



FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA FOR REGULAR MEETING
Circuit Courtroom, Fluvanna Courts Building
December 19, 2012, 7:00 pm

TAB AGENDA ITEMS

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

2 - COUNTY ADMINISTRATOR'S REPORT

3 - PUBLIC COMMENTS #1 (5 minutes each)

4 - PUBLIC HEARING

V SUP 12:01/Clear Signal Towers, LLC (Kidds Store) – Andrew Pompei, Planner

5 - ACTION MATTERS

W Amendment: Standards of Condition for Parks and Recreation Department Employees and Volunteers
– Gail Parrish, Human Resources Manager

X Community Investment Collaborative Microloan Agreement – Patricia Groot, Grants Administrator

YZ Appointment to the Economic Development Commission, At-Large Position – Mary L. Weaver, Clerk,
Board of Supervisors

A Appointment to the Partnership for Aging, Palmyra District – Mary L. Weaver, Clerk, Board of
Supervisors

B Reappointment to the Fork Union Sanitation District – Mary L. Weaver, Clerk, Board of Supervisors

C Appointment to the Youth Advisory Council, Citizen Representative – Mary L. Weaver, Clerk, Board of
Supervisors

6 - PRESENTATIONS (normally not to exceed 10 minutes each)

PVCC Annual Report – Dr. Frank Friedman, PVCC President

D 2011 Annual Sheriff's Department Report – Sheriff Ryant Washington

7 - CONSENT AGENDA

E Minutes of December 5, 2012 – Mary Weaver, Clerk to the Board of Supervisors

F Emergency Operations Plan Resolution – Sheriff Ryant Washington

G Appointment of Zoning Administrator – Steven M. Nichols, County Administrator

H FY13 Budget Supplemental Appropriation to Fluvanna County Public Schools – Ed Breslauer, Fluvanna
County Public Schools Director of Finance

I Capital Reserve Maintenance Fund Request to replace UPS Batteries – Chuck Winkler, Assistant
Superintendent

8 - ACCOUNTS PAYABLE

None

9 - UNFINISHED BUSINESS

None

10 - NEW BUSINESS

J County Emergency Management - Steven M. Nichols, County Administrator

11 - PUBLIC COMMENTS #2 (5 minutes each)

12 - CLOSED MEETING

Personnel Matters and Legal Matters

14 – ADJOURN

County Administrator Review

PLEDGE OF ALLEGIANCE

I pledge allegiance to the flag
of the United States of America
and to the Republic for which it stands,
one nation, under God, indivisible,
with liberty and justice for all.

ORDER

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Board wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Board to discuss the matter.
3. No member or citizen shall be allowed to use abusive language, excessive noise, or in any way incite persons to use such tactics. The Chairman and/or the County Administrator shall be the judge of such breaches, however, the Board may vote to overrule both.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

PUBLIC HEARING RULES OF PROCEDURE

1. PURPOSE
 - The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action.
 - A hearing is not a dialogue or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. SPEAKERS
 - Speakers should approach the lectern so they may be visible and audible to the Board.
 - Each speaker should clearly state his/her name and address.
 - All comments should be directed to the Board.
 - All questions should be directed to the Chairman. Members of the Board are not expected to respond to questions, and response to questions shall be made at the Chairman's discretion.
 - Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.
 - Speakers with questions are encouraged to call County staff prior to the public hearing.
 - Speakers should be brief and avoid repetition of previously presented comments.
3. ACTION
 - At the conclusion of the public hearing on each item, the Chairman will close the public hearing.
 - The Board will proceed with its deliberation and will act on or formally postpone action on such item prior to proceeding to other agenda items.
 - Further public comment after the public hearing has been closed generally will not be permitted.

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	SUP 12:01 – Clear Signal Towers, LLC (Kidd’s Store)
MOTION(s):	I move that the Board of Supervisors approve/deny SUP 12:01, a special use permit request to allow the construction of a 195-foot monopole telecommunications tower with respect to 331.29 acres of Tax Map 39, Section A, Parcel 34 (if approved), subject to the conditions listed in the staff report.
STAFF CONTACT:	Andrew J. Pompei (Planner)
RECOMMENDATION:	Approve or deny this request.
TIMING:	Immediate decision requested at current meeting.
DISCUSSION:	<p>This item is a request for a Special Use Permit (SUP) to allow a 195-foot wireless telecommunications tower to be constructed on Tax Map 39, Section A, Parcel 34 (331.29 acres). The subject property is in the southwestern portion of Fluvanna County, on the south side of West River Road (State Route 6) near its intersection with Rolling Road South (State Route 620).</p> <p>On November 28, 2012, the Planning Commission recommended approval of SUP 12:01, subject to the conditions listed in the staff report (Vote: 4-0; Babbitt absent).</p>
FISCAL IMPLICATIONS:	-
POLICY IMPLICATIONS:	<p>The Board of Supervisors may:</p> <ul style="list-style-type: none">• Approve this request, allowing the applicant to construct a 195-foot wireless telecommunications tower; OR• Deny this request, preventing construction of the facility; OR• Defer this request and make a final decision at a later date. <p>When reviewing this request, the Board of Supervisors should consider Sec. 22-7-7 of the County Code, which establishes a siting hierarchy for telecommunications facilities (see Staff Report: page 4 for more information).</p>
LEGISLATIVE HISTORY:	<p>Review of a proposed telecommunications facility in accordance with Chapter 22, Article 26 of the Fluvanna County Code (Zoning Ordinance: <i>Regulation of Telecommunications Facilities</i>).</p> <p>Application was received on March 12, 2012.</p> <p>Planning Commission reviewed the request on November 28, 2012 (after the applicant deferred review from the Planning Commission meeting on June 27, 2012).</p>
ENCLOSURES:	Staff Report (with Accompanying Attachments)



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 www.co.fluvanna.va.us

STAFF REPORT

To: Fluvanna County Board of Supervisors
Case Number: SUP 12:01
Tax Map: 39(A)34

From: Andrew Pompei
District: Fork Union
Date: December 19, 2012

General Information: This request is to be heard by the Board of Supervisors on Wednesday, December 19, 2012 at 7:00 pm in the Circuit Courtroom of the Fluvanna County Courts Building.

Applicant: Clear Signal Towers, LLC

Requested Action: A request for a Special Use Permit (SUP) to allow for a 195-foot wireless telecommunications tower with respect to 331.29 acres of Tax Map 39, Section A, Parcel 34 (Attachment A).

Existing Zoning: A-1, Agricultural, General

Planning Area: Rural Preservation

Zoning Ordinance: Article 27: *Regulation of Telecommunications Facilities*

Location: The affected property is located on the south side of West River Road (State Route 6) near its intersection with Rolling Road South (State Route 620) (Attachment B).

Existing Land Use: The property consists of a mix of woodlands and open fields. The proposed tower site is located within managed timberland. The property is currently enrolled within the Kidd's Store Agricultural and Forestal District (AFD).

Adjacent Land Use: The surrounding area is largely undeveloped, with scattered residences along existing roadways. A small convenience store (Kidd's Store) and a logging business (Tapscott Brothers Logging) are nearby.

Zoning History: AFD 99:13 Creation of Kidd's Store AFD
SUB 00:33 Lot Consolidation
39(A)34 combined with 39(A)33, 39(A)35,
39(A)36, 39(A)37, and 39(A)54

Analysis

The applicant has requested a Special Use Permit (SUP) to allow the construction of a 195-foot monopole-type telecommunications tower on Tax Map 39, Section A, Parcel 34. The tower will be constructed within a 10,000 square foot (100' x 100') compound that will also house the necessary ground equipment. Clear Signal Towers, LLC has a signed lease agreement with AT&T, which allows the carrier to locate on the proposed tower (Attachment C).

When evaluating a request for a Special Use Permit (SUP), two (2) general guidelines are used for evaluation, as set forth in the Fluvanna County Zoning Ordinance (Sec. 22-17-4D).

First, the proposed use should not tend to change the character and established pattern of the area or community.

Character of Surrounding Area

The proposed tower is located near the crossroads at Kidd's Store, where State Route 6 (West River Road) and State Route 620 (Rolling Road South) meet. The surrounding area is largely undeveloped and retains its rural character. Scattered homes are located along existing roadways, and West River Meadows (originally known as Rosewood Manor), a rural cluster subdivision, is located immediately to the west. A small convenience store (Kidd's Store), a logging operation (Tapscott Brothers Logging), and an electrical substation (Central Virginia Electric Cooperative) are across Route 6 from the subject property.

State Route 6: Designated Virginia Byway

The visual impacts to State Route 6 (West River Road) should be considered, since the road is a designated Virginia Byway. According to the Virginia Department of Transportation (VDOT), roads may be designated as Virginia Byways if they meet the following criteria:

- The route provides important scenic values and experiences;
- There is a diversity of experiences, as in transition from one landscape scene to another;
- The route links together or provides access to scenic, historic, recreational, cultural, natural and archeological elements;
- The route bypasses major roads or provides opportunities to leave high-speed routes for variety and leisure in motoring. Landscape control or management along the route is feasible;
- The route allows for additional features that will enhance the motorist's experience and improve safety; and
- The local government has initiated zoning or other land-use controls, so as to reasonably protect the aesthetic and cultural value of the highway.

Due to local topography and the curvature of State Route 6, a large portion of the proposed tower will be visible from State Route 6 (Attachment D). Since the tower compound is located in a heavily-wooded area approximately 200 feet from the right-of-way, the tower's base and accompanying structures will not be visible (if the vegetation remains as-is). The tower's visibility may detract from the area's rural character.

Relationship with Wireless Telecommunications Facilities Master Plan

According to the *Wireless Telecommunications Facilities Master Plan*, there is one existing tower in the area (Attachment E). A 110-foot monopole-type tower is located at Cunningham Elementary School, approximately 0.88 miles from the proposed tower site. The *Wireless Telecommunications Facilities Master Plan* and Sec. 22-27-7 (Siting Hierarchy) of the Fluvanna County Zoning Ordinance both state that collocation on nearby existing towers, or the replacement of nearby existing towers, is preferable to building new, non-concealed facilities. The use of publicly-owned sites is preferential to new construction on private property. CityScape Consultants has stated that a tower at Cunningham Elementary School would meet the network objectives of AT&T.¹ AT&T has submitted an explanation justifying the chosen location (Attachment F).

On November 20, 2012, the Board of Supervisors approved several towers along State Route 6 in southwestern Fluvanna County. A 195-foot monopole-type tower was approved approximately ½-mile west of the proposed site (SUP 12:07) (Attachment G). Approving multiple towers in close proximity to one another would:

- Contradict the *Wireless Telecommunications Facilities Master Plan*, which aims to minimize the number of towers needed to provide adequate coverage; and
- Compromise scenic views from State Route 6 (West River Road), a designated Virginia Byway.

On November 26, 2012, CityScape Consultants submitted a supplemental report to address the relationship between this proposal and the towers approved on November 20, 2012. This report stated that there is a need for a new telecommunications facility in the area, and that the recently-approved Rockfish Creek tower will not be suitable for AT&T; however, a site at Cunningham Elementary School remains a viable alternative.

Based on the photosimulations provided by the applicant and submitted with the application of the recently-approved tower (SUP 12:07), both towers would be clearly visible from State Route 6 adjacent to Fluvanna Baptist Church.

The *Wireless Telecommunications Facilities Master Plan* does not designate this site as a proposed emergency service location (Attachment E).

The maps provided by the applicant show that the area surrounding the proposed tower has very limited cellular coverage (Attachment H).

¹ See report from CityScape Consultants (Richard L. Edwards) to Fluvanna County Planning Department (Steven Tugwell) dated September 13, 2012.

Second, the proposed use should be compatible with the uses permitted by-right in that zoning district and shall not adversely affect the use/or value of neighboring property.

Zoning

The subject property and most of the surrounding parcels are zoned A-1 (Agricultural, General). The A-1 zoning district is intended to accommodate limited residential development, as well as small-scale commercial and industrial uses that are directly related to agriculture, forestry, and other traditionally rural activities. Non-concealed freestanding telecommunications antennas require a special use permit within the A-1 zoning district.

Some parcels surrounding the intersection of State Route 6 (West River Road) and State Route 620 (Rolling Road South) are zoned B-1 (Business, General). These properties include a small convenience store built in the late 1940s (Kidd's Store) and a logging operation (Tapscott Brothers Logging).

Sec. 22-27-7 of the Fluvanna County Zoning Ordinance establishes a preferred hierarchy for the siting of towers:

- The use of publicly-owned properties is preferential to the use of privately-owned properties for the installation of telecommunications facilities; and
- The co-location of telecommunications facilities on existing structures, and the visual concealment of such facilities, is preferential to the construction of freestanding, non-concealed antenna support facilities (e.g. monopoles, lattice towers, etc.).

In its report (September 13, 2012), CityScape Consultants stated that a tower at nearby Cunningham Elementary School would meet the network objectives of AT&T. The applicant provided a letter from AT&T justifying the company's decision to locate on private property instead of nearby public property (Attachment F).

If this request were approved, the applicant will be required to submit a site development plan for review, in accordance with Article 23: *Site Development Plans* of the Fluvanna County Zoning Ordinance (Attachment A).

Relationship to Neighboring Properties

A high-voltage power line, situated within a 150-foot easement, lies between the proposed tower and an existing residence located on Tax Map 39(A)33A. Additional screening may be required along the western boundary of the lease area, to reduce the visual impact of the tower compound on the adjacent parcel and residence. Existing vegetation effectively screens the tower compound from State Route 6.

The proposed tower is at least 500 feet from the nearest single-family residence, in accordance with Sec. 22-27-9.8B(2) of the Fluvanna County Zoning Ordinance (Attachment A: Sheet C-1).

Agricultural and Forestal Districts

The subject property has been part of the Kidd's Store Agricultural and Forestal District (AFD) since its creation on December 15, 1999. Per state code (§15.2-4312), properties enrolled in the AFD program automatically qualify for agricultural or forestal use-value assessment. In exchange for this tax relief, landowners agree not to develop their properties to a more intensive use, without the prior approval of the Board of Supervisors (Fluvanna County Code: Sec. 3.1-8B). The construction of a wireless telecommunications tower would be considered a more intensive use, requiring the approval of the Board of Supervisors.

Comprehensive Plan

According to the Comprehensive Plan, the subject property is designated as "Rural Preservation." Rural preservation areas are intended to be the least developed portions of the County. These areas should be used primarily for agriculture and forestry, with very limited residential development (less than one unit per five acres). Viewsheds from roads and existing developments should be preserved (page 61).

The *Infrastructure* chapter of the Comprehensive Plan includes several recommendations regarding the siting and design of telecommunications facilities (page 110):

- Minimize the impacts of wireless communications facilities on surrounding areas;
- Encourage the location and co-location of wireless communication equipment on existing structures;
- Accommodate the growing need and demand for wireless communication services;
- Encourage coordination between communication providers;
- Establish consistent and balanced legal language governing wireless communications facilities that take into consideration the Comprehensive Plan and communications master plan; and
- Maintain compliance with applicable laws, including but not limited to the 1996 Telecommunications Act.

The *Community Design* chapter of the Comprehensive Plan also addresses the design and siting of telecommunications facilities. The plan encourages developers to use innovative design techniques to minimize the visual impact of new facilities. The co-location of wireless communication equipment on existing structures is encouraged, to improve the local communications network with minimal impact to the surrounding landscape (page 73).

Planning Commission

The Planning Commission reviewed the proposal on November 28, 2012. After some discussion, the Planning Commission voted to **recommend approval** of this request (4-0: Dr. Babbitt absent).

Ms. Valerie Long, the applicant's representative, addressed the Planning Commission regarding the proposed tower. No one else spoke regarding this request.²

Consultant's Recommendation

CityScape Consultants has reviewed this request (Attachment I). The consultants stated that "there is a need for a new facility in the proposed general area." Based on propagation maps produced by CityScape Consultants, a tower at Cunningham Elementary School, a publicly-owned property, "would meet the network objectives of AT&T." CityScape Consultants recommended "the Applicant produce cause as to why this proposed new facility with an antenna elevation of one hundred ninety-five (195) feet would not provide acceptable network development from the Cunningham School location in Fluvanna County."

A supplemental report provided by CityScape Consultants (dated November 26, 2012) stated that there is a need for a new telecommunications facility in the area, and that the recently-approved Rockfish Creek tower will not be suitable for AT&T; however, a site at Cunningham Elementary School remains a viable alternative (Attachment J).

Conclusion

Per CityScape Consultant's preliminary review, this request **does not** adhere to the guidelines set forth within the *Wireless Telecommunications Facilities Master Plan* or within Article 27 (*Regulation of Telecommunications Facilities*) of the Fluvanna County Zoning Ordinance. The same general area served by the proposed tower could also be served by a tower located on nearby County-owned property (Cunningham Elementary School), which already contains a 110-foot monopole. The proposed location will have significant visual impacts on State Route 6 (West River Road), a designated Virginia Byway, and is approximately ½-mile from a recently-approved tower. A non-concealed monopole is one of the lowest design options on the established siting hierarchy (Sec. 22-27-7).

If approved, staff recommends that the following conditions be imposed:

1. The tower, including antennae, will not be higher than 199 feet and will not be lit;
2. The tower shall be constructed substantially as shown in the application;
3. The applicant confirms that the new support structure will be capable of supporting a total of six (6) antenna arrays, in compliance with EIA/TIA 222-G;
4. The proposed new tower shall accommodate no less than six (6) different wireless service providers' antenna arrays, all of the same general design, in accordance with Sec. 22-27-9.8(10) of the Fluvanna County Code;
5. The applicant shall expand the ground compound to accommodate up to six (6) different wireless service providers' ground-mounted electronic equipment;

² A public hearing in front of the Planning Commission was originally scheduled for June 27, 2012, but was deferred until November 28, 2012 upon the applicant's request.

6. The tower shall be available for co-location by other telecommunications companies, with Fluvanna County having the right of first refusal prior to the approval of each proposed co-location;
7. The applicant shall obtain all necessary County permits prior to any work on the site;
8. All access ports shall be sufficiently sealed to prevent infiltration or habitation by any type of wildlife;
9. The facility shall be protected from access from unauthorized personnel both during construction and during all periods of operation;
10. All feed lines shall be installed within the shell of the monopole and no lines will be exposed except at the antennas;
11. If the structures should no longer be needed, the applicant shall remove them, and restore the grounds to the prior condition in accordance with Sec. 22-27-5 of the Fluvanna County Code;
12. Violation of any condition of this permit shall be grounds for revocation of this permit;
13. The Board of Supervisors, or its representatives; has the right to inspect the property for compliance with these conditions at any time; and
14. The facility shall be constructed and receive final inspection from the Fluvanna County Department of Building Inspections within eighteen (18) months of the date of approval of the special use permit.

Suggested Motion

I move that the Board of Supervisors **approve/deny** SUP 12:01, a special use permit request to allow the construction of a 195-foot monopole telecommunications tower with respect to 331.29 acres of Tax Map 39, Section A, Parcel 34 (if approved), subject to the conditions listed in the staff report.

Attachments

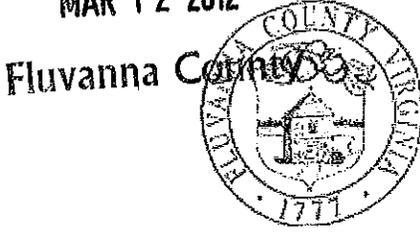
- A. Application & Sketch Plan
- B. Aerial Vicinity Map
- C. Signature Page of Lease Agreement (Clear Signal Towers, LLC & New Cingular Wireless PCS, LLC)
- D. Applicant's Photosimulations
- E. Map of Existing Sites, Proposed Sites, and Projected Fill-In Locations
(Figure 40: *Wireless Telecommunications Facilities Master Plan*)
- F. Siting Hierarchy Justification from AT&T
- G. Map of Recently-Proposed & Approved Telecommunications Facilities: State Route 6 West
- H. Applicant's Propagation Maps
- I. Report from CityScape Consultants (September 13, 2012)
- J. Supplemental Report from CityScape Consultants (November 26, 2012)

Copy

Owner: William & Ann Davis, P.O. Box 692, Scottsville, VA 24590
 Applicant: Clear Signal Towers, LLC, Dorothy Brunetti, 1801 Libbie Avenue, Suite 201, Richmond, VA 23226
 Consultant: CityScape Consultants, 7050 W. Palmetto Park Road #15-652, Boca Raton, FL 33433

Received
MAR 12 2012

Kidd's Store
VA 9031 / CV 445
ATTACHMENT A



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Application for Special Use Permit (SUP)

Owner of Record: William & Ann Davis
E911 Address: 6401 W. River Rd., Scottsville, VA
Phone: _____ Fax: N/A
Email: N/A

Applicant of Record: Clear Signal Towers, LLC
E911 Address: 1801 Libbie Ave, Suite 201, Richmond
Phone: 804-337-4470 Fax: 804-648-4809
Email: dorothy@vacapital.com

Representative: Dorothy Brunetti
E911 Address: 1801 Libbie Ave, Suite 201, Richmond
Phone: 804-337-4470 Fax: 804-648-4809
Email: dorothy@vacapital.com
Tax Map and Parcel(s): 39-A-34
Acreage: 331 Zoning: AFD

Note: If applicant is anyone other than the owner of record, written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.
Is property in Agricultural Forestal District? No Yes
If Yes, what district: Cunningham 04
Deed Book Reference: 512 P. 988
Deed Restrictions? No Yes (Attach copy)

Request for a SUP in order to: Construct a tower Proposed use of Property: Wireless Telecom Facility

*Two copies of a plan must be submitted, showing size and location of the lot, dimensions and location of the proposed building, structure or proposed use, and the dimensions and location of the existing structures on the lot.

By signing this application, the undersigned owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the board of Supervisors during the normal discharge of their duties in regard to this request and acknowledges that county employees will make regular inspections of the site.

Date: 3/1/12 Signature of Owner/Applicant: [Signature]
Subscribed and sworn to before me this 1st day of MARCH, 2012 Register # 7223598
My commission expires: October 31, 2013 Notary Public: Rumela Ann Pust
Certification: Date: _____ Zoning Administrator: Darren Coffey

All plats must be folded prior to submission to the Planning Department for review. Rolled plats will not be accepted.

OFFICE USE ONLY	
Date Received: <u>3-2-12</u>	Pre-Application Meeting: _____ PH Sign Deposit Received: _____ Application #: SUP <u>12-001</u>
\$800.00 fee plus mailing costs paid: _____	Mailing Costs: \$20.00 Adjacent Property Owner(APO) after 1st 15, Certified Mail
Amendment of Condition: \$400.00 fee plus mailing costs paid: _____	
Telecommunications Tower \$1,500.00 fee plus mailing costs paid: _____	\$5,500 w/Consultant Review paid: <u>CK# 2335</u>
Election District: <u>Fork Union</u>	Planning Area: <u>Rural Preservation</u>
Public Hearings	
Planning Commission	Board of Supervisors
Advertisement Dates: <u>June 14th + 21st</u>	Advertisement Dates: <u>July 5th + 12th</u>
APO Notification: <u>June 13th</u>	APO Notification: <u>July 4th</u>
Date of Hearing: <u>June 27th</u>	Date of Hearing: <u>July 18th</u>
Decision: _____	Decision: _____

Fluvanna County Department of Planning & Community Development * Box 540 * Palmyra, VA 22963 * (434)591-1910 * Fax (434)591-1911

This form is available on the Fluvanna County website: www.fluvannacounty.org

Received

MAR 12 2012

Fluvanna County Virginia

VA9031/CV445

Kidd's Store

Fluvanna County Communications Facility Application Checklist

Date Submitted: 11/1/11

APPLICANT'S NAME: Clear Signal Towers, LLC
Phone: 804-337-6470 FAX: 804-648-4809 E-mail: dorothy@vacapital.com
PROPERTY OWNER:
APPLICANT'S CONTACT: Dorothy Brunetti
Address: 1801 Libbie Ave, Suite 201, Richmond VA 23226
Phone: 804-337-6470 FAX: 804-648-4809 E-mail: dorothy@vacapital.com
Lessor/Licensor Contact Information:
Name: William & Anne C. Davis
Address: 6401 W. River Road, Scottsville VA 24590
Phone: FAX: E-mail:

Commercial Wireless Provider AT&T

New Structure: Yes [x] No [] Co-location: Yes [] No [x] Water Tower: Yes [] No [x]
Replace Existing Structure: Yes [] No [x] Replacement (upgrade) of existing antennas Yes [] No [x]
Stealth Attached Facility: Yes [] No [x] New Stealth Antenna Support Structure: Yes [] No [x]

FACILITY INFORMATION:

Site Address: Route 6, Palmyra, VA 22963
Latitude (NAD83): 37-47-55.3 Longitude (NAD83): 78-22-2.01
Ground Elevation (AMSL) (ft): 499' Total Height of Tower: (AGL) (ft) 195'
RAD Center (ft): 194'
TAX Parcel Identification Number: 39-A-34
Present Zoning of Property: AFD
Land Use and Description of Property: Agriculture
FCC Antenna Structure Registration Number (ASR) (if applicable): N/A

The following must be enclosed with this application:

- 1. A map (electronic preferable) of the same search ring submitted and used by the applicant's site locator;
2. A map (electronic preferable) indicating applicant's existing RF signal propagation;
3. A map (electronic preferable) indicating applicant's proposed new RF signal propagation;
4. A statement (electronic preferable) from a qualified individual that the applicant will comply with all FCC rules regarding human exposure to RF energy, along with the individual's qualifications;
5. A statement (electronic preferable) from the applicant that the applicant will comply with all applicable FCC rules regarding radio-frequency interference;
6. A statement (electronic preferable) that the submitted search ring is the same as utilized in the selection of the site;
7. Complete plans of the proposed facility to include a structural certification by a Registered Professional Engineer that the facility complies with applicable Federal, State and Buckingham County building codes.

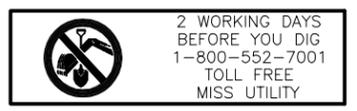
Please Note: Supplemental information may be requested for purposes of clarity or confirmation.



KIDD'S STORE VA9031

OFF STATE ROUTE 6
PALMYRA, VA 22963

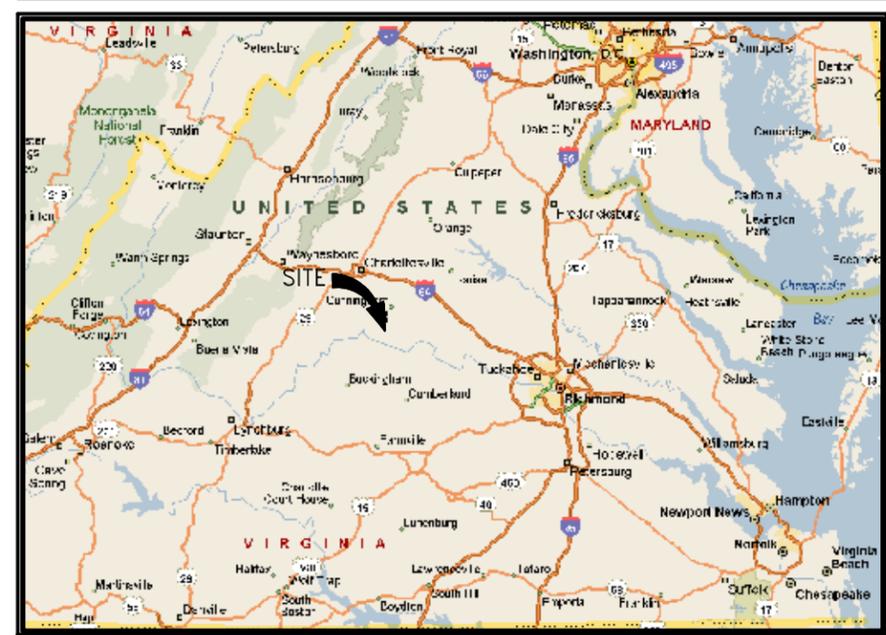
PROJECT DESCRIPTION: INSTALLATION AND OPERATION OF ANTENNAS AND ASSOCIATED EQUIPMENT



DIRECTIONS TO SITE:
FROM RICHMOND:
TAKE I-64 W TO EXIT 167 AND TURN RIGHT ONTO US-250. TURN LEFT ONTO FAIRGROUND RD AND THEN LEFT ONTO US-522. TURN RIGHT ONTO SR-6 AND FOLLOW FOR APPROXIMATELY 25 MILES. TURN LEFT ONTO ACCESS ROAD AT POWER LINES AND FOLLOW TO SITE.



LOCAL MAP NOT TO SCALE



VICINITY MAP NOT TO SCALE

APPROVAL					
SITE ACQUISITION:	SIGNATURE	DATE	AT&T REGULATORY	SIGNATURE	DATE
ZONING:	SIGNATURE	DATE	AT&T RF:	SIGNATURE	DATE
CONSTRUCTION:	SIGNATURE	DATE	AT&T CONSTRUCTION:	SIGNATURE	DATE

REV. NO.	DESCRIPTION	BY	DATE	REV. NO.	DESCRIPTION	BY	DATE
1	ZONING DRAWINGS	OWW	07/25/11				
2	REVISED ZONING DRAWINGS	OWW	11/19/12				

CONSULTING TEAM

ARCHITECTURE AND ENGINEERING:
WARREN WILLIAMS & ASSOCIATES
736 CARNEROS CIRCLE
HIGH POINT, NC 27265
PROJECT MANAGER:
TELEPHONE: WARREN WILLIAMS, P.E. (757) 450-2288

SURVEY:
HAYDEN FRYE AND ASSOCIATES
333 KELLAM ROAD, SUITE 200
VIRGINIA BEACH, VA 23462
CONTACT: HAYDEN FRYE, LS (757) 491-7228
TELEPHONE: (757) 491-7228
FAX:

SOIL ENGINEER:
GEOENVIRONMENTAL RESOURCES, INC. (GER)
CONTACT: CHARLES CRAWLEY, PE (757) 463-3200
TELEPHONE:

STRUCTURAL ENGINEERING:
WARREN WILLIAMS & ASSOCIATES
736 CARNEROS CIRCLE
HIGH POINT, NC 27265
CONTACT: JASON CANFIELD, P.E. (757) 450-2288
TELEPHONE:

UTILITIES:
POWER COMPANY:
DOMINION VIRGINIA POWER
CONTACT: CUSTOMER SERVICE 1-888-667-3000
TELEPHONE:

TELEPHONE COMPANY:
VERIZON CONTACT: CUSTOMER SERVICE 1-800-826-2355
CONTACT: 1-800-826-2355
TELEPHONE:

PROJECT SUMMARY

SITE INFORMATION:
VA9031
KIDD'S STORE
OFF STATE ROUTE 6
PALMYRA, VA 22963

LANDLORD INFORMATION:
WILLIAM & ANNE C. DAVIS
6401 W RIVER ROAD
SCOTTSVILLE, VA 24590

APPLICANT INFORMATION:
CLEAR SIGNAL TOWERS
1801 LIBBIE AVENUE
SUITE 201
RICHMOND, VA 23226

PROJECT DATA:
ZONING: AFD
JURISDICTION: FLUVANNA COUNTY
TAX MAP NO.: 39-A-34
SITE TYPE: RAW LAND
TOWER TYPE: MONOPOLE
TOWER HEIGHT: 195'
LEASE AREA: 100'X100'
AREA OF LAND DISTURBANCE: 3600 SF

(2C) GEOGRAPHIC COORDINATES:
LATITUDE: 37° 47' 56.33" N
LONGITUDE: 78° 22' 00.64" W
GROUND ELEV. (AMSL): 497'

DECLINATION:
9° 40' W CHANGING BY 0° 1' W PER YEAR

ADA COMPLIANCE:
FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION.
SITE WILL NOT BE SERVED BY CITY SEWER OR WATER.

