



BOARD OF SUPERVISORS FINANCE AND AUDIT COMMITTEE

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<https://va-goochlandcounty.civicplus.com/1154>

**NOVEMBER 23, 2021 @ 12:30 PM
ROOM 270
GOOCHLAND COUNTY ADMINISTRATION BUILDING
1800 SANDY HOOK RD., GOOCHLAND, VA 23063**

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES FROM AUGUST 3, 2021 (PAGE 2-3)
- III. PRESENTATION OF THE FISCAL YEAR 2021 ANNUAL COMPREHENSIVE FINANCIAL REPORT BY THE COUNTY'S EXTERNAL AUDITORS, PBMARES
- IV. FY2022 1ST QUARTER PROJECTIONS (PAGE 4-5)
- V. FY2022 BUDGET AMENDMENT AND APPROPRIATION (PAGE 6-8)
- VI. OTHER BUSINESS
- VII. PUBLIC COMMENT
- VIII. ADJOURNMENT TO 12:30 PM FEBRUARY 1, 2022

**Goochland County
Finance and Audit Committee
Regular Meeting Action Minutes**

Full transcript can be found at: <https://va-goochlandcounty.civicplus.com/1154/County-Meetings>

**August 3, 2021 @ 12:30 PM
Administration Building
1800 Sandy Hook Road, Goochland VA 23063
Room 270**

View meeting archive at: <https://va-goochlandcounty.civicplus.com/1154/County-Meetings>

The Goochland County Finance and Audit Committee (FAAC) meeting was held on August 3, 2021, at 1:00 PM in the Room 270. Present were:

District 5 Supervisor, Ken Peterson, Chairman
District 4 Supervisor, Don Sharpe, Vice Chairman
District 2 Supervisor, Neil Spoonhower
District 3, John Lumpkins, Jr.
District 1, Susan Lascolette
Deputy County Administrator, Barbara Horlacher
Director of Financial Services, Mary Anna Twisdale
Assistant Director of Financial Services, Kathleen Smith
Information Technology Director, Randy Buzzard
Superintendent of Schools, Dr. Jeremy J. Raley, Ed.D.
Chief Financial Officer Goochland County Schools, Debbie White
Department of Social Services Benefit Program Supervisor, Beverly Long
2 Citizens

Voting members were Mr. Peterson, Mr. Sharpe, Mr. Spoonhower, Mrs. Horlacher, and Mrs. Twisdale.

- I. Mr. Peterson called the meeting to order at 12:30 PM.
- II. Mr. Peterson called for approval of the minutes from May 4, 2021. A name was corrected. A motion was made to approve the minutes, the motion was seconded, and the motion passed on a unanimous vote.
- III. Mrs. Horlacher introduced Betsy Hedrick and Andrea Nichols from the auditor PBMares to present the FY2021 Audit Kick Off (refer to the video for details of the presentation).

- IV. Mrs. Horlacher presented the FY2021 4th quarter projected results; \$5.5 million above budget revenues and \$3.2 million below on expenses which is a surplus of \$8.7 million. After transfers there is a net increase in fund balance of \$1.1 million. Fund balance estimates were reviewed.

A motion was made to recommend approval of the FY2021 4th quarter results and fund balance assignments to the Board of Supervisors (BOS), the motion was seconded.

Mrs. Horlacher presented budget amendments & appropriations:

- Amendments:
 - Parks & Rec truck \$40,000
 - Security improvements \$125,000
 - Central convenience center improvements \$153,000

- Appropriations:
 - Schools grant funds (no funding from County) \$2,398,485

A motion was made to recommend approval of the FY2022 budget amendments and appropriations to the Board of Supervisors (BOS), the motion was seconded, and passed on a unanimous vote.

- V. Mrs. Horlacher gave an update on the Fitch presentation (refer to the video for details of the presentation).
- VI. Other Business: Mrs. Horlacher introduced Mary Anna Twisdale was introduced as the new Director of Finance.
- VII. Public Comment: none.
- VIII. Mr. Peterson adjourned to November 23, 2021, at 12:30 PM.



Board of Supervisors

1800 Sandy Hook Road
Goochland, VA 23063

Meeting: 11/23/21 02:00 PM

Department: Finance

Category: Other

Prepared By: Mary Ann Twisdale

Department Head: Mary Ann Twisdale

**SCHEDULED
ACTION ITEM**

(ID # 5194)

FY2022 FIRST QUARTER GENERAL FUND PROJECTION

✓ Vote Record - Action Item 5194							
<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 <input type="checkbox"/> Public Hearing Held <input type="checkbox"/> Reviewed			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

No action requested

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 FY2022 general fund expenditures, with categorical subtotals, along with an estimate of revenues to be received during the fiscal year.

First quarter projections for FY2022 are conservative due to having only three months of actuals on which to base those projections. Some savings were projected, but most departments were projected to stay at budget until more results are available for the second and third quarter projections.

Revenues are estimated to exceed the budget by approximately \$2.0 million, primarily due to higher than budgeted real estate, personal property tax and building permit fees.

