

BOTETOURT COUNTY BOARD OF SUPERVISORS

MINUTES OF MAY 15, 2023

The Botetourt County Board of Supervisors met on May 15, 2023, at the Botetourt County Administration Center, 57 S. Center Drive, Daleville, Virginia, beginning at 7:30 p.m.

PRESENT: Dr. Donald M. Scothorn, Chair
Mrs. Amy S. White, Vice Chair
Dr. Richard G. Bailey
Mr. Billy W. Martin, Sr.

ABSENT: Mr. Stephen P. Clinton

OTHERS PRESENT: Mr. Mike Lockaby, County Attorney
Mr. Gary Larrowe, County Administrator
Mr. David Moorman, Deputy County Administrator
Mrs. Lorie Bess, Deputy Clerk to the Board

Dr. Scothorn called the meeting to order at 7:30 p.m. Attendees participated in the recitation of the Pledge of Allegiance and a moment of silence.

CONSIDER APPROVAL OF THE FY 23-24 BOTETOURT COUNTY PUBLIC SCHOOLS BUDGET

Tony Zerrilla, Director of Finance, noted the public hearing for the school budget was held on May 8, 2023 at 5:30 p.m. He reminded the Board that only the school budget would be considered for approval that evening, not the entire County budget. He stated he appreciated the work from Dr. Jonathan Russ, School Superintendent, and Mr. Brandon Lee, school division Director of Finance, on the budget and he understands the amount of work that goes into it.

The total recommended School budget was \$74,740,281, which included an increase of \$2,746,400 (4.3%) in combined operations and self-sustaining funds from the adopted budget for FY 22-23. The budget also included an increase of \$726,751 in operational funds support from the County and \$1,708,719 in School Construction Grant funds from the State.

Mr. Zerrilla noted FY24 Capital Improvement Plan (CIP) funding would be addressed by a) existing School Capital Reserve Funds, b) a transfer from the County of \$1.3 million once the balance in the reserve fund is spent down to \$300,000, and c) the transfer to the School Division of any excess revenues and expenditure savings from the FY23 year-end.

It was recommended and reflected in the resolution that the increase in County funding for school operations (\$726,751) be subject to adjustment once the Virginia General Assembly finalizes budget amendments for FY24.

RESOLUTION FY 23 - 24 BOTETOURT COUNTY PUBLIC SCHOOLS BUDGET

WHEREAS, the proposed FY 2023-2024 School budget was duly advertised and a public hearing was held on May 8, 2023, in accordance with the Code of Virginia;

THEREFORE, BE IT RESOLVED that the Botetourt County Public Schools budget for Fiscal Year 2023-2024 is:

	Approved FY 23 – 24
<u>Revenues:</u>	
School Fund Revenues:	
Local	\$27,967,986
State	\$33,259,385
Federal	\$ 50,000
Other	\$ 580,284
School Instructional Programs with Self-Sustaining Funds	\$ 4,746,540
School Nutrition Fund	\$ 2,625,000
Textbook Fund	\$ 2,177,507
Capital Reserve Fund	\$ 1,624,860
School Construction Grant Fund	<u>\$ 1,708,719</u>
Total School Fund Revenues	\$74,740,281

<u>Expenditures:</u>	
School Operating Fund	\$61,857,655
School Instructional Program with Self-Sustaining Funds	\$ 4,746,540
School Nutrition Fund	\$ 2,625,000
Textbook Fund	\$ 2,177,507
Capital Reserve Fund	\$ 1,624,860
School Construction Grant Fund	<u>\$ 1,708,719</u>
Total School Fund Expenditures	\$74,740,281

BE IT FINALLY RESOLVED that the Board of Supervisors Local School Fund Revenues may be reconsidered and adjusted following final action by the Virginia General Assembly on state budget amendments related to Fiscal Year 2023-2024.

ADOPTED this 15th day of May 2023.

MOTION: That the Board approve the resolution adopting the FY23-24 Botetourt County Public Schools budget, as presented.