SHEET INDEX

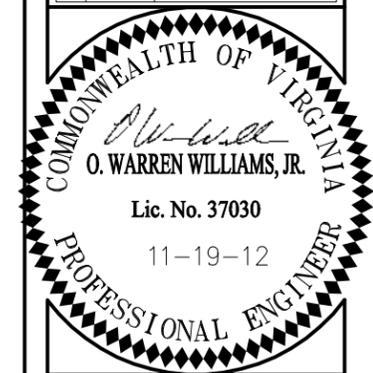
SHEET:	DESCRIPTION:
T-1	TITLE SHEET
T-2	LEGEND AND ABBREVIATIONS
N-1	GENERAL NOTES
C-1	SURVEY AND SITE PLAN
C-2	ENLARGED SITE PLAN
C-3	GRADING AND EROSION CONTROL PLAN
C-4	ELEVATION VIEW
C-5	FENCE NOTES AND DETAILS
C-6	CIVIL DETAILS

SHEET TOTAL: **9**

Clear Signal Towers, LLC
CLEAR SIGNAL TOWERS, LLC
1801 LIBBIE AVENUE
SUITE 201
RICHMOND, VA 23226
TEL (804)951-9694
FAX (804)648-4809

WW&A
warren williams & associates
736 CARNEROS CIRCLE
HIGH POINT
NORTH CAROLINA
27265
(757) 450-2288

NO.	DATE	DESCRIPTION
1	07/26/11	ZONING DRAWINGS BY: KMB CHK: OWW APP'D: OWW
2	11/19/12	REVISED ZONING DRAWINGS BY: KMB CHK: OWW APP'D: OWW
3		
4		
5		
6		



VA9031
KIDD'S STORE
RAWLAND
MONOPOLE

OFF SR 6
PALMYRA, VA
22963
FLUVANNA COUNTY

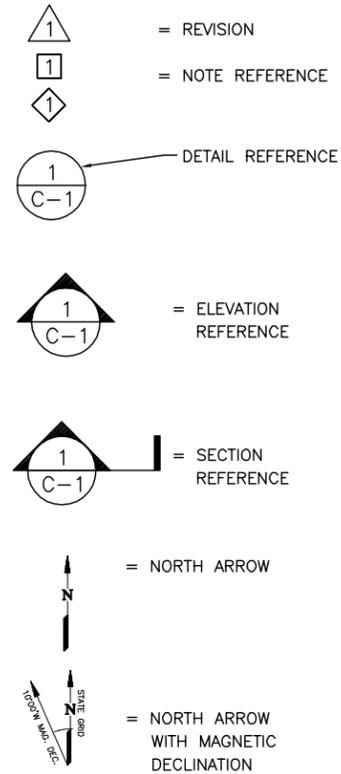
DRAWN BY:	KMB
CHECKED BY:	OWW
TTV DATE:	NA
COMM NO:	VA9031

SHEET TITLE:
TITLE SHEET

SHEET NUMBER:
T-1

ABBREVIATIONS & SYMBOLS LIST

1P, 2P, & 3P	SINGLE POLE, TWO POLE, & THREE POLES	NEUT	NEUTRAL
A/C	AIR CONDITIONING	N	NORTH
ADJ	ADJUSTABLE	NA	NOT APPLICABLE
AFF	ABOVE FINISH FLOOR	NIC	NOT IN CONTRACT
AGL	ABOVE GROUND LEVEL	NTS	NOT TO SCALE
APPROX	APPROXIMATELY	OFCI	OWNER FURNISHED, CONTRACTOR INSTALLED
ASTM	AMERICAN SOCIETY FOR TESTING AND MATERIALS	OC	ON CENTER
AWG	AMERICAN WIRE GAUGE	OD	OUTSIDE DIAMETER
A OR AMP	AMPERE	OPNG	OPENING
BLDG	BUILDING	OPP	OPPOSITE
BLK	BLOCK	OHT/OHP	OVERHEAD TELEPHONE/OVERHEAD POWER
BMR	BASE MOBILE RADIO	OHP	OVERHEAD POWER
B/S	BUILDING STANDARD	OHT	OVERHEAD TELEPHONE
CU	COPPER	OZ	OUNCE
CO	CLEAN OUT	PG	PAGE
C	CONDUIT SIZE AS NOTED	PIN(F)	PIN FOUND
CB	CIRCUIT BREAKER	PIN(S)	PIN SET
CKT	CIRCUIT	PJF	POLYVINYL JOINT FILLER
CLG	CEILING	PLYWD	PLYWOOD
CLR	CLEAR	PR	PAIR
CONC	CONCRETE	PROJ	PROJECT
CONST	CONSTRUCTION	PROP	PROPERTY
CONT	CONTINUOUS	PSI	PER SQUARE INCH
CFCI	CONTRACTOR FURNISHED CONTRACTOR INSTALLED	PSF	PER SQUARE FOOT
DB	DEED BOOK	PT	PRESSURE TREATED
DBL	DOUBLE	PVC	SCHEDULE 40 PLASTIC CONDUIT.
DIA, Ø	DIAMETER	RAD	RADIATION
DIAG	DIAGONAL	RECEPT	RECEPTACLE
DIM	DIMENSION	REQ'D	REQUIRED
DN	DOWN	RM	ROOM
DET, DETL	DETAIL	RO	ROUGH OPENING
DWG	DRAWING	S	SOUTH
DEF	DUAL ELEMENT FUSES	SW	SWITCH
E	EAST	SCH	SCHEDULE
EA	EACH	SHT	SHEET
EL, ELEV	ELEVATION	SIM	SIMILAR
ELECT	ELECTRICAL	SPEC	SPECIFICATION
EQ	EQUAL	SQ	SQUARE
EQUIP	EQUIPMENT	SS	STAINLESS STEEL
EW	EACH WAY	STL	STEEL
EXIST/EX	EXISTING	STRUCT	STRUCTURAL
EXT	EXTERIOR	SUSP	SUSPENDED
EMT	ELECTRICAL METALLIC TUBING	THRD	THREADED
EC	EMPTY CONDUIT	THRU	THROUGH
FIN	FINISH	TM	TAX MAP
FLUOR	FLUORESCENT	TNND	TINNED
FLR	FLOOR	TOC	TOP OF CONCRETE
FT	FOOT	TYP	TYPICAL
GRS	GALVANIZED STEEL CONDUIT	UNLESS OTHERWISE NOTED	UNLESS OTHERWISE NOTED
G OR GRD	GROUND	UG	UNDERGROUND
GA	GAUGE	VERT	VERTICAL
GALV	GALVANIZE(D)	VIF	VERIFY IN FIELD
GC	GENERAL CONTRACTOR	VT	VINYL TILE
GPS	GLOBAL POSITIONING SYSTEM	W/	WITH
GWB	GYPSPUM WALL BOARD	WDW	WINDOW
HARD'WD	HARDWOOD	W	WEST
HEC	HIGH STRENGTH	W/O	WITHOUT
HORIZ	HORIZONTAL	W	WATTS
HR	HOUR	WP	WEATHERPROOF
HT	HEIGHT	XFRM	TRANSFORMER
HVAC	HEATING, VENTILATION AND AIR CONDITIONING		
ID	INSIDE DIA.	∠	ANGLE
IN	INCH	&	AND
INFO	INFORMATION	℄	CENTER LINE
INS	INSULATION	℞	PROPERTY LINE, PLATE
KW	KILOWATTS	@	AT
LB(S)	POUND(S)	#	NUMBER
LG	LONG		
MAX	MAXIMUM		
MECH	MECHANICAL		
MTL	METAL		
MFR	MANUFACTURER		
MGR	MANAGER		
MIN	MINIMUM		
MISC	MISCELLANEOUS		
MPH	MILES PER HOUR		
MTD	MOUNTED		



LEGEND

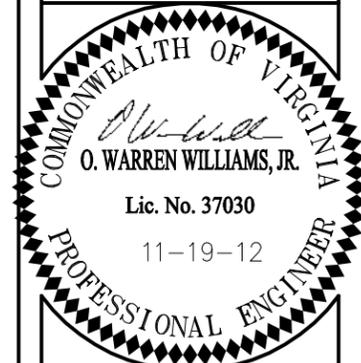
EXISTING	NEW	
CONC.		CONCRETE
		PROPERTY LINE
		LEASE AREA
		EASEMENT
		BUILDING (FOOTPRINT)
		POWER POLE
		TELEPHONE/FIBEROPTIC PEDESTAL
		ASPHALT
		FENCE
		TEMPORARY BENCHMARK
		TREELINE
		CONTOURS
		SPOT ELEVATION
		SILT FENCE
		ITEMS TO BE REMOVED

Clear Signal Towers, LLC

CLEAR SIGNAL TOWERS, LLC
 1801 LIBBIE AVENUE
 SUITE 201
 RICHMOND, VA 23226
 TEL (804)951-9694
 FAX (804)648-4809



NO.	DATE	DESCRIPTION
1	07/26/11	ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
2	11/19/12	REVISED ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
3		
4		
5		
6		



VA9031
KIDD'S STORE
RAWLAND
MONOPOLE
 OFF SR 6
 PALMYRA, VA
 22963
 FLUVANNA COUNTY

DRAWN BY:	KMB
CHECKED BY:	OWW
TTV DATE:	NA
COMM NO:	VA9031

SHEET TITLE:
LEGEND AND ABBREVIATIONS

SHEET NUMBER:
T-2

SITE WORK GENERAL NOTES:

NOTES:

1. THE SUBCONTRACTOR SHALL CONTACT UTILITY LOCATING SERVICES PRIOR TO THE START OF CONSTRUCTION.
2. ALL EXISTING ACTIVE SEWER, WATER, GAS, ELECTRIC, AND OTHER UTILITIES WHERE ENCOUNTERED IN THE WORK, SHALL BE PROTECTED AT ALL TIMES, AND WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK, SHALL BE RELOCATED AS DIRECTED BY CONTRACTOR. EXTREME CAUTION SHOULD BE USED BY THE SUBCONTRACTOR WHEN EXCAVATING OR DRILLING PIERS AROUND OR NEAR UTILITIES. SUBCONTRACTOR SHALL PROVIDE SAFETY TRAINING FOR THE WORKING CREW. THIS WILL INCLUDE BUT NOT BE LIMITED TO A) FALL PROTECTION B) CONFINED SPACE C) ELECTRICAL SAFETY D) TRENCHING & EXCAVATION.
3. ALL SITE WORK SHALL BE AS INDICATED ON THE DRAWINGS AND PROJECT SPECIFICATIONS.
4. IF NECESSARY, RUBBISH, STUMPS, DEBRIS, STICKS, STONES AND OTHER REFUSE SHALL BE REMOVED FROM THE SITE AND DISPOSED OF LEGALLY.
5. ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED AND/OR CAPPED, PLUGGED OR OTHERWISE DISCONTINUED AT POINTS WHICH WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF CONTRACTOR, OWNER AND/OR LOCAL UTILITIES.
6. SUBCONTRACTOR SHALL MINIMIZE DISTURBANCE TO EXISTING SITE DURING CONSTRUCTION.
7. THE SUBCONTRACTOR SHALL PROVIDE SITE SIGNAGE IN ACCORDANCE WITH THE CINGULAR SPECIFICATION FOR SITE SIGNAGE.
8. THE SITE SHALL BE GRADED TO CAUSE SURFACE WATER TO FLOW AWAY FROM THE BTS EQUIPMENT AND TOWER AREAS.
9. NO FILL OR EMBANKMENT MATERIAL SHALL BE PLACED ON FROZEN GROUND. FROZEN MATERIALS, SNOW OR ICE SHALL NOT BE PLACED IN ANY FILL OR EMBANKMENT.
10. THE SUB GRADE SHALL BE COMPACTED AND BROUGHT TO A SMOOTH UNIFORM GRADE PRIOR TO FINISHED SURFACE APPLICATION.
11. THE AREAS OF THE OWNERS PROPERTY DISTURBED BY THE WORK AND NOT COVERED BY THE TOWER, EQUIPMENT OR DRIVEWAY, SHALL BE GRADED TO A UNIFORM SLOPE, AND STABILIZED TO PREVENT EROSION.
12. SUBCONTRACTOR SHALL MINIMIZE DISTURBANCE TO EXISTING SITE DURING CONSTRUCTION. EROSION CONTROL MEASURES, IF REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE LOCAL JURISDICTION'S GUIDELINES FOR EROSION AND SEDIMENT CONTROL.

STRUCTURAL STEEL NOTES:

NOTES:

1. ALL STEEL WORK SHALL BE PAINTED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS AND IN ACCORDANCE WITH ASTM A36 UNLESS OTHERWISE NOTED.
2. ALL WELDING SHALL BE PERFORMED USING E70XX ELECTRODES AND WELDING SHALL CONFORM TO AISC. WHERE FILLET WELD SIZES ARE NOT SHOWN, PROVIDE THE MINIMUM SIZE PER TABLE J2.4 IN THE AISC "MANUAL OF STEEL CONSTRUCTION". PAINTED SURFACES SHALL BE TOUCHED UP.
3. BOLTED CONNECTIONS SHALL BE ASTM A325 BEARING TYPE (3/4"Ø) CONNECTIONS AND SHALL HAVE MINIMUM OF TWO BOLTS UNLESS NOTED OTHERWISE.
4. NON-STRUCTURAL CONNECTIONS FOR STEEL GRATING MAY USE 5/8" DIA. ASTM A 307 BOLTS UNLESS NOTED OTHERWISE.
5. INSTALLATION OF CONCRETE EXPANSION/WEDGE ANCHOR, SHALL BE PER MANUFACTURER'S WRITTEN RECOMMENDED PROCEDURE. THE ANCHOR BOLT, DOWEL OR ROD SHALL CONFORM TO MANUFACTURER'S RECOMMENDATION FOR EMBEDMENT DEPTH OR AS SHOWN ON THE DRAWINGS. NO REBAR SHALL BE CUT WITHOUT PRIOR CONTRACTOR APPROVAL WHEN DRILLING HOLES IN CONCRETE. SPECIAL INSPECTIONS, REQUIRED BY GOVERNING CODES, SHALL BE PERFORMED IN ORDER TO MAINTAIN MANUFACTURER'S MAXIMUM ALLOWABLE LOADS.
6. ALL EXPANSION/WEDGE ANCHORS SHALL BE STAINLESS STEEL OR HOT DIPPED GALVANIZED. THE ANCHOR BOLT DOWEL AND ROD SHALL BE STAINLESS STEEL WITH STAINLESS STEEL WASHERS.

CONCRETE AND REINFORCING STEEL NOTES:

1. ALL CONCRETE WORK SHALL BE IN ACCORDANCE WITH THE ACI 301, ACI 318, ACI 336, ASTM A184, ASTM A185 AND THE DESIGN AND CONSTRUCTION SPECIFICATION FOR CAST-IN-PLACE CONCRETE.
2. ALL CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 4000 PSI AT 28 DAYS, UNLESS NOTED OTHERWISE.
3. REINFORCING STEEL SHALL CONFORM TO ASTM A 615, GRADE 60, DEFORMED UNLESS NOTED OTHERWISE. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A 185 WELDED STEEL WIRE FABRIC UNLESS NOTED OTHERWISE. SPLICES SHALL BE CLASS "B" AND ALL HOOKS SHALL BE STANDARD, UNO.
4. THE FOLLOWING MINIMUM CONCRETE COVER SHALL BE PROVIDED FOR REINFORCING STEEL UNLESS SHOWN OTHERWISE ON DRAWINGS:
 CONCRETE CAST AGAINST EARTH.....3 IN.
 CONCRETE EXPOSED TO EARTH OR WEATHER:
 #6 AND LARGER2 IN.
 #5 AND SMALLER & WWF.....1 1/2 IN.
 CONCRETE NOT EXPOSED TO EARTH OR WEATHER OR NOT CAST AGAINST THE GROUND:
 SLAB AND WALL3/4 IN.
 BEAMS AND COLUMNS.....1 1/2 IN.
5. A CHAMFER 3/4" SHALL BE PROVIDED AT ALL EXPOSED EDGES OF CONCRETE, UNO, IN ACCORDANCE WITH ACI 301 SECTION 4.2.4.
6. CONCRETE/EXPANSION ANCHORS SHALL BE STAINLESS STEEL. INSTALLATION, SHALL BE PER MANUFACTURER'S WRITTEN RECOMMENDED PROCEDURE. THE ANCHOR BOLT, DOWEL OR ROD SHALL CONFORM TO MANUFACTURER'S RECOMMENDATION FOR EMBEDMENT DEPTH OR AS SHOWN ON THE DRAWINGS. NO REBAR SHALL BE CUT WITHOUT PRIOR ENGINEERING APPROVAL WHEN DRILLING HOLES IN CONCRETE. EXPANSION BOLTS SHALL BE PROVIDED BY RAMSET/REDHEAD OR APPROVED EQUAL.

GENERAL NOTES

1. FOR THE PURPOSE OF CONSTRUCTION DRAWING, THE FOLLOWING DEFINITIONS SHALL APPLY:
 CONTRACTOR – CLEAR SIGNAL TOWERS
 SUBCONTRACTOR – GENERAL CONTRACTOR (CONSTRUCTION)
 OWNER – CLEAR SIGNAL TOWERS
 OEM – ORIGINAL EQUIPMENT MANUFACTURE
2. PRIOR TO THE SUBMISSION OF BIDS, THE BIDDING SUBCONTRACTOR SHALL VISIT THE CELL SITE TO FAMILIARIZE WITH THE EXISTING CONDITIONS AND TO CONFIRM THAT THE WORK CAN BE ACCOMPLISHED AS SHOWN ON THE CONSTRUCTION DRAWINGS. ANY DISCREPANCY FOUND SHALL BE BROUGHT TO THE ATTENTION OF CONTRACTOR.
3. ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS, AND ORDINANCES. SUBCONTRACTOR SHALL ISSUE ALL APPROPRIATE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS, AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK.

 ALL WORK CARRIED OUT SHALL COMPLY WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AND LOCAL JURISDICTIONAL CODES, ORDINANCES AND APPLICABLE REGULATIONS.
4. DRAWINGS PROVIDED HERE ARE NOT TO SCALE AND ARE INTENDED TO SHOW OUTLINE ONLY.
5. UNLESS NOTED OTHERWISE, THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES, AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
6. THE SUBCONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
7. IF THE SPECIFIED EQUIPMENT CANNOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, THE SUBCONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION FOR APPROVAL BY THE CONTRACTOR.
8. SUBCONTRACTOR SHALL DETERMINE ACTUAL ROUTING OF CONDUIT, POWER AND T1 CABLES, GROUNDING CABLES AS SHOWN ON THE POWER, GROUNDING AND TELCO PLAN DRAWING.
9. THE SUBCONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGED PART SHALL BE REPAIRED AT SUBCONTRACTOR'S EXPENSE TO THE SATISFACTION OF OWNER.
10. SUBCONTRACTOR SHALL LEGALLY AND PROPERLY DISPOSE OF ALL SCRAP MATERIALS SUCH AS COAXIAL CABLES AND OTHER ITEMS REMOVED FROM THE EXISTING FACILITY. ANTENNAS REMOVED SHALL BE RETURNED TO THE OWNER'S DESIGNATED LOCATION.
11. SUBCONTRACTOR SHALL LEAVE PREMISES IN CLEAN CONDITION.
12. CONSTRUCTION SHALL COMPLY WITH SPECIFICATION 24782-000-3APS-AOOZ-00002, "GENERAL CONSTRUCTION SERVICES FOR CONSTRUCTION OF AT&T GSM SITES."

SOIL COMPACTION NOTES
FOR SLAB ON GRADE

NOTES:

1. EXCAVATE AS REQUIRED TO REMOVE VEGETATION & TOPSOIL EXPOSE UNDISTURBED NATURAL SUBGRADE AND PLACE CRUSHED STONE AS REQUIRED.
2. COMPACTION CERTIFICATION: AN INSPECTION AND WRITTEN CERTIFICATION BY A QUALIFIED GEOTECHNICAL TECHNICIAN OR ENGINEER IS ACCEPTABLE.
3. AS AN ALTERNATIVE TO INSPECTION AND WRITTEN CERTIFICATION, THE "UNDISTURBED SOIL" BASE SHALL BE COMPACTED WITH "COMPACTION EQUIPMENT", LISTED BELOW, TO AT LEAST 90% MODIFIED PROCTOR MAXIMUM DENSITY PER ASTM D 1557 METHOD C.
4. COMPACTED SUBBASE SHALL BE UNIFORM & LEVELED. PROVIDE 6" MINIMUM CRUSHED STONE OR GRAVEL COMPACTED IN 3" LIFTS ABOVE COMPACTED SOIL. GRAVEL SHALL BE NATURAL OR CRUSHED WITH 100 % PASSING 1" SLEEVE.

COMPACTION EQUIPMENT:

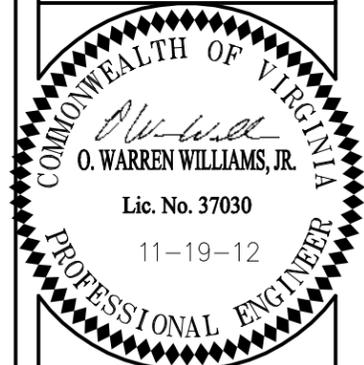
HAND OPERATED DOUBLE DRUM, VIBRATORY ROLLER, VIBRATORY PLATE COMPACTOR OR JUMPING COMPACTOR.

Clear Signal Towers, LLC

CLEAR SIGNAL TOWERS, LLC
 1801 LIBBIE AVENUE
 SUITE 201
 RICHMOND, VA 23226
 TEL (804)951-9694
 FAX (804)648-4809

WW&A
 warren williams & associates
 736 CARNEROS CIRCLE
 HIGH POINT
 NORTH CAROLINA
 27265
 (757) 450-2288

NO.			
1	07/26/11	ZONING DRAWINGS	
	BY: KMB	CHK: OWW	APP'D: OWW
2	11/19/12	REVISED ZONING DRAWINGS	
	BY: KMB	CHK: OWW	APP'D: OWW
3			
4			
5			
6			



VA9031
 KIDD'S STORE
 RAWLAND
 MONOPOLE

 OFF SR 6
 PALMYRA, VA
 22963
 FLUVANNA COUNTY

DRAWN BY:	KMB
CHECKED BY:	OWW
TTV DATE:	NA
COMM NO:	VA9031

SHEET TITLE:
GENERAL NOTES

SHEET NUMBER:
N-1

**State Route 6
110' R/W
D.B. 561 P. 321**

Tax Map 39-A-33A
NOW OR FORMERLY
BIRKHEAD, ROGER D. &
AMS J.
7886 W RIVER RD
SCOTTSVILLE, VA 24590
DB. 171 P. 72
Zoned: A-1

Tax Map 39-A-32
NOW OR FORMERLY
JOHN. E. JR. & MARY F.
RUECKERT
588 HIDDEN VALLEY RD
PALMYRA, VA 22963
DB. 512 P. 996
Zoned: A-1

Tax Map 39-13-51
NOW OR FORMERLY
PHILLIP D. RYDER
2422 RICHMOND RD
CHARLOTTESVILLE, VA
22911
DB. 826 P. 169
Zoned: A-1

Tax Map 49-A-1
NOW OR FORMERLY
NEW FORESTRY LLC
3715 NORTHSIDE PKWY,
SUITE 2-500
ATLANTA, GA 30327
DB. 370 P. 317
Zoned: A-1

Tax Map 39-A-55
NOW OR FORMERLY
PAUL A., JR. & SR.
LOWE
438 SHORES RD
PALMYRA, VA 22963
DB. 777 P. 256
Zoned: A-1

Tax Map 39-A-34
NOW OR FORMERLY
DAVIS, WILLIAM & ANNE C.
PO BOX 692
SCOTTSVILLE, VA 24590
DB. 512 P. 988
Zoned: AFD

Tax Map 39-5-2
NOW OR FORMERLY
JIM MICHAEL
STARKEY
382 CUNNINGHAM RD
SCOTTSVILLE, VA 24590
DB. 164 P. 574
Zoned: A-1

Tax Map 39-9-16
NOW OR FORMERLY
DANIEL R. & SANDRA G.
SKEEN
47 OLD FORK LN
PALMYRA, VA 22963
DB. 174 P. 233
Zoned: A-1

Tax Map 39-5-1
NOW OR FORMERLY
JIM MICHAEL
STARKEY
382 CUNNINGHAM RD
SCOTTSVILLE, VA 24590
DB. 132 P. 364
Zoned: A-1

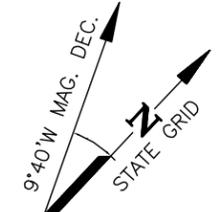
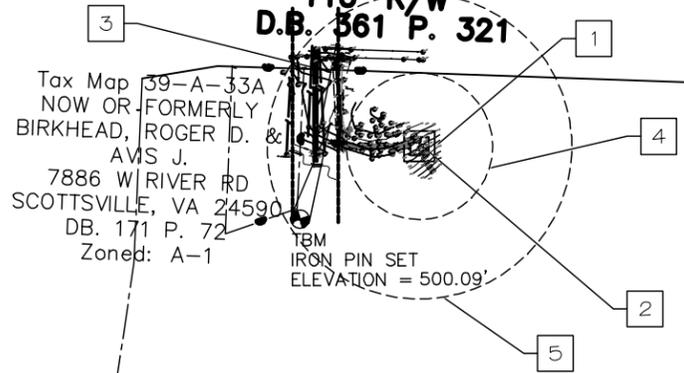
Tax Map 39-5-3
NOW OR FORMERLY
JUDIE MARIE
STARKEY
496 CUNNINGHAM RD
PALMYRA, VA 22963
DB. 132 P. 364
Zoned: A-1

Tax Map 39-A-49
NOW OR FORMERLY
WOOD LIVING TRUST
202 CUNNINGHAM RD
SCOTTSVILLE, VA 24590
DB. 775 P. 976
Zoned: A-1

Tax Map 39-A-52
NOW OR FORMERLY
JIM MICHAEL
STARKEY
382 CUNNINGHAM RD
SCOTTSVILLE, VA 24590
DB. 393 P. 743
Zoned: A-1

Tax Map 39-5-4
NOW OR FORMERLY
JAMES M. & LINDA A.
STARKEY
382 CUNNINGHAM RD
SCOTTSVILLE, VA 24590
DB. 393 P. 746
Zoned: A-1

Tax Map 39-A-50
NOW OR FORMERLY
WOOD LIVING TRUST
202 CUNNINGHAM RD
SCOTTSVILLE, VA 24590
DB. 775 P. 973
Zoned: A-1



SURVEY NOTES

1. TOPOGRAPHIC INFORMATION WAS TAKEN FROM A TOPOGRAPHIC SURVEY PERFORMED BY HAYDEN FRYE AND ASSOCIATES, VIRGINIA BEACH, VA ON JULY 20, 2011. NO BOUNDARY SURVEY WAS PERFORMED BY HAYDEN FRYE AND ASSOCIATES.
2. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE SEARCH/REPORT AND MAY NOT SHOW ANY/ALL EASEMENTS AND RESTRICTIONS OF RECORD THAT MAY AFFECT THE SUBJECT PROPERTY.
3. PROPERTY IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
4. FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAPS AND DOES NOT IMPLY THAT THE PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE.
5. THIS PROPERTY APPEARS TO BE LOCATED IN THE F.I.R.M. ZONE "X" AS SHOWN ON COMMUNITY PANEL NUMBER 51065C0175C DATED MAY 16, 2008.
6. NO SUBSURFACE INVESTIGATION WAS PERFORMED BY CAUSEWAY CONSULTANTS.
7. MERIDIAN SOURCE FOR THIS SURVEY IS BASED UPON GRID NORTH. MAGNETIC DECLINATION IS COMPUTED AND NOT OBSERVED.
8. NO WETLAND AREAS HAVE BEEN DELINEATED.
9. ALL PHYSICAL EVIDENCE OF UTILITIES SHOWN ON THIS SURVEY IS FROM SURFACE EVIDENCE.
10. THE TEMPORARY BENCHMARK IS AN IRON PIN. ELEVATION = 500.09'.
11. BASED ON THIS SURVEY, PERFORMED BY HAYDEN FRYE AND ASSOCIATES ON JULY 20, 2011, THE NEW MONOPOLE TOWER HAS BEEN CERTIFIED BY CAUSEWAY CONSULTANTS THAT THE COORDINATE LOCATION OF THE REFERENCED TOWER AT THE REFERENCED SITE IS ACCURATE WITHIN 15'± HORIZONTALLY AND THE ELEVATION IS ACCURATE WITHIN 3'± VERTICALLY. THE HORIZONTAL DATUM (COORDINATES) ARE IN TERMS OF THE NORTH AMERICAN DATUM OF 1983 (NAD 83) AND ARE EXPRESSED AS DEGREES, MINUTES, AND SECONDS. THE VERTICAL DATUM (ELEVATIONS) ARE IN TERMS AS DEFINED BELOW AND ARE DETERMINED TO THE NEAREST TENTH OF A FOOT.

