



# **BOARD OF SUPERVISORS FINANCE AND AUDIT COMMITTEE**

**FEBRUARY 5, 2019 @ 1:30 PM  
BOARD CONFERENCE ROOM  
(INSIDE THE BOARD MEETING ROOM)  
GOOCHLAND COUNTY ADMINISTRATION BUILDING  
1800 SANDY HOOK RD., GOOCHLAND, VA 23063**

- I. CALL TO ORDER
- II. ELECTION OF OFFICERS
- III. APPROVAL OF MINUTES FROM NOVEMBER 26, 2018
- IV. FY2019 2<sup>ND</sup> QUARTER RESULTS
- V. FY2019 CIP BUDGET TRANSFER OF \$17,000 FROM THE IT REPLACEMENT CYCLE BUDGET TO THE SERVER ROOM HVAC PROJECT
- VI. OTHER BUSINESS
- VII. PUBLIC COMMENT
- VIII. ADJOURNMENT TO MAY 7, 2019 AT 1:30 PM

**Goochland County  
Finance and Audit Committee Meeting  
November 26, 2018 @ 1:30 PM  
Administration Building  
1800 Sandy Hook Road, Goochland VA 23063  
Board Conference Room**

The Goochland County Finance and Audit Committee (FAAC) meeting was held on November 26, 2018 at 1:30 PM in the Board Conference Room. Present were:

District 2 Supervisor Manuel Alvarez, Chairman Audit Committee  
District 5 Supervisor Ken Peterson, Vice Chairman Audit Committee  
District 1 Supervisor Susan F. Lascolette  
District 3 Supervisor John Lumpkins, Jr.  
County Administrator John Budesky  
Director of Financial Services Barbara Horlacher  
Assistant Director of Financial Services Kathleen Smith  
PBMares Mike Garber  
PBMares Kennon Thomas  
Treasurer Pam Johnson  
Director Social Services Kimberly Jefferson  
School Finance Director Debbie White  
Citizen

Voting members were Ms. Lascolette, Mr. Alvarez, Mr. Peterson, Mr. Budesky, and Mrs. Horlacher.

- I. Mr. Alvarez called the meeting to order
- II. Mr. Alvarez asked for comments on the minutes from September 4, 2018. Grammatical edits were noted, and the minutes were passed on a unanimous vote.
- III. Mr. Garber with PBMares presented the results of the Fiscal Year 2018 Comprehensive Annual Financial Report. The overall audit results on the financial statements are an unmodified opinion. An unmodified opinion was also issued on internal controls and compliance, and the federal grants. There were no audit adjustments. Next year Goochland will be a low risk auditee.
- IV. Mrs. Horlacher reviewed the FY18 year end results and appropriations. She asked that the Committee recommend the Board of Supervisors approve the appropriations for the School turnback funds and Public Safety MDT's. Ms. Lascolette moved to recommend the appropriations to the Board for approval, Mr. Peterson seconded, and the recommendations passed on a unanimous vote.
- V. Mrs. Horlacher reviewed the FY19 1<sup>st</sup> Quarter results projecting a surplus on operating.
- VI. Mrs. White reviewed the Schools budget amendment. Ms. Lascolette moved to recommend the School Budget amendments to the Board for approval, Mr. Peterson seconded, and the recommendation passed on a unanimous vote.

- VII. Mrs. Horlacher presented the Clerk's budget request to move \$10,000 from their non-reverting account into the general fund and use the funding for education and training for the Clerk's office. Ms. Lascolette moved to recommend the Clerk's Budget amendment to the Board for approval, Mr. Peterson seconded, and the recommendation passed on a unanimous vote.
- VIII. Mr. Alvarez asked for other business.
- Mrs. Horlacher updated the Committee on the Finance Project. Mr. Budesky noted the project is working on financials this fiscal year and next fiscal year will be Human Resources and Payroll.
  - Mrs. Jefferson noted that Social Services did not see the volume they were expecting on the expanded Medicaid, and they continue to see outages with the state system.
- IX. Mr. Alvarez asked for public comment.
- Sandie Warwick asked about the auditor change for the FY18 audit. Mrs. Horlacher told her Kennon Thomas was the new supervisor on the audit and Mike Garber is the partner over the firm. She thanked the County for all the hard work.
- X. Mr. Alvarez adjourned to February 5, 2019 at 1:30 PM.



