#### PERSON COUNTY BOARD OF COMMISSIONERS <u>MEMBERS PRESENT</u>

JANUARY 30, 2012 OTHERS PRESENT

Jimmy B. Clayton Heidi York, County Manager Kyle W. Puryear Janet Clayton, Interim Assistant County Manager B. Ray Jeffers Brenda B. Reaves, Clerk to the Board Samuel R. Kennington Amy Wehrenberg, Finance Director Frances P. Blalock Russell Jones, Tax Administrator

The Board of Commissioners for the County of Person, North Carolina, met in special session on Monday, January 30, 2012 for the annual Board Retreat at 9:00 a.m. at the W.H. "Bill" Barker Community Building located on Hyco Lake at 205 Kelly Brewer Road, Leasburg.

Chairman Clayton called the meeting to order and welcomed the group. Commissioner Jeffers arrived at 9:21 a.m.

County Manager, Heidi York served as the Retreat Facilitator and outlined the Retreat Goals:

- Gain an understanding of Person County Government's current finances and future budget challenges
- Identify the priorities and strategies from the Strategic Plan for implementation in FY12-13
- Understand how implementing these priorities will impact the FY12-13 Budget

#### FINANCIAL STATE OF THE COUNTY:

#### PRESENTATION OF FY 10-11 AUDIT:

Mr. Jim Winston of Winston, Williams, Creech, Evans & Company, LLP, Certified Public Accountants, presented the Board with the Fiscal Year 2010-2011 Audit.

#### Person County June 30, 2011

#### **Audit Presentation**

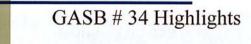
Winston, Williams, Creech, Evans & Co. LLP

#### Overview



- Person County has received an unqualified opinion on their June 30, 2011 financial statements.
- Person County again received the Certificate of Excellence in Financial Reporting for fiscal year 06/30/10 and submitted the 6/30/11 report to
- There were no findings for fiscal year 6/30/11.

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- Management's Discussion and Analysis
- Statement of Net Assets

<u>2010</u> <u>2011</u>

 Total Assets
 \$ 48,534,545
 \$ 51,523,277

 Total Liabilities
 20,292,856
 21,895,657

 Net Assets
 \$ 28,241,689
 \$ 29,627,620

3

#### Statement of Activities

2010 2011

 Revenues
 \$ 52,537,774
 \$ 50,953,317

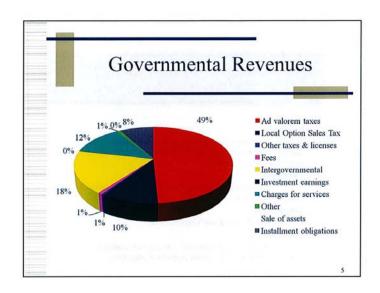
 Expenditures
 48,713,136
 49,567,386

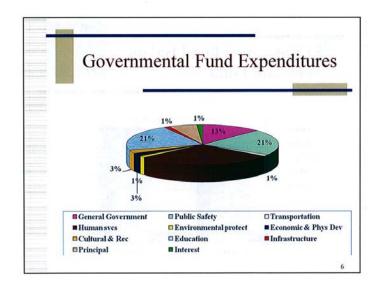
 Increase in Net Assets
 3,824,638
 1,385,931

 Beginning Net Assets
 24,417,051
 28,241,689

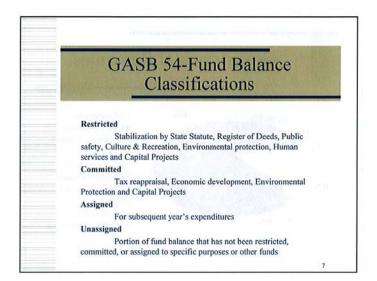
 Ending Net Assets
 28,241,689
 \$ 29,627,620

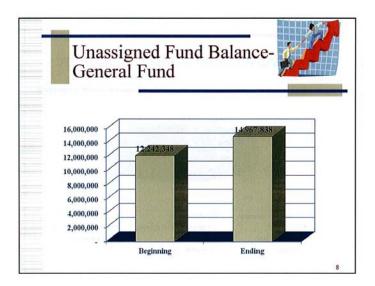
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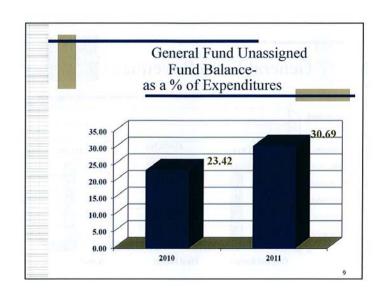


