



**BOARD OF SUPERVISORS
FINANCE AND AUDIT COMMITTEE**

**FEBRUARY 4, 2020 @ 1:00 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. APPROVAL OF MINUTES FROM NOVEMBER 26, 2019
- III. RESULTS OF THE TREASURER TURNOVER AUDIT
- IV. FY2020 2ND QUARTER RESULTS
- V. DETERMINE NEW MEETING TIME
- VI. OTHER BUSINESS
- VII. PUBLIC COMMENT
- VIII. ADJOURNMENT TO NEW MEETING TIME ON MAY 5, 2020

**Goochland County
Finance and Audit Committee Meeting
November 26, 2019 @ 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, 2019 at 1:30 PM in the Board Conference Room. Present were:

District 5 Supervisor Ken Peterson, Chairman FAAC
District 1 Supervisor Susan F. Lascolette, Vice Chairman FAAC
District 2 Supervisor Manuel Alvarez
District 3 Supervisor John Lumpkins Jr.
County Administrator John Budesky
Director of Financial Services Barbara Horlacher
Assistant Director of Financial Services Kathleen Smith
Commissioner of Revenue Jennifer Brown
Deputy IV Commissioner of Revenue Sandra Wray
School Chief Financial Officer Debbie White
Department of Social Services Kimberly Jefferson
Department of Social Services Beverly Long
PBMares, LLP Mike Garber
4 Citizens

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

- I. Mr. Peterson called the meeting to order.
- II. Mr. Peterson asked for comments on the minutes from August 6, 2019. A motion was made and seconded to accept the minutes.
- III. Mr. Peterson introduced Mike Garber with PBMares, LLP . Mr. Garber presented the results of the Fiscal Year 2019 Comprehensive Annual Financial Report.
 - Goochland County received an unmodified opinion on the financial statements, compliance and internal controls
- IV. Mrs. Horlacher presented the refinancing resolution. A motion was made and seconded to recommend moving forward with the refinancing to the Board of Supervisors.
- V. Mrs. Horlacher presented the Goochland County FY2020 1st quarter results.
- VI. New Business
 - The Treasurer's office was recognized for two clean audits: the Treasurer's Turnover audit and the annual FY2019 audit.

VII. Public Comment

- Savings on refinance are undetermined, minimum savings to proceed would be \$1,000,000
- Concerns over density and traffic

VIII. A motion was made and seconded to adjourn to February 4, 2020.



INDEPENDENT ACCOUNTANT'S REPORT

To the Honorable Members of the Board of Supervisors
County of Goochland, Virginia

We have examined the accompanying Schedule of the Treasurer's Assets and Liabilities (schedule) of Pamela C. Johnson, Treasurer of the County of Goochland, Virginia, at June 28, 2019. We have also examined the accompanying Turnover Receipts of Assets (accompanying receipts). The schedule and accompanying receipts are the responsibility of the County of Goochland, Virginia's (County) treasurer. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the *Specifications for Audits of Counties, Cities, and Towns* issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Those standards and specifications require we plan and perform the examination to obtain reasonable assurance about whether the schedule and accompanying receipts are free of material misstatements. An examination involves performing procedures to obtain evidence supporting the schedule and accompanying receipts. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material misstatement of the schedule and accompanying receipts, whether due to fraud or error. We believe that our examination provides a reasonable basis for our opinion.

Section 58.1-3136 of the *Code of Virginia* requires a turnover audit whenever a treasurer leaves office. The schedule and accompanying receipts were prepared to turn over the assets reported on the schedule to Pamela E. Duncan, who is the incoming interim treasurer effective July 1, 2019.

In our opinion, based on our examination, the schedule and accompanying receipts referred to above present fairly, in all material respects, the assets of Pamela C. Johnson, Treasurer of the County of Goochland, Virginia, turned over to the incoming interim treasurer at June 28, 2019.

