

Minutes
Board of Supervisors
Work Session
March 6, 2018

Members Present: Morgan Phenix, Chairman At-Large
 D. Keith Guzy, Jr., District 1
 David Wiatrowski, District 2
 Mark Stroupe, District 3
 Larry Foltz, District 4
 Jeff Vaughan, District 5

Staff Present: Amity Moler, County Administrator
 Regina Miller, Assistant County Administrator
 Janeena Zalipski, Office Aide

Call To Order:

Chairman Morgan Phenix called to order the work session of the Page County Board of Supervisors, on March 6, 2018, at 7:00 p.m., in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray. The Call to order was followed by the *Pledge of Allegiance*, and the Invocation given by Mr. Keith Higgs.

Review of Davenport Proposals:

Kyle Laux, Davenport & Company LLC, explained that they completed a review of the County's portfolio of outstanding debt obligations. During the course of its review, Davenport identified potential opportunities for the county to refund certain Landfill-related USDA Rural Development Loans (RD Loans) for debt service savings. A dual track approach whereby a direct bank loan and the spring 2018 Virginia Resources Authority (VRA) Pooled Financing Program are considered as potential sources of funding. Davenport identified three Rural Development loans that could potentially be refunded for debt service and/or cash flow savings. Approximately \$10.3 million remains outstanding on the RD Loans at an interest rate of 4.25%. In early February, Davenport assisted County staff in submitting an application to participate in the spring 2018 VRA Pool. In mid-February a Request for Proposal (RFP) was distributed to banking institutions on behalf of the County. On March 2, 2018, Davenport received bank proposals from Sterling National Bank, Pinnacle Public Finance and Texas Capital Bank. The RFP asked potential lenders to provide interest rate proposals for potential repayment terms of 15, 17 and 20 years. All three banks submitted proposals with interest rates fixed through final maturity of the refunding.

Sterling provided the lowest interest rate for all three of the repayment terms solicited. He indicated that the total estimated debt service savings would be \$2,180,736 for the 17-year term. The county is able to accommodate the refunding without exceeding its FY2018 debt service budget. He recommended that the County pursue the refunding

opportunities through a Direct Bank Loan from Sterling National Bank, since they have the lowest fixed interest rate and would allow the County to preserve some of the existing natural debt service decline in the County's tax supported debt profile. He pointed out that closing could be as soon as March 30, 2018.

VRA is conducting credit analysis and is expected to reach a final credit approval decision in mid-March. VRA could potentially impose other legal constraints including, but not limited to, a debt service reserve fund and may also require the County to change the way it accounts for the solid waste system's financial operations. Also, the loan closing may be as late as May 2018, depending upon credit approval.

Supervisor Guzy asked if Mr. Laux would approach Sterling Bank and asked for an open line of credit potentially for the radio system replacement for the County. Mr. Laux said he would ask.

Chairman Phenix asked how Davenport's services would be paid for. Mr. Laux said it is 1% of amount financed and is paid at closing and is included in the numbers shown.

The Board was in consensus to move forward.

Review of Cash Flow:

Penny Gray, Treasurer, reviewed the cash flow report with the Board. She said February ended with \$3,786,747.27 in the bank. All supplementals are in and a few abatements have resulted in refunds. She expects the months of March and April to have less cash in the bank, but once the tax rate is set and tax bills go out it will get better.

Economic Development Update:

Liz Lewis, Economic Development/Tourism Coordinator, gave an economic development update to the Board. She reported that the meeting of the minds event created a community conversation where stakeholders and citizens could talk freely about current and future opportunities. She said goals have been identified with specific strategies and objectives. She continued to say that she is activity promoting Page County as a destination and has created an ad for placement in the Luray-Page Visitors Guide as well as an eight-foot retractable panel placed in the Welcome Center in Clearbrooke, Virginia. Queen City Creative has been contracted to create a brand for the County. Mrs. Lewis said she applied for a VTC Leverage Marketing Grant and received \$2,500 with three partners the Mimslyn Inn, Town of Luray and Page County. She has also submitted a poster for the Virgo Award presented by the VADMO Tourism & Travel which will be on display in Richmond. She continued to say that she is working on the Enterprise Zone, HUBZone and a Tourism Zone, and a new revitalization initiative coming from the Governor's office, the Opportunity Zone. The EDA has agreed to contract with Harmon Construction to put together conceptual drawings for a Senior Living Community concept on property in Stanley. She indicated that she participated in an alternative crop

production/education conference where she learned how to grow HOPS. In April, she will be attending the Regional Brownfields Summit in hopes of preparing Stanley Landfill for development.