PROPOSED 195' MONOPOLE TOWER
NAD 1983
LATITUDE: 37° 47' 56.33" N
LONGITUDE: 78° 22' 00.64" W
NAVD 88 ELEVATION: 497' AMSL

CONSTRUCTION NOTES

- 1 NEW 100'X100' CLEAR SIGNAL TOWERS LEASE AREA.
- 2 NEW CLEAR SIGNAL TOWERS 195' MONOPOLE TOWER INSIDE NEW 60'X60' FENCED COMPOUND. SEE SHEET C-2 FOR ENLARGED SITE PLAN.
- 3 NEW 20' WIDE CLEAR SIGNAL TOWERS ACCESS/UTILITY EASEMENT & 12' GRAVEL ACCESS ROAD (APPROXIMATELY 387').
- 4 FLUVANNA REQUIRED 120% TOWER SETBACK
- 5 FLUVANNA REQUIRED 500' RESIDENTIAL SETBACK

Clear Signal Towers, LLC
CLEAR SIGNAL TOWERS, LLC
1801 LIBBIE AVENUE
SUITE 201
RICHMOND, VA 23226
TEL (804)951-9694
FAX (804)648-4809

WW&A
warren williams & associates
736 CARNEROS CIRCLE
HIGH POINT
NORTH CAROLINA
27265
(757) 450-2288

NO.	DATE	DESCRIPTION
1	07/26/11	ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
2	11/19/12	REVISED ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
3		
4		
5		
6		

COMMONWEALTH OF VIRGINIA
O. WARREN WILLIAMS, JR.
Lic. No. 37030
11-19-12
PROFESSIONAL ENGINEER

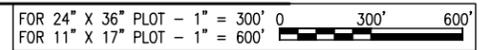
VA9031
KIDD'S STORE
RAWLAND
MONOPOLE
OFF SR 6
PALMYRA, VA
22963
FLUVANNA COUNTY

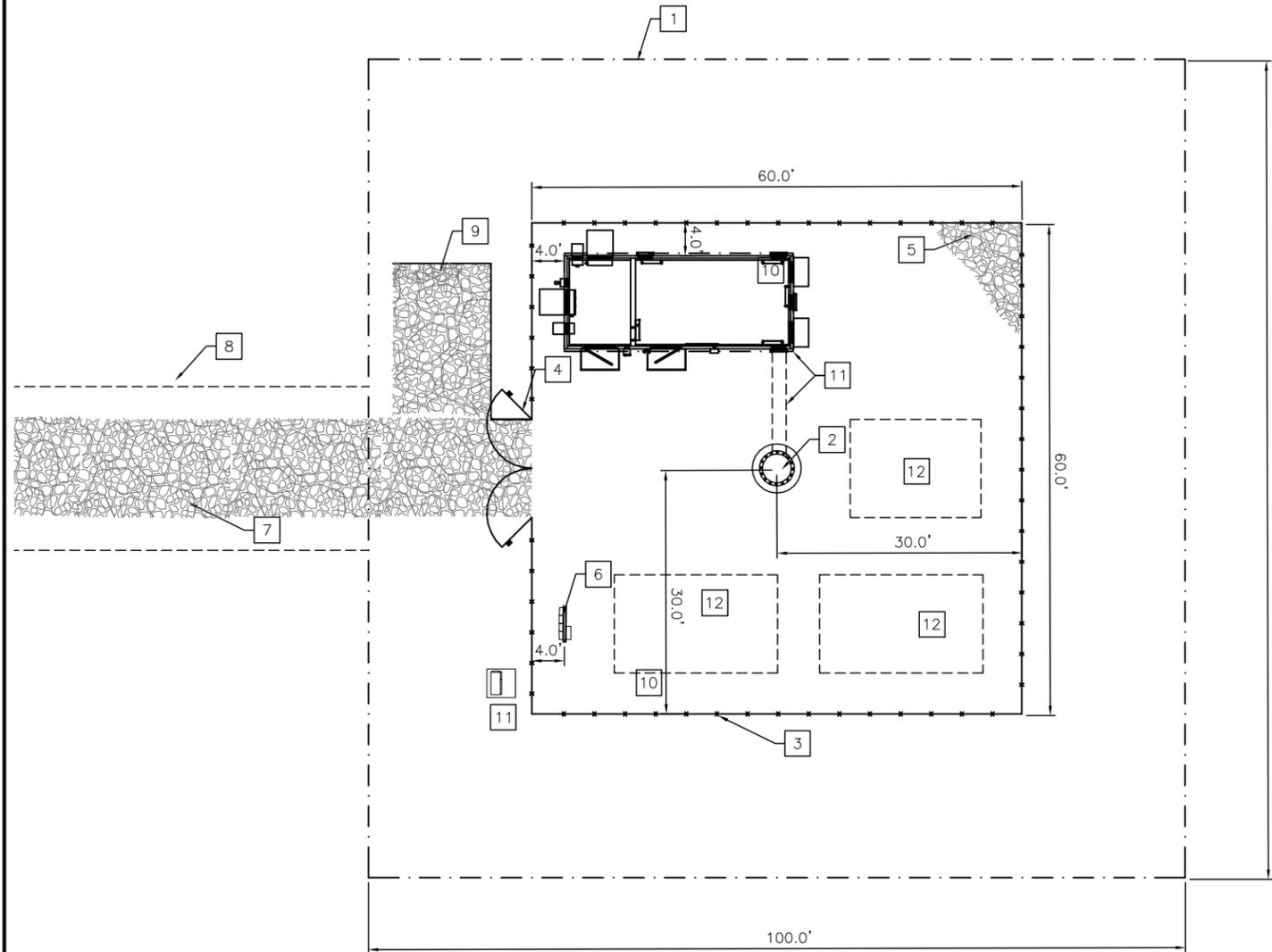
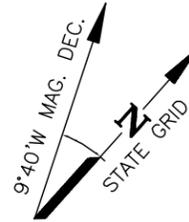
DRAWN BY:	KMB
CHECKED BY:	OWW
TTV DATE:	NA
COMM NO:	VA9031

SHEET TITLE:
SURVEY AND SITE PLAN

SHEET NUMBER:
C-1

1 SURVEY AND SITE PLAN
C-1





SITE NOTES

1. PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL ASSUME THE RESPONSIBILITY OF LOCATING ANY UNDERGROUND UTILITIES (PUBLIC OR PRIVATE) THAT MAY EXIST AND CROSS THROUGH THE AREA OF CONSTRUCTION THAT ARE NOT SHOWN ON THESE PLANS. BEFORE YOU DIG, CALL "MISS UTILITY" AT 1-800-552-7001. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING, AT HIS EXPENSE, ANY EXISTING UTILITIES DAMAGED DURING CONSTRUCTION.
2. ALL EROSION AND SEDIMENT CONTROL DEVICES SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITION OF VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK AT THE FIRST PHASE OF CONSTRUCTION AND CHECKED PERIODICALLY TO ENSURE THEY ARE FUNCTIONING AS INDICATED.
3. THE STOCKPILING OF EXCESS MATERIAL ON SITE WILL NOT BE ALLOWED.
4. ANY VEGETATED AREA DISTURBED BY CONSTRUCTION SHALL BE TOPSOILED AND SEEDED TO RESTORE A PERMANENT VEGETATIVE COVER.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACING WITH MATCHING MATERIALS ANY PAVEMENT, DRIVEWAYS, WALKS, CURBS, ETC. THAT MAY BE CUT, OR THAT ARE DAMAGED DURING CONSTRUCTION.
6. THE INDICATED DIRECTION OF NORTH WILL HAVE TO BE VERIFIED IN THE FIELD. THE MAGNETIC DECLINATION INDICATED IS CALCULATED BASED ON THE LATITUDINAL AND LONGITUDINAL COORDINATE GIVEN BY CAUSEWAY CONSULTANTS, PC.

CONSTRUCTION NOTES

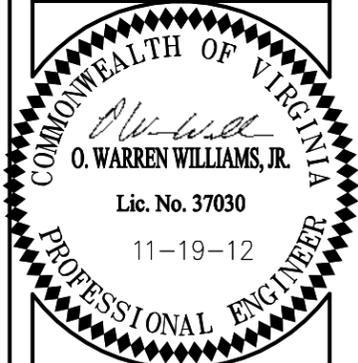
- 1 NEW CLEAR SIGNAL TOWERS 100'X100' LEASE AREA.
- 2 NEW CLEAR SIGNAL TOWERS 195' MONOPOLE TOWER. SEE ELEVATION VIEW, SHEET C-4.
- 3 NEW CLEAR SIGNAL TOWERS 60'X60' FENCED COMPOUND. SEE SHEET C-5 FOR DETAIL.
- 4 NEW CLEAR SIGNAL TOWERS 12' WIDE DOUBLE GATE. SEE SHEET C-5 FOR DETAIL.
- 5 INSTALL NEW GRAVEL WITHIN COMPOUND AS NEEDED. SEE SHEET C-6 FOR DETAIL.
- 6 NEW CLEAR SIGNAL TOWERS UTILITY SERVICE STAND.
- 7 NEW 12' GRAVEL ACCESS ROAD. SEE SHEET C-6 FOR DETAILS.
- 8 NEW 20' WIDE CLEAR SIGNAL TOWERS ACCESS/UTILITY EASEMENT (APPROXIMATELY 387' IN LENGTH)
- 9 NEW GRAVEL PARKING/TURNAROUND. SEE SHEET C-6 FOR DETAILS.
- 10 CLEAR TREES AS NECESSARY TO ACCOMODATE NEW COMPOUND.
- 11 FUTURE AT&T EQUIPMENT SHELTER, ICE BRIDGE, FIBER PAD (BY OTHERS).
- 12 FUTURE CARRIERS.

Clear Signal Towers, LLC

CLEAR SIGNAL TOWERS, LLC
 1801 LIBBIE AVENUE
 SUITE 201
 RICHMOND, VA 23226
 TEL (804)951-9694
 FAX (804)648-4809

WW&A
 warren williams & associates
 736 CARNEROS CIRCLE
 HIGH POINT
 NORTH CAROLINA
 27265
 (757) 450-2288

NO.	DATE	DESCRIPTION
1	07/26/11	ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
2	11/19/12	REVISED ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
3		
4		
5		
6		



VA9031
KIDD'S STORE
RAWLAND
MONOPOLE
 OFF SR 6
 PALMYRA, VA
 22963
 FLUVANNA COUNTY

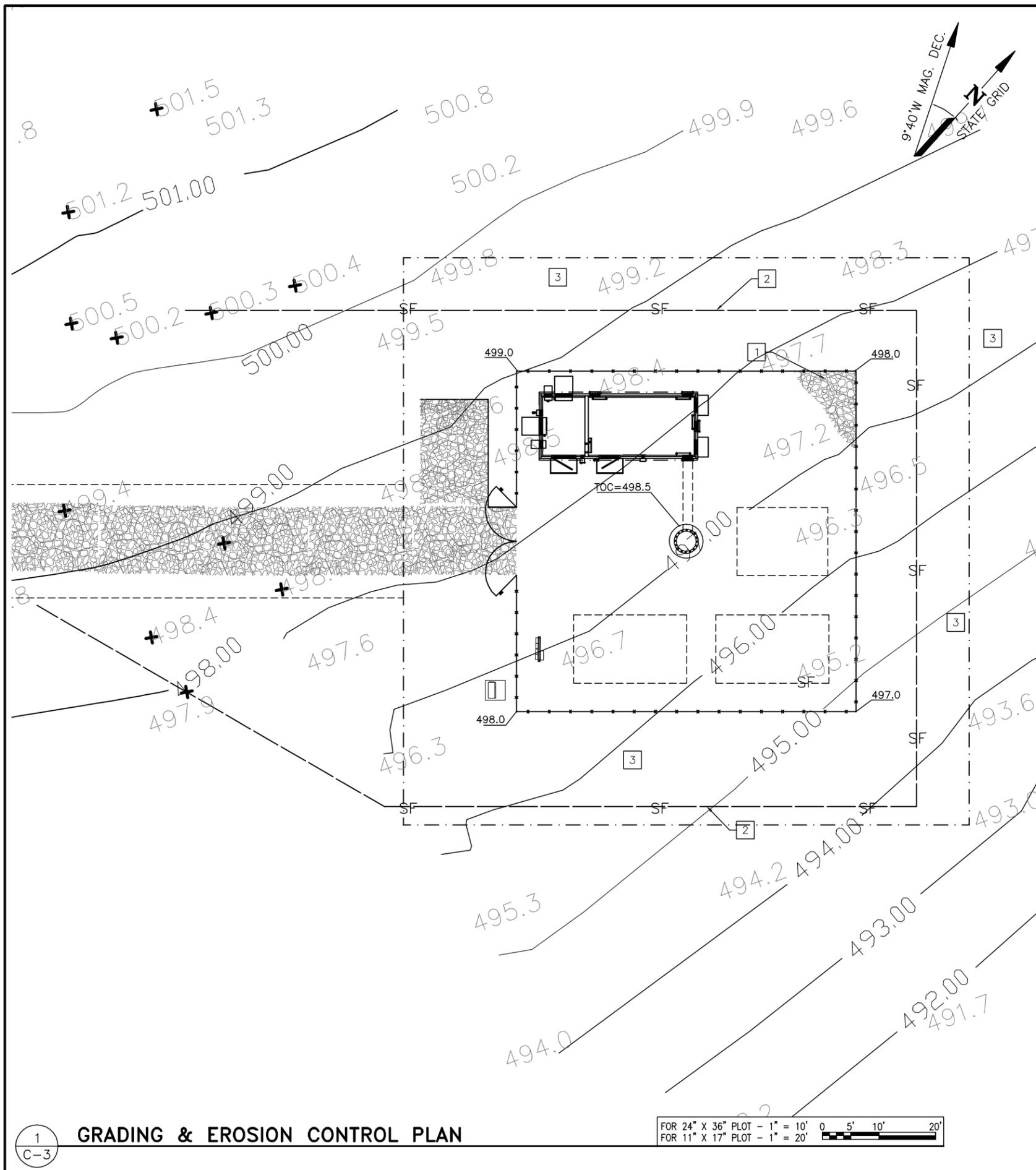
DRAWN BY:	KMB
CHECKED BY:	OWW
TTV DATE:	NA
COMM NO:	VA9031

SHEET TITLE:
ENLARGED SITE PLAN

SHEET NUMBER:
C-2

1
 C-2
ENLARGED SITE PLAN

FOR 24" X 36" PLOT - 1" = 10'
 FOR 11" X 17" PLOT - 1" = 20'
 0 5' 10' 20'



EROSION & SEDIMENT CONTROL NOTES:

- UNLESS OTHERWISE INDICATED, ALL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL PRACTICES WILL BE CONSTRUCTED AND MAINTAINED ACCORDING TO MINIMUM STANDARDS AND SPECIFICATIONS OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK (3RD EDITION, 1992).
- THE CONTRACTOR MUST CONTACT THE PLANNING/CIVIL INSPECTIONS OFFICE FOR A PRE-CONSTRUCTION MEETING BEFORE ANY CONSTRUCTION ACTIVITY BEGINS.
- ALL EROSION AND SEDIMENT CONTROL MEASURES ARE TO BE PLACED PRIOR TO OR AS THE FIRST STEP IN CONSTRUCTION.
- THE CONTRACTOR SHALL APPLY PERMANENT OR TEMPORARY SOIL STABILIZATION TO ALL DENUDED OR DISTURBED AREAS WITHIN 7 DAYS AFTER FINAL GRADE IS REACHED ON ANY PORTION OF THE SITE. SOIL STABILIZATION MUST ALSO BE APPLIED TO DENUDED AREAS WHICH MAY NOT BE AT FINAL GRADE BUT WHICH WILL REMAIN UNDISTURBED FOR LONGER THAN 30 DAYS. SOIL STABILIZATION MEASURES INCLUDE VEGETATIVE ESTABLISHMENT, MULCHING AND THE EARLY APPLICATION OF GRAVEL BASE MATERIAL ON AREAS TO BE PAVED.
- THE CONTRACTOR SHALL INSPECT ALL EROSION CONTROL MEASURES DAILY AND AFTER EACH RUNOFF PRODUCING RAINFALL EVENT. ANY NECESSARY REPAIRS TO MAINTAIN THE EFFECTIVENESS OF THE EROSION CONTROL DEVICES AND CLEANUP OF SEDIMENTATION ARE THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE MADE IMMEDIATELY.
- THE CONTRACTOR SHALL LIMIT SITE ACCESS BY CONSTRUCTION VEHICLES TO ENTRANCES PROTECTED BY A STONE CONSTRUCTION ENTRANCE (VESCH STD. & SPEC. 3.02) OR AN APPROVED COMPARABLE CONTROL MEASURE. SEDIMENT SHALL BE REMOVED FROM PAVED AREAS ON A DAILY BASIS (SEE DETAIL 2, SHEET C-9).
- STOCK PILES OF SOIL AND OTHER ERODIBLE MATERIAL SHALL BE STABILIZED OR PROTECTED WITH SEDIMENT TRAPPING MEASURES. THE CONTRACTOR IS RESPONSIBLE FOR THE TEMPORARY PROTECTION AND PERMANENT STABILIZATION FOR STOCKPILES ON SITE AS WELL AS FOR MATERIALS TRANSPORTED FROM THE PROJECT SITE.
- THE CONTRACTOR SHALL MONITOR AND TAKE PRECAUTIONS TO CONTROL DUST INCLUDING (BUT NOT LIMITED TO) USE OF WATER, MULCH OR CHEMICAL DUST ADHESIVES AND CONTROL OF CONSTRUCTION SITE TRAFFIC.
- EFFLUENT FROM DE-WATERING OPERATIONS SHALL BE FILTERED OR PASSED THROUGH AN APPROVED SEDIMENT TRAPPING DEVICE, OR BOTH, AND CHARGED IN A MANNER THAT DOES NOT ADVERSELY AFFECT ADJACENT PROPERTIES, WETLANDS, WATERWAYS OR THE STORM DRAINAGE SYSTEM.
- THE CONTRACTOR IS RESPONSIBLE FOR INSTALLATION AND MAINTENANCE OF ANY ADDITIONAL CONTROL MEASURES NECESSARY TO PREVENT EROSION AND SEDIMENTATION AS DETERMINED NECESSARY BY THE PLAN APPROVING AUTHORITY.
- TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES ARE NOT TO BE REMOVED WITHOUT APPROVAL OF THE DIRECTOR OF COMMUNITY DEVELOPMENT OR HIS DESIGNEE WHEN ALL DISTURBED AREAS ARE STABILIZED. ONCE APPROVED, ALL MEASURES SHALL BE REMOVED WITHIN 30 DAYS. TRAPPED SEDIMENT SHALL BE SPREAD AND SEEDED.

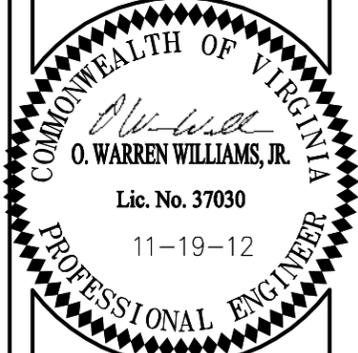
CONSTRUCTION NOTES:

- 1 INSTALL NEW GRAVEL WITHIN COMPOUND AS NEEDED, SEE DETAIL, SHEET C-6.
- 2 NEW SILT FENCE, SEE DETAIL, SHEET C-6.
- 3 INSTALL TREE PROTECTION AS NECESSARY, SEE DETAIL, SHEET C-6.

Clear Signal Towers, LLC
CLEAR SIGNAL TOWERS, LLC
 1801 LIBBIE AVENUE
 SUITE 201
 RICHMOND, VA 23226
 TEL (804)951-9694
 FAX (804)648-4809

WW&A
 warren williams & associates
 736 CARNEROS CIRCLE
 HIGH POINT
 NORTH CAROLINA
 27265
 (757) 450-2288

NO.	DATE	DESCRIPTION
1	07/26/11	ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
2	11/19/12	REVISED ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
3		
4		
5		
6		



VA9031
KIDD'S STORE
RAWLAND
MONOPOLE
 OFF SR 6
 PALMYRA, VA
 22963
 FLUVANNA COUNTY

DRAWN BY:	KMB
CHECKED BY:	OWW
TTV DATE:	NA
COMM NO:	VA9031

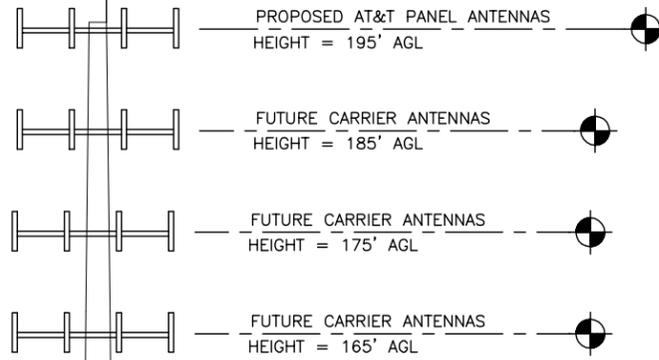
SHEET TITLE:
GRADING & EROSION CONTROL PLAN

SHEET NUMBER:
C-3

1
 C-3 **GRADING & EROSION CONTROL PLAN**

FOR 24" X 36" PLOT - 1" = 10'
 FOR 11" X 17" PLOT - 1" = 20'

TOP OF NEW LIGHTNING ROD
HEIGHT = 199' AGL



NEW 195' MONOPOLE

NOTE:
TOWER IS TO BE DESIGNED AND BUILT TO CONFORM TO THE LATEST EDITION OF THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE. ALL LOADS WILL MEET THE MINIMUM REQUIREMENTS FOR THE COUNTY. THE TOWER IS TO REACH THE HEIGHT INDICATED AND SUPPORT THE NUMBER OF FUTURE CARRIERS INDICATED TO BE INSTALLED.

NEW AT&T 12'X28' LEASE AREA WITHIN CLEAR SIGNAL TOWERS 60'X60' FENCED COMPOUND

FINISHED GRADE

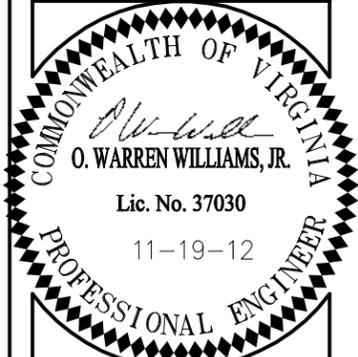
TOWER ELEVATION
NOT TO SCALE

Clear Signal Towers, LLC

CLEAR SIGNAL TOWERS, LLC
1801 LIBBIE AVENUE
SUITE 201
RICHMOND, VA 23226
TEL (804)951-9694
FAX (804)648-4809

WW&A
warren williams & associates
736 CARNEROS CIRCLE
HIGH POINT
NORTH CAROLINA
27265
(757) 450-2288

NO.	DATE	DESCRIPTION
1	07/26/11	ZONING DRAWINGS BY: KMB CHK: OWW APP'D: OWW
2	11/19/12	REVISED ZONING DRAWINGS BY: KMB CHK: OWW APP'D: OWW
3		
4		
5		
6		

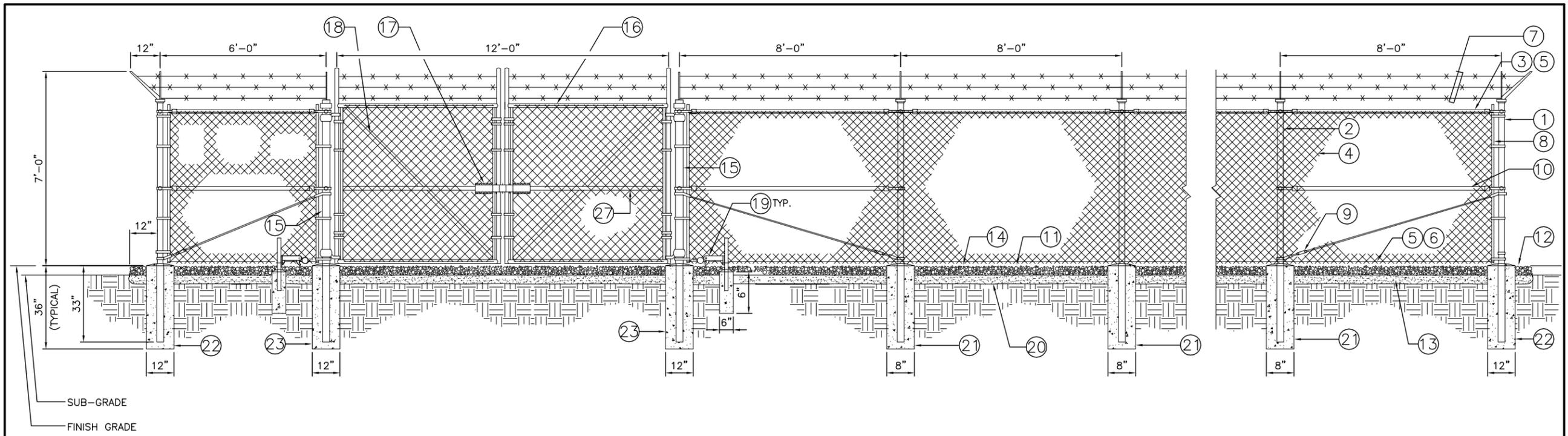


VA9031
KIDD'S STORE
RAWLAND
MONOPOLE
OFF SR 6
PALMYRA, VA
22963
FLUVANNA COUNTY

DRAWN BY:	KMB
CHECKED BY:	OWW
TTV DATE:	NA
COMM NO:	VA9031

SHEET TITLE:
ELEVATION VIEW

SHEET NUMBER:
C-4



1 COMPOUND FENCE DETAIL
C-5 NOT TO SCALE

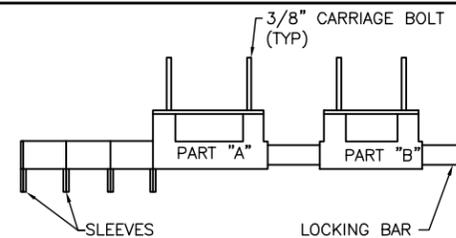
REFERENCE NOTES:

- ① CORNER, END OR PULL POST 3" OD SCHEDULE 40 PIPE.
- ② LINE POST: 2 1/2" OD SCHEDULE 40 PIPE, PER ASTM-F1083. LINE POSTS SHALL BE EQUALLY SPACED AT MAXIMUM 10'-0" OC
- ③ TOP RAIL & BRACE RAIL: 1 5/8" OD PIPE, PER ASTM-F1083.
- ④ FABRIC: 9 GA WIRE SIZE 2" MESH.
- ⑤ TIE WIRE: MINIMUM 9 GA ALUMINUM AT POSTS AND RAILS A SINGLE WRAP OF FABRIC TIE AND AT TENSION WIRE BY HOG RINGS SPACED MAX. 24" INTERVALS.
- ⑥ TENSION WIRE: 7 GA GALVANIZED STEEL.
- ⑦ BARBED WIRE: DOUBLE STRAND 12-1/2" TWISTED WIRE TO MATCH WITH FABRIC 14 GA, 4 POINT BARBS SPACED ON APPROXIMATELY 5" CENTERS.
- ⑧ STRETCHER BAR.
- ⑨ 3/8" DIAGONAL ROD WITH GALVANIZED STEEL TURNBUCKLE OR DIAGONAL THREADED ROD.
- ⑩ FENCE CORNER POST BRACE: 1 5/8" OD EACH CORNER EACH WAY.
- ⑪ 1 1/2" MAXIMUM CLEARANCE FROM GRADE.
- ⑫ 4" FINISH OR AS DETERMINED BY CONSTRUCTION MANAGER DURING BID WALK.
- ⑬ 6" COMPACTED 95% BASE MATERIAL OR AS DETERMINED BY CONSTRUCTION MANAGER DURING BID WALK.
- ⑭ FINISH GRADE SHALL BE UNIFORM AND LEVEL.
- ⑮ GATE POST 4". SCHEDULE 40 PIPE, FOR GATE WIDTHS UP THRU 7 FEET OR 14 FEET FOR DOUBLE SWING GATE, PER ASTM-F1083.
- ⑯ GATE FRAME: PIPE, PER ASTM-F1083.
- ⑰ STYMILOCK MULTI TENANT LOCKING DEVICE, PATENT # 5868015 SEE CONTACT INFORMATION ON THIS SHEET

- ⑱ 1 PAIR INDUSTRIAL PIN HINGE
- ⑲ NOT USED
- ⑳ GEOTEXTILE FABRIC
- ㉑ LINE POST: CONCRETE FOUNDATION (2000 PSI)
- ㉒ CORNER POST: CONCRETE FOUNDATION (2000 PSI)
- ㉓ GATE POST: CONCRETE FOUNDATION (2000 PSI)

GENERAL NOTES:

- 1. INSTALL FENCING PER ASTM F-567
- 2. INSTALL SWING GATES PER ASTM F- 900
- 3. LOCAL ORDINANCE OF BARBED WIRE PERMIT REQUIREMENT SHALL BE COMPLIED IF REQUIRED.
- 4. POST & GATE PIPE SIZES ARE INDUSTRY STANDARDS. ALL PIPE TO BE GALV. (HOT DIP, ASTM A120 GRADE "A" STEEL). ALL GATE FRAMES SHALL BE WELDED. ALL WELDING SHALL BE COATED WITH (3) COATS OF COLD GALV. (OR EQUAL).
- 5. ALL OPEN POSTS SHALL HAVE END-CAPS.
- 6. USE GALVANIZED HOG-RING WIRE TO MOUNT ALL SIGNS.
- 7. ALL SIGNS MUST BE MOUNTED ON INSIDE OF FENCE FABRIC.



1. DRILL 3/8" HOLES IN THE GATE LEAF USING THE GATE DIMENSIONS PROVIDED.
2. SLIDE THE CARRIAGE BOLTS IN THE SLOTS ON THE BACK OF PART "B" AND PUSH THE BOLTS THROUGH THE HOLES DRILLED INTO THE GATE LEAF. PUT THE NUT AND THE LOCKNUT ON AND TIGHTEN AND CUT THE EXCESS BOLT OFF. DO THE SAME WITH PART "A".
3. ADD THE NUMBER OF SLEEVES NEEDED FOR THE NUMBER OF LOCKS AND SLIDE THE LOCKING BAR INTO PLACE THROUGH BOTH PART "A" AND PART "B". NOW INSTALL THE LOCKS.

*IF THE GATE HAS NO CENTER BAR IN THE GATE LEAF YOU MAY NEED TO MOUNT THE STYMILOCK VERTICALLY USING THE SAME DIMENSIONS GIVEN ON THE GATE FACE.
*VERTICAL APPLICATION MAY ALSO BE USED ON SLIDING GATES WITH MULTIPLE LOCKS.

STYMILOCK INSTALLATION



STYMILOCK CONTACT INFORMATION:
PATENT #5868015
PO BOX 1228 PINEVILLE, NC 28134
16248 MARVIN ROAD CHARLOTTE, NC 28277

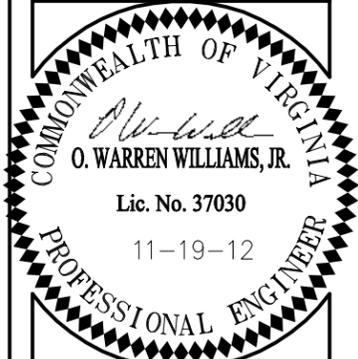
Clear Signal Towers, LLC

CLEAR SIGNAL TOWERS, LLC
1801 LIBBIE AVENUE
SUITE 201
RICHMOND, VA 23226
TEL (804)951-9694
FAX (804)648-4809

WW&A
warren williams & associates

736 CARNEROS CIRCLE
HIGH POINT
NORTH CAROLINA
27265
(757) 450-2288

NO.	DATE	DESCRIPTION
1	07/26/11	ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
2	11/19/12	REVISED ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
3		
4		
5		
6		

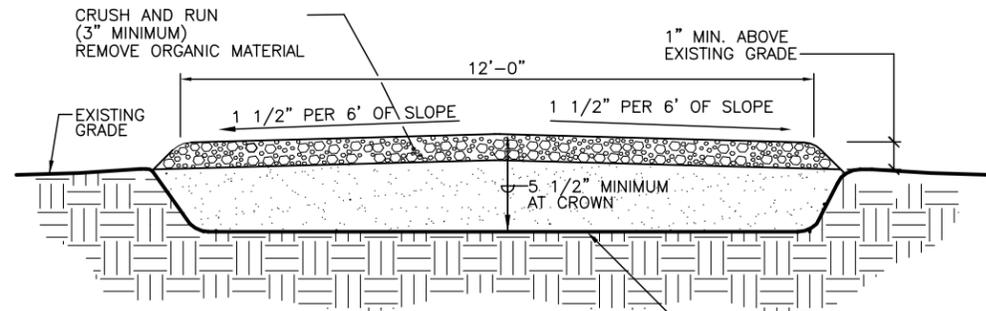


VA9031
KIDD'S STORE
RAWLAND
MONOPOLE
OFF SR 6
PALMYRA, VA
22963
FLUVANNA COUNTY

DRAWN BY:	KMB
CHECKED BY:	OWW
TTV DATE:	NA
COMM NO:	VA9031

SHEET TITLE:
**FENCE NOTES AND
DETAILS**

SHEET NUMBER:
C-5

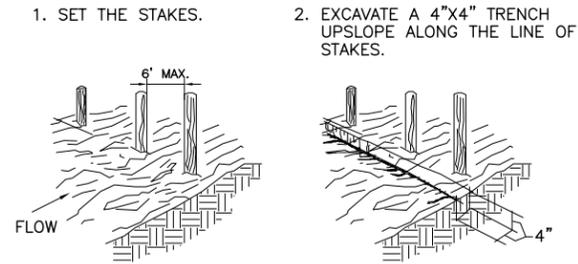


EARTH WORK SUBGRADE COMPACTION & SELECT GRANULAR FILL

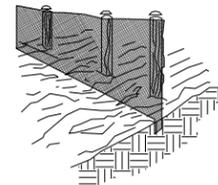
- (A) CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING & GRUBBING THE CONSTRUCTION SITE AND ROADWAY AREAS. THE CONTRACTOR SHALL COMPLY WITH THE RECOMMENDATIONS CONTAINED WITHIN THE GEOTECHNICAL REPORT WHEN NECESSARY PREPARED FOR THIS SITE FOR SITE WORK PREPARATION & FOUNDATION WORK. AS A MINIMUM THE TOP 3" OF GRADE SHALL BE REMOVED. THE EXPOSED SUBGRADE COMPACTED, GEOTEXTILE FABRIC AS REQUIRED FOR UNSTABLE SOIL CONDITION.
- (B) ALL SELECT GRANULAR FILL SHALL BE COMPACTED TO A 95% COMPACTION AT A MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D-1557 OR WITHIN PLUS OR MINUS 3% OF OPTIMUM MOISTURE CONTENT.