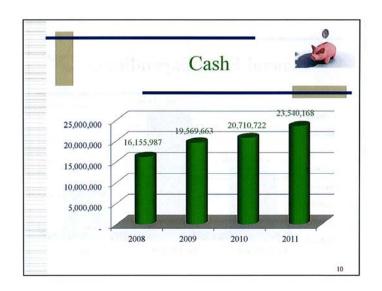


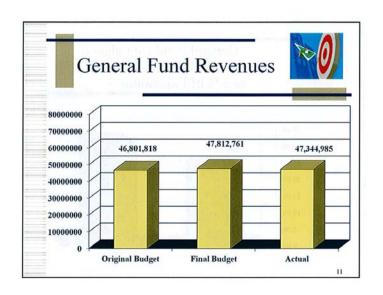
(Human Services 29% of Fund Expenditures)

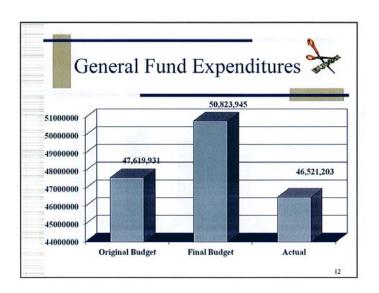


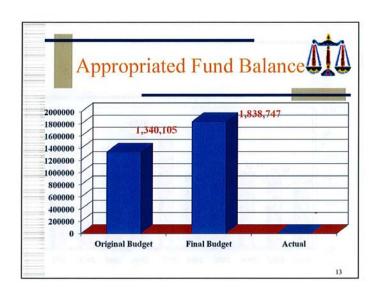


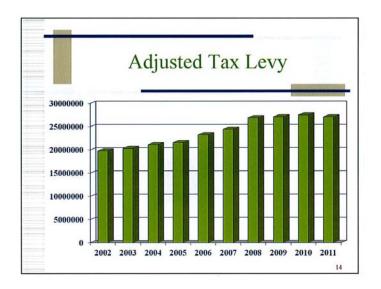


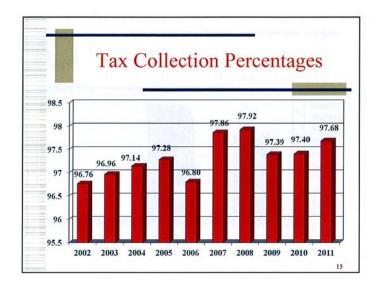


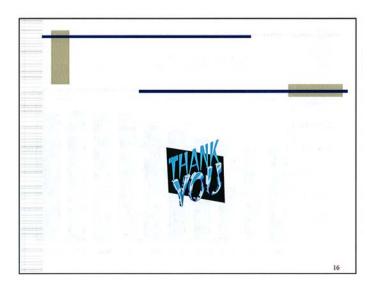








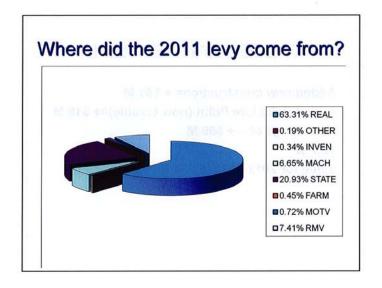




Mr. Winston praised the great job of Tax Collection noting the statewide average is 95.64 compared to Person County rate of collection at 97.68. Mr. Winston commented Person County is in "good shape" financially but cautioned the Board in budgeting for 2012-2013.

#### REVENUE COLLECTIONS:

Tax Administrator, Russell Jones presented the Board with the following presentation for Revenue Collections:

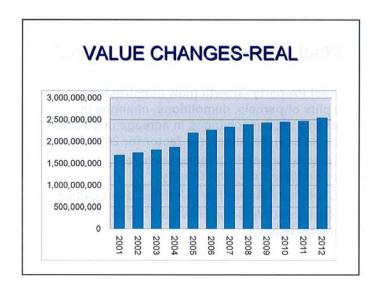


#### What causes the LEVY to change?

- Real Property-Growth (new construction), splits of parcels, demolitions, changes in exempt status, changes in acreage in deferred (farm use), revaluation(a factor for 2013-2014)
- State Appraised-Changes each year, unpredictable by the County
- Equipment-Additions/Deletions, depreciation
- Registered Vehicles-New purchases, depreciation

