

**VIRGINIA:**

At a regular meeting of the King George County Service Authority Board of Directors, held on Tuesday, the 6<sup>th</sup> day of December 2011, at 6:00 p.m. in the Board Room of the Revercomb Building at 10459 Courthouse Drive, King George, Virginia:

**PRESENT:** Joseph W. Grzeika, Chairman  
Cedell Brooks, Jr., Vice-Chairman  
John P. LoBuglio, Member  
Dale W. Sisson, Jr., Member  
A. Travis Quesenberry, County Administrator  
Matthew J. Britton, County Attorney

**ABSENT:** James F. Mullen, Member

The Chairman, Mr. Grzeika, called the meeting to order.

Mr. Brooks provided the Invocation.

Mr. Sisson led the Pledge of Allegiance.

The Chairman introduced and welcomed Ms. Ray Celeste Tanner, Student Representative, to the meeting.

**Public Comment**

The Chairman opened the floor for public comment. There being none, the Chairman closed that portion of the meeting.

**Reports of Members of the Board**

There were no reports from the Board members.

**SA-12-01 – Consent Agenda**

On a motion by Mr. Sisson, seconded by Mr. LoBuglio, and carried unanimously, each member voting as follows: Mr. Grzeika Aye; Mr. Brooks Aye; Mr. LoBuglio Aye; and Mr. Sisson Aye, the King George County Service Authority Board of Directors approved the Consent Agenda, as presented, which included the following:

Authorized the issuance of warrants against the FY11-12 KGCSA Operating Fund in the total amount of \$31,352.45

Authorized the issuance of warrants against the FY11-12 KGCSA Capital Reserve Projects Fund in the total amount of \$169,100.00

**SA-12-02 – Report from County Attorney**

The County Attorney had no report.

### **Presentations and Reports**

#### **SA-12-03 – Presentation of Audit by Robinson, Farmer, Cox Associates**

Ms. Harper, Finance Director, introduced Mr. Grossnickle and extended thanks to him and the staff of Robinson, Farmer, Cox Associates for their hard work in preparing the audit for presentation and to the Finance Staff, specifically Ms. Robyn Shugart for assistance in providing documentation for the audit.

Mr. Grossnickle presented the final audit for the Service Authority for fiscal year ended June 30, 2011, which he noted received an unqualified opinion with no significant deficiencies or material weaknesses as it relates to internal controls. Mr. Grossnickle noted the Service Authority's total net assets at \$15,630,398 with the revenues and expenditures remaining fairly constant. The audit report will again be submitted this year to the Government Finance Officers Association for Award of Excellence in Financial Reporting.

The Chairman requested that the audit be placed on the County's website.

### **Discussion Items:**

#### **SA-12-04 – Financial Status Update for FY2011/2012**

Ms. Harper presented the Board with a financial update using year-to-date figures at this time only. Ms. Harper noted that the revenues were 4% higher than this same time last fiscal year, with expenses up from last year by 21% due, in large part, to the debt service payment made in September 2011. With that debt service payment it would appear that debt has increased, but Ms. Harper noted that debt service has actually decreased.

Mr. Grzeika noted his appreciation for getting the figures in advance and being made available to the public.

#### **SA-12-05 – General Manager's Report**

Mr. Thomas thanked Mr. Grossnickle and his staff for their work on the audit.

He noted that the Finance Department has provided the preliminary budget documents for FY2012/2013 and the Service Authority will be reviewing those documents to determine if further cuts can be made in expenditures.

Mr. Thomas informed the Board that a meeting with FEMA representatives had been scheduled for Thursday, December 8, 2011 to present documentation for potential reimbursement as a result of damages due to Tropical Storm Lee.

### **Closed Session**

On a motion read by Mr. Brooks, seconded by Mr. Sisson and carried unanimously, each member voting as follows: Mr. Grzeika Aye; Mr. Brooks Aye; Mr. LoBuglio Aye; and Mr. Sisson Aye, the King George County Service Authority Board of Directors went into closed session pursuant to State Code Section 2.2-3711(A)1 for the purpose of discussing the annual performance evaluation for the General Manager.

On a motion by Mr. Brooks, seconded by Mr. Sisson, and carried unanimously, each member voting as follows: Mr. Grzeika Aye; Mr. Brooks Aye; Mr. LoBuglio Aye; and Mr. Sisson Aye, the King George County Service Authority Board of Directors returned to public session and certified that only public business matters lawfully exempt from open meeting requirements by Virginia law, and only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered.

There being no further business to come before the Board, the Chairman adjourned the meeting on a motion by Mr. Sisson, seconded by Mr. LoBuglio, and carried unanimously.