**Board of Supervisors**

1800 Sandy Hook Road  
Goochland, VA 23063

Meeting: 02/05/19 03:00 PM

Department: Finance

Category: Other

Prepared By: Barbara Horlacher

Department Head: Barbara Horlacher

**SCHEDULED  
ACTION ITEM**

(ID # 3067)

**FY2019 SECOND QUARTER GENERAL FUND PROJECTION AND  
BUDGET TRANSFER REQUEST**

✓ Vote Record - Action Item 3067							
<input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn <input type="checkbox"/> Recommended for Approval <input type="checkbox"/> Recommended for Denial <input type="checkbox"/> Recommended for Approval as Amended <input type="checkbox"/> Deferred <input type="checkbox"/> Consensus of the Board <input type="checkbox"/> Approved <input type="checkbox"/> Tabled by Consensus <input type="checkbox"/> Approved as Amended <input type="checkbox"/> Recusal <input type="checkbox"/> Strike <input type="checkbox"/> No quorum			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>	
	Susan Lascolette			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Manuel Alvarez			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Robert Minnick			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Ken Peterson			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	John Lumpkins			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Strat Goal 1	Efficient, effective, and transparent government; emphasis on customer service excellence	<b>X</b>
Strat Goal 2	Balanced development that contributes to the welfare of the community and preserves its rural character	
Strat Goal 3	Excellence in Financial Management	<b>X</b>
Strat Goal 4	High Quality Core Services including Education, Public Safety, and Community Health	
Strat Goal 5	Positive Work Environment with a Highly Qualified, Diverse Workforce	

**Board Action Requested**

After hearing a report on second quarter projections for the general fund, the Board is asked to consider a CIP budget transfer of \$17,000 from the IT replacement cycle budget to the server room HVAC project.

**Summary of Information**

The Board's Operating Budget Policies call for a quarterly update of general fund revenues and expenditures to be provided to the Board and the public. Attached is a projection/estimate of FY2019 general fund expenditures, with categorical subtotals, along with an estimate of revenues to be received during the fiscal year.

Second quarter projections for FY2019 are conservative. Some savings were projected, but most departments were projected to stay at budget until more results are available for the third quarter projections.

Revenues are estimated to exceed the budget by approximately \$2.8 million primarily due to higher than budgeted bank stock tax, personal property tax, and interest revenue. Overall, revenues are projected to exceed operating expenditures by approximately \$4.0 million. Transfers out to other funds are estimated to be \$7.6 million. Third quarter results will be presented in May 2019.

Action Item

Meeting of February 5, 2019

Estimates to complete the replacement HVAC for the server room have exceeded the \$90,000 project budget by \$17,000. Due to savings in this year's annual PC replacement programs, funds are available to be transferred to the HVAC project. Staff requests the approval of a \$17,000 CIP transfer from the IT replacement cycle budget to the server room HVAC replacement.

*John A. Budesky*

John A. Budesky, County Administrator 2/1/2019

ATTACHMENTS:

- FY19 2nd qtr (PDF)

County of Goochland, Virginia  
 General Fund  
 FY19 Second Quarter Projections

DRAFT

Year Ended June 30, 2019

	Adopted Budget	Final Budget	Year-End Projected	Variance with Final Budget - Positive (Negative)
<b>REVENUES</b>				
Total revenues	\$ 53,493,685	\$ 53,508,649	\$ 56,300,000	\$ 2,791,351
<b>EXPENDITURES</b>				
Current:				
General government administration	5,370,986	5,370,986	5,370,986	-
Judicial administration	1,717,962	1,735,462	1,690,000	45,462
Public safety	10,844,115	10,884,675	10,500,000	384,675
General services	2,503,398	2,542,198	2,200,000	342,198
Health and welfare	4,018,617	4,018,617	3,800,000	218,617
Education	22,590,000	22,687,157	22,687,157	-
Parks and recreation	1,029,226	1,029,226	1,029,226	-
Community development	1,695,193	1,705,765	1,500,000	205,765
Debt service:				
Principal retirement	3,227,095	3,227,095	3,227,095	-
Interest and other fiscal charges	332,523	332,523	332,523	-
Total expenditures	53,329,115	53,533,704	52,336,987	1,196,717
Excess (deficiency) of revenues over (under) expenditures	164,570	(25,055)	3,963,013	3,988,068
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer to Capital Projects Fund	(5,906,570)	(6,824,413)	(6,824,413)	-
Transfer to Office of Children's Services Fund	(943,000)	(943,000)	(800,000)	143,000
Total transfers net	(6,849,570)	(7,767,413)	(7,624,413)	143,000
Net change in fund balance	(6,685,000)	(7,792,468)	(3,661,400)	4,131,068
Fund balance - beginning	-	\$ 36,237,328	\$ 36,237,328	-
Fund balance - ending	\$ (6,685,000)	\$ 28,444,860	\$ 32,575,928	\$ 4,131,068
Nonspendable			1,400,000	
Restricted			22,520	
Revenue Stabilization			1,909,000	
Assigned			10,818,895	
Unassigned			18,425,513	
Projected Fund balance - ending			\$ 32,575,928	
Policy			10%	
Debt service expenditures to total GF expenditures			6.93%	
<b>Exceed policy</b>			<b>3.07%</b>	
Unassigned fund balance			29.0%	
Target unassigned fund balance			25%	
<b>Exceed target</b>			<b>4%</b>	
Revenue stabilization			3%	
Policy revenue stabilization			3%	

Attachment: FY19 2nd qtr (3067 : FY2019 Second Quarter Projection)