

**APPROVED MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
BUDGET WORK SESSION OF MARCH 4, 2024**

A budget work session meeting of the Board of Supervisors of King William County, Virginia, was held on the 4th day of March 2024 beginning at 6:30 p.m. in the Board Meeting Room of the County Administration Building and via live stream.

AGENDA ITEM 1. CALL TO ORDER

Chair Robinson called the meeting to order.

AGENDA ITEM 2. APPROVAL OF ELECTRONIC PARTICIPATION BY A BOARD MEMBER

Not needed.

AGENDA ITEM 3. ROLL CALL

The members of the Board of Supervisors were polled:

Supervisor, 1st District: William L. Hodges	Present
Supervisor, 2nd District: Benjamin J. Edwards, III	Present
Supervisor, 3rd District: Justin Catlett – Vice Chair	Present
Supervisor, 5th District: Mary Sue Bancroft	Present
Supervisor, 4th District: Lindsay May Robinson - Chair	Present

AGENDA ITEM 4. REVIEW AND ADOPTION OF MEETING AGENDA

Supervisor Hodges made a motion to remove the closed session from the meeting agenda. Vice Chair Catlett seconded the motion. The Chair called for any discussion. All were in favor with none opposed.

AGENDA ITEM 5. Presentation

5.a Utility Rate Study Report – Carl Brown, GettingGreatRates.com

Carl Brown presented the report on the water rate analysis he conducted for King William County. Mr. Brown presented How to Implement the Model 1 Rates, How to Implement Model 2 Rates, and The Governing Body's Job is Broad and Critical from the report. His recommendation was to adopt meter size-based rates, as described in the report, but a level minimum charge structure like the one the County is currently using.

AGENDA ITEM 6. Budget Work Session Matters

6.a. Bay Aging/Housing Budget Request – Tinsley Goad, CFO

Ms. Goad presented the budget request. The Board had no questions.

6.b. Bay Transit Budget Request – Ken Pollard, Transit Director

Mr. Pollard presented the budget request. The Board had no questions.

6.c. Mangohick Volunteer Fire Department Budget Request- Akeem Washington, Fire Chief

Chief Washington presented the budget request and responded to questions from the Board.

6.d. West Point Volunteer Fire Department Budget Request- Spencer Cheatham, Fire Chief
Chief Cheatham presented the budget request. The Board had no questions.

6.e. Walkerton Community Fire Association Budget Request – Jason Coleman, Fire Chief
Chief Coleman presented the Budget request. The Board had no questions.

6.f. VCE / 4-H Budget Request – Christina Ruszczyk-Murray, Extension Agent
Ms. Ruszczyk presented the Budget request and responded to questions from the Board.

6.g. Three Rivers Health District Budget Request – Brenden Rivenbark, Chief Operating
Mr. Riverbark presented the Budget request. The Board had no questions.

6.h. Legal Aid Works Budget Request – Ann Kloeckner, Chief Operating Officer
Ms. Kloeckner presented the Budget request. The Board had no questions.

6.i. Indian Rivers Humane Society Budget Request – Teresa Glidewell
Ms. Glidewell presented the Budget request. The Board had no questions.

6.j. Pamunkey Regional Library Budget Request – Tom Shepley, Director
Mr. Shepley presented the Budget request and responded to questions from the Board.

Middle Peninsula/Northern Neck CSB – Linda Hodges, Executive Director
Ms. Hodges presented the Budget request to the Board. The Board had no questions.

6.k. BOS & Administration Budget Request – Steve Hudgins, Deputy County Administrator
Mr. Hudgins presented the Budget request to the Board. The Board had no questions.

6.l. Finance Budget Request – Julie K. Mills – Deputy Director of Financial Services
Ms. Mills presented the Budget request to the Board. The Board had no questions.

6.m. Revenue Projections – Julie K. Mills - Deputy Director of Financial Services
No information was provided.

6.n. Discussion of Unreconciled Funds – John B. Montoro, CPA, Director of Accounting Services, VML Vaco Finance
Mr. Montoro presented information on the unreconciled difference between the General Fund, cash balance, and bank balance that has not been adjusted for several years. At the end of FY'23 the books were overstated by approximately \$40,000 more in cash. The January General Fund balance was over the bank balance by approximately \$7,700. He believes the problem is a timing issue. Mr. Montoro recommends making an adjustment to cash to reduce the balance in the books with the bank balance for January and making a minor adjustment in February. The adjustment should balance the books by March. The adjustments could be handled administratively and noted in the audit. He has been working with the Treasurer to reconcile the cash daily.

AGENDA ITEM 7. BOARD OF SUPERVISORS' REQUESTS

Supervisor Hodges thanked all for coming out.

Supervisor Edwards thanked everyone for coming out and thanked Fire and EMS for their service and he will work to improve service around the County.

Supervisor Catlett thanked all the presenters.

Supervisor Bancroft thanked Fire, EMS, and the Sheriff's office for their services and thanked everyone for coming to the meeting.

Chair Robinson thanked Fire and EMS for their great presentations and thanked everyone for coming to the meeting.

AGENDA ITEM 7. CLOSED MEETING

Not Needed

AGENDA ITEM 8. ADJOURN OR RECESS

Supervisor Bancroft made a motion to adjourn; seconded by Supervisor Hodges. All were in favor with none opposed.

COPY TESTE:

Lindsay May Robinson, Chair
Board of Supervisors

Christine H. Branch
Clerk to the Board of Supervisors