1 TYPICAL ACCESS ROAD CROSS SECTION
C-6 NOT TO SCALE

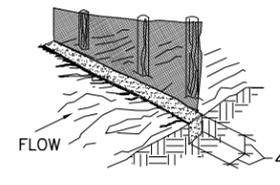
CONSTRUCTION OF A SILT FENCE (WITHOUT WIRE SUPPORT)



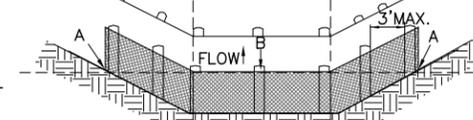
3. STAPLE FILTER MATERIAL TO STAKES AND EXTEND IT INTO THE TRENCH.



4. BACKFILL AND COMPACT THE EXCAVATED SOIL.

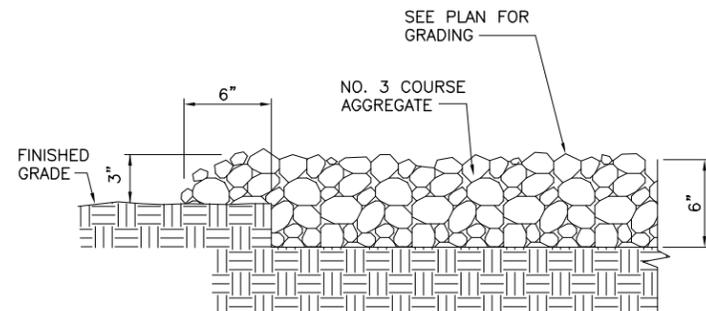


SHEET FLOW INSTALLATION (PERSPECTIVE VIEW)

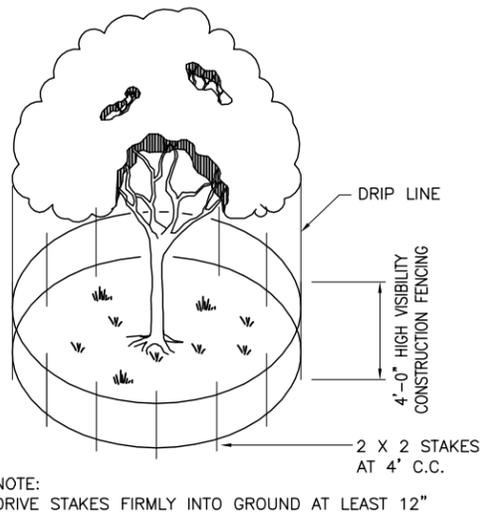


POINTS A SHOULD BE HIGHER THAN POINT B DRAINAGEWAY INSTALLATION (FRONT ELEVATION)

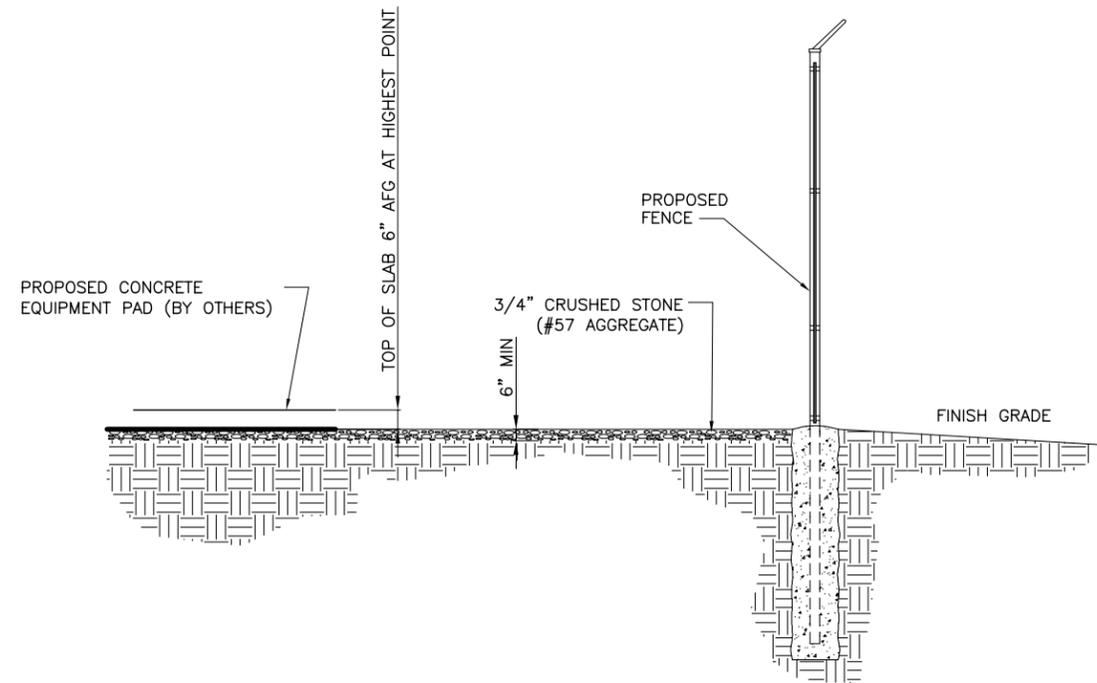
2 SILT FENCE
C-6 NOT TO SCALE



3 SECTION - GRAVEL PARKING/TURN AROUND (OUTSIDE OF FENCED COMPOUND)
C-6 NOT TO SCALE



4 TREE PROTECTION
C-6 NOT TO SCALE

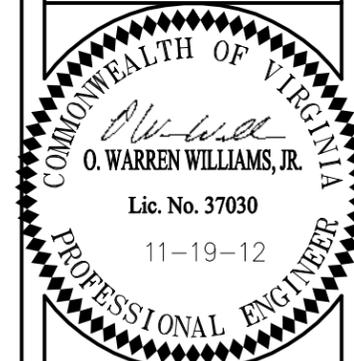


5 TYPICAL SITE COMPOUND CROSS SECTION
C-6 NOT TO SCALE

Clear Signal Towers, LLC
CLEAR SIGNAL TOWERS, LLC
1801 LIBBIE AVENUE
SUITE 201
RICHMOND, VA 23226
TEL (804)951-9694
FAX (804)648-4809

WW&A
warren williams & associates
736 CARNEROS CIRCLE
HIGH POINT
NORTH CAROLINA
27265
(757) 450-2288

NO.	DATE	DESCRIPTION
1	07/26/11	ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
2	11/19/12	REVISED ZONING DRAWINGS
	BY: KMB	CHK: OWW APP'D: OWW
3		
4		
5		
6		



VA9031
KIDD'S STORE
RAWLAND
MONOPOLE
OFF SR 6
PALMYRA, VA
22963
FLUVANNA COUNTY

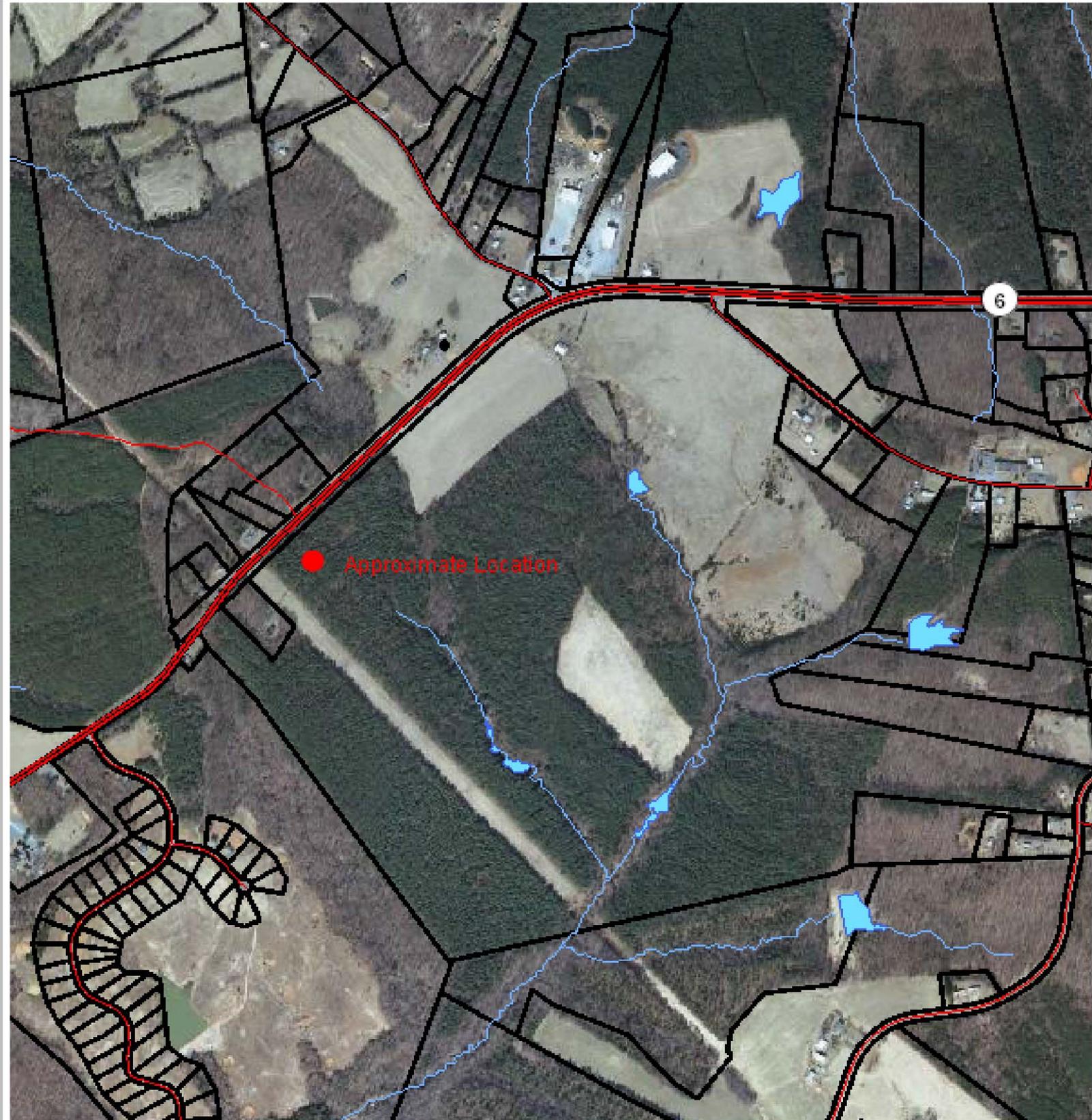
DRAWN BY:	KMB
CHECKED BY:	OWW
TTV DATE:	NA
COMM NO:	VA9031

SHEET TITLE:
CIVIL DETAILS

SHEET NUMBER:
C-6



Proposed Kidds Store Telecommunications Facility



Scale: 1:18055.954822	Date: 06/19/2012	Printed By: Andrew J. Pompei
-----------------------	------------------	------------------------------

Under Virginia State Law, these real estate assessment records are public information. Display of this property information on the internet is specifically authorized by the Code of Virginia §58.1-3122.2(as amended).

SITE LEASE AGREEMENT DATED 8/30, 2011
BETWEEN CLEAR SIGNAL TOWERS, LLC and NEW CINGULAR WIRELESS PCS, LLC
SIGNATURE PAGE

Owner:

CLEAR SIGNAL TOWERS, LLC

By: [Signature] (SEAL)

Name: Dorothy Brunetti _____

Title: CEO _____

Date: 8/30/11

Tenant:

NEW CINGULAR WIRELESS PCS, LLC

By: AT&T Mobility Corporation,
Its: Manager

By: [Signature]

Name: David C. Tuck
Manager,

Title: Real Estate and Construction

Date: 8/23/11

The following Exhibits are attached to and made a part of this Agreement: Exhibits A (Property Location), A-1 (Tower Site Plan), B (Site Access and Information), C (Prime Lease, if applicable) and D (Memorandum of Lease).



Proposed 195'
Monopole

View from Fluvanna Baptist Church
VA9031 Kidd's Store, Off State Route 6, Palmyra, VA



Proposed 195'
Monopole

View from Rosewood Dr

VA9031 Kidd's Store, Off State Route 6, Palmyra, VA



Clear Signal Towers, LLC



Proposed 195'
Monopole

View from Kidd's Store (Rolling Rd)
VA9031 Kidd's Store, Off State Route 6, Palmyra, VA





Proposed 195'
Monopole

View from 8265 W River Rd

VA9031 Kidd's Store, Off State Route 6, Palmyra, VA



Clear Signal Towers, LLC



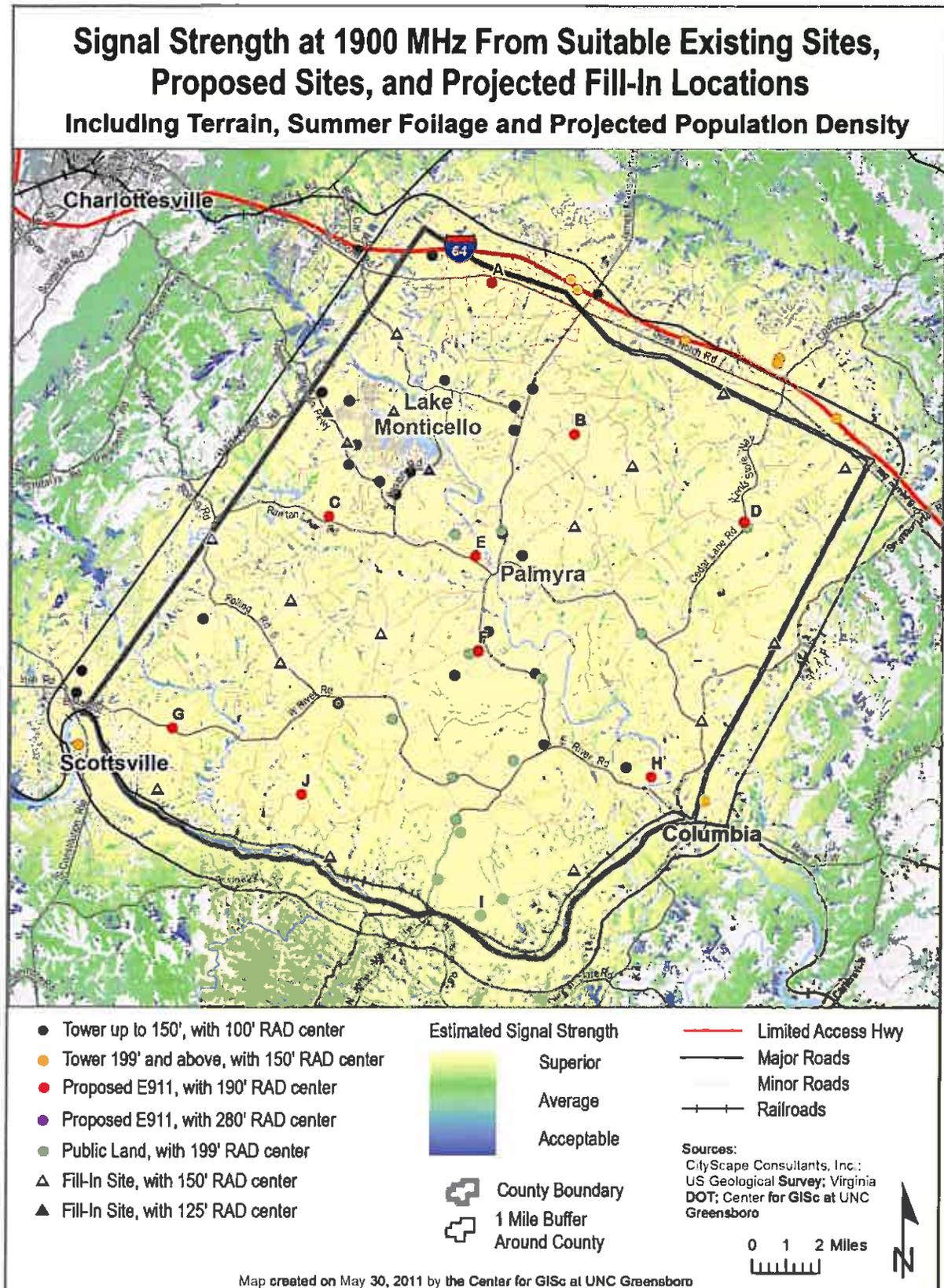


Figure 40: Projected new infrastructure infill sites



June 15, 2012

Subject: AT& T Proposed Site – Communications Tower located on Route 6 (Tax Map 39-A-34) ~ Palmyra, VA: New Site Justification for Chosen Location – Site (CV445/VA9031) “Kidd’s Store”

I am writing this letter on behalf of AT&T in an effort to explain why our design team chose the Clear Signal Candidate for development of its network and why the Cunningham School Tower was rejected. I have also attached propagation maps and a street map to try and illustrate the points.

- On the street map, I have denoted the original search ring coordinates for the site CV445 in question. The search ring in this area was ½ mile which I believe to be common with most carriers. The Clear Signal proposed site fits well within the search ring area. The county school site does not fit within the search ring as is approximately ½ mile outside of the original search area.
- Attached are also propagation maps produced by AT&T development software that shows the Clear Signal site propagates evenly along the Route 6 corridor. The school propagation listed as the “C” candidate shows a potential for dropped calls the west of the site (yellow means dropped calls).
- The site that will serve as the connecting site (CV444) to the West on Route 6 has been reduced in height by 25 feet to help and maintain the aesthetics in the county and surrounding property. Reducing the height of the adjoining site will weaken the signal the proposed site in question and increase the chances of dropped calls.
- The Clear Signal Site is situated in mature tree growth and is across the street from a power substation. AT&T feels that the proposed site is need for complete network coverage but will have minimal impact on the surround property and aesthetics.
- Cunningham School Site could and may be a future area for development, in addition to the Clear Signal Site, as technology advances and AT&T rolls out their complete 4G network plans slated for completion by 2014.

AT&T respectfully request that the county supports the proposed Clear Signal Tower for development based on the points listed above and as part of our on-going efforts to provide the best network in Fluvanna County.

Please do not hesitate to contact me with any questions or concerns regarding this project.

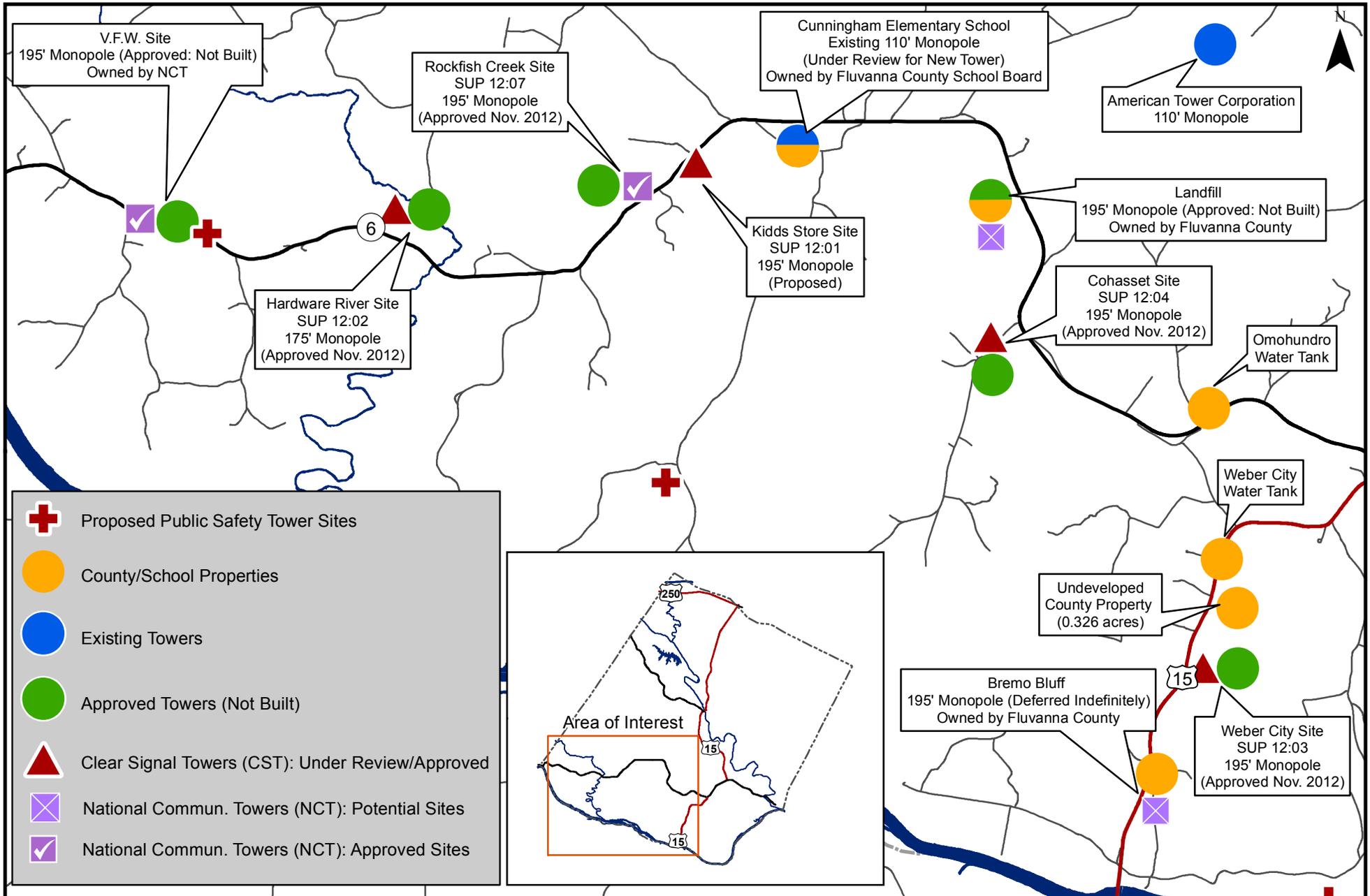
Sincerely,

Samuel J. Schroll

Samuel J. Schroll
RF Engineer
Solutelia /AT&T Mobility
4801 Cox Road, Suite 300
Glen Allen, Va. 23060
804-928-5571

Proposed Telecommunications Facilities

Southwestern Fluvanna County: Scottsville to Bremo Bluff
Fall 2012

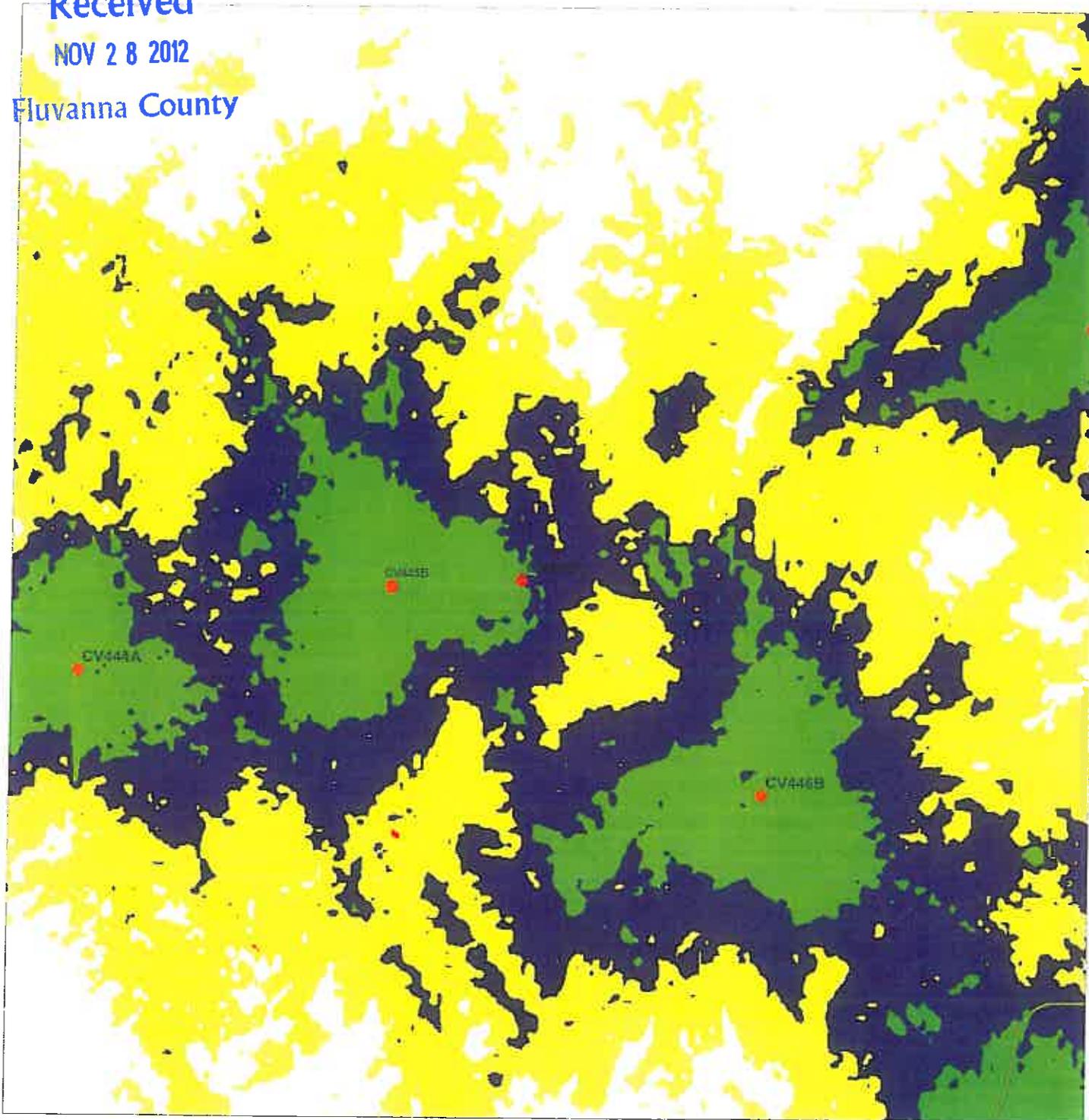


0 ¼ ½ 1
Miles

Received

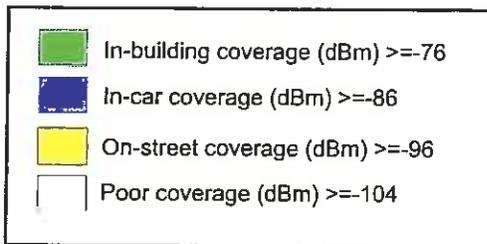
NOV 28 2012

Fluvanna County



**Proposed Coverage of all Proposed
with CV445B**

Site ID: CV445



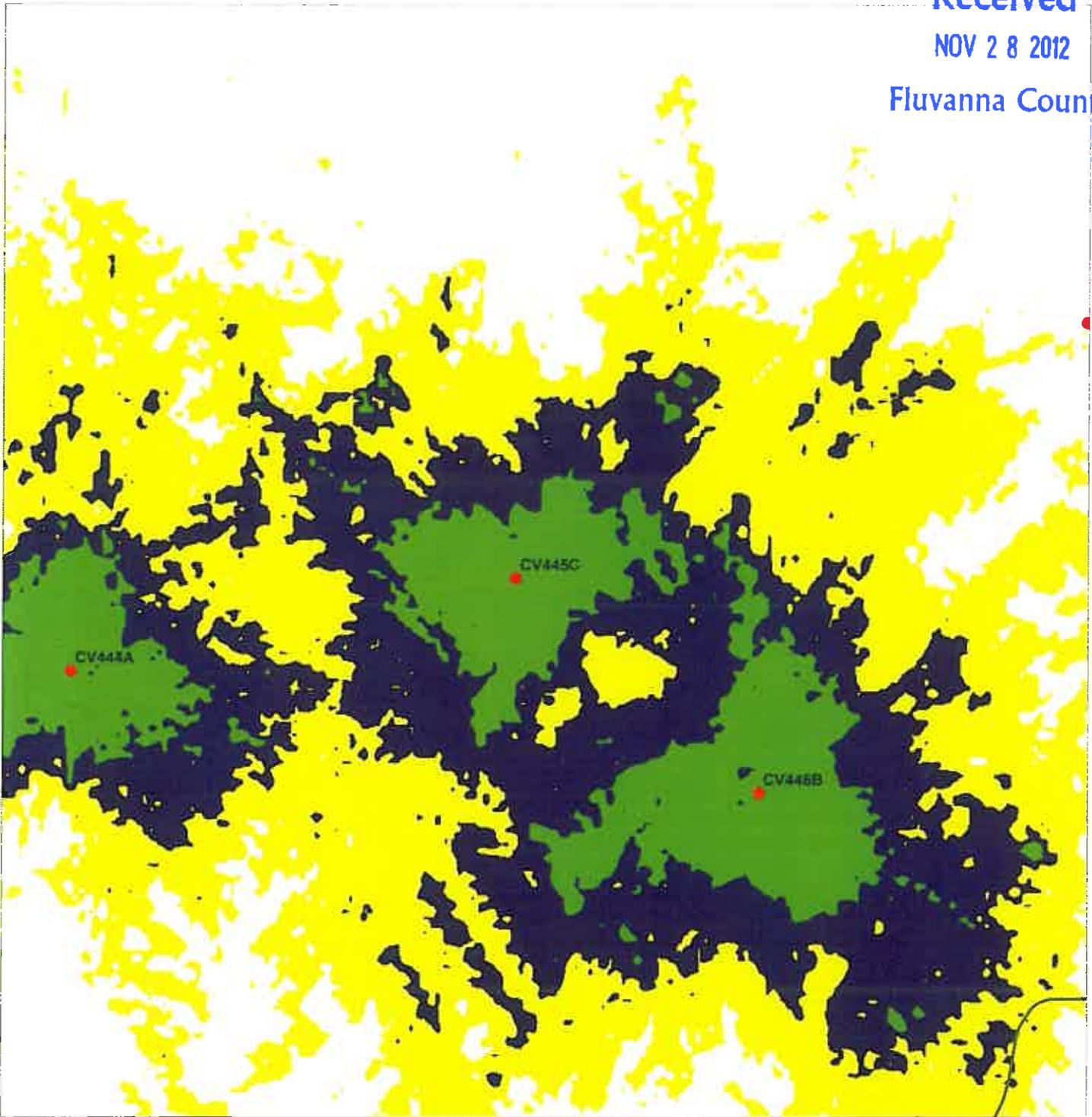
-  Existing On-Air Sites
-  Proposed Site



Received

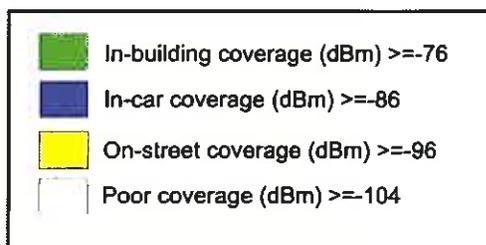
NOV 28 2012

Fluvanna County



Proposed Coverage of all Proposed with CV445C

Site ID: CV445



-  Existing On-Air Sites
-  Proposed Site





Consultants, Inc.

7050 W. Palmetto Park Road #15-652

Boca Raton, FL 33433-3483

Phone: 877-438-2851 • Fax: 877-220-4593

Telecommunications Site Review Virginia New Structure

September 13, 2012

Mr. Steven Tugwell
Planning and Zoning
Fluvanna County
132 Main Street
Palmyra, Virginia 22963

**RE: Clear Signal Towers, LLC and AT&T Mobility (“Applicant”)
Kidd’s Store (CV455/VA9031)**

Dear Mr. Tugwell,

At your request on behalf of Fluvanna County, Virginia, CityScape Consultants Inc., in its capacity as telecommunications consultant for the County has considered the merits of an application submitted by Clear Signal Towers, LLC (“Clear Signal”) and AT&T Wireless (“AT&T”), to construct a new one hundred ninety-five (195) foot monopole type tower as an antenna support structure. AT&T, along with other carriers such as Verizon and nTelos, is actively upgrading their facilities throughout the State of Virginia and other areas in the southeast United States. Other carriers such as Verizon, U.S. Cellular, T-Mobile and Verizon are actively making similar type upgrades. This proposed new construction will allow AT&T to improve service along US-60. The new facility will expedite AT&T to bring new Third Generation (3G) and Fourth Generation (4G) electronic communication capabilities. Currently many wireless service providers are very limited with facilities in Central Virginia. The proposed support structure is to be owned by Clear Signal Towers and is located on property owned by William and Anne Davis. The proposed new facility will be located just off State Route 6 near Palmyra in Fluvanna County, Virginia, see *figure 1*.

