



**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA FOR ORGANIZATIONAL/REGULAR MEETING**

Circuit Courtroom, Fluvanna Courts Building
March 6, 2013

**2:00 pm (Regular Meeting)
and 6:00 pm (Public Hearings and Work Session)**

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	
	None
5 - ACTION MATTERS	
C	Parks & Recreation Activities, Events, and Equipment Rental Fee Structure – Jason Smith, Parks & Recreation Director
D	Appointment to the Economic Development Authority (EDA), At-Large position – Mary Weaver, Clerk to the Board of Supervisors
6 - PRESENTATIONS (normally not to exceed 10 minutes each)	
E	VDOT Report – Joel DeNunzio, Residency Administrator
F	Clerk of the Circuit Court Budget Brief, Bouson (B.E.) Peterson, Clerk to the Circuit Court
G	Commissioner of the Revenue Budget Brief – Andrew (Mel) Sheridan, Commissioner of the Revenue
H	Commonwealth's Attorney Budget Brief – Jeff Haislip, Commonwealth's Attorney
I	Sheriff's Budget Brief – Sheriff Ryant Washington
J	Treasurer's Budget Brief – Linda Lenherr, Treasurer
7 - CONSENT AGENDA	
K	Minutes of February 20, 2013 – Mary Weaver, Clerk to the Board
L	Minutes of February 27, 2013 – Mary Weaver, Clerk to the Board
M	Capital Reserve Maintenance Request for new School Signage– Chuck Winkler, FCPS Assistant Superintendent
8 - ACCOUNTS PAYABLE	
Mc	Accounts Payable Report – Barbara Horlacher, Finance Director
9 - UNFINISHED BUSINESS	
	None
10 - NEW BUSINESS	
	None
11 - PUBLIC COMMENTS #2 (5 minutes each)	

RECESS – DINNER BREAK

RECONVENE @ 6:00pm

12 - WORK SESSION

General Budget Discussion

13 - PUBLIC HEARING (7:00 pm)

- N St. James Street Revitalization Project in the Town of Columbia – Patricia Groot, Grants Administrator
 - O Ordinance Amendment to County Code enabling Town of Columbia’s use of Planning Commission – Allyson Finchum, Planning Director and Patricia Groot, Grants Administrator
-

14 - WORK SESSION

Joint Work Session with the Louisa County Board of Supervisors

15 - CLOSED MEETING

TBD

16 - 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: March 6, 2013

SUBJECT:	Special Event/Rental Fee Structure
MOTION(s):	I move that the Board of Supervisors approve the proposed fee structure for Parks and Recreation activities and events with all proposed fees to be effective immediately, with the exception of the youth sports fees, which will be effective July 1, 2013.
STAFF CONTACT:	Jason Smith
RECOMMENDATION:	Approve
TIMING:	Immediately (Except youth sports – July 1, 2013)
DISCUSSION:	The Board directed staff to come up with a proposed fee structure regarding special events at Pleasant Grove Park.
FISCAL IMPLICATIONS:	N/A
POLICY IMPLICATIONS:	N/A
LEGISLATIVE HISTORY:	N/A
ENCLOSURES:	Proposed Parks and Recreation Fee Structure for activities, special events, and equipment/facility rentals.

Draft Proposal – March 6, 2013

(Changes and Additions marked in green)