This report is intended solely for the information and use of the Board of Supervisors, management, and the Auditor of Public Accounts and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

PB Mares, LLP

Harrisonburg, Virginia
October 31, 2019



Board of Supervisors

1800 Sandy Hook Road
Goochland, VA 23063

Meeting: 02/04/20 02:00 PM

Department: Finance

Category: Other

Prepared By: Barbara Horlacher

Department Head: Barbara Horlacher

**SCHEDULED
ACTION ITEM**

(ID # 3496)

**FY2020 SECOND QUARTER GENERAL FUND PROJECTION AND
BUDGET TRANSFER REQUESTS**

✓ Vote Record - Action Item 3496							
<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			Yes/Aye	No/Nay	Abstain	Absent	
	Susan Lascolette			<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"/>
	Neil Spoonhower			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Don Sharpe			<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	X
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	X
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 several general fund and CIP budget transfers.

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 FY2020 general fund expenditures, with categorical subtotals, along with an estimate of revenues to be received during the fiscal year.

Second quarter projections for FY2020 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 real estate tax, personal property tax, and sales tax revenue. Overall, revenues are projected to exceed operating expenditures by approximately \$4.0 million. Transfers out to other funds are estimated to be \$6.4 million. Third quarter results will be presented in May 2020.

Action Item

Meeting of February 4, 2020

The following transfers are requested:

- \$40,000 increase in transfers to EDA supported by a decrease in reserve for contingencies
- \$12,500 transfer from excess Courthouse security project funds to Goochland Business Center renovation
- \$19,000 from excess Fire Station No. 6 roof funds to Goochland Business Center renovation

John A. Budesky

John A. Budesky, County Administrator 1/30/2020

ATTACHMENTS:

- FY20 1st qtr (PDF)

County of Goochland, Virginia
General Fund
FY20 Second Quarter Projections

Year Ended June 30, 2020

	Adopted Budget	Final Budget	Year-End Projected	Variance with Final Budget - Positive (Negative)
REVENUES				
Total revenues	\$ 57,106,359	\$ 57,172,696	\$ 60,000,000	\$ 2,827,304
EXPENDITURES				
Current:				
General government administration	5,533,663	5,592,807	5,500,000	92,807
Judicial administration	1,827,771	1,844,927	1,830,000	14,927
Public safety	12,242,112	12,273,337	12,000,000	273,337
General services	2,687,089	2,691,797	2,685,000	6,797
Health and welfare	3,995,918	4,055,918	4,050,000	5,918
Education	23,330,000	23,708,118	23,708,118	-
Parks and recreation	1,076,259	1,076,259	1,050,000	26,259
Community development	1,891,038	1,893,813	1,800,000	93,813
Debt service:				
Principal retirement	3,330,000	3,330,000	3,058,813	271,187
Interest and other fiscal charges	472,309	472,309	372,494	99,815
Total expenditures	56,386,159	56,939,285	56,054,425	884,860
Excess (deficiency) of revenues over (under) expenditures	720,200	233,411	3,945,575	3,712,164
OTHER FINANCING SOURCES (USES)				
Transfer to Capital Projects Fund	(4,201,200)	(5,562,822)	(5,562,822)	-
Transfer to Office of Children's Services Fund	(943,000)	(943,000)	(900,000)	43,000
Total transfers net	(5,144,200)	(6,505,822)	(6,462,822)	43,000
Net change in fund balance	(4,424,000)	(6,272,411)	(2,517,247)	3,755,164
Fund balance - beginning	-	\$ 35,507,026	\$ 35,507,026	-
Fund balance - ending	\$ (4,424,000)	\$ 29,234,615	\$ 32,989,779	\$ 3,755,164
Nonspendable			797,199	
Restricted			25,583	
Revenue Stabilization			2,040,000	
Assigned			11,426,997	
Unassigned			18,700,000	
Projected Fund balance - ending			<u>\$ 32,989,779</u>	
FINANCIAL POLICY COMPLIANCE				
Policy			10%	
Actual debt service expenditures to total GF expenditures			6.1%	
Unused capacity (favorable variance)			3.9%	
Target unassigned fund balance			25%	
Actual unassigned fund balance			28.0%	
Exceed target (favorable variance)			3.0%	
Revenue stabilization policy			3%	
Actual revenue stabilization			3%	