AT&T is proposing to mount antennas at the top available space at one hundred ninety-five (195)-foot level using a single coaxial cable for each antenna. AT&T plans to install a new prefabricated shelter on a new concrete foundation near the base of the tower, see *figure 2*. The Applicant has stated that the facility will be constructed to accommodate a total of four (4) antenna arrays. Fluvanna County code requires towers with this height to have six (6) antenna arrays. A new tower of this height must accommodate six (6) antenna arrays, see *figure 3*.

A reasonable search area location is a key element in assuring that a site is justified. Generally new wireless communication facilities are equally spaced with respect to existing sites. However, terrain, network capacity and other issues may necessitate a facility that it is *not* equally spaced with respect to existing sites. Typically the wireless provider is asked to provide a frequency grid or coverage predictions to indicate that a site is properly located. *Figure 4* represents the current service for AT&T at this location. *Figure 5a* indicates the Applicant’s predicted new service for this phase of Network deployment in Fluvanna County, and *figure 5b* is the predicted new service from a possible County owned site.

Telecommunications Site Review

CityScape Consultants has reviewed the Applicant's location in reference to the current available facilities and in conjunction to Fluvanna County's Wireless Telecommunications Facilities Master Plan. It was determined that the chosen location was within reasonable distance to an existing Fluvanna County Public School, see *figure 6*. Considering CityScape had not been provided assurance that County school property would be allowed for use as telecommunications facilities, CityScape attended the July public meeting of the Fluvanna County School Board to discuss using school property for telecommunications facilities. Following a discussion and input from County planning staff, the School Board determined that school property would be made available for such use. CityScape asked the Applicant to show cause as to why the site could not be situated on property known as Cunningham School (479 Cunningham Road).

In support of the request to the Applicant for requiring further documentation, CityScape provided propagation mapping showing the Cunningham School site in use as a telecommunication hand-off candidate. Clearly the Cunningham School location would meet network objectives of AT&T. The Applicant's next step in the process would be to determine if there is an option of leasing the County property.

The Applicant supplied letters of compliance with all Federal Communications Commission (FCC) standards regarding human exposure to Radio Frequency energy and with all aspects of FCC rules regarding interference, see *figure 7*. CityScape is aware that this facility will operate in both the 800-megahertz and 1900-megahertz spectrum and could be an interference concern to Public Safety operations.

In summary, in order to meet the federal mandate required of all wireless service providers, there is a need for a new facility in the proposed general area. The location selected by the Applicant is within reasonable proximity to available County property that would provide reasonable hand-off potential to other planned telecommunications facilities; therefore the County can anticipate further discussions toward the development of a new telecommunications facility.

Upon review and discussions with the Applicant, CityScape confirms that a new support structure will be required in the general vicinity not only for AT&T equipment, but will be needed for additional wireless carriers in the near future. Therefore, CityScape recommends the Applicant produce cause as to why this proposed new facility with an antenna elevation of one hundred ninety-five (195) feet would not provide acceptable network development from the Cunningham School location in Fluvanna County.

Respectfully submitted,



Richard L. Edwards
FCC Licensed
PCIA Certified
CityScape Consultants, Inc.

Telecommunications Site Review

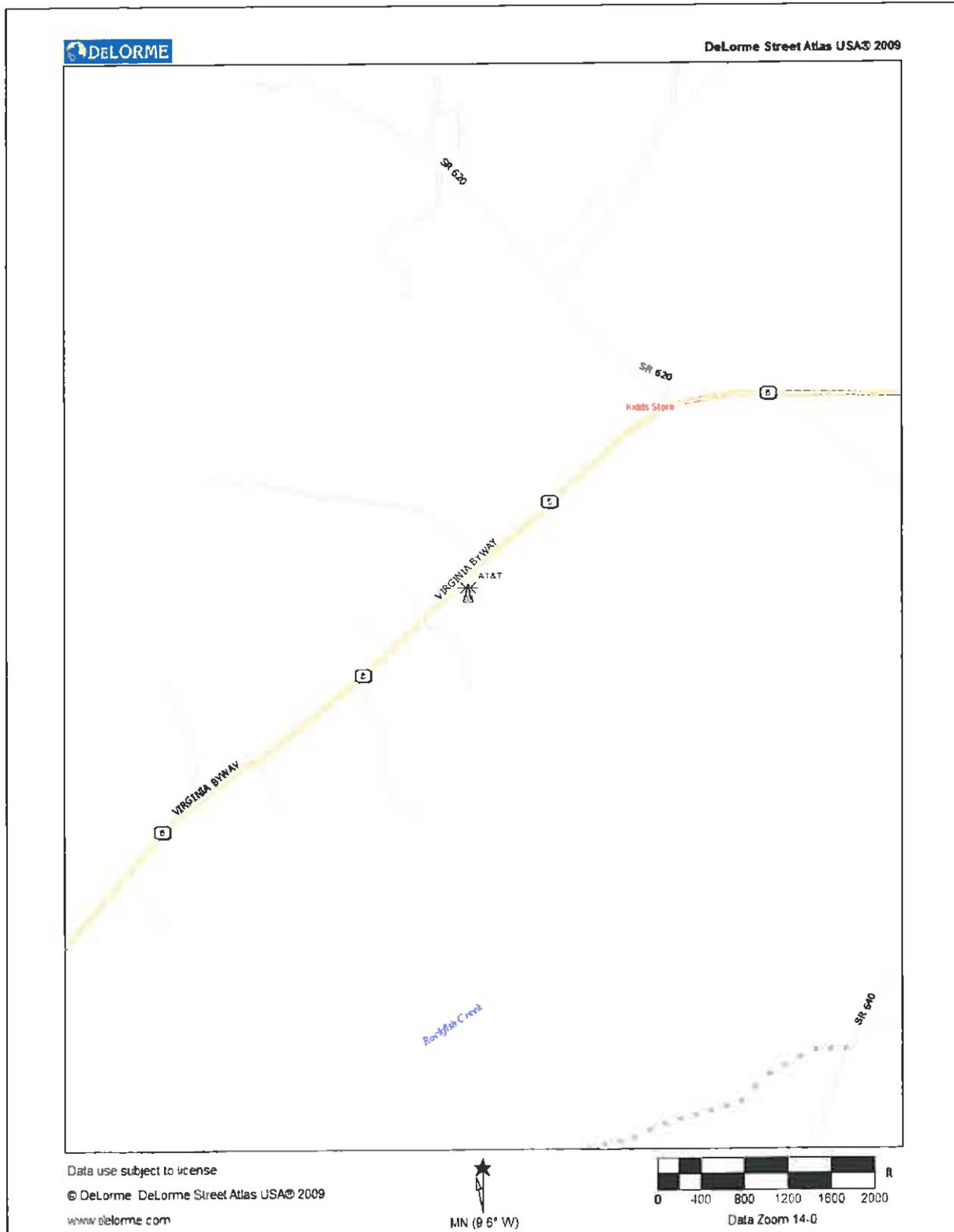


Figure 1. Site Location

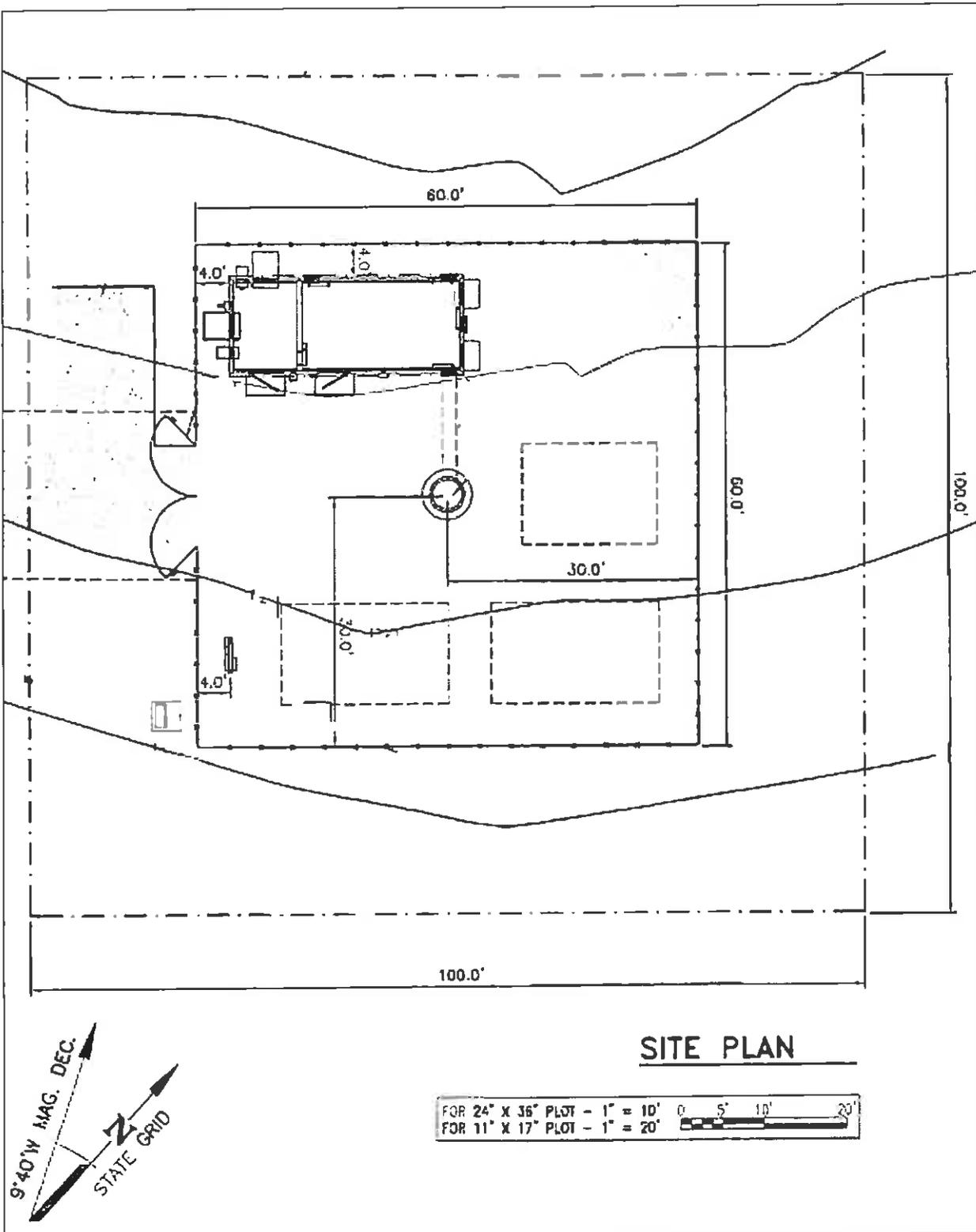


Figure 2. Proposed Ground Compound

Telecommunications Site Review

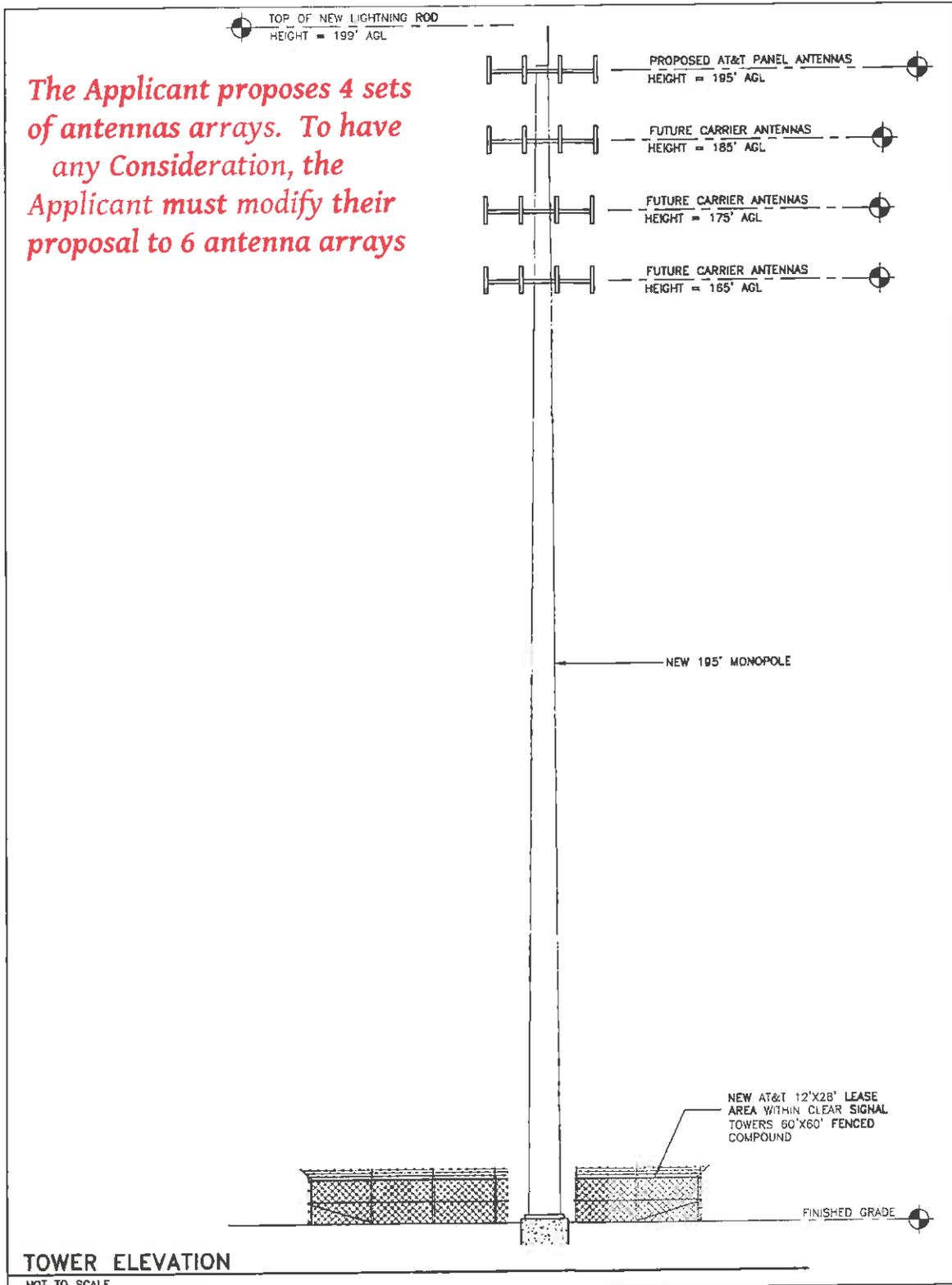


Figure 3. Proposed Tower Elevation



Existing Coverage



- CV On-air
- Best Signal Level (dBm) ≥ -74
 - Best Signal Level (dBm) ≥ -82
 - Best Signal Level (dBm) ≥ -92
 - Best Signal Level (dBm) ≥ -104
 - Best Signal Level (dBm) ≥ -140

Figure 4. Current Service (Gray Indicates Target Area)

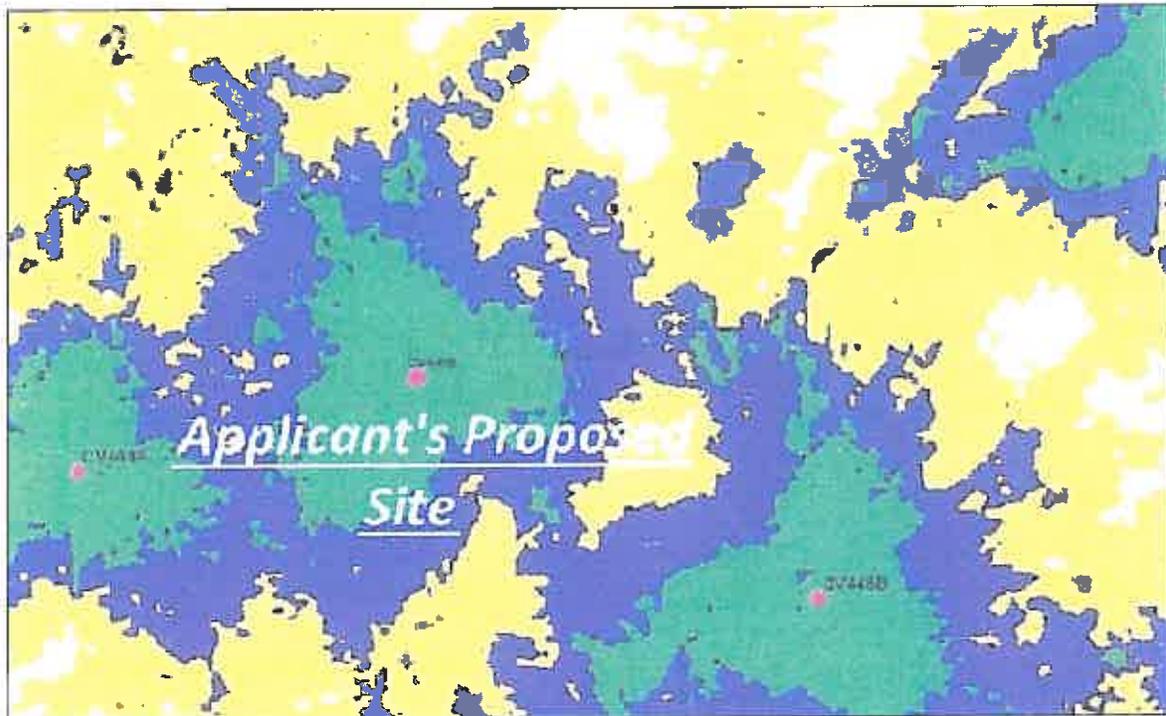


Figure 5a. Applicant Site Projected New Service
Green ~ Preferred: Blue ~ Good: Yellow ~ Acceptable

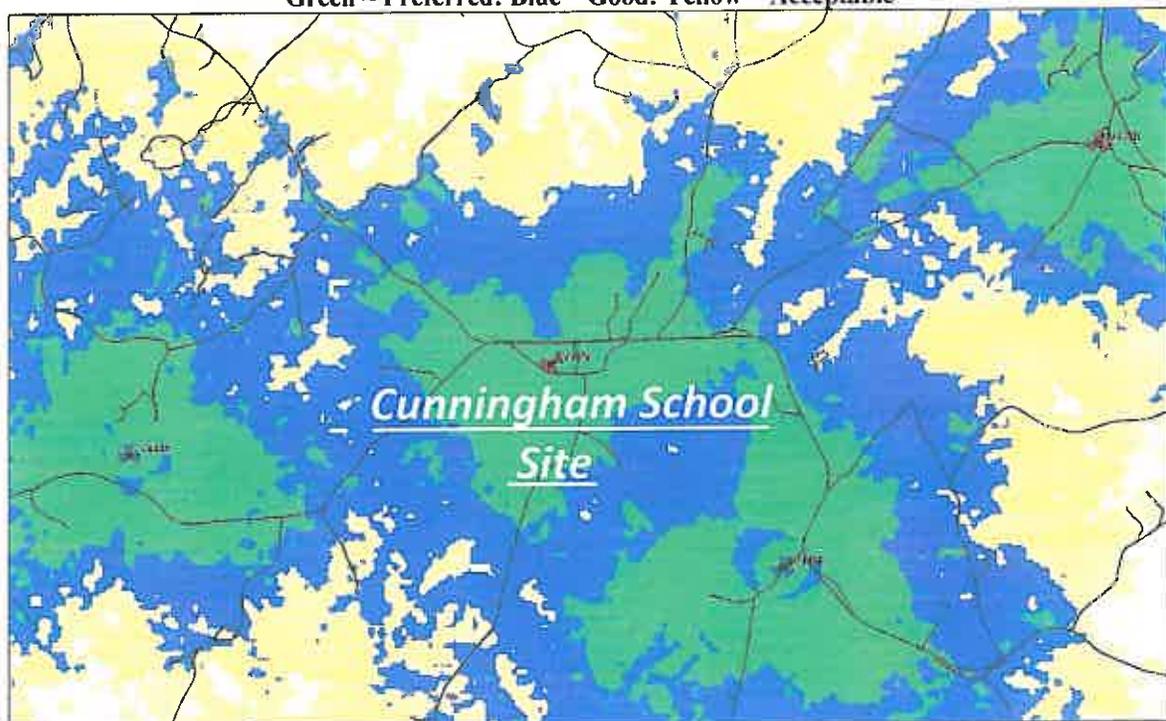


Figure 5b. County Site Projected New Service
Green ~ Preferred: Blue ~ Good: Yellow ~ Acceptable

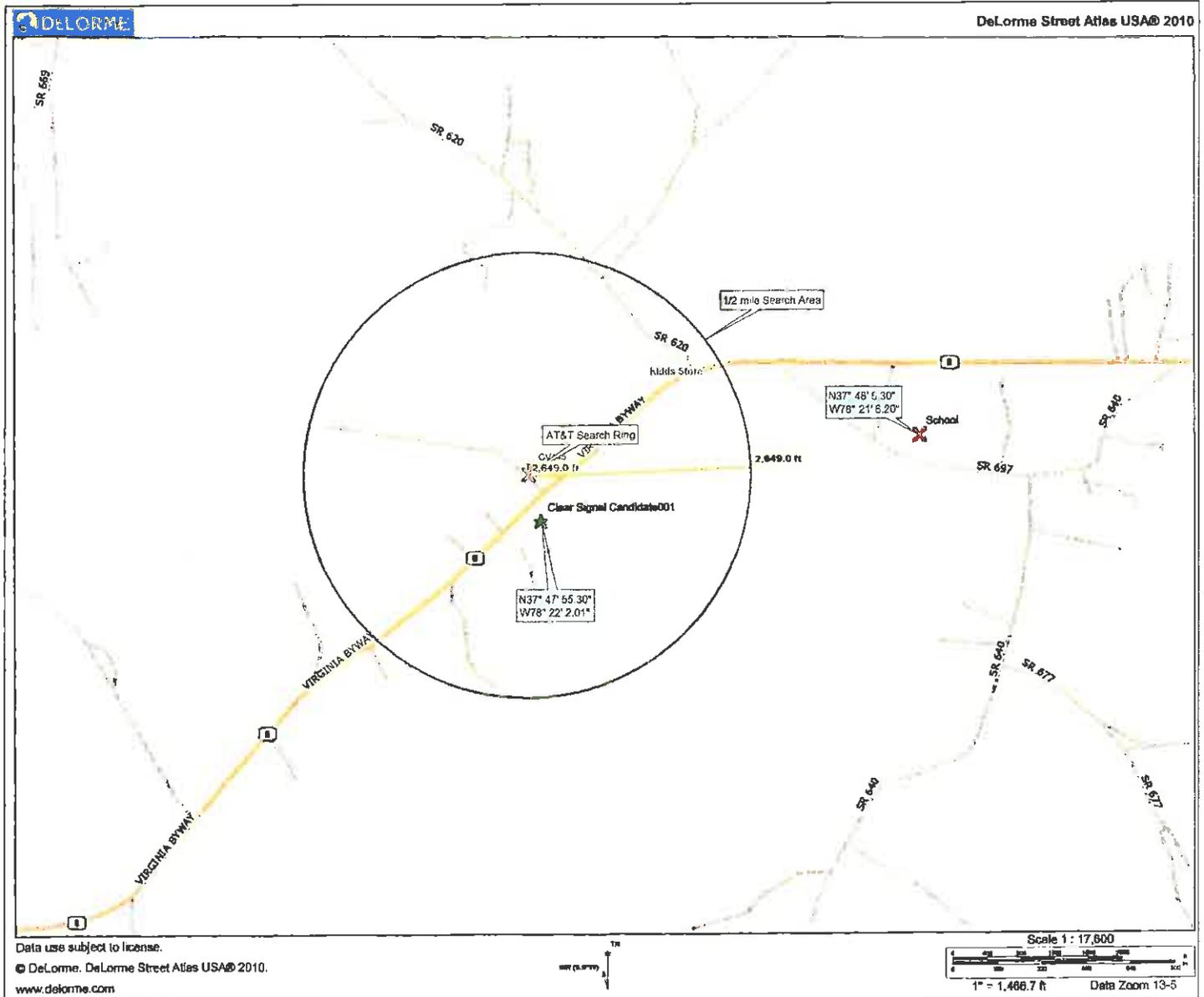


Figure 6. Site Location Separation



November 7, 2011

**Subject: AT& T Proposed Site – Communications Tower located on Route 6
(Tax Map 39-A-34) ~ Palmyra, VA: FCC Compliance Letter – Site
(CV445/VA9031) “Kidd’s Store”**

AT&T will comply with all FCC rules regarding interference to other radio services and
AT&T will comply with all FCC rules regarding human exposure to radio frequency
energy.

Please do not hesitate to contact me with any questions or concerns regarding this project.

Sincerely,
Samuel J. Schroll

Samuel J. Schroll
RF Engineer
Solutelia /AT&T Mobility
4801 Cox Road, Suite 300
Glen Allen, Va. 23060
804-928-5571

Figure 7. Human Exposure and Interference Compliance Statement

**Telecommunications Site Review
Virginia New Structure
*Supplemental***



7050 W. Palmetto Park Road #15-652
Boca Raton, FL 33433-3483
Phone: 877-438-2851 • Fax: 877-220-4593

November 26, 2012

Mr. Steven Tugwell
Planning and Zoning
Fluvanna County
132 Main Street
Palmyra, Virginia 22963

**RE: Clear Signal Towers, LLC and AT&T Mobility (“Applicant”)
Kidd’s Store (CV455/VA9031)**

Dear Mr. Tugwell,

CityScape Consultants Inc., in its capacity as telecommunications consultant for the County is providing a supplemental comment regarding an application submitted in May, 2012 by Clear Signal Towers, LLC (“Clear Signal”) and AT&T Wireless (“AT&T”), to construct a new one hundred ninety-five (195) foot monopole type tower as an antenna support structure. As the County’s consultant there is limited information that can be provided without direction from the County, this because complicated when CityScape was advised that the County had changed the locations of their proposed 911 towers, which was important since the County’s Wireless Master Plan was centered on the public safety 911 sites. Because the 911 facility locations were to be changed the County requested that all applications for new towers be deferred until the County determines the new locations. Clear Signal agreed and deferred their applications.

While Clear Signal did defer, CityScape continued discussions with the County staff because there was an issue regarding the potential move of the Clear Signal/Kidd’s Store site to the Cunningham School on County owned property. This is an option that CityScape suggested in our initial review submitted on September 13, 2012. Following that report CityScape was advised there was another application from a tower company for a new facility. CityScape determined that this new site could be in conflict with the previously submitted, but deferred Clear Signal application at either site; Kidd’s Store or the suggested alternative candidate at Cunningham School.

CityScape asked the new applicant, NCT Tower Company – Rockfish Creek Site, (“NCT”) to show why their proposed site would not work from the Cunningham School site as both the Clear Signal application and the NCT application initially appeared to qualify from use of County property all in accordance with the County’s wireless facility ordinance. NCT responded with a letter stating Cunningham School would not be a candidate. This matter was discussed with the County, since it was our initial, but not thoroughly studied, opinion that the Cunningham School site would work for both applications. CityScape asked the County if NCT had deferred their application as did Clear Signal and was told they had not.

**Supplemental
Telecommunications Site Review**

Subsequent to the discussions between the County and CityScape the County asked if Clear Signal had responded with a letter that the Cunningham School site would not be an option, as did NCT. CityScape asked Clear Signal to provide an opinion that had to be from the carrier, AT&T, if the Cunningham School site would or would not be an option. AT&T did provide a letter stating their opinion was the original Kidd's Store site was their choice.

On October 23, 2012, that letter was presented to the County and CityScape asked for direction as to how the County wanted to proceed. CityScape did not receive a response. Without direction from the County CityScape could not process any applications that could potentially be in conflict with the Clear Signal submittal.

On November 20th the Fluvanna Board of Supervisors approved numerous new tower applications including the NCT – Rockfish Creek Site. During testimony at that hearing AT&T, the carrier, stated that the Rockfish Creek Site would not work for their network development and was not a candidate.

CityScape did not conduct a study on the Rockfish Creek site so there was no opinion as to the justification of need based on federal law and the County Ordinance. Clear Signal's application's along with AT&T's submitted documentation and direct testimony before the County Board of Supervisors results in a CityScape opinion that AT&T did provide the required documentation for justification of a new support structure facility in the general area of Kidd's Store and the AT&T network development could not be shifted to the approved Rockfish Creek Site. All CityScape conclusions come directly from the applicant's submitted documentation, technical evidence, specific guidelines from the Federal Telecommunications Act of 1996, state of Virginia statutes and the Fluvanna County Ordinance.

Respectfully submitted,



Richard L. Edwards
FCC Licensed
PCIA Certified
CityScape Consultants, Inc.