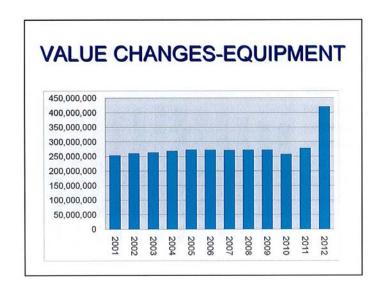
#### **VALUE CHANGES-REAL**

- Added new construction= + \$51 M
- Added Duke Life Point (now taxable)=+ \$18 M
- Net change of = + \$69 M
- +2.7 %
- Value for 2012-2013=\$2.54 Billion



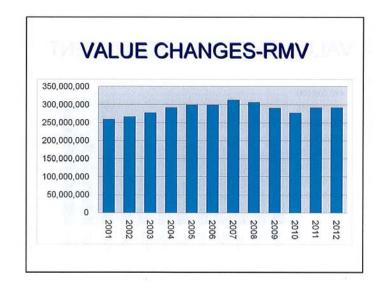
#### **VALUE CHANGES-EQUIPMENT**

- Reduce for additional depreciation= -\$27 M
- Add for Eaton new equipment= +\$40 M
- Add for Duke Lifepoint equipment= +\$2 M
- Add for Certainteed= +130 M
- Net change of +150 M
- +38%
- Value for 2012-2013=\$420 M



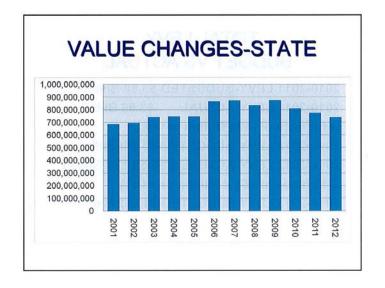
#### VALUE CHANGES-REGISTER VEHICLES

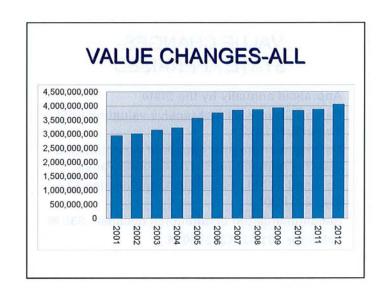
- Reduce for additional depreciation
- Add for new purchases
- Decline over the past couple of years has flattenned out
- No change in value for 2012-2013
- Value for 2012-2013=\$290 Million



#### VALUE CHANGES-STATE APPRAISED

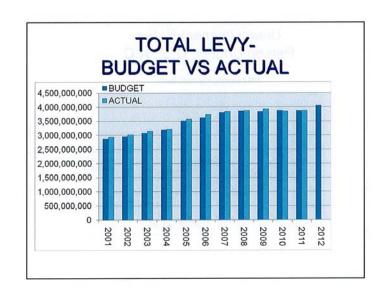
- Appraised annually by the State
- Person County will not receive valuation until September 2012
- Decline over the past couple of years indicate that this number needs to be conservative
- Declined \$67 M in 2010-2011, and decline \$33
   M in 2011-2012
- Recommendation of additional decline= -\$35 M
- Value for 2012-2013=\$740 M





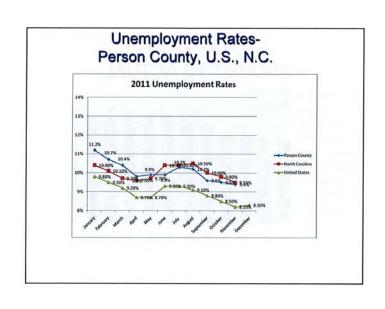
#### TOTAL LEVY-BUDGET VS ACTUAL

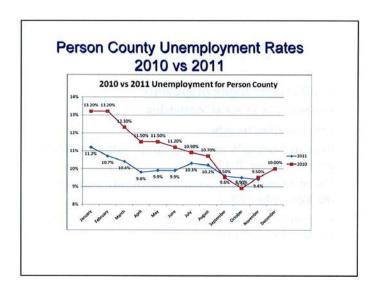
- 2010-2011 LEVY-BUDGETED-\$3.88 Billion
- 2010-2011 LEVY-ACTUAL -\$3.86 Billion
- Difference of -\$24 Million or -1%
- 2011-2012 LEVY-BUDGETED-\$3.865 Billion
- 2011-2012 LEVY-ACTUAL-EST-\$3.879 Billion
- Difference of +\$1.4 Million or +.04%
- 2012-2013 LEVY BUDGETED-\$4.052 Billion