Review of the Proposed Tourism Zone:

Liz Lewis stated that staff is recommending the creation of a tourism Zone for the purpose of increasing tax revenues, by providing incentives to qualified tourism businesses located within the designated area. Incentives will benefit both new and existing qualified businesses. An application with supporting documents must be submitted for incentives to be considered. Adoption of this Zone also provides tourism development projects, within the Tourism Zone, access to gap financing offered by the Commonwealth of Virginia and administered by Virginia Tourism Corporation. A public hearing and then amendment to the current code to include a Tourism Zone will be the next course of action.

Supervisor Guzy suggested the Tourism Zone incentives be for new businesses only. He felt an existing business may take advantage of the program if they are already doing the marketing and including Page County.

Mrs. Lewis explained that Tourism incentives to promote economic growth will improve employment opportunities and increase tax revenue. Minimal expense from the county will be in rezoning fee rebates. Transient Occupancy Tax (TOT) revenue will be used to fund the proposed tourism marketing incentive. This fund amount would be known and approved at the beginning of each fiscal year.

After discussion, the Board did not take any action.

Adoption of the Emergency Operations Plan:

Woody Brown, Emergency Services Coordinator, said the Virginia Department of Emergency Management requires the Emergency Operations Plan be updated and adopted by the Board. The Commonwealth of Virginia Emergency Service and Disaster Law requires each County to have a plan in place in the event of a disaster. He recommended that the Board pass the resolution adopting the revised 2018 Emergency Operations Plan of Page County.

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#2018-02

RESOLUTION

ADOPTION OF THE REVISED EMERGENCY OPERATIONS PLAN

WHEREAS, the Emergency Operations Plan, further knowns as the EOP, is required to be revised every four years; and

WHEREAS, the EOP is continually being revised, the entire EOP has to be reviewed and revised every four years.

NOW THEREFORE, BE IT RESOLVED, that the Page County Board of Supervisors adopts the EOP as revised on March 6, 2018.

BE IT FURTHER RESOLVED, that the Page County Board of Supervisors authorized Woody Brown to make the revisions, as needed.

This Resolution was adopted by the Page County Board of Supervisors in regular session on this 6th day of March, 2018.

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Motion: Supervisor Guzy moved to approve the adoption of Resolution #2018-02 for approval of the revised 2018 Emergency Operations Plan for Page County. Supervisor Wiatrowski seconded and the motion carried by a vote of 6-0. Aye: Phenix, Guzy, Wiatrowski, Stroupe, Foltz, Vaughan. Nay: None.

Discussion of EMS Revenue Recovery:

Woody Brown, Emergency Services Coordinator, gave a presentation to the Board on the personnel costs to operate each rescue squad station, revenue recovery review, update on revenue recovery, revenue costs per ambulance, revenue proposals, County costs, and administration of funds. The information he provided was based on the 2017 revenue recovery amount of \$418,672.21. The current revenue recovery percentage split is: 7% to the billing company, 31% for the ambulance, 31% for the driver, and 31% to the attendant in charge. Mr. Brown reviewed the revenue recover billable amounts and explained that most insurance companies set their own rate schedule and most will not reimburse the full amount for a call. Page County has soft billing; we accept the amount paid by the insurance then the billing company will send a bill to the patient for the remaining balance, but it rarely gets paid. Medicare is currently the highest percentage payer in the County at 37%. He also explained that if paper work has been filled out incomplete the billing service kicks it back. Mr. Brown said the staff and volunteers fill out the reports for the billing service. He said he can control the paid staff to ensure the reports are complete, but not the volunteers. He then reviewed six proposals for splitting the revenue recovery money.

Discussion then ensued regarding EMT training and possible classes. Chairman Phenix asked what the requirements are in order to be a volunteer. Mr. Brown explained the hours needed as well as the cost.

After discussion, it was decided that a meeting would be scheduled between the County Administrator, Mr. Brown, Supervisor Stroupe, and Chairman Phenix to meet with the volunteer agencies to discuss the reporting process as well as figuring out how to offer incentives to EMS volunteers.

Schedule Budget Work Sessions:

Mrs. Moler presented the 2018 budget calendar to the Board. She told the Board she has held budget meetings with all department heads. She asked the Board if they wanted all departments to present their budgets or just the new ones and ones asking for an increase.

The Supervisors agreed on the budget calendar and decided to hear new and increased budgets only.

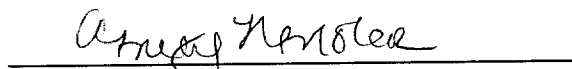
Supervisors Time:

All the Supervisors thanked everyone for coming out.

Adjourn: 9:22 p.m.

With no further business, Chairman Phenix adjourned the meeting.


Morgan Phenix, Chairman


Amity Moler, County Administrator