**Supplemental
Telecommunications Site Review**

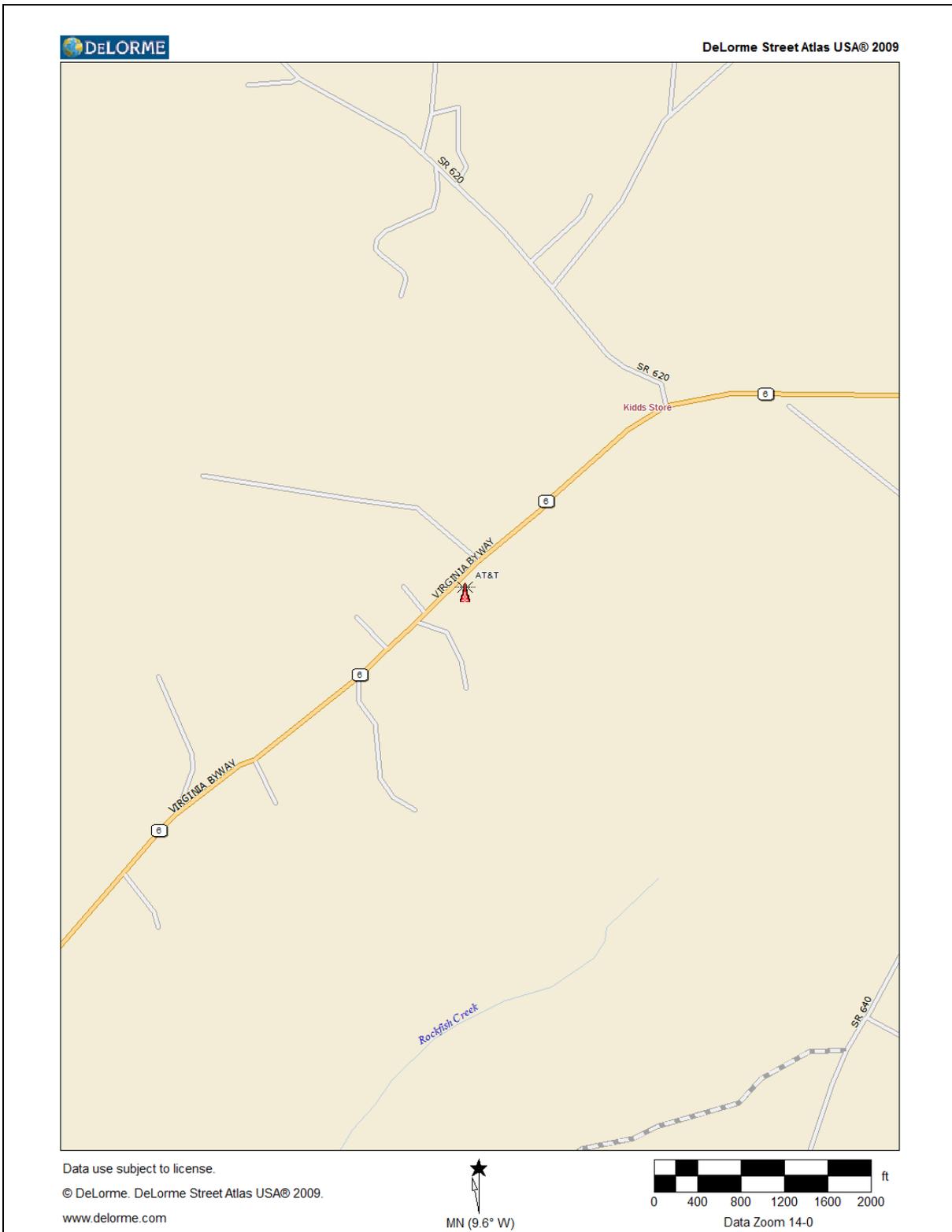


Figure 1. Site Location

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Amendment: Standards of Condition for Parks and Recreation Department Employees and Volunteers
MOTION(s):	I move the Standards of Condition for the Parks and Recreation Department's employees and volunteers amendment to the Fluvanna County Personnel Policy: D.1.e : Qualifications of Employment be approved.
STAFF CONTACT:	Gail Parrish, Human Resources Manager
RECOMMENDATION:	Approval
TIMING:	Routine
DISCUSSION:	<p>Virginia statutes require organizations that work with children, the elderly or the disabled to conduct criminal background checks on potential employees and volunteers to determine if they have been convicted of crimes that disqualify them for the job.</p> <p>The amendment establishes that each employee and volunteer will have a background check prior to working in the Parks and Recreation Department. Due to the seasonal nature of many of the jobs and volunteer opportunities in the department, annual background checks for current employees and volunteers is established to ensure ongoing due diligence towards the safety of the Department's program participants.</p> <p>The amendment also establishes specific standards for determining employment eligibility and conditions for any waivers based on specific findings in the background check.</p>
FISCAL IMPLICATIONS:	Approximately \$300 annual cost of the current employees and volunteers. No additional cost for new employees or volunteers.
POLICY IMPLICATIONS:	Amendment to Policy # D.1.e : Qualifications of Employment; Other Standards for Employment
LEGISLATIVE HISTORY:	Code of Virginia sections 19.2-392.02 and 19.2-389
ENCLOSURES:	Policy Amendment; Standards of Condition for Parks & Rec EEs and Volunteers

Standards of Condition for Parks and Recreation Department Employees and Volunteers

1. Every person who provides services for the Fluvanna County Department of Parks and Recreation, either as an employee or as a volunteer, shall undergo a criminal background check prior to providing such services.
2. In addition, every such employee or volunteer shall undergo an annual background check in December of each year subsequent to initial employment.
3. No person having been convicted of any crime, under Virginia law, federal law or the law of any other state, district or territory of the United States, shall be employed or accepted as a volunteer unless a waiver is approved as hereinafter provided.
4. Waivers may be approved when any of the following conditions apply:
 - a. Conviction of crimes of fraud, dishonesty or moral turpitude are at least 10 years old (e.g., larceny, forgery, bad checks);
 - b. Misdemeanor DUI convictions at least five years old; felony DUI convictions at least 10 years old;
 - c. Conviction of any Class 1 or Class 2 misdemeanor involving reckless and/or dangerous driving behaviors at least two years old;
 - d. Misdemeanor drug convictions must be 10 years old;
 - e. A waiver shall not be approved for any applicant who shall have been convicted of two or more misdemeanors unless the County Administrator shall determine that the most recent conviction is far enough in the past to indicate that behavior change has occurred (3-5 years, depending on the nature of the crime);
 - f. Any conviction as to which the applicant shall have received an absolute pardon or which shall have been set aside by a court of competent jurisdiction.
5. Convictions that are not eligible for waiver are as follows:
 - a. Abduction;
 - b. Felonies involving violence including but not limited to rape, sexual assault, homicide, malicious wounding, unlawful wounding, and domestic assault or battery;
 - c. Child/adult abuse or neglect;
 - d. Crimes which involve the exploitation of a child or an incapacitated adult;
 - e. Felony arson;
 - f. Felony or misdemeanor crime against a child or incapacitated adult which causes harm;
 - g. Felony drug related offenses;
 - h. Neglect or abuse by a caregiver or a person in a custodial or supervisory relationship;
 - i. Pornography crimes involving children or incapacitated adults including but not limited to, use of minors in filming sexually explicit conduct, distribution and exhibition of material depicting minors in sexually explicit conduct or sending, distributing, exhibiting, possessing, displaying or transporting material by a parent, guardian or custodian, depicting a child engaged in sexually explicit conduct;
 - j. Purchase or sale of a child;
 - k. Sexual offenses including but not limited to incest, sexual abuse, or indecent exposure;
 - l. Any felony or misdemeanor except as provided in Section 4., above.
6. Waiver Requests: All waiver requests will be evaluated by the Director of Parks and Recreation, and who will make a written recommendation to the County Administrator. The County Administrator will determine if a waiver is approved or not, and his decision shall be final. In evaluating every waiver request, the County Administrator shall give due consideration to the current guidelines issued by the federal EEOC for employers considering the criminal history of job applicants.

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Donation to Community Investment Corporation (CIC) (http://cicville.org/)
MOTION(s):	<p>I move to provide a restricted donation of \$45,000 to the Community Investment Corporation for the express purpose of providing education and capital to Fluvanna small business entrepreneurs who:</p> <ul style="list-style-type: none"> • Have difficulty accessing funding from traditional sources, • Seek an educational support system that is relevant to their business needs, • And are accepted into the Community Investment Corporation program.
STAFF CONTACT:	Patricia A. Groot, Grants Administrator
RECOMMENDATION:	Approve donation
TIMING:	No deadline. Loan application from Fluvanna CIC graduate pending.
DISCUSSION:	<ul style="list-style-type: none"> • Initial plans were to enter into an MOU with CIC detailing a Microfinance initiative between CIC and the County. After substantial further investigation, it was determined that given that CIC is governed by a Board of Directors who have modeled their program after successful similar programs and who now have obtained their 501(c)(3) status, the best approach is to provide CIC with a restricted donation . A restricted donation is more stringent than donations made to other non-profits receiving County support. • CIC provides a fourteen-week training utilizing the WIBO curriculum (http://www.wibo.org/) up to twice a year in Charlottesville and will make this training available to residents of Fluvanna. In the event the demand for the educational component of the program grows substantially, CIC will work toward developing a way to deliver the educational program in Fluvanna. In the meantime, the interaction between City and County residents will serve as a good learning and networking experience for the entrepreneurs. • Fluvanna entrepreneurs who have successfully completed of the CIC training will be eligible for a successive micro-loans from CIC, in accordance with CIC loan policies • Loan recipients meet regularly with other CIC entrepreneur graduates and CIC mentors for ongoing technical support of their businesses.
FISCAL IMPLICATIONS:	This is to be considered a restricted donation to CIC in that by the use of the term “restricted” the funds are to be used only for Fluvanna entrepreneurs who have been accepted into the CIC program. County donations to other nonprofits are made in support of the general services provided.
POLICY IMPLICATIONS:	By providing funds to the CIC, Fluvanna entrepreneurs are given the opportunity to gain the skills and initial capital they require to launch or

	expand their businesses and local economic development is encouraged.
LEGISLATIVE HISTORY:	<p>LEGISLATIVE HISTORY:</p> <p>04/20/2011 BOS approved, as part of the motion adopting the FY13 budget, a \$125,000 appropriation for Workforce Development and a \$125,000 appropriation for Microfinance.</p> <p>12/21/2011 BOS presentation on the Workforce Development Initiative. Eligibility requirements for the scholarship awards were presented and included:</p> <ul style="list-style-type: none"> • Minimum one year residency and agreeing to volunteer in Fluvanna for two years after receiving a scholarship or grant. <p>The Fluvanna Education Foundation (FEF) expressed willingness to administer the scholarship funds including making eligibility determinations.</p> <p>02/01/2012 BOS authorized the County Administrator to implement and disburse the funds appropriated for the Workforce Development and Microfinance initiatives in accordance with the general parameters identified by the Board</p> <p>05/02/2012 BOS adopted FY 13 Budget including \$80,000 for Microloan Initiative and \$80,000 for Workforce Development</p> <p>05/16/2012 BOS de-allocated \$125,000 for Microloan Initiative and \$125,000 for Workforce Development in FY12 in support of the school budget</p> <p>06/06/2012 BOS deferred action on the CIC MOU pending CIC receipt of the IRS determination letter designating non-profit status, entering into Memorandum of Understanding agreements with the Fluvanna Education Foundation (FEF) and the Economic Development Authority (EDA), and agreeing to disburse FY13 funds for Workforce Development to FEF in the amount of \$80,000 and to the EDA in the amount of \$35,000 for Micro-Finance Initiatives. Pending later action by the BOS, \$45,000 was left available for Micro-Finance Initiatives through CIC</p>
ENCLOSURES:	Draft letter detailing County donation to CIC CIC IRS Determination letter



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
FAX (434) 591-1911
www.fluvannacounty.org

BOARD OF SUPERVISORS

Shaun V. Kenney, Chairman
Columbia District

Robert Ullenbruch, Vice Chair
Palmyra District

Donald W. Weaver
Cunningham District

Mozell H. Booker
Fork Union District

Joseph C. Chesser
Rivanna District

STAFF

Steven M. Nichols
County Administrator
snichols@fluvannacounty.org

Mary L. Weaver
Clerk to the Board
mweaver@fluvannacounty.org

December 20, 2012

Ms. Hebah Fisher, Program Director
Community Investment Collaborative
PO Box 2976
Charlottesville, VA 22902

Dear Ms. Fisher:

The Fluvanna County Board of Supervisors approved a restricted donation to the Community Investment Collaborative in the amount of \$45,000 on December 19, 2012. The donation is for the express purpose of providing education and capital to Fluvanna small business entrepreneurs who have difficulty accessing funding from traditional sources, seek an educational support system that is relevant to their business needs, and are accepted into the Community Investment Corporation program.

We expect the funds to further your efforts to benefit economic development in Fluvanna by acting as a resource to Fluvanna entrepreneurs. We look forward to hearing of your continued success.

Sincerely,

Steven M. Nichols,
County Administrator

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Appointment to the Economic Development Commission
MOTION(s):	I move to appoint _____ to the Economic Development Commission, At Large position, with a term to begin January 1, 2013 and to terminate December 31, 2016.
STAFF CONTACT:	Mary Weaver
RECOMMENDATION:	Approval
TIMING:	Normal
DISCUSSION:	Applicants who have shown an interest in this position are: William Grigg David Perry Robert Trumbull Ed Zimmer
FISCAL IMPLICATIONS:	None
POLICY IMPLICATIONS:	None
LEGISLATIVE HISTORY:	None
ENCLOSURES:	Boards and Commissions Applications

Interest in Economic Development Commission (EDC)

Fork Union

Last Name Grigg **First Name** William **Date Recieved** 4/24/2009
Mailing Address 1837 Central Plains Road **City** Palmyra **State** VA **Postal Code** 22963-
Home Phone (434) 589-5558 **Work Phone** **Cell Phone/Other**
Fax **Email Address** grigg9111@earthlink.net
Physical Address **City** **State** **Postal Code**

Education and Experience:

President of ECIS, ACI, ASCE, VRMCA

Civic Activities and Committee Memberships:

Ruritan Club, Board at Holiday Lake, Emery & Henry College; Fork Union Baptist Church, Fluvanna Ruritan Club

Interest in Committee:

To bring knowledge about business to help the county succeed. To give insight from my experience

Comments:

Interest in Economic Development Commission (EDC)

Cunningham

Last Name **First Name** **Date Recieved**
Mailing Address **City** **State** **Postal Code**
Home Phone **Work Phone** **Cell Phone/Other**
Fax **Email Address**
Physical Address **City** **State** **Postal Code**

Education and Experience:

20 years CEO/President of technology based manufacturing business (resume enclosed)

Civic Activities and Committee Memberships:

Virginia Herpetological Society

Interest in Committee:

Economic Development Authority, Economic Development Commission, Fork Union sanitary District Advisory Committee, Parks & Recreation Advisory Board, Planning Commission, Southeast Rural Community Assistance Project, Inc., Thomas Jefferson Partnership for Economic Development

Comments:

Interest in Economic Development Commission (EDC)

Fork Union

Last Name Trumbull **First Name** Robert **Date Recieved** 7/14/2010
Mailing Address 428 Rivanna Woods Drive **City** Fork Union **State** VA **Postal Code** 23055-
Home Phone (434) 842-1234 **Work Phone** **Cell Phone/Other**
Fax **Email Address** rtrumbul@moonstar.com
Physical Address **City** **State** **Postal Code**

Education and Experience:

B.S. & MS degrees; Virginia Commonwealth University; plus additional coursework @ Longwood and UVA; Organizational and financial background based on experience as a teacher, school principal, and school system Finance Director

Civic Activities and Committee Memberships:

Board member and past president Farmville area Habitat for Humanity; Board member Southside Family YMCA; Member and past president of the Virginia Piedmont Chapter of PDK, Farmville Jayees, Virginia Assoc. of School Business Officials and currently a member of the Fluvanna Ruritan Club

Interest in Committee:

While a fairly new resident of Fluvanna County, my ties here go back over 40 yrs. I would consider it an honor to be of sevice to my new home and my wife's home for the past 4 generations.

Comments: No committees interested in listed

Interest in Economic Development Commission (EDC)

Columbia

Last Name **First Name** **Date Recieved**

Mailing Address **City** **State** **Postal Code**

Home Phone **Work Phone** **Cell Phone/Other**

Fax **Email Address**

Physical Address **City** **State** **Postal Code**

Education and Experience:

BS in Forestry from West Virginia University, MBA from Averett University; 5 years military experience; 25 years in Natural Resources

Civic Activities and Committee Memberships:

Scout Leader, Virginia Forestry Association

Interest in Committee:

To use skills and abilities to give back service to the County

Comments: t

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Appointment to Fluvanna Partnership for Aging, Palmyra District
MOTION(s):	I move to appoint _____ to the Partnership for Aging, with a term to begin immediately and to terminate December 31, 2017.
STAFF CONTACT:	Mary Weaver
RECOMMENDATION:	Approval
TIMING:	This position is currently vacant
DISCUSSION:	Applicants who have shown an interest in this position are: Vicki Argie
FISCAL IMPLICATIONS:	None
POLICY IMPLICATIONS:	None
LEGISLATIVE HISTORY:	None
ENCLOSURES:	Boards and Commissions Applications

Interest in Fluvanna Partnership for Aging

Palmyra

Last Name Argie **First Name** Vicki **Date Recieved** 11/27/2012
Mailing Address 1292 South Keswick Drive **City** Troy **State** VA **Postal Code** 22974-
Home Phone (434) 923-8641 **Work Phone** **Cell Phone/Other** (434) 249-4098
Fax (434) 923-8641 **Email Address** vickiargie@embarqmail.com
Physical Address 1292 South Keswick Drive **City** Troy **State** VA **Postal Code** 22974

Education and Experience:

I have a BS in Sociology, Social Work and Psychology from the Eastern Michigan University and Several decades of experience as a small business owner. In addition, I am a recovering Realtor in the state of Virginia (approximately 5 years) and have the experience of having purchased a number of homes (6) myself. Prior to starting my own business I worked as a VISTA volunteer for a year in Los Angeles, assisting minority business owners to land federal defense contracts; and for 5 of the 7 past years have worked as a contract investigator to a number of federal intelligence agencies.

Civic Activities and Committee Memberships:

I have worked as an Activites Assistant with JAB A at the Fork union Community Center, served on the Fluvanna Board of Parks and Recreation and JABA's Advisory Board. I have served as Lay leader of my former church (First Methodist Charlottesville) and have served as trustee, usher, greeter, Sunday School teacher, and other various committees and activities at other churches previously attended in Detroit. Have lived here for 16+ years.

Interest in Committee:

I would like to help the citizens of Fluvanna to get a fair shake, and contribute what knowledge I've hained as a business consultant, investigator, homeowner and citizen to this process.

Comments:

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Appointment to the Fork Union Sanitary District Advisory Committee
MOTION(s):	I move to appoint/reappoint _____ to the Fork Union Sanitary District Advisory Committee, with a term to begin January 1, 2013 and to terminate December 31, 2016.
STAFF CONTACT:	Mary Weaver
RECOMMENDATION:	Approval
TIMING:	Normal
DISCUSSION:	Applicants who have shown an interest in this position are: Alan Batson, current representative who wishes to be reappointed.
FISCAL IMPLICATIONS:	None
POLICY IMPLICATIONS:	None
LEGISLATIVE HISTORY:	None
ENCLOSURES:	Boards and Commissions Applications

Interest in Fork Union Sanitary District Advisory Committ

Fork Union

Last Name **First Name** **Date Recieved**
Mailing Address **City** **State** **Postal Code**
Home Phone **Work Phone** **Cell Phone/Other**
Fax **Email Address**
Physical Address **City** **State** **Postal Code**

Education and Experience:

Ph.D University of Birmingham, England; Computer, Electrical Engineering, Physics

Civic Activities and Committee Memberships:

FUSD Advisory Board, Econ. Dev. Commission

Interest in Committee:

Desire to serve the county

Comments: FUSD Adv. Board

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Appointment to the Youth Advisory Council, Citizen Representative position, replacing Harvey Sorum, who resigned.
MOTION(s):	I move to appoint _____ to the Youth Advisory Council, Citizen Representative position, with a term to begin immediately and to terminate June 30, 2014.
STAFF CONTACT:	Mary Weaver
RECOMMENDATION:	Approval
TIMING:	The current representative, Harvey Sorum, has resigned.
DISCUSSION:	Applicants who have shown an interest in this position are: Libby Edwards-Allbaugh, currently serving on MACAA and on the Parks and Recreation Advisory Board Catherine Palmer, currently serving on the Economic Development Commission
FISCAL IMPLICATIONS:	None
POLICY IMPLICATIONS:	None
LEGISLATIVE HISTORY:	None
ENCLOSURES:	Boards and Commissions Applications

Interest in Youth Advisory Council

Cunningham

Last Name Edwards **First Name** Libby **Date Recieved** 1/24/2012
Mailing Address 627 Fox Hollow Lane **City** Palmyra **State** VA **Postal Code** 22963-
Home Phone (434) 589-5015 **Work Phone** 4349641971 **Cell Phone/Other** (434) 979-8299
Fax (703) 894-2794 **Email Address** libby@allbaugh.com
Physical Address **City** **State** **Postal Code**

Education and Experience:

UW Madison Political Science; Own & Operate own tax business

Civic Activities and Committee Memberships:

LMOA Social & Recreation Committee, Fluvanna Youth Soccer Association; President, Rec Coordinator & Administrator, Boy Scout pack 54 (Den Leader); Piedmont CASA volunteer, Virginia Discovery Museum (Board of Directors); Charlottesville Albemarle Jaycee (President, Community Development VP), Virginia Jaycees (State Program manager)

Interest in Committee:

Interest in county government

Comments:

Interest in Youth Advisory Council

Palmyra

Last Name Palmer **First Name** Catherine **Date Recieved** 7/12/2010
Mailing Address 1997 Troy Road **City** Troy **State** VA **Postal Code** 22974-
Home Phone (434) 589-8596 **Work Phone** **Cell Phone/Other**
Fax **Email Address** herbcatt12@embarqmail.com
Physical Address **City** **State** **Postal Code**

Education and Experience:

High School; 28 years in business office for telephone company

Civic Activities and Committee Memberships:

Leadership Development Class and committee and Ruritans; Three Chopt Community Center Association

Interest in Committee:

I am now retired and have time to devote to doing whatever I can to make Fluvanna a better and more prosperous county. I enjoy working with others and meeting new people.

Comments: Resigned JAUNT Board effective 6/11/2012

Office of the Sheriff

Fluvanna County

Annual Report

January 1, 2011- December 31, 2011

Mission Statement

The mission of the Fluvanna County Sheriff's Office is to:

- Provide effective and efficient law enforcement.
- Serve and protect citizens and visitors of Fluvanna County.
- Keep community of Fluvanna County safe.

Table of Contents

- ❖ Sheriff Ryant L. Washington
- ❖ Organizational Chart
- ❖ The Administrative Division
- ❖ Operational Budget
- ❖ Fluvanna County vs. Surrounding Localities
- ❖ The Communications Division
- ❖ Patrol Division
- ❖ Crime Factors
- ❖ Offense Data for 2011
- ❖ Investigations Division
- ❖ Judicial Affairs Division
- ❖ Civil Process
- ❖ Community Outreach
- ❖ Mentionable
- ❖ References and Contact Information

Sheriff Ryant L. Washington

To the citizens of Fluvanna County:

Since entering public service in 1990, a lot in this country, technology, social norms and the population, just to name a few has changed. As a consequence, law enforcement has to change to keep pace. When I took office, as Sheriff in 2000, I was confident that the Sheriff's Office could be brought forward to embrace and confront these changes. Through advance training, equipment and policy changes and with the dedication of the men and women of the Fluvanna County Sheriff's Office I believe we have done well to stay current with those changes.

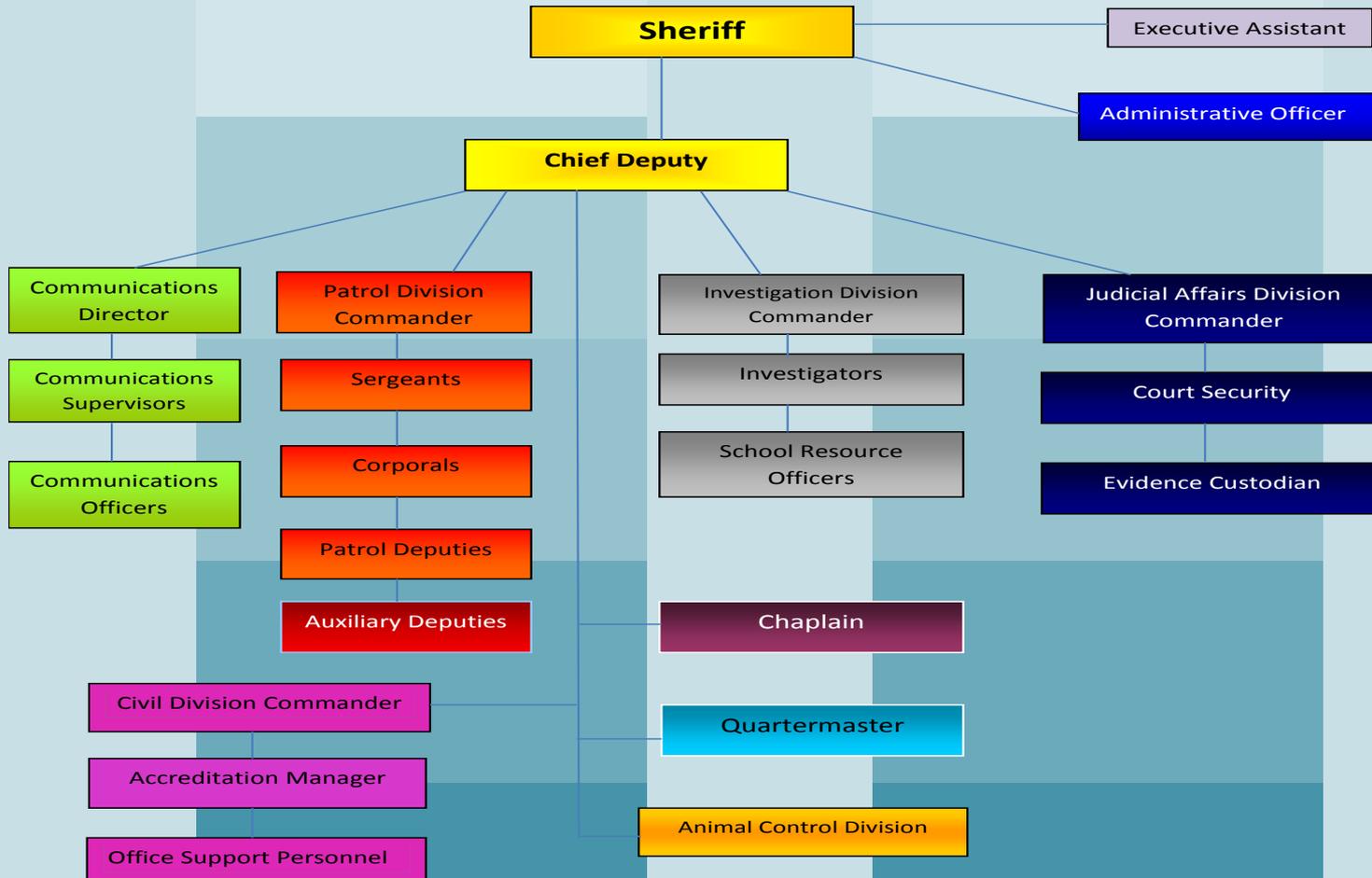
With the assistance of my staff, I intend to continue my commitment to the residents and visitors of Fluvanna County by providing above par programs and services. I would like to express thanks to the following local law enforcement agencies that work collectively with the Sheriff's Office in keeping the County safe: Lake Monticello Police Department, Virginia State Police and the Virginia Department of Game and Inland Fisheries. It is truly a great honor to serve as Sheriff and I look forward to the coming year.

Sincerely,

Ryant L. Washington

Ryant L. Washington
Fluvanna County Sheriff

Organizational Chart



The Administrative Division

The Administrative Division is comprised of the Sheriff's Office Command Staff, which includes the Chief Deputy, the Executive Assistant and the Administrative Officer. The Administrative staff members assist the Sheriff by recommending agency policies and ensuring that all component parts of the Agency coordinate their activities in order to promote a greater efficiency in accomplishing the objectives of the Agency.

Sheriff

Coordinate all activities of the agency and its appointees; disseminate and enforce rules and regulations of the Commonwealth of Virginia and Fluvanna County's ordinances; responsible for budget and overall financial management of the Sheriff's Office; complete and submit all reports as required by law.

Chief Deputy Assist the Sheriff by promoting overall agency efficiency and effectiveness; supervising personnel under his or her command; and managing overall daily operations of the agency.

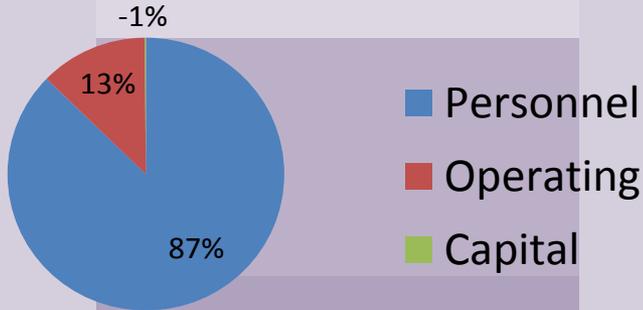
Executive Assistant Coordinate and process Agency files and records; responsible for accounts receivables and payables for Agency; payroll; and she is the direct assistant to the Sheriff.

Administrative

Assist the Sheriff by encompassing an electronic records system; research and data analysis; community relations; and other various tasks.

Operational Budget

Fluvanna County Sheriff's Office 2011 Budget



Operating costs



Costs

- Personnel/Benefits
- Operating
- Capital

FY 2011

\$ 1, 831,429
\$ 264,144
\$ 3,000

Total Adopted Budget

\$ 2,098,573

Fluvanna County vs. Surrounding Localities

<u>Locality</u>	<u>2011 Population</u>	<u>Square Miles</u>	<u>Sheriff's Budget FY 2011</u>	<u>Full Time Sworn Officers</u>
Fluvanna	25,989	282	\$ 2,098,573	27
Louisa	33,456	514	\$ 4,139,040	46
Goochland	21,753	295	\$ 2,833,213	32
Powhatan	28,290	272	\$ 3,777,986	36

The Fluvanna County Sheriff's Office has a significantly lower annual budget and sworn, full time officers compared to surrounding localities of a similar or larger size.

Communications Division

- The Communications Division is under the authority of a civilian, who carries the rank and authority of a Lieutenant within the Agency. The Director of Communications commands the Emergency Operations Center and is responsible for the following: staffing and managing the Center's operation; implementing policies and procedures for the efficient operation of the Center; planning and coordinating the technical support of the Center; and providing 24-hour dispatching for law enforcement, fire, and EMS. This division acts as the first line of communication for both emergency and non-emergency calls. Training and certification of a communication officer entails training in the utilization of criminal data in the state and national criminal information center (NCIC/VCIN). Communication officers must be VCIN certified within six months and be a certified dispatcher within one year of being employed. Their work schedule is shift work. The division is composed of one director of communications, ten full-time communication officers, and one part-time communication officer.

Intake Calls by Communications Division

- | | |
|--------------------------|--------|
| • Total number of calls | 22,657 |
| • Average call per month | 1,888 |

- ❖ There is an approximate 5% error rate in calls for service numbers, as duplicate entries cannot be deleted from the count.

Patrol Division

- The Patrol Division is commanded by the Lieutenant who reports to the Chief Deputy. This Division is a major line element of the Fluvanna County Sheriff's Office and is responsible for 24-hour patrol and crime prevention functions, preliminary investigation of most crimes and complete investigations of others, preparation of reports relating to crimes or incidents, traffic enforcement, and calls for non-crime related services.

Criminal Warrants

Received

1994

Served

1949

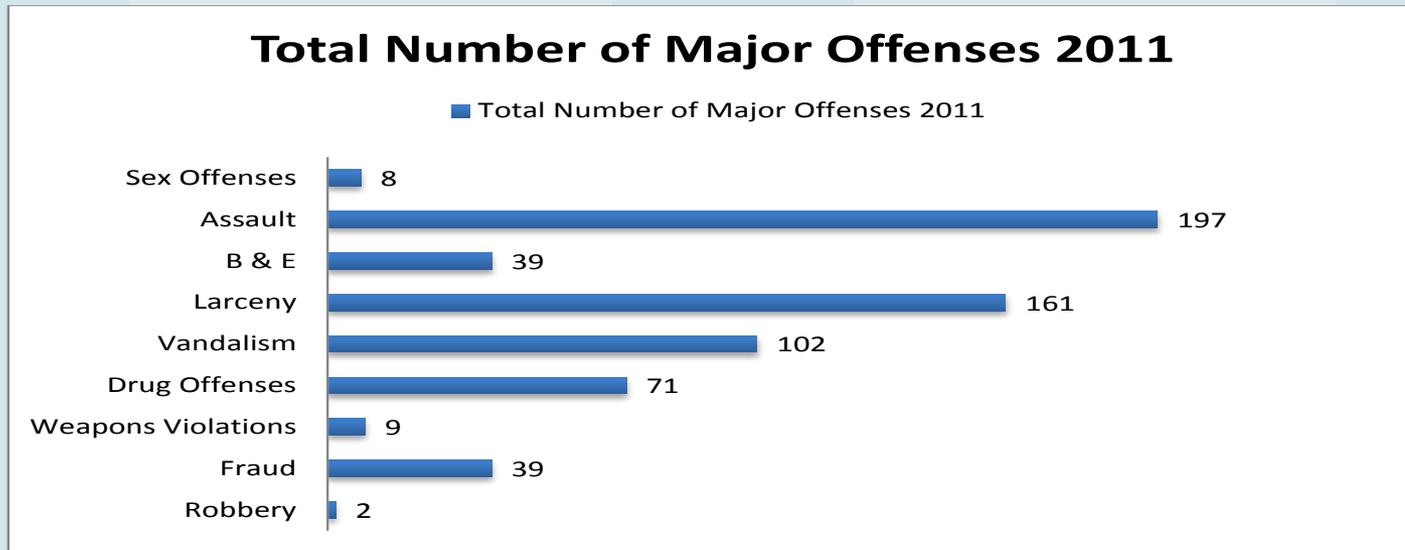
*That is a 98% serve rate on criminal warrants.

