

An adjourned meeting of the Board of Supervisors of Albemarle County, Virginia, was held on February 15, 2019, at 12:00 p.m., Room 241, County Office Building, McIntire Road, Charlottesville, Virginia. The meeting was adjourned from February 6, 2019.

PRESENT: Mr. Norman G. Dill, Mr. Ned Gallaway, Ms. Ann Mallek, Ms. Diantha H. McKeel, Ms. Liz A. Palmer and Mr. Rick Randolph.

ABSENT: None.

OFFICERS PRESENT: County Executive, Jeff Richardson, County Attorney, Greg Kamptner, Clerk, Claudette Borgersen, and Senior Deputy Clerk, Travis O. Morris.

Agenda Item No. 1. Call to Order. The meeting was called to order at 12:02 p.m., by the Chair, Mr. Gallaway. Mr. Gallaway said the reason for the meeting was to hear Mr. Richardson's presentation on the Fiscal Year 2020 recommended budget.

Agenda Item No. 2. Presentation on County Executive's FY 2019-2020 Recommended Budget.

Mr. Richardson asked staff present to introduce themselves: Ms. Emily Kilroy, Director of Community and Public Engagement; Ms. Lori Allshouse, Director of Office of Management and Budget; Mr. Doug Walker, Deputy County Executive; and Mr. Trevor Henry, Assistant County Executive; followed by Board members, the County Attorney and the Board Clerks, as well as the presiding security officers, Officer Bryce Arritt and Officer Sam Thomas.

Mr. Richardson also introduced additional staff who worked on the recommended budget. Ms. Tia Mitchell, Senior Budget Analyst for Capital Improvements; Ms. Holly Bittle, Budget and Special Projects Analyst; Mr. Bill Letteri, Chief Financial Officer; Ms. Heather Taylor, Budget Analyst; and Mr. Andy Bowman, Budget Manager; introduced themselves.

Mr. Richardson said he appreciates the opportunity to share the County Executive's recommended budget for FY20. The budget is the start of the budget discussion for a fiscal year that began officially on July 1, 2019. Mr. Richardson said the work on this budget began in the fall of 2018, and budget staff have worked diligently over the last five months alongside staff in operating departments. Mr. Richardson thanked staff for the work and countless hours it has taken to get to this point.

Mr. Richardson said there are desired outcomes of the meeting, but he began with a recap of FY19, the current year that would close out on June 30, 2019. Mr. Richardson said FY19 was a critical year for financial planning and preparing for the commitments made moving forward into 2020. Mr. Richardson said he wants to review the economic drivers in the local economy, as well as the County's strategic priorities, because both helped pull together the recommended budget. Mr. Richardson said he would conduct a high-level overview of the recommended budget and would make recommendations on investments for the Board to consider. Mr. Richardson said Ms. Allshouse would then give an overview of the rest of the budget process and the interactions that would happen with the community as the budget was worked through to completion.

Mr. Richardson said there were three reflections to make about the FY19 budget: the advancement of strategic priorities; sustaining a quality organization; and having the discipline and community drive to be able to retain existing capacity to be able to look at transforming initiatives and emerging opportunities.

Mr. Richardson said that plans and multi-year guiding documents help to crystalize the County's vision for some of the biggest opportunities that lay ahead in the years to come. Mr. Richardson referred to pictures presented to the Board, which he said depicts the heavy lifting in strategic planning. He stated that he applauds the Board for its vision in working with the community, key partners, the Planning Commission, and the Economic Development Authority in bringing forward the Economic Development Strategic Plan Project Enable into a formalized reality that was now in motion. Mr. Richardson said that many documents gave strategic vision for the future on how the County could continue to positively affect the community's quality of life.

Mr. Richardson referred to a picture from a fall retreat with the senior management team, about eighty people in the organization who spent time out of the office and out of day-to-day operations to discuss what it would mean to optimize business processes. He said this was a big deal because it was about organizational transformation and change management. Mr. Richardson said this was cross-departmental in nature, underpinned with a commitment to maximize resources, maximize the integration of the County's systems and processes, and maximize workplace training and organization, as well as communication. Mr. Richardson said the reason to do this was to enhance the customer service experience for County citizens. He said the County has to be laterally integrated where all of the County's systems talk to each other. Mr. Richardson said that as they do become more integrated, it would be easier for County government to develop performance dashboards and performance metrics that are meaningful that help assist with future resource decisions. Mr. Richardson said the County's customers need this because as the County continues to urbanize, problems become more complex in that they need solutions from across departments.