ATTACHMENTS:

- FY22 1ST QTR (PDF)

County of Goochland, Virginia
General Fund
FY22 First Quarter Projections
Year Ended June 30, 2022

	Adopted Budget	Final Budget	Year-End Projected	Variance with Final Budget - Positive (Negative)
REVENUES				
Total revenues	\$ 65,419,773	\$ 66,288,291	\$ 68,637,637	\$ 2,349,346
EXPENDITURES				
Current:				
General government administration	6,380,493	6,494,096	6,294,096	200,000
Judicial administration	2,124,164	2,137,850	2,037,850	100,000
Public safety	16,047,318	17,030,293	16,630,293	400,000
General services	3,264,071	3,174,014	3,149,014	25,000
Health and welfare	4,335,507	4,335,507	4,035,507	300,000
Education	24,500,000	24,500,000	24,200,000	300,000
Parks and recreation	1,154,829	1,297,943	1,247,943	50,000
Community development	2,186,876	2,188,876	1,988,876	200,000
Debt service:				
Principal retirement	3,600,000	3,600,000	1,542,000	2,058,000
Interest and other fiscal charges	197,515	197,515	267,485	(69,970)
Total expenditures	63,790,773	64,956,094	61,393,064	3,563,030
Excess (deficiency) of revenues over (under) expenditures	1,629,000	1,332,197	7,244,573	5,912,376
OTHER FINANCING SOURCES (USES)				
Transfer to Capital Projects Fund	(5,071,000)	(5,474,000)	(5,474,000)	-
Transfer to Office of Children's Services Fund	(900,000)	(900,000)	(800,000)	(100,000)
Total transfers net	(5,971,000)	(6,374,000)	(6,274,000)	(100,000)
Net change in fund balance	(4,342,000)	(5,041,803)	970,573	5,812,376
Fund balance - beginning	-	\$ 41,380,894	\$ 41,380,894	-
Fund balance - ending	\$ (4,342,000)	\$ 36,339,091	\$ 42,351,467	\$ 5,812,376
Nonspendable			308,261	
Restricted			25,160	
Revenue Stabilization			2,120,000	
Assigned			20,297,143	
Unassigned			19,600,903	
Projected Fund balance - ending			\$ 42,351,467	
FINANCIAL POLICY COMPLIANCE				
Policy			10%	
Actual debt service expenditures to total GF expenditures			3.0%	
Unused capacity (favorable variance)			7.0%	
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%	

Attachment: FY22 1ST QTR (5194 : FY2022 First Quarter Projection)



Board of Supervisors

1800 Sandy Hook Road
Goochland, VA 23063

Meeting: 11/23/21 02:00 PM
Department: Finance
Category: Budget Amendments and/or Appropriations
Prepared By: Barbara Horlacher
Department Head: Barbara Horlacher

**SCHEDULED
RESOLUTION**

(ID # 5195)

**RESOLUTION AMENDING THE FISCAL YEAR 2022 GOOCHLAND
COUNTY BUDGET BY BUDGETING AND APPROPRIATING \$831,080
IN THE CAPITAL IMPROVEMENT FUND FOR THE FAIRGROUND
ROAD ROUNDABOUT PROJECT AND \$220,000 IN THE GENERAL
FUND FOR REDISTRICTING AND ADMINISTRATIVE/STAFF
EDUCATION**

Strat Goal 1	Efficient, effective, and transparent government; emphasis on customer service excellence	
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

The Board is requested to amend the FY2022 budget and appropriate \$831,080 in the Capital Improvement Fund and \$220,000 in the General Fund.

Summary of Information

As noted in the following resolution, staff requests the following budget amendments:

- \$831,080 in previously collected commercial and residential road proffers to the CIP fund as required by VDOT for construction of the Fairground Road roundabout and stub project, and
- \$220,000 in previously assigned fund balance to the General Fund for administrative needs, staff education, and redistricting costs.

Draft Motion

I move that the Board (approve / approve as amended / deny / defer to *date*) this Resolution amending the Fiscal Year 2022 Goochland County Budget by budgeting and appropriating \$831,080 in the Capital Improvement Fund and \$220,000 in the General Fund.

Lisa K. Beczkiewicz

Lisa K. Beczkiewicz, Deputy Clerk

11/18/2021

✓ Vote Record - Resolution 5195							
<input type="checkbox"/> Approved <input type="checkbox"/> Recommended for Approval <input type="checkbox"/> Recommended for Denial <input type="checkbox"/> Deferred <input type="checkbox"/> Denied <input type="checkbox"/> Withdrawn <input type="checkbox"/> Recommended for Approval as Am <input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Consensus of the Board <input type="checkbox"/> Tabled by Consensus <input type="checkbox"/> Approved as Amended <input type="checkbox"/> Send to BOS with Report of Tie Vote			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"/>

AT A MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF GOOCHLAND, VIRGINIA, HELD ON NOVEMBER 23, 2021, IN THE GOOCHLAND COUNTY ADMINISTRATION BUILDING, 1800 SANDY HOOK RD., SUITE 250, GOOCHLAND, VIRGINIA, THE FOLLOWING ACTION WAS TAKEN:

Resolution amending the Fiscal Year 2022 Goochland County Budget by budgeting and appropriating \$831,080 in the Capital Improvement Fund for the Fairground Road roundabout project and \$220,000 in the General Fund for redistricting and administrative/staff education

WHEREAS, on April 20, 2021, the Goochland County Board of Supervisors adopted and appropriated the Fiscal Year 2022 Goochland Budget in the amount of \$141,274,251; and

WHEREAS, Virginia Code § 15.2-2507 states that any locality may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year; and

WHEREAS, the Board wishes to amend its budget and appropriate funds for capital improvement, redistricting and administrative/staff education.

NOW, THEREFORE, BE IT RESOLVED, the Fiscal Year 2022 Goochland County Budget is hereby amended, and the funds appropriated as shown:

Project	Amount	Totals	Source of Funds
County CIP Fund			
Fairground Road roundabout and stub	50,000		Commercial proffers
Fairground Road roundabout and stub	74,440		Commercial proffers
Fairground Road roundabout and stub	706,640		Residential road proffers
		831,080	
County General Fund			
County Administration - administrative/staff education	195,000		
Board of Supervisors - redistricting	25,000		
		220,000	
GRAND TOTAL		\$1,051,080	GRAND TOTAL

Adopted this 23rd day of November, 2021.

A COPY ATTEST:

County Administrator or Designee
Gochland County Board of Supervisors