Crime Factors

Crime trends vary from place to place, thus, a review of the statistics and comparison of data should be done with caution. While the causes and origins of crime have been the subject of investigation by many disciplines, *crime in Virginia*, restricts itself to population size alone to establish a crime rate. Some factors believed to affect the type and volume of crime in various places are listed below.

- Population size, density and degree of urbanization;
- Population variations in composition and stability;
- Economic conditions and employment availability;
- Morals, cultural conditions, education, and religious characteristics;
- Family cohesiveness;
- Climate, including seasonal weather conditions;
- Effective strength of the police force;
- Standards governing appointments to the police force;
- Attitudes and policies of the courts, prosecutors and corrections;
- Citizen attitudes toward crime and police;
- The administrative and investigative efficiency of police agencies and the organization and cooperation of adjoining and overlapping police jurisdiction;
- Crime reporting practices of citizens.

Offense Data for 2011



This chart represents data for crimes that are considered *major offenses*; these offenses do not include all of the offenses cited regularly by the Fluvanna Sheriff's Office. There were approximately 628 *major offenses* in 2011.

Around the beginning of 2009 there was an economic boom. During that economic boom the crime rate and overall crime in Fluvanna County stayed on average the same. There was a less than 1% change in the crime rate and overall crime in Fluvanna County between the years 2009 and 2011.

Investigations Division

- The responsibility of this Division include: investigating major crimes which occur within the County of Fluvanna, collecting, identifying and preserving any necessary physical evidence which has not been previously processed by the Patrol Division; preparing and presenting cases to the Commonwealth Attorney for formal charging and prosecution of offenders; and coordinating and serving warrants and other legal documents. This division also supervises the School Resource Officers and the Narcotics Investigator.



Judicial Affairs Division

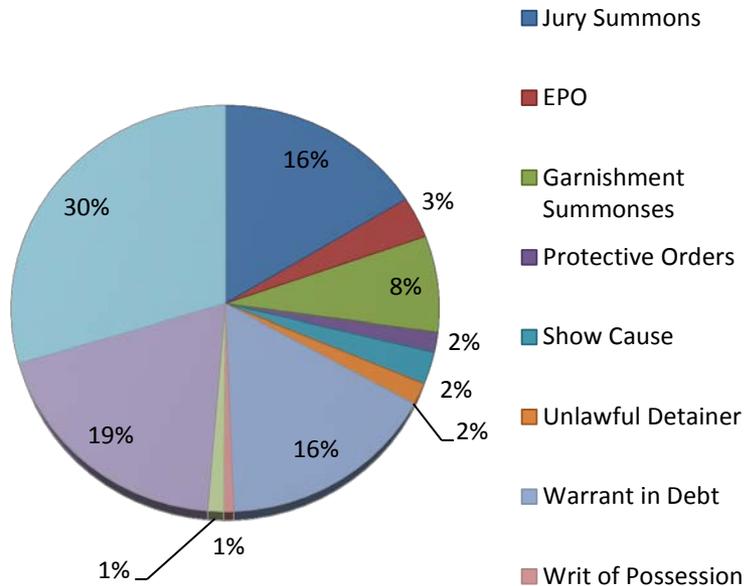
- This division is responsible for courthouse security and transportation of prisoners. The Lieutenant reports to the Chief Deputy. This section is responsible for; ensuring safety within the courthouse and transporting prisoners to and from court; assisting with the service and processing of civil papers as needed.

FCSO Yearly Court Summary														
	Circuit Court, Hrs	General District, Hrs.	J&D Hrs.	Jail & CT Transport, Hrs	Number Trips Jail & Court	Jail & Court Transport Miles	Jail & Court, # Persons	Det Ctr Transport, Hrs	Det Ctr Trips	Det Ctr, Miles	Det Ctr, # Persons	Extraditions	Extradition Hours	Extraditions Miles
Jan-11	130.5	100.5	91.8	113.0	46	3974	40	0.0	0.0	0.0	0.0	0.0	0.0	0
Feb-11	198.5	97.5	103.5	78.5	47	3545	32	1.5	2.0	56.0	1.0	0.0	0.0	0
Mar-11	179.5	106.0	121.5	46.0	26	2344	17	0.0	0.0	0.0	0.0	0.0	0.0	0
Apr-11	264.5	119.5	84.0	81.5	47	3074	30	1.5	2.0	97.0	2.0	0.0	0.0	0
May-11	198.0	103.0	110.0	139.5	53	4884	34	3.0	2.0	62.0	3.0	0.0	0.0	0
Jun-11	223.5	111.5	153.5	49.0	29	2124	24	2.3	6.0	295.0	4.0	1.0	12.0	267
Jul-11	245.3	135.5	48.0	19.5	16	812	12	0.5	1.0	27.0	1.0	0.0	0.0	0
Aug-11	294.5	115.0	116.0	45.0	32	1421	28	0.0	0.0	0.0	0.0	0.0	0.0	0
Sep-11	248.5	134.5	112.5	29.5	29	905	17	5.0	5.0	128.0	6.0	0.0	0.0	0
Oct-11	168.5	101.0	98.0	40.0	31	1506	25	4.8	4.0	137.0	3.0	0.0	0.0	0
Nov-11	89.0	110.0	122.0	51.5	21	1782	20	3.5	6.0	162.0	1.0	1.0	12.0	459
Dec-11	108.0	100.5	119.5	68.0	28	3231	26	8.0	11.0	391.0	7.0	0.0	0.0	0
Totals	2348.3	1334.5	1280.3	761.0	398	29502	305	28.6	37.0	1299.0	31.0	2.0	24.0	726

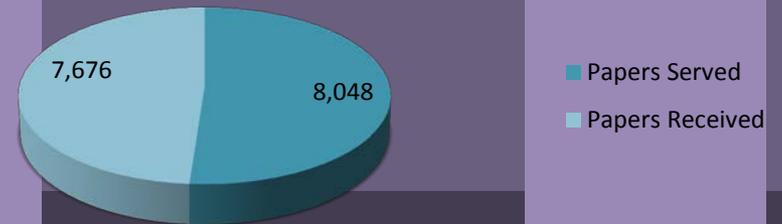
Civil Process

Civil Process is the execution of various types of civil papers generated by the different courts within or outside of Virginia, the Commonwealth Attorney's Office, Attorney General's Office, Administrative Agencies and other Attorneys.

Civil Process 2011



Total Papers Served and Received in 2011



The graphs pictured do not represent the complete number of types of papers served; they represent only a fraction of the numerous types of papers served by the Fluvanna County Sheriff's Office. Some papers require that multiple people be served, therefore more papers can be served than received.

Community Programs



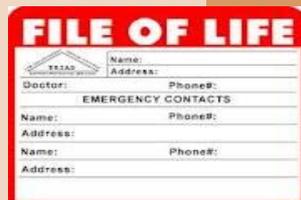
The mission of TRIAD is to reduce the fear of crime and victimization among seniors by increasing awareness of scams and frauds targeting them, strengthening communication between the law enforcement and senior communities, and educating seniors on local and state resources that are available within their community. The goal is accomplished through trainings for seniors and law enforcement officials.

www.easyaccess.virginia.gov/triad.shtml



Neighborhood Watch is one of the most popular and successful of all efforts to prevent residential crime. The National Sheriffs' Association created the National Neighborhood Watch Program in 1972, and have since partnered with USA Freedom Corps, Citizen Corps and the U.S. Department of Justice to revitalize the initiative. Fluvanna County is one of thousands of Virginia localities participating in this crime prevention program.

www.volunteerguide.org/



The File of Life is a voluntary program which allows local first responders to quickly obtain medical history and contact information in an emergency when a patient cannot provide one. The File of Life card can be kept in your wallet or attached to a magnet on your refrigerator to ensure access. The File of Life program helps members of the Fluvanna County Sheriff's Office partner with members of the Fluvanna EMS and Fire Department to provide

services at times when you or a family member may not be able to communicate effectively due to medical reasons or personal injury. www.folife.org/

Community Programs



CrimeReports.com is the largest, most comprehensive crime-mapping website in the world. Local law enforcement agencies throughout North America partner with Crime Reports to bring you accurate, official, and up-to-date crime information for the areas you care about most.

www.crimereports.com



VINELink is the online version of VINE (Victim Information and Notification Everyday), the National Victim Notification Network. This service allows crime victims to obtain timely and reliable information about criminal cases and the custody status of offenders 24 hours a day.

Some states have the ability to display this website in Spanish. Please click on the state where you wish to search. If this option is available, you will see an "English | Español" toggle in the upper right hand corner. Victims and other concerned citizens can also register to be notified by phone, email, text message (SMS) or TTY device when an offender's custody status changes. Users can also register through their participating state or county toll-free number. www.vinelink.com



ComputerCOP is a software monitoring tool that is part of a comprehensive Internet safety plan. This is a quick and effective tool to help parents determine what their children are doing while on the computer and to assess their kids' exposure to objectionable or even dangerous material. By inserting the mini-CD, ComputerCOP instantly scans for potentially objectionable images and text - drawing on its database of nearly 1,000 red-flagged words and phrases associated with pornography, drugs, violence, hate crimes, and gambling. ComputerCOP even scans files that have been

deleted. www.computercop.com

Mentionable



Excellence Award for going above and beyond in his efforts to build the firearms training range. Also awarded Deputy of the year.



Chaplain Frank Signoretti joined the Office.



VSA scholarship recipient, Courtney Johnson.



Sgt. Steven Proffitt was the MADD recipient.

References and Contact Information

Information for this 2011 Annual Report for the Fluvanna County Sheriff's Office was obtained from:

- Fluvanna County's website
- Louisa County's website
- Goochland County's website
- Powhatan County's website
- Virginia State Police website
- And various other websites

FCSO Contact Information

➤ www.fluvannasheriff.com

➤ Administration

Office (434) 589-8211

Fax (434) 591-2012

➤ Emergency **911**

Dispatch Fax (434) 591-2006

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Adoption of the Fluvanna County Board of Supervisors regular meeting minutes.
MOTION(s):	I move the regular meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, December 5, 2012 be adopted.
STAFF CONTACT:	Mary L. Weaver, Clerk to the Board of Supervisors
RECOMMENDATION:	Approval
TIMING:	Routine
DISCUSSION:	None
FISCAL IMPLICATIONS:	N/A
POLICY IMPLICATIONS:	N/A
LEGISLATIVE HISTORY:	None
ENCLOSURES:	Draft minutes for December 5, 2012

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
December 5, 2012, 2:00 p.m.**

MEMBERS PRESENT: Shaun V. Kenney, Chairman
Bob Ullenbruch, Vice-Chairman
Donald W. Weaver
Mozell H. Booker
Joe Chesser

ALSO PRESENT: Steven M. Nichols, County Administrator
Fred Payne, County Attorney
Mary Weaver, Clerk to the Board of Supervisors

SCHOOLBOARD MEMBERS PRESENT: Camilla Washington, Chairwoman
(7:00 p.m.) William Hughes, Vice-Chairman
Bertha Armstrong
Carol Tracy Carr
Brenda Pace

ALSO PRESENT: Gena Keller, School Superintendent
(7:00 p.m.) Chuck Winkler, Assistant School Superintendent
Edward Breslauer, Director of Finance
Brandi Critzer, Clerk to the School Board

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Kenney called the meeting of Wednesday, December 5, 2012, to order at 2:00 p.m., in the Circuit Courtroom in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairman Kenney called for a moment of silence.

COUNTY ADMINISTRATOR’S REPORT

Mr. Nichols reported on the following topics:

- Recognized Debbie Wood for completing the Annual Jury Commissioner Meeting on time in the absence of B.E. Peterson
- Recognized individuals for great job with parking and traffic control at the Fork Union Community Center for the election.
- 11th Annual Holiday Celebration at Carysbrook ~500 in attendance. Special thanks to Wayne Stephens, Public Works Director, for providing heat!
- Kudos to the Fluvanna Social Services Staff for continued timely and compassionate services, with diminished staffing.
- Recognized staff community and world outreach.
- Parks & Recreation partnership with Department of Forestry to fight erosion issues with the Western Trail Head entrance.
- Holiday Book Sale at the Library.

- Sneak Peak at the new county website. Hope to officially launch the new site by Dec 31, 2012.
- Update on the ongoing projects and supervisor requests.

PUBLIC COMMENTS #1

Chairman Kenney opened the floor for the first round of public comments.

With no one wishing to speak, Chairman Kenney closed the first round of public comments.

PUBLIC HEARING

None

ACTION MATTERS

Selection of Members for the Board of Equalization (BOE) – Mr. Steven M. Nichols, County Administrator, addressed this request to appoint members and alternates to the Board of Equalization.

MOTION:

Mr. Ullenbruch moved the Board of Supervisors nominate the following regular members: Mr. Garry Ellis, Mr. Everett Hannah, Mr. Joe Ronan, and the following alternate members: Dr. Sam Babbitt and Mr. Gene Ott to the Board of Equalization for Real Estate Assessments, with terms to begin January 1, 2013 and to terminate not later than December 31, 2013. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

Appointment to the Community Policy and Management Team

MOTION:

Mr. Ullenbruch moved to appoint Mr. Gene Ott to the Community Policy and Management Team, with a term to begin January 1, 2013 and to terminate December 31, 2014. Mr. Weaver seconded. The motion carried, with a vote of 4-1. AYES: Kenney, Ullenbruch, Weaver and Chesser. NAYS: Booker. ABSENT: None.

Deer Control at Pleasant Grove – Mr. Fred Payne County Attorney, addressed this request to conduct a deer hunt at Pleasant Grove for the purpose of controlling deer numbers.

Mr. Ullenbruch moved that the Board authorize the sheriff to conduct a deer hunt at Pleasant Grove for the purpose of controlling deer numbers, such hunt to be managed by Wheelin Sportsmen, a non-profit organization providing outdoor recreation opportunities for handicapped hunters. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Weaver and Chesser. NAYS: None. ABSENT: None.

PRESENTATIONS

Community Health Assessment Results – Dr. Lillian Peake reviewed with the Board the results of the Community Health Status Assessment for Fluvanna County. Dr. Peake addressed four top Community Health Issues for Fluvanna;

- Increasing Rate of Obesity.
- Insufficient Access to Mental Health and Substance Abuse Services.

- Late and Insufficient Prenatal care and Racial Disparities in Pregnancy Outcomes.
- Tobacco Use above the Health People 2020 Goal.

Dr. Peake would like to see the Board take a leadership role in a health campaign and making the County office buildings tobacco free.

Rivanna River Basin Commission – Ms. Leslie Middleton, Executive Director, Rivanna River Basin Commission, reviewed with the Board the Rivanna Snapshot and the Rivanna Watershed Action Plan.

Region Ten Annual Update – Mr. Robert Johnson, Executive Director Region Ten, Ms. Barbara Bartell, Fluvanna County Region Ten Representative, Mr. John Norman Therapeutic Manager for Louisa and Fluvanna and Mr. Harmon, Region Ten client reviewed with the Board the services and updates for Region Ten in 2012.

Planning Activity Report – Ms. Allyson Finchum, Planning Director, reviewed with the Board the Planning Activity Report that contains four different sections;

- Activity Report – Current status of pending items.
- Monthly Approval Report – Items that have been approved for the month.
- Long-Range Planning Projects – Current status and schedule of projects in progress.
- Code Compliance Project – Current status of compliance items being worked.

The Board **directed staff** to add the Planning Activity Report to the BOS Agenda quarterly.

The Board discussed development in the Zion Crossroads area. The Board **directed staff** to formally identify planning requirements and steps necessary for development of the Zion Crossroads growth area.

CONSENT AGENDA

The following items was pulled from the consent agenda and discussed:

Resolution Authorizing Region Ten Community Services Board to Apply for and Accept Loans – Mr. Robert Johnson, Executive Director Region Ten, reviewed with the Board the purpose for this request.

Mr. Chesser moved that the Board approve resolution “AUTHORIZING REGION TEN COMMUNITY SERVICES BOARD TO APPLY FOR AND ACCEPT LOANS”. Mrs. Booker seconded. The motion carried, with a vote of 4-0-1. AYES: Kenney, Booker, Ullenbruch, and Chesser. NAYS: None. ABSTAIN: Weaver. ABSENT: None.

Letter of Support for JAUNT in rejecting the Virginia Department of Rail and Public Transportation (DRPT) Recommendation – Mr. Steven Nichols, County Administrator, addressed this request to the Board. After discussion, no action was taken.

Appointment of Assistant County Attorney - Mr. Fred Payne, County Attorney, explained to the Board this request to appoint Kristina Hofman as Assistant County Attorney.

The following items were approved under the consent agenda:

MOTION:

Mr. Weaver moved to approve the consent agenda, which consisted of:

- Minutes from November 20, 2012.
- FY13 Litter Prevention and Recycling Grant Supplemental Appropriation.
- FY13 Sheriff Vehicles and Fire Truck Budget Supplement.

- FY13 VRS and Group Life Budget Transfer.
- Request for Proposals for Security for Surveillance and Safety Equipment for Fluvanna Courts Building.
- Compensation for livestock killed by a wild animal.
- Appointment of Assistant County Attorney.

Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

ACCOUNTS PAYABLE AND BUDGET REPORT

Ms. Barbara Horlacher, Finance Director addressed the Board regarding the accounts payable and quarterly Budget Report.

MOTION:

Mr. Weaver moved the Accounts Payable and Payroll be ratified for the period October 20, 2012 through November 16, 2012 in the amount of \$2,252,579.09. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

General Fund	\$ 732,725.39
Federal Grants	\$ 2,644.00
Capital Improvements	\$ 852,129.89
Debt Service	\$ 3,000.00
Sewer	\$ 2,134.21
Fork Union Sanitary District	<u>\$ 10,753.81</u>
Total Expenditures by Fund	\$1,603,387.30
Payroll – October	\$ 649,191.79

Total Payables & Payroll **\$2,252,579.09**

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS #2

Chairman Kenney opened the floor for the first round of public comments.

- Mr. Bill Des Rochers – addressed the Board regarding the end of his time writing on Fluvanna issues and wanted to say goodbye.
- Mr. Mel Sheridan, Commissioner of the Revenue – addressed the Board about posting of the new reassessment figures on VamaNet.

With no one else wishing to speak, Chairman Kenney closed the second round of public comments.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING:

At 4:32p.m., Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed session, pursuant to the Virginia Code Section 2.2-3711-A-5, 2.2-3711-A-6, and 2.23711-A-7 for discussion of Prospective Industry, Investment of Funds, and Pending Litigation. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION:

At 5:56 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

MOTION:

At 5:57 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, December 5, 2012, on motion of Mr. Weaver, seconded by Mr. Chesser, and carried by the following vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

“BE IT RESOLVED to the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting.”

BOARD RECESSED AT 5:58 p.m. for Dinner

BOARD RECONVENED AT 7:00 p.m. for a Joint Work Session with the School Board

Chairman Kenney reconvened the meeting and addressed some unfinished business.

Board of Equalization Resolution

Mr. Chesser moved the “Resolution Regarding the Board of Equalization” be adopted by the Board of Supervisors. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Weaver and Chesser. NAYS: None. ABSENT: None.

Chairwoman Washington called the joint work session with the Board to order, at 7:01 p.m. Roll was taken.

FY13/14 Budget Overview and Discussion – Mr. Steven Nichols, County Administrator, reviewed basic budget breakdown to show where the schools are currently. Chairwoman Washington, School Board, expressed with the Board their budget considerations for FY 14. Ms. Gena Keller, Mr. Winkler and Mr. Breslauer explained to the Board the budget frame work and the process in building the budget. Projections and potential options for restructuring and the impacts they would create were discussed. Mr. Nichols proposed looking at all Fluvanna County staff members as a whole from a pay and benefits perspective, rather than separating into County administrative and County Schools staff groups.

Chairwoman Washington adjourned the School Board.

ADJOURN

MOTION:

At 8:42 p.m., Mr. Weaver moved to adjourn the meeting of Wednesday, December 5, 2012. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Chesser, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Mary L. Weaver, Clerk

Shaun V. Kenney, Chairman

DRAFT



**BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia**

RESOLUTION

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, December 5th 2012, in Palmyra, Virginia, the following action was taken:

<u>Present</u>	<u>Vote</u>
Shaun V. Kenney, Chairman	YEA
Robert Ullenbruch, Vice Chairman	YEA
Mozell Booker	YEA
Joe Chesser	YEA
Donald W. Weaver	YEA

On a motion by Mr. Chesser seconded by Mr. Weaver and carried by a vote of 5-0 the following resolution was adopted:

BOARD OF EQUALIZATION

WHEREAS, Virginia Code Section 58.1-3370 requires the appointment of a Board of Equalization in each tax year immediately following the year a general reassessment is conducted in the County; and

WHEREAS, it is the desire of the Board of Supervisors of Fluvanna County to request that the circuit court of the County appoint such a Board and to suggest to the court the members to be appointed; and

WHEREAS, the Board of Supervisors desires to provide necessary clerical assistants for such Board of Equalization in accordance with Virginia Code Section 58-1-3376; and

WHEREAS, a general reassessment of the County has recently been completed; and

WHEREAS, the Fluvanna County Board of Supervisors requests the Board of Equalization to meet as frequently as necessary to hear all appeals from landowners concerning their reassessment; and

WHEREAS, the Fluvanna County Board of Supervisors encourages the Board of Equalization to meet with the assessors and review and evaluate their method of assessing the value of land in this reassessment.

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Fluvanna County, as follows:

- 1) That the county attorney be, and he is hereby, **DIRECTED** to request the appointment by the circuit court of the County of a Board of Equalization as required by law; and that, in so doing, the county attorney submit to the court a suggested list of members for such Board of Equalization, such list being attached to this resolution as Exhibit A; and

- 2) That the County Administrator be, and he is hereby, **AUTHORIZED AND DIRECTED** to provide necessary clerical assistants for such Board of Equalization, by the hiring of additional personnel or otherwise as may be necessary; and
- 3) That the commissioner of revenue be, and he is hereby, REQUESTED to assist such Board of Equalization.

Adopted this 5th day of December 2012 by the Fluvanna County Board of Supervisors

ATTEST:

Steven M. Nichols, County Administrator

DRAFT



**BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia**

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, December 5, 2012, in Palmyra, Virginia, the following action was taken:

<u>Present</u>	<u>Vote</u>
Shaun V. Kenney, Chairman	YEA
Robert Ullenbruch, Vice Chairman	YEA
Mozell H. Booker	YEA
Joseph Chesser	YEA
Donald W. Weaver	ABSTAINED

On a motion by Mr. Chesser, seconded by Mrs. Booker, and carried by a vote of 4-0-1, the following resolution was adopted.

**A RESOLUTION
AUTHORIZING REGION TEN COMMUNITY SERVICES BOARD
TO APPLY FOR AND ACCEPT LOANS**

WHEREAS, Region Ten Community Services Board (“Region Ten”) was established by the City of Charlottesville and the Counties of Albemarle, Fluvanna Greene, Louisa and Nelson (the “Localities”) as required by § 37.2-500 *et seq.* of the Code of Virginia, 1950, as amended, to provide mental health, intellectual disability and substance abuse services to the residents of the Localities; and,

WHEREAS, the services provided by Region Ten are more particularly described in an annual Performance Contract with the Virginia Department of Behavioral Health and Developmental Services, which is subject to review by the Board of Supervisors of Fluvanna County (the “County”); and,

WHEREAS, Region Ten receives reimbursement funding from the Commonwealth of Virginia, the federal government and Localities for services it provides within the Localities; and,

WHEREAS, in order to pay operational expenses Region Ten has previously relied on loans and other financing obtained through Region Ten Community Services Board, Inc., (“Region Ten, Inc.”) the private nonprofit corporation formed to assist Region Ten in the fulfillment of its mission; and,

WHEREAS, Region Ten now wishes to obtain a loan or other financing in its own name for purposes of cash flow management and for the payment of operational expenses; and,

WHEREAS, § 37.2-504.A.11. of the Code of Virginia, 1950, as amended, requires that community services boards may “apply for and accept loans as authorized by the governing body of

each city or county that established it” and Region Ten seeks the County’s authorization solely to meet that statutory requirement; and,

WHEREAS, Region Ten is seeking authorization from the governing body of each Locality to apply for and accept a loan or line of credit in an amount up to \$2,000,000 that creates no legally enforceable obligation extending one year beyond the date on which the obligation is incurred (the “Line of Credit”); and

WHEREAS, Region Ten and the Localities understand and agree that the obligations under the Line of Credit are not to constitute a debt or pledge of the full faith and credit of the Localities and shall not impose any liability on the Localities, nor is the requested authorization a guarantee on the part of the Localities of the Line of Credit.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors for the County of Fluvanna, Virginia that the Board of Supervisors hereby authorizes Region Ten Community Services Board to apply for and accept a line of credit or a loan otherwise structured so as not to constitute “debt” subject to Article VII, § 10(b) of the Constitution of Virginia in an amount up to \$2,000,000 and such authorization shall include the right to renew such lines of credit or obtain new lines of credit provided such renewals or new lines of credit do not exceed \$2,000,000 in the aggregate and are subject to the terms and conditions of this resolution; and

BE IT FURTHER RESOLVED that the authorization of the Line of Credit will not constitute an endorsement to any lender of the creditworthiness of Region Ten nor will it be a guarantee of the Line of Credit. Furthermore, the County shall not be obligated to pay nor to guarantee any debt incurred by Region Ten as a result of the Line of Credit applied for and accepted by Region Ten, nor any interest or other costs associated therewith. Accordingly, no debt of Region Ten and no loans shall constitute a debt or pledge of the faith and credit of the County or any of the other Localities, and the taxing power of the County or any of the other Localities shall not be pledged thereto. The substance and effect of this paragraph shall be expressly set forth in the loan documents for any loan or line of credit obtained by Region Ten so as to ensure that the lending institution clearly understands this relationship of the County and the other Localities to the obligation; and

BE IT FURTHER RESOLVED that the authorization provided for in the foregoing resolutions is subject to like authorization being received from the governing bodies of the other Localities.

Adopted this 5th, day of December 2012 by the Fluvanna County Board of Supervisors

ATTEST:

Shaun V. Kenney, Chairman

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Approval of Emergency Operations Plan and Resolution
MOTION(s):	I move to adopt and approve the Fluvanna County Emergency Operations Plan and Resolution "Emergency Operations Plan" completed 2012 pursuant to VA Code 44-146.19.
STAFF CONTACT:	Sheriff Ryant Washington/Steve Nichols, County Administrator
RECOMMENDATION:	Approve
TIMING:	Due to VA Department of Emergency Management by January 1, 2013
DISCUSSION:	The Code of Virginia, <u>§44-146.19</u> , requires each local jurisdiction and inter-jurisdictional agencies to prepare and keep current a local emergency operations plan. Every four years, each local agency will conduct a comprehensive review and revision of its emergency operations plan to ensure that the plan remains current, and the revised plan shall be formally adopted by the locality's governing body. In the case of inter-jurisdictional agencies, the EOP must be adopted by the governing body of each locality within the inter-jurisdictional agency.
FISCAL IMPLICATIONS:	None
POLICY IMPLICATIONS:	Required by state code
LEGISLATIVE HISTORY:	Last reviewed and revised 2007
ENCLOSURES:	Emergency Operations Plan Resolution Proposed Emergency Operations Plan



**BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia**

RESOLUTION

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, December 19th 2012, in Palmyra, Virginia, the following action was taken:

<u>Present</u>	<u>Vote</u>
Shaun V. Kenney, Chairman	
Robert Ullenbruch, Vice Chairman	
Mozell Booker	
Joe Chesser	
Donald W. Weaver	

On a motion by _____ seconded by _____ and carried by a vote of ____ the following resolution was adopted:

EMERGENCY OPERATIONS PLAN

WHEREAS, the Board of Supervisors of Fluvanna County, Virginia recognizes the need to prepare for, respond to, and recover from natural and manmade disasters; and

WHEREAS, Fluvanna County has a responsibility to provide for the safety and well- being of its citizens and visitors; and

WHEREAS, Fluvanna County has established and appointed a Director of Emergency Services (DES), Emergency Services Coordinator (ESC), and Emergency Services Assistant Coordinator (ESAC);

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of Fluvanna County, Virginia, this Emergency Operations Plan as revised is officially adopted, and

IT IS FURTHER RESOLVED AND ORDERED that the Director of Emergency Services, or his/her designee, is tasked and authorized to maintain and revise as necessary this document during the next four (4) year period or until such time it be ordered to come before this board.

Adopted this 19th day of December 2012 by the Fluvanna County Board of Supervisors

ATTEST:

Mary L. Weaver
Clerk to the Board of Supervisors

Shaun V. Kenney
Chairman, Board of Supervisors

Emergency Operation Plan

Information is forthcoming and
will be available night of
meeting

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Appointment of Zoning Administrator
MOTION(s):	I move the Board of Supervisors ratify the appointment of Ms. Allyson Finchum as the Zoning Administrator as of May 30, 2012.
STAFF CONTACT:	Steve M. Nichols, County Administrator
RECOMMENDATION:	Ratify
TIMING:	Routine
DISCUSSION:	Designate Ms. Allyson Finchum as the Zoning Administrator from the date she was hired.
FISCAL IMPLICATIONS:	N/A
POLICY IMPLICATIONS:	N/A
LEGISLATIVE HISTORY:	N/A
ENCLOSURES:	None

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	FY13 Budget Supplemental Appropriation to Fluvanna County Public Schools								
MOTION(s):	<p>#1. I move the Board of Supervisors approve a supplemental appropriation to the FY13 Budget for the Schools in the amount of \$5,000.00 to recognize a Federal grant to the Piedmont Regional Educational Program (PREP).</p> <p>#2. I move the Board of Supervisors approve a supplemental appropriation to the FY13 Budget for the Schools in the amount of \$37,000.00 to recognize Other Local funding grants for the Families Learning Together (FLT) Program.</p>								
STAFF CONTACT:	Ed Breslauer, Fluvanna County Public Schools Director of Finance								
RECOMMENDATION:	Staff recommends approval of the supplemental appropriation as stated above.								
TIMING:	July 1, 2012								
DISCUSSION:	<p>Fluvanna County Public Schools serves as the Fiscal Agent for PREP and the funds discussed above will be passed through the Schools.</p> <p>The Other Local funding grants for Families Learning Together are used for staff compensation, materials and supplies for the program. Seven (7) different grants included in this recommended supplemental appropriation.</p> <p>All funds for both programs would be accounted for in the Instructional category.</p>								
FISCAL IMPLICATIONS:	<p>This supplemental appropriation increases the FY13 Fluvanna Schools division budget by \$42,000 to a new total of \$34,783,002. Funds involved in the supplement are Federal (\$5,000) and Other Local (\$37,000).</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Expenditures:</td> <td style="width: 55%;">Instruction</td> <td style="width: 30%; text-align: right;">\$42,000.00</td> </tr> <tr> <td rowspan="2">Revenue:</td> <td>Federal</td> <td style="text-align: right;">\$5,000.00</td> </tr> <tr> <td>Other Local</td> <td style="text-align: right;">\$37,000.00</td> </tr> </table>	Expenditures:	Instruction	\$42,000.00	Revenue:	Federal	\$5,000.00	Other Local	\$37,000.00
Expenditures:	Instruction	\$42,000.00							
Revenue:	Federal	\$5,000.00							
	Other Local	\$37,000.00							
POLICY IMPLICATIONS:	None.								
LEGISLATIVE HISTORY:	None.								
ENCLOSURES:	None.								

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: December 19, 2012

SUBJECT:	Capital Reserve Maintenance Fund Request for Un-interruptible Power Supplies.
MOTION(s):	I move the Board of Supervisors approve a \$14,869.00 Capital Reserve Maintenance Fund Request to replace Un-interruptible Power Supplies.
STAFF CONTACT:	Chuck Winkler, Assistant Superintendent
RECOMMENDATION:	Approve
TIMING:	Urgent
DISCUSSION:	See Attached
FISCAL IMPLICATIONS:	
POLICY IMPLICATIONS:	
LEGISLATIVE HISTORY:	
ENCLOSURES:	Capital Reserve Maintenance Fund Request for Un-interruptible Power Supplies.