Mr. Richardson said the County talked about transformational initiatives and emerging opportunities in the last year. Mr. Richardson said this involved talking about retaining some headroom,

retaining some capacity for when there are initiatives that come, and there are resources available if the Board of Supervisors see fit to pursue opportunities. Mr. Richardson said that sometimes these opportunities are multi-year in nature such as the Yancey Community Center, the Community Remembrance Project, and the elevation of the Equity and Inclusion Office within the County government.

Mr. Richardson said that due to a local economy that generates more than expected, coupled with the organization's eye on controlling expenses, the Board of Supervisors was consulted in December during the five-year planning discussion about directing one-time revenue for strategic investments as the current fiscal year was closed out. Mr. Richardson said that would include one-time funding for broadband, affordable housing, and economic development.

Mr. Richardson said the economic drivers for the recommended budget include continued increases in assessed values, continued healthy tax-base growth, a strong housing economy, and a projected four percent increase in growth. He noted that another economic driver was an increase in residential dwelling units from 2017 to 2018, at a historic growth rate of 23.5% in the number of dwelling permits that the Community Development Department issued. He said the County continues to grow at a rate of about one percentage point a year. Mr. Richardson said the growth in the County's student population was at two percent a year. He stated that unemployment for the region was down another seventh tenths of a percent at 2.2%. He said these numbers are all underpinned by a triple AAA bond rating, unusual for a mid-sized county. He commented that he was proud that the County continues to guard its strong cash-management position and solid debt ratios.

Mr. Richardson commented that all of these economic drivers are important as staff continues to analyze the economy as well as the final position of the County government.

Mr. Richardson referred to a slide showing the major drivers of local revenues. Mr. Richardson said local revenues remain strong, with real estate revenues growing by 7.5%, including both growth in assessments and new construction and land divisions. He reported that personal property tax collection was up \$2 million or 7.4%, noting that it was primarily motor vehicles but also increased business activity such as BPOL taxes, and franchise tax revenue was up 4.9%. Mr. Richardson said consumer-driven activity includes an increase in sales tax and food and beverage revenues projections, which are up approximately 5%. Mr. Richardson said the local snapshot of economic indicators continue to suggest there was strong vibrancy enjoyed in the community.

Mr. Richardson said that Albemarle County has experienced stabilization with the Children's Services Act. Mr. Richardson said applauded the Department of Social Services for their proactive management of these programs to help stabilize spending after several years of investments at the DSS level. He commented that employers have been grappling over the past 10 years over the cost of health care, and for the third year in a row, Albemarle's health care fund was stable. Mr. Richardson said the partnership with the School Division was one where the County values the relationship because they can talk about the performance of the health care fund and the County was enjoying good times right now. Mr. Richardson said this should be noted. Mr. Richardson said the revenue-sharing agreement with the City was formula-driven and for this coming year the revenue-sharing payment would go down 9.5%, or a \$1.5 million reduction in expenses that would go back into the County's budget to allow the County to do things it otherwise could not do.

Mr. Richardson said he would be remiss if he did not talk about the hard work the Board and staff does on a regular basis with strategic planning. Mr. Richardson said the County's strategic plan identifies the priorities that are most important now to make the biggest positive impact. Mr. Richardson said these could take advantage of opportunities in the community to affect the quality of life and to address growing problems that the County need to be ahead of.

Mr. Richardson referred to a slide with the nine highest priorities determined by the Board that results from work in the late fall of 2018. He said that the coming budget align resources with an intentionality in all of the nine areas.

Mr. Richardson said there are other critical drivers starting with the CIP Oversight Committee; discussion which began over a year ago about the capital improvement program for FY19.

Mr. Richardson reported that there has been an expressed desire by the Board and the School Board to explore a more robust capital plan. Mr. Richardson referred to a slide that was meant to capture some of the discussions that have been occurring between both the Board and the School Board to discuss and consider additional capital investment, first with High School Center 2 and an additional school investment to address capacity as well as quality of life projects based on some of the need's assessment shown earlier. Mr. Richardson said that all of that could add up to an additional \$59 million through FY22. Mr. Richardson said the Board would continue to look at that and look at the affordability of the timing of that as they move through this budget. Mr. Richardson said that was why the capital improvement portion of the budget session was moved up to the front as opposed to the end, so Supervisors could deal with it sooner in their discussions.