Fluvanna County Parks, Facilities, Events, and Rental Equipment Fee Schedule

GENERAL USE FEES

Location	Category	Fees (1)	Period	Notes
Pleasant Grove Park	Athletic Field	\$10.00	Per Hour	Max of \$75 per day
	Tournaments (per Field)	\$75.00	Per Day	\$100 Deposit
	Grounds	\$30.00	Per Hour	\$100 Deposit
	Pole Barns	\$75.00	Per Day	\$100 Deposit
	Use of Utilities	\$25.00	Per Day	
Heritage Trail Pavilions	Large (40 people)	\$50.00	Per Day	\$100 Deposit
	Small (25 people)	\$25.00	Per Day	\$100 Deposit
Carysbrook Recreation Complex (2)	Athletic Field	\$10.00	Per Hour	Max of \$75 per day
	Athletic Field (w/Lights)	\$20.00	Per Hour	
	Tournaments (per Field)	\$75.00	Per Day	\$100 Deposit
	Gymnasium	\$50.00	Per Hour	\$100 Deposit
	Gymnasium (w/tarp)	\$60.00 \$75.00	Per Hour	\$100 Deposit
Bremono Park	Picnic Shelter	\$75.00	Per Day	\$100 Deposit
	Softball Field	\$10.00	Per Hour	Max of \$75 per day
	Tournaments (per Field)	\$75.00	Per Day	\$100 Deposit
Fluvanna Community Center (2)	Meeting Room (30 people)	\$35.00 \$20.00	Per Hour	\$100 \$50 Deposit
	Auditorium (125 people)	\$75.00	Per Hour	\$100 Deposit
	Entire Complex	\$110.00	Per Hour	\$100 Deposit
	Kitchen	\$10.00	Per Hour	\$25 Deposit
Rental Equipment	Tables	\$6.00 \$3.00 ea	Per Day	\$50 Deposit
	Chairs	\$3.00 \$1.00 ea	Per Day	\$50 Deposit
	PA System	\$50.00	Per Day	\$100 Deposit
	Tent Canopy 18'x30'	\$100.00	Per Day	\$100 Deposit
	Tent Canopy 14'x20'	\$75.00	Per Day	\$100 Deposit
Delivery & Setup Fees (Per Day)	Chairs (Folding)	\$1/Chair (Min. \$25)		No Setup Available
	Tables	\$1/Table (Min. \$25)		No Setup Available
	Tent Canopy's	\$25		Setup Available \$50

- Notes:
- (1) Non-county residents please add 15% to rental fee.
 - (2) \$15 per hour staffing fee (After Business Hours)

FIELD/FACILITY USE PRIORITIES AND FEES

Field Use Priorities

No.	Sponsor
1	Fluvanna County Parks and Recreation (FCPR) supported activities , games, practices, leagues and tournaments, including FCPR Youth Sports League Partners open to all individuals, regardless of skill level and must allow any eligible player to participate (e.g. Fluvanna Youth Soccer Association, Fluvanna Youth Baseball Association, Fluvanna Girls Softball Association, Fluvanna Lacrosse, etc.)
2	Fluvanna County Public School (FCPS) sponsored activities related to School Division programs
3	All others

Youth and Adult “Open to All” Leagues

Category	Season Fees	Notes
Fluvanna Youth Sports Leagues (“Open to All”)	\$3.00 per youth participant	Total fee paid by league based on number of youth participants at start of season.
Fluvanna Adult Sports Leagues (“Open to All”)	\$5.00 per adult participant	Total fee paid by league based on number of adult participants at start of season.

Youth and Adult “Travel/Try-Out” Leagues

Category	Season Fees	Notes
Travel and Try Out-based Leagues	\$5.00 per field per day (Lights - Add \$5.00 Per Day/Per Field)	Total fee paid by league based on number of fields used.

FESTIVALS AND MAJOR EVENT FEES

(Admission/Non-Admission Based Events)

A Special Event Permit is required if your gathering has **any** of the following elements:

- Alcohol
- Inflatables
- Specific location reservations
- Tents
- Stages
- Any advertising or sponsorship activities
- Use of amplified sound
- Walk/Run Route
- Selling or distributing of food, goods, or merchandise (includes exercise classes or boot camps)

Event Participants	Standard Fees (1) (2)	Period	Reservation Fee (3)	Damage Deposit (Min. \$100)	Setup/Breakdown/ Site Manager
Up to 250	\$100	Per Day	\$25.00	50% of standard fee	\$25.00/hour per employee
251 - 500	\$150	Per Day	\$25.00	50% of standard fee	\$25.00/hour per employee
501 – 2,500	\$250	Per Day	\$25.00	50% of standard fee	\$25.00/hour per employee
2,501 – 5,000	\$500	Per Day	\$25.00	50% of standard fee	\$25.00/hour per employee
5,001 and up	\$1000	Per Day	\$25.00	50% of standard fee	\$25.00/hour per employee

- Notes:
- (1) Non-county based residents/groups – Add 15% to standard fee.
 - (2) Non-Profit/Charitable Organizations – Deduct 50% off standard fee.
 - (3) Prepaid reservation fee will be deducted from standard fees unless event is cancelled without advance notice.