#### **UNEMPLOYMENT**

- Local results-Signs of growth?
- Expansions in local industries
- Comparative trends
- Person County's unemployment rate was 9.4% for November 2011
- Person County's unemployment rate was 9.5% for November 2010
- Person County's unemployment rate was 11% for November 2009



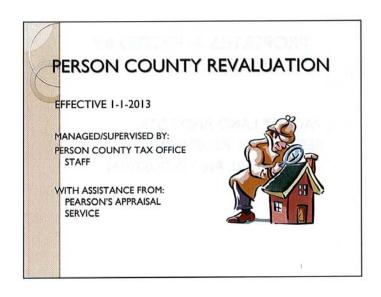


### At a \$4.052 Billion Base, what will one penny generate?

Collection Rate	Revenue
96.00%	389,037
96.25%	390,050
96.50%	391,063
96.75%	392,076
97.00%	393,089
97.25%	394,103
97.50%	395,116
97.75%	396,129
98.00%	397,142

#### REVALUATION AND LOCAL ECONOMY:

Tax Administrator, Russell Jones stated the last Revaluation took place in 2005 and has been delayed since with the next required Revaluation to be effective January, 2013. Mr. Jones presented the Board with his presentation for Revaluation and Local Economy as follows:



#### WHAT IS A REVALUATION

THE PROCESS OF VALUING ALL REAL PROPERTIES WITHIN A JURISDICTION AT TRUE VALUE OR FULL MARKET VALUE.

#### PROPERTIES AFFECTED BY COUNTY WIDE REVALUATION

VACANT LAND AND LOTS
RESIDENTIAL PROPERTIES
COMMERCIAL AND INDUSTRIAL
PROPERTIES

## PROPERTIES NOT DIRECTLY AFFECTED BY COUNTY WIDE REVALUATION

PERSONAL PROPERTY

UTILITY COMPANIES

### REASONS FOR REVALUATION

- ✓ NORTH CAROLINA STATE STATUE
- **✓ EQUITY**
- **✓ UNIFORMITY**
- VUPDATE PRICING AND DEPRECIATION SCHEDULES
- ✓ PREVENT LOSS OF REVENUE TO UTILITY COMPANIES

#### REASON #1 NORTH CAROLINA STATE STATUE

UNLESS THE DATE SHALL
BE ADVANCED AS
PROVIDED, EACH
COUNTY AS OF JANUARY
I OF THE YEAR
PRESCRIBED, AND EVERY
EIGHTH YEAR
THEREAFTER SHALL
REAPPRAISE ALL REAL
PROPERTY



#### REASON #2 EQUITY

THE PROCESS OF ENSURING THAT ALL CLASSES OF PROPERTY ARE VALUED AT THE SAME LEVEL OF ASSESSMENT, AND THAT ALL CLASSES OF PROPERTY ARE ASSESSED ACCORDING TO NORTH CAROLINA STATE STATUTES.

#### REASON #3 UNIFORMITY

- ABOUT THE SAME AS EQUITY, EXCEPT UNIFORMITY APPLIES TO LIKE PROPERTIES
- THE PROCESS OF APPRAISING LIKE PROPERTIES WITH THE SAME CRITERIA

## REASON #4 UPDATE PRICING AND DEPRECIATION SCHEDULES

- VIMPLEMENT CURRENT COST OF CONSTRUCTION TO OBTAIN TRUE VALUE OR MARKET VALUE FROM LAST REVALUATION SCHEDULE
- GENERATE DEPRECIATION TABLES TO APPLY TO COST FOR PROPERTIES

#### REASON #5 ADJUSTMENTS TO TAX FILES

- REVIEW ALL PROPERTIES AND CHECK FOR ITEMS SUCH AS ADDITIONS, DELETIONS, REMODELING, AND RENOVATIONS
- MAKE ADJUSTMENTS FOR TYPES OF DEPRECIATION SUCH AS ECONOMIC, FUNCTIONAL OR PHYSICAL DEPRECIATION FROM LAST REVALUATION

#### REASON #6 LOSS OF REVENUE TO UTILITY COMPANIES

- ASSESSMENT LEVEL DETERMINES AMOUNT OF RELIEF GIVEN TO UTILITY COMPANIES-IF BELOW 90%
- CALCULATED THE YEAR OF REVALUATION AND THE FOURTH AND SEVENTH YEARS THEREAFTER
- ✓ BASED ON 2011 STATE APRRAISED VALUE, EACH PERCENTAGE POINT=\$ 54,292 IN RELIEF

11

#### TRUE VALUE OR MARKET VALUE

THE PRICE ESTIMATED IN TERMS OF MONEY AT WHICH THE PROPERTY WOULD CHANGE HANDS BETWEEN A WILLING AND FINANCIALLY ABLE BUYER AND A WILLING SELLER, NEITHER BEING UNDER ANY COMPULSION TO BUY OR TO SELL AND BOTH HAVING REASONABLE KNOWLEDGE OF ALL THE USES TO WHICH THE PROPERTY IS ADAPTED AND FOR WHICH IT IS CAPABLE OF BEING USED.