Mr. Richardson stated that another critical driver was the impact of the 2016 bond referendum to approve the \$35 million in school projects, including the Woodbrook Elementary School renovation and expansion, as well as modernization and security projects at schools all throughout the County. Mr. Richardson said that as the 2016 bond referendum was overwhelmingly approved and there was strong revenue growth in the subsequent two fiscal years, the County was able to defer a tax increase that was

contemplated with taking on this \$35 million of CIP debt. He stated that he would recommend going ahead and pulling the trigger on the 1.5-cent increase as the County looks at its debt, debt ratios, as well as the contemplation of taking on additional debt as they move forward with schools and general government.

Mr. Richardson said the 1.5-cent tax increase was totally dedicated to the CIP and debt service.

Mr. Richardson referred to a graph that said in FY19, there was approximately \$13.2 million in new shared resources between the County government and County schools and CIP debt service. He said there has been \$2.5 million in additional shared resources, and he pointed their attention to a chart which showed there has been a 16% increase in investment in debt service. Mr. Richardson said this was an ambitious step forward to begin to more aggressively address the infrastructure needs of the County government and the School Division.

Mr. Richardson said the total budget for Albemarle County was at \$456.8 million, a 5.7% increase over FY19. The general fund represents a \$306.7 million budget, a 5.2% increase over FY19. Mr. Richardson noted that the left side of the presentation on the screen shows that the community places an emphasis on the ability to provide services, and how it is tied to the general property tax base at two-thirds of the revenues. Mr. Richardson noted that many citizens do not know that state revenues only represent 8% and federal revenues are at 2%. He said that the County would continue to pay close attention to state and federal government and the mandates, funding, and relationships with state and federal government.

Mr. Richardson said the local government budget was a reflection of community priorities and asked what the County wants to get done in the year.

Mr. Richardson said this recommended budget was balanced on a tax rate recommended at 85.4 cents of \$100 of assessed value, representing a 1.5-cent increase for calendar year 2019, totally dedicated to the capital program.

Mr. Richardson said the budget was focused in three areas: 1) an exceptional education - the community was committed to supporting an exceptional public education system, so that would continue to be reflected in the recommended budget; 2) sustained economic growth - this budget pays close attention to the Economic Development Strategic Plan and the reliance the local economy had on government being responsive and supportive of private partners; and 3) investments in the 21st century infrastructure. Mr. Richardson said a lot of the investment infrastructure was intended to pay close attention to the environment and protecting the environment, as well as preserving the rural character of the community.

Mr. Richardson said the base foundation of the budget was local government services and that these need to be reinforced and transformed so that the County could continue to meet the expectations of the citizens and the community served.

Mr. Richardson said 21st Century infrastructure was not about blackboards or highways and smokestacks, but was about broadband, bike paths, innovative ecosystems, collaborative learning environments, and public-private partnerships to create an infrastructure that continues to stimulate an already strong local economy. He stated that infrastructure was pieces of a larger system of the community that when put together creates community vibrancy.

Mr. Richardson said he has mentioned several times the exceptional school and public education system. He recognized School Superintendent, Matt Haas, and Roslyn Schmitt, Chief Operating Officer, for being at the meeting. Mr. Richardson said the community vision calls for exceptional public education, which requires investments in learning environments that prepares kids for the 21st Century economy. Mr. Richardson said the recommended budget supports the operational needs articulated by the School Division and provides the capital support for a second high school center as well as school maintenance and modernization projects in the coming year.

Mr. Richardson said a thriving economy slide was an exciting one. Mr. Richardson said it was ironic that the County was invited earlier in the week to celebrate the start of the renovation of the historic Woolen Mill site, which would be the future home and corporate headquarters of WillowTree Corporation. He stated that the private partners who were also present were really positive about the Community Development Division, Development Services, Economic Development Department, and staff. Mr. Richardson noted that the slide reflects strategic investment in both time, funding and partnerships that have occurred over the past year. Mr. Richardson said these include access to broadband in underserved areas, spurs revitalization in an aging industrial center, and facilitates local employers to grow their company and their workforce in Albemarle County.

Mr. Richardson stated that a thriving economy needs more and needs the pieces to make the community a great place to work and live. He said the next slide represents neighborhood sidewalk connectivity and continued support of transit, housing that was affordable, and reliable broadband. He noted that those are not just County government projects but with key agency and community partnerships.