Capital Reserve Maintenance Fund Request

Section 1 - REQUEST			
Requesting Department/Agency	Dept/Agency Contact	Date of Request	
Fluvanna County Public Schools	Chuck Winkler and Josh Gifford	12-4-12	
Phone	Fax	Fiscal Year	
434-589-8208	434-598-2248	FY13	
Reserve Fund Purpose Category: Other one-time, minor capital projects less than \$20,000			
Description of Project/Repair	Qty	Unit Price	Total Price
PW9130L2000R-XL2U UPS W/NTWK-MS Card	8	\$1,129.00	\$9,032.00
9130 2000/3000 EBM RM	8	\$414.00	\$3,312.00
Post Mounting Rail Kit	16	\$45.00	\$720.00
MBP PDU 120V 5-20P to 6 5-15/20R	5	\$173.00	\$865.00
UPS PDU 120V RM Flex 5-15P 5-15R	5	\$57.00	\$285.00
EPDU Basic 16A 5-20P/5-20R O 18-5-15/20R	5	\$131.00	\$655.00
Total Request:			\$14,869.00

Description and justification for proposed use.
 The Fluvanna County Public School's data communications network backbone and centralized data center is comprised of very sophisticated and expensive equipment. To protect the equipment and their investment from power surges and power outages, FCPS installed un-interruptable power supplies (UPS). The current UPS's are 8 years old and are 4 years past their replacement cycle. As a result, the batteries in these units are no longer able to hold a charge or capable of protecting the equipment from power surges or outages. With the amount of power outages that occur throughout the year, the school district's equipment has to endure a lot of power influxes that can quickly ruin the equipment that the school division relies upon daily.

Department/Agency Head Name <i>Chuck Winkler</i>	Signature <i>[Signature]</i>	Date <i>12.4.12</i>
---	---------------------------------	------------------------

Section 2 - REVIEW		
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director <i>[Signature]</i> Date: 2012.12.10 16:06:53 -05'00'	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator <i>[Signature]</i> Steven M. Nichols 2012.12.13 12:07:15 -05'00'	Date

Section 3 - BOARD OF SUPERVISORS		
Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date	Comments



Emergency Management Recommendations

December 19, 2012



Fire-EMS Study Recommendations

[Link](#)

- **38 Recommendations from the Study Team**
 - Reviewed by Fire and EMS leaders, Sheriff, Director of Communications, and County Administrator
- **Most urgent and high impact items are:**

Recommendation	Notes	Priority
A1 - Employ and codify the role of Chief of Fire-Rescue with supervision and authority	Pending BOS approval; Title should be Emergency Services Coordinator; position is primarily administrative and not operational	1A
F2 - Implement proposed EMS contract or hire EMS personnel	Pending BOS approval	1B
E3 - Review and update dispatch protocols and response zones	Fire-Rescue Assoc., Sheriff, and Director of Communications	2



Emergency Management Needs

Costs
& PD

- **Emergency Services Coordinator**
 - Coordinate, develop, and update comprehensive emergency management plans and operations for Fluvanna County to mitigate, prepare for, respond to, and recover from the effects of any and all natural or manmade hazards.
 - Coordinate activities and working relationships of service agencies within the County: Sheriff, Fire Departments, Rescue Services, Water Rescue Services, health care activities, Schools, Social Service agencies, the Red Cross, and others to assure their cooperation in an effective disaster relief system.

Leasing
Link

- **EMS Personnel Contracting Support**
 - BLS/ALS personnel needed to augment volunteer staff 12 hours per day, 7 days per week (6 am – 6 pm)



Emergency Management Costs

Costs
& PD

DESCRIPTION	FY13 (Mar-Jun)	FY14	
SAL & WAGE	\$16,763	\$50,290	Emergency Services Coordinator
FICA	1,282	3,847	
VRS	2,154	6,462	
MEDINS	3,079	9,238	
GRPLIFE	199	598	
WORKCOMP			
MILEAGE	100	200	
SUB&LODG	0	1,000	
CONVEDUC	500	500	
DUES	250	500	
OFFSUPL	200	300	
VEHFUEL	100	250	
FURN/FIX	250	500	
PROFSVCS	77,000	230,000	EMS Contract Personnel
TOTAL	\$101,877	\$303,685	



Motions

- **I move to approve the recruitment and hiring of a County Emergency Services Coordinator (Pay Band 18), a new position to be aligned under the County Administrator.**
- **I move to approve and authorize the issuance of the Employee Leasing Agreement with the Rector and Visitors of the University of Virginia on behalf of its Medical Center, for provision of trained medical personnel to augment emergency medical services in Fluvanna County, all subject to final approval of the form and content of the RFP by the County Administrator and the County Attorney.**

Classification of Emergency Services Coordinator (Class Code # 9410)

BLS information as of May 2012

Location	Position	Grade	Salary Ranges			
			Min	Mid	Max	Mean
Fluvanna County	Emergency Services Coordinator	19	\$48,693	\$64,333	\$79,932	
		18	\$45,718	\$60,404	\$75,089	
		17	\$42,931	\$56,722	\$70,512	
		16	\$40,931	\$53,565	\$66,198	
Albemarle County	Emergency Management Coordinator		\$54,513	\$66,872	\$88,982	
Hanover County	Chief Deputy Emerg Mgmt Coordinator		\$63,152	\$85,253	\$107,355	
Orange County	Emergency Mgmt & Operations Director		\$46,161	\$60,009	\$73,858	
Louisa County	Emerg Mgmt Coordinator (consolidated)					~mid \$50's
National (DOL)	Emerg Mgmt Coord (11-9161)					\$57,270
Virginia (DOL)	Emerg Mgmt Coord (11-9161)					\$73,000
Richmond Metro Area (DOL)	Emerg Mgmt Coord (11-9161)					\$60,290

Other County Positions

Directors - Finance, Public Works, Community Development	23
Planning and Zoning Administrator	22
Deputy Sheriff Colonel, IT Director	20
Parks & Recreation Director, Building Official	19
Library Director	18
CSA Coord, Grants Administrator, PW Project Mgr, HR Mgr	17
Deputy Sheriff Lieutenant, Senior Planner	16
Water System Supv, Purchasing Officer, Communications Director	15



Fluvanna County, Virginia
Department of Administration
Job Description

EMERGENCY SERVICES COORDINATOR - #9410

FLSA Status: Exempt
Pay Grade: 18
Job Title ID: 9410
Reports To: County Administrator

Summary

The Emergency Services Coordinator is responsible for planning, training, response, resource coordination, and other emergency management activities, both within the county government and in coordination with other local and state agencies. The Chair of the Fluvanna County Board of Supervisors serves as the County's Director of Emergency Services (DES), and the Emergency Services Coordinator (ESC) works in conjunction with the Director. Under the direction of the Fluvanna County Administrator, the ESC manages all matters pertaining to Emergency Management, Disaster Preparedness, and Recovery Assistance in Fluvanna County.

Essential Functions

- Coordinate, develop, and update comprehensive emergency management plans and operations for Fluvanna County to mitigate, prepare for, respond to, and recover from the effects of any and all natural or manmade hazards.
- Coordinate emergency management plans, procedures, and resources with all County departments, and other local, regional, state, and federal response agencies.
- Coordinate activities and working relationships of service agencies within the County: Sheriff, Fire Departments, Rescue Services, Water Rescue Services, health care activities, Schools, Social Service agencies, the Red Cross, and others to assure their cooperation in an effective disaster relief system.
- In consultation with the Board of Supervisors Chair and the County Administrator, activate and staff Emergency Operations Center.
- Disseminate warnings and notifications of disaster alerts and advises County staff and residents on emergency plans.
- Coordinate emergency preparedness activities, training programs, operations drills, and disaster simulation exercises to prepare residents and staff to respond quickly and effectively in emergencies.
- Develop and manage the emergency management budget; oversees and coordinates documentation of expense and reimbursement activities during the recovery phase of any emergency.
- Prepare and make presentations and conduct other outreach activities for citizens and community groups regarding prevention, identification, and preparedness in emergency situations; participates in other public relations activities in support of the emergency preparedness program.
- Prepare and disseminate educational materials and programs to assist residents in preparing for emergencies both in the home and at work; promotes emergency safety programs.
- Serve as chairperson for the Local Emergency Planning Committee (LEPC).
- Prepare reports for the County Administrator, the Board of Supervisors, and the Local Emergency Planning Committee pertaining to emergency management activities.
- Manage environmental issues relative to identifying hazards; developing and approving remedial plans; hazardous waste handling and disposal; coordinates issues with other County staff.
- Evaluate security measures and/or equipment in place in County buildings, parks, and other facilities; identify improvement areas; make recommendations to augment and enhance security to mitigate risk and ensure employee/public safety in emergency situations.

- Develop emergency management plans/strategies for special events organized by the County, in consultation with County emergency service providers.
- Research and recommend emergency management grant opportunities; assist in preparation of grant applications and manages and monitors grants received.
- Collaborate with emergency communication personnel on protocols and in procuring and maintaining systems and equipment.
- Attend educational and training classes and seminars pertaining to Emergency Management and convey information of interest to local agencies through formal and informal training programs and meetings.
- Collaborate with county emergency service providers (e.g., Fluvanna Fire, Fluvanna Rescue, and LMVFD&RS, Inc.) to coordinate resources, review and modify response patterns, and assure the effective and most efficient use of resources.
- Coordinate collection and review of emergency service response and staffing data on an on-going basis; analyze data to identify needs and to drive the decision-making process regarding staffing, response assignments, etc.
- Develop and maintain a county-wide volunteer recruitment and retention program in concert with the Fire and Rescue Association (FRA).
- Recruit, train, manage, and direct volunteers to assist the County during emergency situations.
- Assist the FRA in expanding its role to include administrative and operation oversight of fire and rescue services, and in development of a county-wide strategic plan and vision statement.
- Work closely with the EMS agency supervisors to maintain awareness of current staffing levels during each response period.
- Develop a revenue recovery system plan for rescue services.
- Perform related duties as required.

Required Knowledge, Skills and Abilities

Knowledge of:

- Emergency, environmental and fire hazard prevention; principles and practices of emergency management, including hazard identification, mitigation, disaster preparedness, response and recovery.
- Incident Command System (ICS) and the National Incident Management System (NIMS); Emergency Operations Center (EOC) structure and operating procedures; emergency operations communications systems.
- Virginia Emergency Medical System requirements and training techniques for development of emergency service personnel.
- Interrelationships, responsibilities, goals and functions of local, State and Federal government in planning, conducting and implementing emergency services.
- Logistics and operations planning techniques to coordinate and evaluate methods of service delivery of emergency personnel and materials.
- Management Information Systems (MIS) and computer applications.
- Governmental responsibilities, programs and response plans for hazardous materials spills and/or nuclear emergencies.

Skills in:

- Preparing and presenting public information, and public speaking.
- Techniques for analysis and assessment of the types and extent of damages caused by various types of disasters.
- Operation and use of common office equipment including personal computers and copiers.
- Coordination and monitoring of emergency personnel activities, equipment, and supplies.
- Preparation of comprehensive reports, correspondence, and plans involving detail, statistical and other data, or instructions.

Ability to:

- Work independently and take initiative.
- Thrive in fast-paced, high-stress environments.
- Assess relative cost and benefits of potential actions.
- Identify emergency and safety exposures.
- Analyze and recommend loss mitigation, prevention and control strategies, policies and programs.
- Develop and implement emergency and education activity programs and training.
- Interpret State and Federal rules, regulations and directives governing disaster and emergency services.
- Exercise appropriate judgment in answering questions and releasing information, and in analyzing and projecting consequences of decisions and/or recommendations.
- Effectively communicate orally and in writing.
- Establish and maintain effective working relations with individuals, groups, and public agencies.

Acceptable Education, Experience, and Training

- Graduation from an accredited college or university with a Bachelor’s Degree in Emergency Management, Safety, Public or Business Administration, or related field. Three (3) to five (5) years of progressively responsible experience in emergency management, emergency services, or public safety, or any equivalent combination of education, training and experience.
- Emergency Management Certification or ability to obtain certification within one year of employment.
 - Certified Emergency Manager (CEM) designee by the International Association of Emergency Managers (IAEM) or Certificate of completion of the Federal Emergency Management Agency’s (FEMA) Professional Development Series for Emergency Management

Working Conditions and Physical Requirements

- Required to carry a cell phone and subject to recall at any time during an emergency and may be required to work long hours without normal days off.
- Must be able to travel in personal or assigned vehicle to emergency scenes, meetings, or public events in order to complete office assignments.
- Must be able to respond independently or as directed at odd hours and for extended periods of time during emergencies.
- Must be available to work some weekends and evenings for presentations, training, and meetings.
- Office environment exposure to computer screens; sitting for prolonged periods of time.
- Ability to work indoors/outdoors under adverse conditions for an extended period of time in the event of an emergency.
- Must have ability to occasionally lift, push/pull, and hold/carry 30 pounds.
- Must have the ability to frequently stand and sit, and occasionally walk over flat and uneven terrain.

Post Offer Requirements:

- Background check

Recommended by:	Approved as to form:	Approved:
Department Head Date	Human Resources Manager Date	County Administrator Date

Approved by Board of Supervisors on _____

EMS Staffing Costs

Specified Covered Hours per Week	Shift Hours
Medic - 06:00-18:00 Sun, Mon, Tue, Wed, Thu, Fri, Sat	84
EMT - 06:00-18:00 Sun, Mon, Tue, Wed, Thu, Fri, Sat	84

	Mar-Jun 2013		Year 2013	
	Days	Hours	Days	Hours
Weekday	85	1020	255	3060
Weekend	36	432	104	1248
Holiday	1	12	6	72
Total	122	1464	365	4380

	Regular Day	Weekday Night	Weekend* Day/Holiday**	Weekend* Night/Holiday**
Hourly EMT B/E Rate	\$22.96	\$24.48	\$24.10	\$25.24
Hourly EMT I/P Rate	\$27.78	\$29.30	\$28.92	\$30.06
Special Circumstance Hourly Rate [†]				
Hourly EMT B/E Rate	\$34.44	\$36.72	\$36.15	\$37.86
Hourly EMT I/P Rate	\$41.67	\$43.95	\$43.38	\$45.09

Weekdays	\$51,754.80	\$155,264.40
Weekends	\$22,904.64	\$66,168.96
Holidays	\$636.24	\$3,817.44
Total for Regular Hours	\$75,295.68	\$225,250.80
Estimate 2% Add'l Cost	\$1,505.91	\$4,505.02
TOTAL COST	\$76,801.59	\$229,755.82

*Designated Weekend Hours: Begin Friday at 18:00 through Monday at 06:00

**Designated Holidays: Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas, New Year's Day

[†]Special Circumstance Hourly Rates billed for shift coverage above current contracted hours, and are calculated using regular hourly rate of pay plus one-half hourly rate.

EMPLOYEE LEASING AGREEMENT

BETWEEN

THE RECTOR AND VISITORS OF THE UNIVERSITY OF VIRGINIA
ON BEHALF OF ITS MEDICAL CENTER

AND

COUNTY OF FLUVANNA, LAKE MONTICELLO VOLUNTEER FIRE DEPARTMENT AND
RESCUE SQUAD, INC., AND FLUVANNA COUNTY RESCUE SQUAD, INC.

THIS EMPLOYEE LEASING AGREEMENT (this “Agreement”) is made and entered into effective as of the 1st day of March, 2013 by and between **THE RECTOR AND VISITORS OF THE UNIVERSITY OF VIRGINIA on behalf of its Medical Center** (the “Medical Center”), and **COUNTY OF FLUVANNA, LAKE MONTICELLO VOLUNTEER FIRE DEPARTMENT AND RESCUE SQUAD, INC., AND FLUVANNA COUNTY RESCUE SQUAD, INC.** (“Rescue Squad”):

WITNESSETH

WHEREAS, Rescue Squad desires to lease certain employees of the Medical Center (the “Leased Employee(s)”) who can provide Rescue Squad Services as more specifically set forth in this Agreement; and

WHEREAS, the Medical Center agrees to lease its Leased Employees, as defined herein, to Rescue Squad;

NOW, THEREFORE, the Medical Center and Rescue Squad agree to the following terms:

I. BACKGROUND AND PURPOSE

Rescue Squad wishes to lease certain employees (“Leased Employees”) from the Medical Center to work with Rescue Squad in providing Rescue Squad Services to Rescue Squad patients. The general terms defining the lease relationship between the parties shall be set forth in this Agreement. The initial list of the Leased Employees current positions or job titles, shifts and Rescue Squad’s reimbursement rates are set forth in Exhibit A which is hereby incorporated by reference and a part hereof. Exhibit A may be amended at Medical Center’s sole discretion. Medical Center will provide Rescue Squad 30 days notice before implementing amended changes which significantly effect services provided under this agreement.

II. LEASED EMPLOYEES

A. Lease: The Medical Center agrees to lease to Rescue Squad the Leased Employees specified in Exhibit A to this Agreement at the differentiated rates specified in Exhibit A. All Leased Employees provided under this Agreement to Rescue Squad will be approved by County Administrator or his designee unless, due to an unforeseen incident where a prior approved Leased Employee can not provide services under this agreement, a substitute must be placed in the position to provide such services. In such substitute situations every reasonable effort will be made by the Medical Center to

obtain prior approval before assigning a substitute Leased Employee. In addition every effort will be made by the Medical Center to assign a substitute employee of the same skill level of Leased Employee being substituted however, if Leased Employee is substituted by a different skill level employee, Rescue Squad will reimburse the Medical Center at the rate specified in Exhibit A for the skill level of the employee replacing the Leased Employee. This substitution will be made to ensure coverage at or above the level of service outlined in this agreement.

B. Policies and Practices: Subject to terms of this Agreement, each Leased Employee shall remain subject to all of the Medical Center's applicable personnel policies and practices, to the extent such are consistent with the terms of this Agreement. Leased Employees shall comply with all Rescue Squad policies and procedures as applicable. Prior to the commencement of any Rescue Squad Services by Leased Employees, Rescue Squad and the Medical Center shall exchange copies of personnel policies and practices in effect during the term of this Agreement.

C. Supervision; Termination of Services. All Leased Employees shall report to and be supervised by the applicable Medical Center Medical Director(s) and Manager(s) who will oversee the placement of Leased Employees and ensure that the Leased Employees perform their duties within the confines of approved medical guidelines, as well as be compliant with Rescue Squad policies and procedures which Rescue Squad provides to the Medical Center pursuant to Section II. B. above.

III. REIMBURSEMENT

A. Salary, Base Pay, Differential Pay, Overtime, Bonuses and Holidays: The Medical Center shall compensate the Leased Employees in accordance with the Medical Center's standard compensation policies and practices. Rescue Squad shall reimburse the Medical Center according to the rates set forth in Exhibit A for any period in which Leased Employees provide services to Rescue Squad. Rescue Squad will schedule Leased Employees for holidays in accordance with the Medical Center's policy for holiday scheduling. Designated Holidays are set forth in Exhibit A. Reimbursement rates will be evaluated annually based on data from the period of July through March of the current contract year. Notice of any change in reimbursement rates will be given in April of the current contract year to be effective the following July 1.

B. Timely Reimbursements: The Medical Center will invoice Rescue Squad monthly for the services rendered pursuant to this Agreement, and Rescue Squad shall reimburse the Medical Center within thirty (30) days receipt of the invoice. Rescue Squad shall have the right to request that the Medical Center provide data to support any request for reimbursement made by the Medical Center, and the Medical Center shall promptly provide any such data that the Medical Center ordinarily maintains in the course of the Medical Center's business. However, Rescue Squad's obligation to make timely reimbursement under this Section III shall remain in effect without regard to any such request. If the Medical Center and Rescue Squad agree that any reimbursement made by Rescue Squad under Section III was in excess of the reimbursement due under Section III, such excess shall be taken into account as an adjustment in future reimbursements unless Agreement has terminated or such reimbursement exceeds 110% of reimbursement due under Section III, in which event the Medical Center shall promptly refund such overpayment to Rescue Squad.

IV. MEDICAL CENTER RESPONSIBILITIES

A. Licensure, Training: The Medical Center warrants that each Leased Employee is appropriately licensed or certified, trained and experienced to provide services required under the

performance of this Agreement and the Leased Employee's job descriptions. Leased Employee will, at all times while providing services under this agreement, meet the requirements of the Medical Center's Job Description/Performance Appraisal (JDPA) for their position. Those requirements will be provided to the rescue squad by the Medical Center upon written request. Throughout the term of this Agreement the Medical Center shall be responsible for ensuring that each Leased Employee maintains the appropriate licenses or certifications and completes any necessary training. Rescue Squad warrants that it will not require the Leased Employees to provide any services outside the scope of their individual licensure and relevant experience.

B. Employees' Benefit Plan: The Leased Employees shall continue to participate in the Medical Center's employee benefit plans in accordance with the terms and conditions of such plans. Leased Employees shall not be eligible for fringe benefits provided by Rescue Squad.

C. Workers Compensation, Unemployment Compensation and Other Governmental Programs: The Medical Center shall provide workers' compensation, unemployment compensation and all other benefits which an employer is required to provide for its Leased Employees under applicable law.

D. Insurance Premiums or Other Risk Related Costs: The Medical Center shall pay for the Leased Employees' professional liability insurance coverage as required in Section V of this Agreement.

V. RESCUE SQUAD RESPONSIBILITIES

A. Maintenance Standards: All Rescue Squad ambulances will adhere to maintenance schedules as outlined under the Rescue Squad Ambulance Operating License as defined through the Commonwealth of Virginia. Leased Employee will have the authority to request that any vehicle in need of maintenance be sent for maintenance and to use the next available ambulance in line for dispatch.

B. Equipment: Rescue Squad will provide all necessary equipment outlined by the Office of Emergency Medical Services required to transport and provide care to Rescue Squad patients. All equipment will be in good and safe working condition.

C. Compliance: Rescue Squad shall comply with the provisions of all applicable state, local, and federal laws and regulations and will obtain and maintain all federal, state, and local approvals, licenses, permits, and certifications required to operate as a rescue squad in Virginia.

D. Treatment and Working Conditions: Rescue Squad shall treat the Leased Employees on a basis which is no less nor more favorable than the treatment which Rescue Squad accords its own employees or members.

E. Orientation: If deemed necessary by Rescue Squad, Rescue Squad will provide an orientation to all Leased Employees which will include an explanation of job responsibilities and performance expectations, and of the policies and procedures of which Leased Employees must be aware in order to perform in an acceptable manner.

F. Responding Site: Rescue Squad shall provide, without cost to Medical Center, an appropriate designated location for Leased Employees to report to when responding to dispatched calls.

VI. CLAIMS AGAINST RESCUE SQUAD

If any claim or demand is made against or any right is asserted against Rescue Squad on the theory that Rescue Squad is the employer of any Leased Employee, Rescue Squad shall promptly so inform the Medical Center, and the Medical Center, in its sole and absolute discretion and subject to prior written approval of the Attorney General of Virginia, may act on behalf of Rescue Squad in responding to and defending against any such claim or demand or the assertion of any such right, in which event the Medical Center shall be responsible for payment of any settlements or other amounts found to be held liable under applicable law. If the Medical Center elects not to defend Rescue Squad but only to defend the Leased Employees, then Rescue Squad shall provide its own defense and be responsible for payment of any settlements or other amounts found to be due in any such claim or demand.

VII. INSURANCE COVERAGE

The Medical Center, at its sole expense, agrees to maintain insurance or other risk coverage programs for each Leased Employee for comprehensive general liability in the amount of one million dollars (\$1,000,000) per occurrence. In addition, the Medical Center, at its sole expense, agrees to maintain professional liability insurance for each Leased Employee who is a health care professional in a minimum amount not less than the limitation on recovery per occurrence specified in Section 8.01-581.15 of the Code of Virginia, as amended and superseded. The Medical Center shall, at its sole expense, maintain insurance or other risk coverage with limits not less than those set forth for other Medical Center employees. Upon request, the Medical Center shall provide Rescue Squad a certificate of insurance or evidence of self-funded coverage required by the Agreement. The Medical Center shall notify Rescue Squad in writing thirty (30) days prior to termination of any such insurance coverage for any reason whatsoever. Except as otherwise provided in this Agreement, the Medical Center and Rescue Squad shall be responsible for their own actions and/or omissions and are not responsible for the actions and/or omissions of the other.

VIII. MISCELLANEOUS

A. Amendment: This Agreement may be amended only by mutual agreement in writing executed by the parties.

B. Assignment: Neither the Medical Center nor Rescue Squad shall have any right to assign their respective rights and obligations under this Agreement to any other person.

C. Headings: The headings of sections and subsections of this Agreement are for reference only and will not affect in any way the meaning or interpretation of this Agreement.

D. Controlling Law: This Agreement shall be controlled by the laws of the Commonwealth of Virginia. Nothing herein shall be construed as a waiver of the sovereign immunity of the Commonwealth of Virginia.

E. Notices:

1. Any notice to Rescue Squad shall be given to:

Mailing: County of Fluvanna
Attention: County Administrator

Post Office Box 540
Palmyra, Virginia 22963

Physical: County of Fluvanna
132 Main Street
Palmyra, Virginia 22963

Lake Monticello Volunteer Fire Department and Rescue Squad, Inc.
10 Slice Road
Palmyra, Virginia 22963

Fluvanna County Rescue Squad, Inc.
90 Rescue Lane
Palmyra, Virginia 22963

2. Any notice to the Medical Center shall be given to:

Mailing: C. Milton Dunlap, III
Director Contracts Management
University of Virginia Medical Center
PO Box 800778
Charlottesville, Virginia 22908-0778

Physical: C. Milton Dunlap, III
Director Contracts Management
University of Virginia Medical Center
855 West Main Street
Republic Plaza 2nd Floor
Charlottesville, Virginia 22903

F. Independent Contractor Status: It is understood and agreed that the Medical Center and Rescue Squad, in performing their respective obligations under this Agreement, are at all times acting as independent contractors with respect to each other and the Leased Employees are being leased to Rescue Squad. Nothing in this Agreement is intended nor shall be construed to create an employer-employee or joint venture relationship. The Leased Employees shall remain employees of the Medical Center for federal tax purposes, and in any legal action or threatened action shall be defended and indemnified by the Medical Center to the same extent as with all other Medical Center employees. Rescue Squad shall not be responsible for withholding income tax, or for payment of unemployment insurance, social security or any other withholding or payment pursuant to any law of any governmental body relating to the Leased Employees, and shall not make available to the Leased Employees any of the grievance or other personnel rights available to Rescue Squad employees. The Medical Center is solely responsible for reporting and withholding taxes on income as provided by law.

G. Term and Termination of Agreement: The term of this Agreement will commence on March 1, 2013 and end on June 30, 2013, unless terminated as set forth below.

Either the Medical Center or Rescue Squad shall have the right to terminate this Agreement by ninety (90) days advance written notice to the other. However, Sections III, IV and V shall survive any such termination for duties and obligations which arose during the term of the Agreement.

H. Severability: In the event that a provision of this Agreement is held to be invalid or unenforceable, all remaining areas of the Agreement will remain in full force and effect.

I. Waiver: Waiver of breach of any provision of this Agreement shall not be deemed a waiver of any other breach of the same or different provision.

J. Entire Contract: This Agreement, together with all appendices hereto authorized and executed from time to time, constitutes the entire contract between the Medical Center and Rescue Squad regarding the services covered under this Agreement. Any agreements, promises, negotiations or representations not expressly set forth in this Agreement are of no force or effect.

K. Change of Laws: In the event there is a change in state or federal law, whether by statute, regulation, agency interpretation or judicial decision that in the reasonable opinion of counsel to Medical Center or Rescue Squad renders any of the material terms of this Agreement unlawful or unenforceable, then the applicable term(s) of the Agreement shall be subject to re-negotiation and either party may request re-negotiation of the affected term or terms of the Agreement, upon written notice to the other party, to remedy such condition and conform the Agreement to the requirements of law. If such re-negotiation is unsuccessful within the thirty (30) day period of time following written notification by the party requesting re-negotiation to the non-notifying party, then either party may terminate this Agreement without penalty.

In addition, either party shall have the right to request re-negotiation of the Agreement if, in good faith, counsel to Rescue Squad or the Medical Center determines in his/her judgment that the terms of this Agreement may reasonably be interpreted to violate any law or regulation applicable to it, which, if violated, would jeopardize the status of Rescue Squad or the Medical Center as a recipient of governmental funds for the provision of healthcare services or the status of Rescue Squad or the Medical Center as an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or any successor statute. If such re-negotiation is unsuccessful within the thirty (30) day period of time following written notification to the non-notifying party of the notifying party's request to renegotiate, then either party may terminate this Agreement without penalty.

EXHIBIT A

EMS SERVICES REIMBURSEMENT

Differential rates apply when majority of shift hours fall into specified category below. A majority of shift hours is defined as the number of whole hours greater than one-half (including meal breaks) of the Leased Employee's worked shift.

	Regular Day	Weekday Night	Weekend* Day/Holiday**	Weekend* Night/Holiday**
Hourly EMT B/E Rate	\$22.96	\$24.48	\$24.10	\$25.24
Hourly EMT I/P Rate	\$27.78	\$29.30	\$28.92	\$30.06
Special Circumstance Hourly Rate [†]				
Hourly EMT B/E Rate	\$34.44	\$36.72	\$36.15	\$37.86
Hourly EMT I/P Rate	\$41.67	\$43.95	\$43.38	\$45.09

*Designated Weekend Hours:

Begin Friday at 18:00 through Monday at 06:00

**Designated Holidays:

Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas, New Year's Day

[†]Special Circumstance Hourly Rates billed for shift coverage above current contracted hours, and are calculated using regular hourly rate of pay plus one-half hourly rate.

Specified Covered Hours per Week	Shift Hours
Medic - 06:00-18:00 Sun, Mon, Tue, Wed, Thu, Fri, Sat	84
EMT - 06:00-18:00 Sun, Mon, Tue, Wed, Thu, Fri, Sat	84
Total Hours Provider Coverage	168



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

P.O. Box 540, Palmyra, VA 22963 · (434) 591-1910 · FAX (434) 591-1911 · www.co.fluvanna.va.us

MEMORANDUM

TO: Board of Supervisors
FROM: Eric Dahl, Budget Analyst
SUBJECT: Capital Reserve Balance
DATE: December 12, 2012

The balance for the Capital Reserve for County and Schools in FY13 is as follows:

County Capital Reserve:

Beginning Budget:	\$156,026.00
LESS: Carysbrook Performing Arts Center Roof Replacement 11.7.12	-\$40,000.00
Available:	\$116,026.00

Schools Capital Reserve:

Beginning Budget:	\$169,748.00
LESS: Abrams School Handicap Ramp 11.7.12	-\$2,483.00
LESS: Fuel Site Computer System Replacement 11.20.12	-\$20,403.00
LESS: Replace Tube Bundle Heat Exchange Unit at Central Elementary 11.20.12	-\$5,180.00
LESS: Refurbish Original Lockers at Fluvanna Middle School 11.20.12	-\$7,400.00
Available:	\$134,282.00



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

P.O. Box 540, Palmyra, VA 22963 · (434) 591-1910 · FAX (434) 591-1911 · www.co.fluvanna.va.us

MEMORANDUM

TO: Board of Supervisors
FROM: Eric Dahl, Budget Analyst
SUBJECT: Contingency Balance
DATE: December 12, 2012

The balance for the BOS Contingency line for FY13 is as follows:

Board of Supervisors Contingency:

Beginning Budget:	\$100,000.00
LESS: Robinson, Farmer, Cox and Assoc. - Schools Efficiency Review 8.1.12	-\$20,249.80
Available:	\$79,750.20

EMS Contract Services:

Beginning Budget:	\$150,000.00
Available:	\$150,000.00

Total Available Budget: Board of Supervisors Contingency Line

\$ 229,750.20