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#### WHO SETS TRUE VALUE OR MARKET VALUE

- TRANSFERS OF VALID QUALIFIED SALES— BUYERS AND SELLERS— OR OTHERWORDS ---TAXPAYERS
- REVALUATION ONLY INTERPRETS THE MARKET DATA OF SOLD PROPERTIES, THEN DEVELOP MODELS WHICH WILL IMITATE OR REPRODUCE THE TRUE VALUE OF UNSOLD PROPERTIES

#### REAL ESTATE TRANSFER

SALES DATE

8/31/2011

SALES PRICE

\$ 700,000

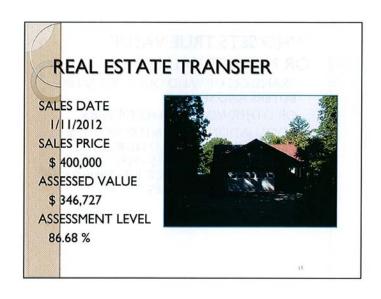
ASSESSED VALUE

\$ 500,804

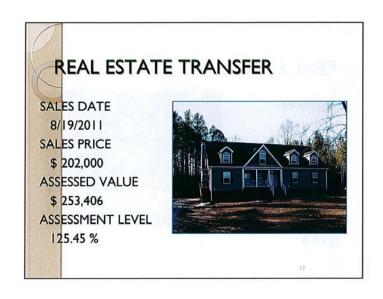
ASSESSMENT LEVEL

71.54 %

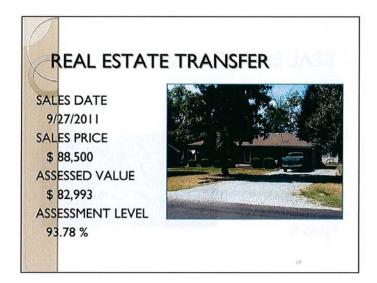














#### REAL ESTATE TRANSFER

SALES DATE 10/28/2011 SALES PRICE

\$ 70,000

ASSESSED VALUE

\$ |70,399

ASSESSMENT LEVEL

100.23 %



#### **SCHEDULE OF VALUES**

INSTRUCTIONS AND GUIDELINES TO VALUE ALL PROPERTY LOCATED IN PERSON COUNTY

COMPILATION OF ALL DATA FROM COMPARABLE SALES APPLICABLE TO LAND AND IMPROVEMENTS

ADOPTED BY PERSON COUNTY BOARD OF COMMISSIONERS

APPLIED TO ALL PROPERTIES IN PERSON COUNTY ACCORDINGLY

#### APPEALS

- ✓ REVALUATION NOTICE WILL BE SENT
- ✓ INFORMAL APPEALS THROUGH TAX OFFICE USING TAX OFFICE STAFF AND PEARSON'S APPRAISAL SERVICE
- FORMAL APPEALS BEFORE PERSON COUNTY BOARD OF EQUALIZATION AND REVIEW
- ✓ N.C. PROPERTY TAX COMMISSION

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## PROPERTIES THAT WOULD GENERALLY REALIZE AN INCREASE IN TAXES PAID

PROPERTIES THAT ARE LOCATED IN RAPIDLY INCREASING MARKET AREAS PROPERTIES THAT HAVE ADDITIONS OR OTHER PHYSICAL CHANGES THAT WOULD INCREASE THE VALUE

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## PROPERTIES THAT WOULD GENERALLY REALIZE A DECREASE IN TAXES PAID

- PROPERTIES THAT ARE LOCATED IN LIMITED OR DECREASING MARKET AREAS
- PROPERTIES THAT MAJOR DEMOLITIONS
  THAT WOULD DECREASE THE VALUE
  SIGNIFICANTLY
- PROPERTIES THAT HAVE SUFFERED FROM DEFERRED MAINTENANCE