Mr. Richardson said the budget was also about the County's public works function to maintain the built environment and the ability to plan for the future and create an inclusive and equitable environment. He said that this includes public service, continuation of maintenance enhancement, litter clean-up,

mowing, street cleaning and other services that people who live in the urban ring expect to have because it was an urban environment. He stated that there was also an emphasis on the County's entrance corridors. Mr. Richardson said the Board of Supervisors has been extremely supportive of the elevation of the importance of equity and inclusion in the County government organization and the provision of services in areas all over the County.

Mr. Richardson stated that Albemarle County has an organized pattern of development to protect the natural environment and preserve and protect natural resources. He said the recommended budget provides funding in both construction dollars and conceptual design dollars in some key areas of the County to recognize opportunities to increase citizens' quality of life. He made note of the Darden Towe field improvements, which are driven by partnership with the City of Charlottesville. Mr. Richardson said there was funding for that in the next year and that funding was contingent on the City providing funding as well. Mr. Richardson said the recommended budget also supports a more global environment level of priorities, including continuing efforts in climate action planning, which was one of the Board's top priorities in the past fall. Mr. Richardson said that solid waste management was another priority.

Mr. Richardson stated that "investing in foundation" refers to supporting the critically important work and reinforcing the foundation to provide quality government services in support of investments to further the County's vision. Mr. Richardson said the recommended budget prioritizes investments in public safety and welfare, including additional staff in public safety, the Sheriff's office, regulatory compliance, and dedicated funding for an enhanced customer experience as they come through the front door of the County Office Building. He stated that the latter would involve wayfinding, customer service, and an emphasis on building security. Mr. Richardson said the recommended budget has additional money earmarked for the critical relationship between the County and the volunteer fire and rescue departments across the County, and this funding would go toward station improvements and training and leadership at the regional Emergency Communications Center, and would also pay for an additional position at the Circuit Court.

Mr. Richardson reported that the recommended budget addresses service delivery by investing in the County's business processes to make sure they are optimized for the 21st Century. He said this would add integrated project management into complex projects, invest in more robust workforce training, and enhancing leadership depth to address the County's aging workforce. Mr. Richardson said there are a number of mid and senior-level managers who are set to retire within the next three to seven years. He noted that County government must take intentional efforts to cross-train and do some intentional succession planning to be able to maintain expectations for service delivery across the organization.

Mr. Richardson stated that the recommended budget provides support for the broader community, with recommended funding for key partner agencies who support public safety, education health and welfare, and cultural offerings. Mr. Richardson said the County has many partnerships, including the Rivanna Solid Waste Authority, the Regional Transit Partnership, the Jefferson-Madison Regional Library, and the regional Emergency Communications Center. He stated that the recommended budget recognizes that through cooperative partnerships, common goals are achieved which benefit the entire community. He mentioned that Ms. Allshouse would share information with the Board about the Agency Budget Review Team report, which would also be the subject of a later work session. Mr. Richardson said the recommended budget includes new support for programs for next year.

Mr. Richardson said he would be remiss if he did not recognize the five-year capital program advances the courts project with design for the collaborative project with the City of Charlottesville. Mr. Richardson said that a future work session would also cover how the recommended budget supports the Memorandum of Understanding with Charlottesville. He said this was a topic of a dedicated work session with the Charlottesville City Council on the need for continued collaboration. Mr. Richardson said the five separate agreements covers education, the environment, redevelopment and affordable housing, transportation, and economic development. He stated that Ms. Allshouse has worked closely with the Budget Office and City to ensure that the funding was there for collaboration in all of these areas.

Mr. Richardson said the government treats every dollar it receives through taxes as an investment and hopes that citizens believes they are getting a good return on that investment. Mr. Richardson said that for every dollar received in taxes that come into the general fund, the County invests 45 cents in education and seek to be strategic with the remaining 55 cents. Mr. Richardson said that means staff looks at the Board's priorities as well as the core government services that citizens expects. He said staff wants to move those 55 cents to where they could make the biggest impact across the organization.

