at this time to schedule or conduct a public hearing; however, this issue could be further considered by the Board at their July or August meetings. He noted that, if it is decided to remove the monument, it could be offered to a museum, battlefield, or an historical group.

After discussion, Mr. Lockaby stated that the County is limited as to what they can do regarding the monument until July 1<sup>st</sup>; however, after that time, a public conversation on the monument's disposition can begin.

The Board thanked Mr. Lockaby for his comments.

Mr. Martin then stated that, with all of the civil unrest that has been occurring across the country in the past few weeks, every state/locality is looking at what is happening in their community regarding the treatment of citizens of different races and nationalities. He noted that a resolution has been drafted for the Board's consideration in opposition to racism as follows:

**WHEREAS**, the Botetourt County Board of Supervisors is committed to the fair and equitable treatment of all persons; and,

**WHEREAS**, the Board wholeheartedly supports and extols the virtues of the Constitution of the United States, especially the Fourteenth Amendment guaranteeing "equal protection of the laws"; and,

**WHEREAS**, the Board recognizes that the country as a whole has had a checkered past in regard to the treatment of people of different races and nationalities, and too often, people have been judged by the color of their skin and not the content of their character; and,

**WHEREAS**, the negative effects of racism cannot be overstated, impacting nearly every aspect of personal and public life; and,

**WHEREAS**, racism, racial discrimination and ethnic conflict and violence are pervasive and persistent challenges for the country and the world; and,

**WHEREAS**, the Board recognizes that the end of racism cannot be achieved until it is rooted out from every corner because, in the words of Martin Luther King, Jr., "injustice anywhere is a threat to justice everywhere"; and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Botetourt County Board of Supervisors denounces racism in all its forms for its negative social, emotional, psychological, physical, educational, and economic effects on all who are touched by it; and,

**BE IT RESOLVED**, that the Board urges every resident, business, and visitor to Botetourt County to actively work to put an end to racism wherever it may persist.

Mr. Clinton stated that he believes that this resolution is a great statement.

On motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted this resolution denouncing racism in all its forms. (Resolution Number 20-06-19)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Dr. Scothorn stated that there has been a lot of unrest among the Roanoke Valley's citizens regarding racism and honor, respect, and discipline have been lost in some of the nation's

cities. Dr. Scothorn further stated that the County is not looking to defund our Sheriff's Department, he has a hard time understanding the disrespect that has been shown, and prays for peace.

Mr. Martin stated that he has received several letters and e-mails asking the Board to not defund the Sheriff's Department. He noted that this issue has not come up for discussion and the Board fully supports all of our emergency services and first responders and is proud of the job they do every day to serve their community in the middle of conflict.

Mr. Martin stated that he does not understand why people want to throw rocks at fire/EMS and police personnel. He noted that the County supports all emergency personnel across the State.

There being no further discussion, the meeting was adjourned at 4:11 P. M. until 6:00 P. M.

The Chairman called the meeting back to order at 6:00 P. M.

It was noted that Mr. Michael Lockaby had left the meeting at 5:30 P. M. and Mr. Mark Popovich was now serving as County Attorney.

A public hearing was then held on a request in the Valley Magisterial District from Ann B. Hatcher to rezone a 3.413-acre lot from the Agricultural (A-1) Use District to the Rural Residential (RR) Use District, with possible proffered conditions, in accordance with Section 25-112. Permitted uses of the Botetourt County Zoning Ordinance. The purpose of the rezoning is so that two separate conforming lots could be created at 8557 and 8529 Sanderson Drive, Roanoke. This site is identified on the Real Property Identification Maps of Botetourt County as Section 107, Parcel 6.

It was noted that the Planning Commission had recommended approval of this request

Mr. Peter Volosin, County Planner, stated that this request is to rezone 3.413 acres from A-1 to RR to allow for the creation of 2 separate conforming lots. He stated that the applicant is requesting to rezone this property to allow for a subdivision to be created. Mr. Volosin noted that the minimum lot size in the A-1 district is 2.25 acres and in the RR district the minimum lot size is 1.50 acres.