## PROPERTIES THAT WOULD GENERALLY REALIZE A NEUTRAL TAX

- PROPERTIES THAT ARE LOCATED IN A SLIGHTLY INCREASING OR FLAT MARKET AREA
- PROPERTIES THAT HAVE SLIGHT TO NO CHANGES PHYSICALLY

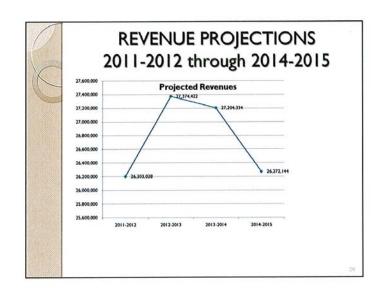
#### PROJECTED LEVY CHANGES FOR 2011-2015

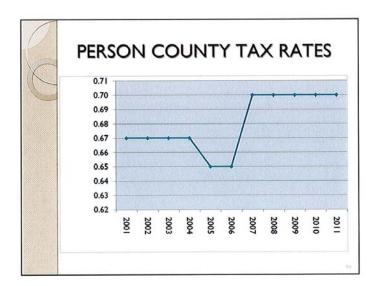
Increase in the 2012-2013 levy due to Certainteed, Duke LifePoint, Eaton Decrease in the 2013-2014 levy due to Revaluation, (3% reduction in Real Value), offset by one-time bonus of 4 extra months of Motor Vehicle taxes (HB 1779)

Without additional growth, the 2014-2015 Levy will be similar to 2012-2013 Levy (increase of 1%)

LEVY PROJECTIONS
2011-2012 through 2014-2015

4.000,000,000
3.950,000,000
3.950,000,000
3.850,000,000
3.850,000,000
3.750,000,000
2011-2012
2012-2013
2013-2014
2014-2015





The Board took at break at 10:35 a.m. and reconvened at 10:48 a.m.

#### **CURRENT FY11-12 MID-YEAR REPORT:**

Finance Director, Amy Wehrenberg presented the following Mid-Year Review:

## Person County



# Mid-Year Fiscal Review

2012 Person County Board of Commissioners Retreat January 30, 2012

Amy Wehrenberg Finance Director

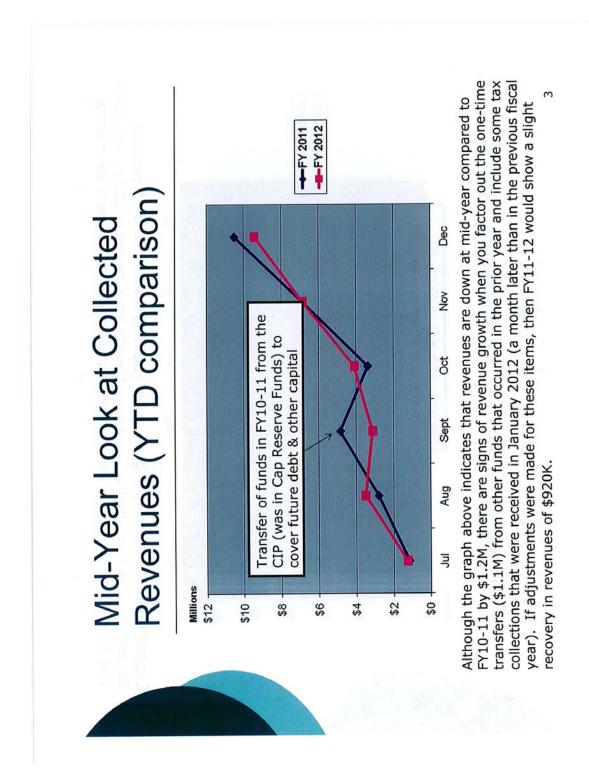


## Mid-Year Fiscal Review

- A mid-YTD comparison: Comparing to prior
- year
- Changes in Total Amended Budget

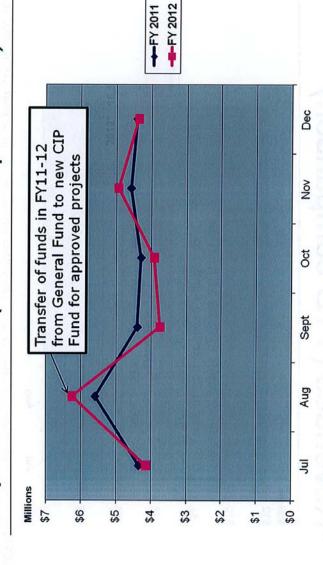
Budget to Actual: Are we on track?