Mr. Richardson reported that staff has attempted to align discretionary resources for the next fiscal year into the areas of education, economic development, environmental protection and sustainability and all of these ties back into the core vision that was ambitious. He said this includes exceptional education, a thriving economy, and a protected and accessible environment. He stated that all of these are emblematic of Albemarle County; a county that enjoys national acclaim as a top community in which to live. Mr. Richardson commented that education was critically important. He said the recommends budget prioritized public education but also shares limited financial resources in a balanced way to support the local economy, enhances the environment and accessibility, and continues to invest in County operations as a foundational piece of the County's future success.

Mr. Richardson said the recommended budget does not ignore any of those areas because they are all interconnected. Mr. Richardson said this was why he was recommending a 1.5-cent tax rate increase to the FY20 budget, which would bring the County's tax rate to 85.4 cents. Mr. Richardson said

this additional penny and half would generate \$2.9 million annually, primarily devoted to County schools, County parks, and bike and pedestrian infrastructure, which necessitates an increase in total capital debt service funding by approximately 15% and serves to create additional capacity to keep pace with the County's increasing list of capital infrastructure challenges.

Mr. Richardson said thanked the Board for modeling the way and said staff was inspired by how hard the Board works every day to support the citizens of Albemarle. He said this was the beginning of the budget process and staff was ready to answer questions and work hard through the budget work sessions. Mr. Richardson said staff looks forward to a very exciting budget process.

Mr. Richardson asked Mr. Gallaway if he could turn over the meeting to Ms. Allshouse if there were no questions from the Board. Mr. Gallaway asked the Board if there were questions or comments.

Ms. Palmer said she has a quick comment and said she was always surprised every year when she hears that only 10% of the budget comes from state and federal sources.

Ms. Allshouse said that each member of the Board has a 300-page budget document as well as the ABRT report. She thanks staff and the Board and Ms. Laura Vinzant, who was absent from the meeting. She thanked Mr. Letteri and the role of the Finance office in getting the budget together. Ms. Allshouse said the 300-page budget was organized similar to years past.

Ms. Allshouse stated that the budget documents sets out the schedule of which starts with a public hearing on the County Executive's budget on February 19, followed by a series of work sessions. She said she has provided the pages of the budget that would be covered at each work session, and the schedule could change based on how much information was requested by the Board. She said the first work session was scheduled for February 21 and would include a general overview as well as cross-department perspectives. She said the School Board Chair and Vice Chair would be at the first work session at the end of the meeting. She said the next work session on February 26 would start with the five-year capital plan and the debt services, followed by a review of the functional areas (departments) of the budget. Ms. Allshouse stated that the Board would be given a revenue update on February 28, a change in the process from years past. Ms. Allshouse said the review was hopefully to be completed on March 1 followed by the adoption of a tax rate for advertising. She said there could be additional time for discussion, if necessary. She said the public hearing would be on April 9 on the tax rate and the Board's proposed budget, and adoption would be on April 16.

Mr. Gallaway stated that it looks like there may be some available slots at the March 4 meeting to include budget items, and that could be the time to discuss the "parking lot" of unaddressed items.

Mr. Richardson said that concludes his presentation.

Mr. Gallaway asked the Board members if they had any comments or questions.

Ms. McKeel said it was too early to have any questions.

Mr. Dill asked a procedural question about when it was appropriate to make suggestions for new funding. He said that in the past, this has been incumbent on the person suggesting new funding to locate sources from where the money would come from. Mr. Dill stated that was difficult for Board members to do that and he asked how that should be discussed.

Mr. Richardson said he has been one year in this organization and said staff would be looking for guidance from Board members during the work sessions. He said if a Board member was disappointed in the level of funding or non-funding in an area of the budget, and staff would ask for direction on what was requested and he does not expect Board members to identify funding sources but would take that information. Mr. Richardson said Board direction could be general but reminded the Board that staff would not use one-time money to fund ongoing operational expenses.

Ms. Mallek said there would need to be support from the Board before staff time was committed to doing the work. Ms. McKeel said at least four votes would be needed. Mr. Richardson said it would be ideal that in the budget work sessions for the Board to talk among themselves about enhancement or reduction of budget items. He stated that Board members may have a lot of individual questions and staff was a good source to capture those questions, then staff would do the research on behalf of all six Board members. Mr. Richardson said there would be continual analysis and research that would go on over the next few weeks.

Mr. Richardson asked Mr. Dill if he had answered the question. Mr. Dill said he has and said that sounded more workable than his experience in the past. Mr. Richardson said he does not want to be resistant to Board direction.