Mr. Volosin stated that this parcel contains two residences and Mrs. Hatcher would like to sell one lot. He noted that both houses are located above the Tinker Creek floodplain. Mr. Volosin further stated that the Comprehensive Plan shows that this area should be developed for medium density residential purposes; however, this is unlikely due to a majority of the property being located in the floodplain.

After questioning by Mr. Martin, it was noted that there was no one present to speak in regard to this request. The public hearing was then closed.

After questioning by Dr. Bailey, Mr. Volosin noted that the Planning Commission voted 5 – 0 to approve this request with no conditions.

There being no further discussion, on motion by Dr. Scothorn, seconded by Dr. Bailey, and carried by the following recorded vote, the Botetourt County Board of Supervisors approved this rezoning request as submitted. Therefore, be it ordained by the Botetourt County Board of Supervisors that the Botetourt County Zoning Ordinance and the Botetourt County Real Property Identification Maps be amended in the following respect and no other. (Resolution Number 20-06-20)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

**ANN B. HATCHER**

In the Valley Magisterial District to rezone a 3.413-acre lot from the Agricultural (A-1) Use District to the Rural Residential (RR) Use District in accordance with Section 25-112. Permitted uses of the Botetourt County Zoning Ordinance. The purpose of the rezoning is so that two separate conforming lots could be created at 8557 and 8529 Sanderson Drive, Roanoke. This site is identified on the Real Property Identification Maps of Botetourt County as Section 107, Parcel 6.

A public hearing was then held on a request in the Fincastle Magisterial District from Lisa A. Farmer to rezone a 0.308 acre lot from the Business (B-1) Use District to the Agricultural (A-1) Use District, with possible proffered conditions, in accordance with Section 25-72. Permitted uses of the Botetourt County Zoning Ordinance. The property is located at 5694 Roanoke Road, Troutville. The purpose of this request is to combine the 0.308-lot to adjoining property. This site is identified on the Real Property Identification Maps of Botetourt County as Section 88, Parcel 156A.

It was noted that the Planning Commission had recommended approval of this request.

Mr. Drew Pearson, County Planner, stated that Mrs. Farmer is requesting to rezone this 0.308 acre lot to A-1 in order to combine this lot with the adjacent 2.29 acre A-1-zoned parcel. He noted that the applicant intends to submit a request for a boundary line adjustment to divide this new 2.598 lot off of the larger 15 acre parcel.

Mr. Pearson noted that the current, renovated log cabin on the 0.308 acre parcel was relocated to the property approximately 15 years ago and was previously used as a business. Mr. Pearson noted that since 2018 the property has been used as a bed and breakfast short-term rental. He stated that, with this rezoning, there would be additional options opened up for the owner including continuation as a short-term rental, utilized for long-term rental, or owner occupied as a single-family dwelling.

Mr. Pearson stated that the building located behind the cabin is used as a shop and will be combined with the new 2.598 acre lot.

Mr. Pearson stated that Mrs. Farmer is present to answer any questions.

After questioning by Mr. Martin, Mrs. Farmer stated that she had no further information to provide but would answer any questions from the Board.

After questioning by Mr. Martin, it was noted that there was no one present to speak in regard to this request. The public hearing was then closed.

There being no further discussion, on motion by Dr. Bailey, seconded by Mr. Sloan, and carried by the following recorded vote, the Botetourt County Board of Supervisors approved this rezoning request as submitted. Therefore, be it ordained by the Botetourt County Board of Supervisors that the Botetourt County Zoning Ordinance and the Botetourt County Real Property Identification Maps be amended in the following respect and no other. (Resolution Number 20-06-21)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

**LISA A. FARMER**

In the Fincastle Magisterial District to rezone a 0.308 acre lot from the Business (B-1) Use District to the Agricultural (A-1) Use District in accordance with Section 25-72. Permitted uses of the Botetourt County Zoning Ordinance. The property is located at 5694 Roanoke Road, Troutville. The purpose of this request is to combine the 0.308-lot to adjoining property. This site is identified on the Real Property Identification Maps of Botetourt County as Section 88, Parcel 156A.

There being no further discussion, the meeting was adjourned at 6:11 P. M.