- Sales and Use Tax Distribution
- Mid-Year Highlights
- Fund Balance Policy
- Fund Balance Available
- Fund Balance Comparison & Forecast
- The next six months: What's it look like?



Correction: The comparison is Month-to-Month not YTD as indicated on the slide.

# Expenditures (YTD comparison) Mid-Year Look at Actual



December. However, higher fuel costs, the implementation of COLA, and other operating demands should cause expenditures to rise during next six months. Expenditures are trending slightly lower (\$231K) than in FY10-11 through

# Changes in Total Amended Budget Mid-Year Comparison

# Amended Budget through

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	函	Budget	Var	Variance
Fiscal Yr		(in millions)	lions	)
2008	s	9:89		ı
2009	٠Ş	61.4	\$	(2.2)
2010	<b>ئ</b>	64.1	\$	2.7
2011	\$	58.9	ş	(5.2)
2012	\$	57.5	\$	(1.4)

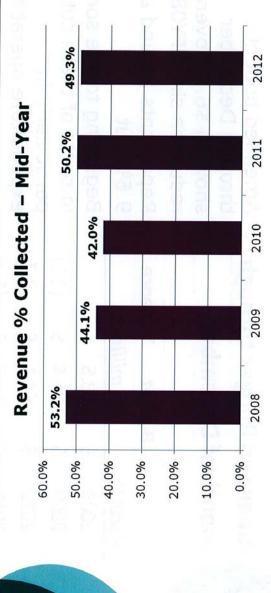
Amended budget	through December	shows a \$6.1M overall	reduction since FY08	
0				

Beginning to see some impacts of these cuts, Represents around a 9.6% cut particularly in

0

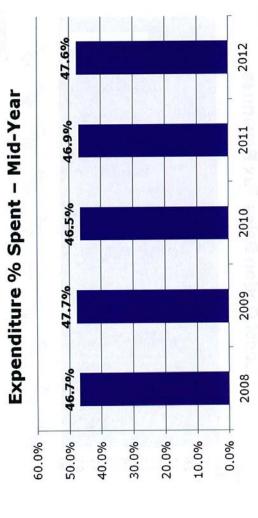
expenditure operations

# **Budget to Actual: Revenues**



At the end of December, revenues should be around 50% collected. Revenues drop as 48.2%. Since this is the case, a minimal recovery (1.1%) is apparent in FY11-12 given December 2011 is only the result of one-time transfers into the General Fund. Without 9 the one-time transfers, YTD expenditures as of December 2011 would have been at of December 2009 and 2010 due to economic fallout in 2008. The increase as of that the one-time transfers are no longer included.

# **Budget to Actual: Expenditures**



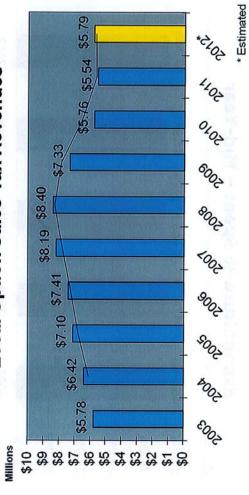
equipment, departmental supplies). This should become even more pronounced December 2012 compared to previous years, we are beginning to see strained levels in certain areas (ie. fuel, vehicle maintenance, maintenance & repair of over the next six months as fuel costs continue to rise and other increased Although this graph indicates that expenditure % levels are fairly flat in operating demands linger.



## Sales and Use Tax Distribution-**Prior and Projected**







conservative estimate is provided, we are fairly certain that the final results will be even higher It is estimated that Person County's sales tax will show some recovery this year. Although a November), sales tax received is 4.4%, or \$242K over what was budgeted for that period. if this trend continues over the next six months. Through January 2012 (5 mos. through

### Positive Indicators Mid-Year Highlights -



- Mid-year results are favorable 0
- Sales tax definite improvement! 0
- Property tax collections slightly higher than last 0
  - Unemployment costs by Reduction in 0

- Stronger fee collections as service levels rise 0
  - Significant increases in health revenues due to Additional anticipated revenues generated from federal drug higher caseloads officer position 0 0

## Mid-Year Highlights – Challenges & Constraints

- One-time transfers are last year's news!
- Fuel costs continue to rise
- Loss of state inmate reimbursement program (\$40K)
  - Strained vehicle maintenance costs in higher fleet-user departments
- Overall operating cost challenges due to current and prior year budget cuts
- Loss and reduction of grant matching revenues (ie. Incredible Yrs, VIP, ...)