Mr. Randolph said he would hate to see the Board tied up as it was last year, seeking funding for organizations where there was not a recommendation and there were not four votes on the Board. He commented that it would be helpful to take votes very quickly on whether to proceed, in the interest of time management.

Ms. Palmer said that sometimes the Board has members who have a lot of experience with some organizations on the ABRT, and in years past, she has appreciated explanations of the process and how the ABRT works.

Ms. McKeel thanked staff for their work because this year has been more staff driven related to the ABRT process for the year.

Ms. Allshouse said the Board would be given more information on how the ABRT process has worked.

Ms. Palmer said she recognizes the huge amount of work that goes into the budget each year and staff's work.

Mr. Dill said he believes the County's process was more sophisticated than other localities and he appreciates how staff listens to the community and what it values. He commented that it was a well-run organization.

Ms. Mallek said that in years past, there have been a separate list of agencies that were funded outside of the ABRT process, and she asked if there was a quick answer on where to look for those in the book. Mr. Bowman responded that there are two categories for agencies not reviewed by the ABRT: cultural agencies and festivals, and there was a table that listed these. He stated that the other category was larger agencies like JAUNT, Charlottesville Area Transit, the Thomas Jefferson Planning District Commission, and the libraries. Mr. Bowman said there was not one place where they are listed, but a summary of these agencies would be given at the first work session.

Ms. Mallek said they would be able to find the information on expenditures to see how these agencies did in comparison to previous years.

Ms. Palmer said there are other areas of government that touched multiple pots of funding, such as the economic development initiatives. She stated that she would like to see how much money was being spent on economic development. Mr. Bowman said there were two slight changes to the budget document this year where the office of Economic Development and the agencies and their contributions were listed on one page called Economic Development Services in the Community Development functional area. He stated that the other area took the transit agencies and put them together on one page in the Community Development functional area.

Mr. Gallaway said that Board members with questions should send them to Mr. Bowman and Ms. Allshouse together, as well as copy him, Mr. Mawyer and Mr. Richardson.

Ms. Allshouse said they would keep a list of questions during the work sessions and try to turn them around quickly.

Mr. Gallaway said he remembered that process from last year.

Ms. Mallek asked if she should copy other Board members when she has questions about, or if that would clutter up their email. Mr. Gallaway said they would see all the questions anyway with answers.

Mr. Dill said he believes he has heard it was helpful to just send questions or comments to just staff and not all the Board members.

Mr. Gallaway suggested that when the revenue update is made, he would like to see recommended adjustments come with negative or positive changes.

Mr. Richardson said that last year, an additional \$900,000 in revenue was identified during the budget process. He stated that the Board spent a lot of time discussing this and he was hearing Mr. Gallaway ask for recommended adjustments.

Mr. Gallaway asked if there were any additional questions from the Board and there were none.

Agenda Item No. 3. From the Board: Matters Not Listed on the Agenda.

Mr. Gallaway asked if there were any matters from the Board not listed on the agenda. There were none.

Agenda Item No. 4. From the County Executive: Report on Matters Not Listed on the Agenda.

Mr. Gallaway asked Mr. Richardson if he had any matters not listed on the agenda. Mr. Richardson reminded the Board that Monday, February 18, 2019 was a President's Day, a state and local holiday.

Agenda Item No. 5. Closed Meeting.

At 12:53 p.m., Mr. Dill **moved** that the Board go into a Closed Meeting pursuant to Section 2.2-3711(A) of the Code of Virginia under Subsection (1) to discuss the resignation of an employee of the Board of Supervisors. Ms. Mallek **seconded** the motion.

Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Gallaway, Ms. Mallek, Ms. McKeel, Ms. Palmer, Mr. Randolph and Mr. Dill.
NAYS: None.

Agenda Item No. 6. Certify Closed Meeting.

At 1:12 p.m., Mr. Gallaway **moved** that the Board certify that to the best of each member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed meeting, were heard, discussed, or considered in the closed meeting. The motion was **seconded** by Ms. Mallek.

Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Gallaway, Ms. Mallek, Ms. McKeel, Ms. Palmer, Mr. Randolph and Mr. Dill.
NAYS: None.

Agenda Item No. 7. Adjourn to February 19, 2019, 6:00 p.m., Lane Auditorium.

At 1:13 p.m., Mr. Gallaway adjourned the meeting to February 19, 2019, 6:00 p.m., Lane Auditorium.

Chairman

Approved by Board
Date 06/05/2019
Initials CKB