MOTION: Dr. Bailey

SECOND: Mrs. White

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

ABSENT: Mr. Clinton

RESOLUTION #23-05-02

CONSIDERATION OF CAPITAL IMPROVEMENTS FUNDING FOR BOTETOURT COUNTY PUBLIC SCHOOLS

David Moorman, Deputy County Administrator, stated during discussions over recent months, County and School Division administrators developed a proposal to fund the Division’s adopted Capital Improvements Plan (CIP) for FY24. The plan calls for the use of a combination of federal, state, and County funding.

Mr. Moorman explained regarding County funding it was proposed that, upon the School Division expending current School Capital Reserve Fund moneys to a fund balance of \$300,000 or less, the County transfer \$1.3 million from its General Fund Undesignated Fund Balance to the School Capital Reserve Fund. The purpose of the one-time transfer would be to replenish the School Capital Reserve Fund and, thereby, provide additional funding to support the School Division’s FY24 CIP. In keeping with recent practice, it was further proposed that the County reappropriate unspent FY23 School operating funds to the School Capital Reserve Fund.

Dr. Scothorn asked Dr. Russ if he had any concerns or questions regarding the resolution as it was presented. Dr. Russ replied he did not.

The resolution is as follows:

**A RESOLUTION OF THE BOTETOURT COUNTY BOARD OF SUPERVISORS
AUTHORIZING A CONDITIONAL TRANSFER OF MONIES TO THE SCHOOL
CAPITAL RESERVE FUND**

WHEREAS, officials of the County of Botetourt (“County”) and of Botetourt County Public Schools (“Schools” or “School”) desire to fund certain capital improvements to facilities owned and operated by the Schools for Fiscal Year 2024; and

WHEREAS, School officials have identified federal and state monies available to be allocated and expended by the Schools for capital improvements and have represented their intent to the County to use such monies for that purpose, specifically, for projects identified in the Capital Improvements Plan (CIP) adopted by the Botetourt County School Board on December 7, 2022, for Fiscal Year 2024; and

WHEREAS, the Schools have programmed and the County has appropriated monies to the School Capital Reserve Fund in support of the Schools’ FY23 CIP; and

WHEREAS, upon the expenditure of School Capital Reserve Fund monies by the Schools in furtherance of its FY23 CIP resulting in a reduction in the Fund’s balance to \$300,000 or less, it is the intent of the County to provide a one-time transfer of monies to replenish the Fund for use by the Schools on projects identified in its FY24 CIP, as amended;

NOW THEREFORE, BE IT RESOLVED that the County approves and authorizes the transfer of One Million, Three Hundred Thousand Dollars (\$1,300,000) from its General Fund Undesignated Fund Balance to the School Capital Reserve Fund; and

BE IT FURTHER RESOLVED that such transfer shall be conditioned upon and transacted only after the balance of funds in the School Capital Reserve Fund is reduced to \$300,000 or less as a result of the expenditure of monies from the Fund for capital projects contained in the Schools’ FY23 CIP; and

BE IT FINALLY RESOLVED that as represented by School officials and with the concurrence of the County, the use of funds so transferred shall be restricted to projects contained in the Schools' FY24 CIP, as amended, unless otherwise approved and authorized by the County.

ADOPTED this 15th day of May 2023.

MOTION: That the Board adopt the resolution as presented authorizing the conditional transfer of funds to the School Capital Reserve Fund to support the School Division's FY24 Capital Improvements Plan.

MOTION: Mr. Martin

SECOND: Dr. Bailey

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

ABSENT: Mr. Clinton

RESOLUTION #23-05-03

APPOINTMENTS

Appointments of Community Policy and Management Team (CPMT) alternates Leigh Frazier, Mark Chadwick, and Deborah Breedlove. These were additional alternates for Blue Ridge Behavioral Healthcare. All citizens were contacted and willing to serve. Their terms will expire September 1, 2024.

MOTION: That the Board approve the Community Policy and Management Team (CPMT) alternates Leigh Frazier, Mark Chadwick, and Deborah Breedlove.

MOTION: Mr. Martin

SECOND: Dr. Bailey

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

ABSENT: Mr. Clinton

RESOLUTION #23-05-04

ADJOURNMENT

MOTION: That the meeting be adjourned.

MOTION: Dr. Scothorn

SECOND: Dr. Bailey

AYES: Dr. Bailey, Mr. Clinton, Mr. Martin, Dr. Scothorn, Mrs. White

TIME: 7:41 p.m.

RESOLUTION #23-05-05