# Fund Balance Policy????

- Person County has no separate Fund Balance Policy
- Reference to Board's fund balance targets in section of 2004 County's Capital Reserve Fund (CCRF) Resolution
- To maintain a minimum fund balance level in the General Fund of 18%
- o Any fund balance in excess of 18% should be primary source of funding the County's capital needs
  - To fund annually from fund balance in the General Fund the amount that exceeds 21%
- Creation of CIP Fund has replaced use of CCRF, making this Average county fund balance level (FY09-10) across the Resolution no longer effective
- State is around 21%, comparative population & budget size groups is 24%
  - LGC's Recommendation: Maintain minimum of 8%





	3,765,116	FB available for any purpose
	1,470,622	FB specifically available for capital (3%)
	5,235,738	Remaining FB available
	8,823,734	Minus minimum target (18%)
(3.44 mos. of oper costs)	14,059,472	Total unassigned FB available
1	3,312,183	Minus FB appropriated YTD
	161,193	Minus FB restricted for other purposes
	17,532,848	FB available at FYE 2011 (36%):
	49,020,742	Net adjusted current expenditure budget
A CONTRACTOR	3,312,183	Total FB Approp YTD
STATE OF STATE	248,655	Cost of Living Adjustment
	14,173	Very Important Parents funding
	20,000	Federal position to go FT
	25,774	Sheriff equip from restricted fund
	15,214	Sheriff vehicle from restricted fund
The state of the s	7,493	Health Dept.vehicle grant match
	527,557	Carryforward Commitments
DE DE CANAL CON	49,500	Stormwater feasibility study
	2,403,817	FB Approp: Adopted
		Fund balance (FB) appropriated - YID:

#### Comparison & Forecast **Fund Balance**



		100.00			Available	
		30.0%	33.7%	Fiscal	Fund	FB as a
31.1%			•	Year	Balance	% of Exp
100	26.2%			2005	2005 12,507,358	30.2%
7%	>			2006	2006 12,232,885	26.5%
•				2007	12,112,379	24.9%
				2008	12,812,413	24.2%
				2009	15,819,892	31.1%
				2010	13,698,450	26.2%
				2011	17,532,848	36.0%
				2012*	16,532,848	33.7%
008 2009 Fiscal Year	2010	2011 * Est	2011 2012* * Estimated			

24.2%

35.0% 30.0% 25.0% 20.0% 15.0% 10.0% 2.0% 0.0%

40.0%

the amount of fund balance that was appropriated, nor the increased operational expenditure demands. Therefore, the forecast is that Person County will show a revenue recovery in the current year, it is not expected to be enough to replace transfers into the General Fund from the CIP and the Emerg. Telephone System 13 Fund. Even though it is anticipated that Person County will experience some Fund balance as a % of expenditures spiked in FY11 due to the one-time minimal use of fund balance at fiscal year end.

2008

2007

2006

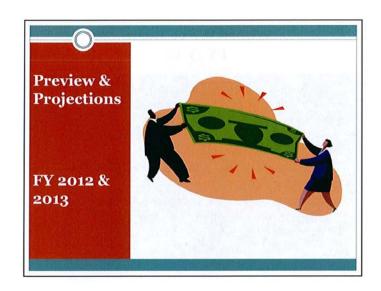
2005

## The next six months: What's it look like?

- Property Tax Collections– forecast to come in slightly higher
- Sales Tax Collectionsholds promise!
- Cost of Living Adjustment
  - Growth in service-related revenues
- Evident cost challenges in operating budget
- Forecasting minimal use of fund balance 0

#### UPCOMING FY12-13 PREVIEW & PROJECTIONS:

Finance Director, Amy Wehrenberg presented to the Board the Preview & Projections for FY 2012-2013 as follows:





#### Where We've Been: FY 11-12

- Departments submitted requests with a 5% cut over FY 10-11 adopted budget due to further revenue restraints
- Final adopted budget included cuts equivalent to an average of 2% to personnel and operating expenditures in all departments compared to FY11
- This represents an almost \$7M cut to the Adopted Budget since FY09
- Attempted to align strategic priorities to budget decisions in order to achieve a more sustainable financial situation

#### Where We've Been: FY 11-12

- · Reduced budget by \$1.0M
- Reduced two FTEs to 60% part-time positions
- Eliminated 5.33 vacant positions
- Increased 401k contribution for regular employees by 1% & awarded a one-time (\$300) adjustment to each benefited employee
- Eliminated funding to all outside agencies except for RDG, Senior Center, & Volunteer Fire Depts
- Provided funding for CIP (55% were roofing projects) and Economic Development incentives