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 6, 2013

SUBJECT:	Appointment to the Economic Development Authority (EDA) At-Large position, replacing Tammy Grigg, who resigned.
MOTION(s):	I move to appoint _____ to the Economic Development Authority (EDA) At-Large position, with a term to begin immediately and to terminate June 30, 2016.
STAFF CONTACT:	Mary Weaver
RECOMMENDATION:	Approval
TIMING:	This position replaces Tammy Grigg, who resigned.
DISCUSSION:	Applicants who have shown an interest in this position are: Tom Barnes, currently on the Agricultural/Forestral Advisory Committee Richard Bucci, currently on the JABA Advisory Council Robert M. Lewis, formerly on the EDC Shelley Murphy, formerly on the EDC Catherine Palmer, formerly on the EDC David A. Perry, formerly on the EDC
FISCAL IMPLICATIONS:	None
POLICY IMPLICATIONS:	None
LEGISLATIVE HISTORY:	None
ENCLOSURES:	Boards and Commissions Applications

Interest in Economic Development Authority (formerly ID

Rivanna

Last Name Barnes **First Name** Tom **Date Recieved** 10/1/2008

Mailing Address 8 Colonial Road **City** Palmyra **State** VA **Postal Code** 22963-

Home Phone (434) 589-8473 **Work Phone** 4348725066 **Cell Phone/Other** (434) 509-5441

Fax **Email Address** tombarnes813@comcast.net

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

Education and Experience:

BS Biology, Glenville State College, Assoc. Forest Technology, 23yrs in insurance industry

Civic Activities and Committee Memberships:

Supervisor Committee of State Farm Federal Credit Union, United Way Campaign Chair; Member of Central VA Chapter of CPCU, Society of SCLA, Lake Christian Church

Interest in Committee:

I have always been involved in the communities where I have lived. This will also allow me to increase my knowledge along w/volunteering.

Comments:

Interest in Economic Development Authority (formerly ID

Rivanna

Last Name Bucci **First Name** Richard P. **Date Recieved** 8/18/2011

Mailing Address 5 Swan Court **City** Palmyra **State** VA **Postal Code** 22963-

Home Phone (434) 589-1196 **Work Phone** 4345892131 **Cell Phone/Other** (434) 989-8990

Fax **Email Address** dickbucci@embarqmail.com

Physical Address 5 Swan Court **City** Palmyra **State** VA **Postal Code** 22963

Education and Experience:

Hold bachelor's and master's degrees in business administration. Managed small and large organizations. Understand economics and planning. Currently self-employed as a consultant (8 years). Widely published writer on call center technologies. Published several papers on E-011 public safety answering points. Have excellent planning, writing, and organizational skills.

Civic Activities and Committee Memberships:

Over the years have been active in many professional and civic organizations but not active now. Here is a short list; Pond Mills Community Association (president), Virginia Discovery Museum (board member), Lake Monticello community assoc. (community fishing pier), Mutimedia Telecommunications Assoc. (board member), American Marketing Association (editor, treasurer, chapter president)

Interest in Committee:

Economic Development Authority, JABA Advisory Council, Thomas Jefferson partnership for Economic Development

Comments:

Interest in Economic Development Authority (formerly ID Columbia

Last Name Lewis **First Name** Robert M. **Date Recieved** 5/31/2007
Mailing Address 3443 Bybees Church Road **City** Palmyra **State** VA **Postal Code** 22963-
Home Phone (434) 589-1342 **Work Phone** 4345890777 **Cell Phone/Other**
Fax **Email Address** rmlmsljr@gmail.com
Physical Address **City** **State** **Postal Code**

Education and Experience:

2 yrs. Southern Conn. State University / 25 yrs food service/chef

Civic Activities and Committee Memberships:

American Saddlebred Horse of Virginia

Interest in Committee:

To be active in Economic Development.

Comments: appointed unexpired term in 2005, reappointed in 2007 full term,

Interest in Economic Development Authority (formerly ID

Rivanna

Last Name	Murphy	First Name	Shelley	Date Recieved	5/25/2011		
Mailing Address	36 Colonial Road	City	Palmyra	State	VA	Postal Code	22963-
Home Phone	(434) 806-7433	Work Phone		Cell Phone/Other	(434) 589-1006		
Fax		Email Address	keli1@aol.com				
Physical Address		City		State		Postal Code	

Education and Experience:

Master's; Organizational Mangement, Unviersity of Phoenix; Affordable Housing, Real Estate, Econ Development, Aging/Seniors, Nonprofit Community based org's Social Services & Planning, Education Youth

Civic Activities and Committee Memberships:

Albemarle Co. School Board/Charter School

Interest in Committee:

To become involved in my community

Comments:

Interest in Economic Development Authority (formerly ID

Palmyra

Last Name	<input type="text" value="Palmer"/>	First Name	<input type="text" value="Catherine"/>	Date Recieved	<input type="text" value="7/12/2010"/>		
Mailing Address	<input type="text" value="1997 Troy Road"/>	City	<input type="text" value="Troy"/>	State	<input type="text" value="VA"/>	Postal Code	<input type="text" value="22974-"/>
Home Phone	<input type="text" value="(434) 589-8596"/>	Work Phone	<input type="text"/>	Cell Phone/Other	<input type="text"/>		
Fax	<input type="text"/>	Email Address	<input type="text" value="herbcat12@embarqmail.com"/>				
Physical Address	<input type="text"/>	City	<input type="text"/>	State	<input type="text"/>	Postal Code	<input type="text"/>

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

Interest in Economic Development Authority (formerly ID

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:



Culpeper District
Fluvanna County Monthly Report
March 2013

Special Issues

- None at this time

Preliminary Engineering

PROJECT	LAST MILESTONE	NEXT MILESTONE	AD DATE
Route 53 Safety Project – Intersection Improvements at Route 618	Right of Way	Advertisement	October 2013
Route 715, Stag Road, Unpaved Road	--	Project Scoping – Fall 2012	August 2013
Route 6, Bridge replacement over Hardware River	Right of Way	Advertisement	November 2013
Route 6, Bridge replacement over Rivanna River	Right of Way	Advertisement	November 2013
Route 656, Bridge replacement over Holman Creek	Posting of Willingness	Right of Way – December 2012	March 2014
Route 15/53 Roundabout	Project Kick-off	Preliminary Design – Spring 2013	November 2014
Route 606, Hells Bend Road, Unpaved Road	--	Project Scoping – Summer 2015	February 2017

Construction Activities

- **Guardrail Repair GR07-967-096, N501**
Scope: Guardrail repairs – on call – District wide.
Next Major Milestone: Contract **Renewed**.
Contract Completion date: July 1, 2013.
- **Route 600/53 Intersection Improvement 0600-032-188, C501**
Scope: Construct roundabout
Next major milestone: Final paving, grading and installation of light poles.
Contract Completion Date: April 26, 2013.
- **Route 0632 Ballinger Creek Bridge Replacement**
Scope: Replace existing one lane bridge with quad box culvert.
Next Major Milestone: Road closed to through traffic February 4, 2013. Dismantle existing bridge.
Contract Completion Date: May 13, 2013

Traffic Engineering Studies

- **Completed**
 - **Route 706 Aldridge Lane**: Signing and speed limit review. Study complete, speed not changed. Additional signing and marking adjustments pending. VDOT Study Number- 065-0706-20120410-010
 - **Route 636 Garden Lane**: Rural Rustic review; Field review completed, 35mph speed limit recommended, additional “Dead End” Warning signs recommended. Sign installations pending. VDOT Study Number-065-0636-20121001-019
 - **Route 53 Thomas Jefferson Parkway**: Safety review complete. Report recommends a grading adjustment to improve sight distance – residency should work with development to complete work. VDOT Study Number- 065-0053-20121210-007
- **Under Review**
 - **None at this time**

Maintenance Activities

- **Limbing and brush trimming on various secondary routes**
- **Boom Axing guardrails**
- **Responding to customer service requests and work orders**

Budget Presentation
FY2014
Office of the Circuit Court

Presentation by

B.E. Peterson, Jr., Clerk of the Circuit Court.

Life-long resident of Fluvanna County,
Product of Cunningham District
Elementary School & Fluvanna County
High School

Budgets under control of the Clerk

- ◆ The budget for the Judge's office
- ◆ The budget for the Clerk's office (primary focus)

What does the Clerk's Office do?

- ◆ According to Virginia code, the duties of the Clerk of the Circuit Court number over 800.
- ◆ Without sufficient, qualified staff I would be unable to perform the job for which I was elected by the citizens of this County

Four Major Systems under one roof in one office

- ◆ Criminal Court System which handles felony and misdemeanor charges and appeals from District Court
- ◆ Civil Court System which handles all cases involving divorces, land disputes, etc. and cases in which the monetary disputes are \$15,000 or more
- ◆ Recordation System which handles all land records
- ◆ Probate System which handles all decedent's estates

Neighboring States

- ◆ Tennessee has 4 separate offices to handle these duties
- ◆ North Carolina and Maryland have at least 2 separate offices to handle these duties

Management of County Records



Passports



Concealed Gun Permits



Marriage Licenses

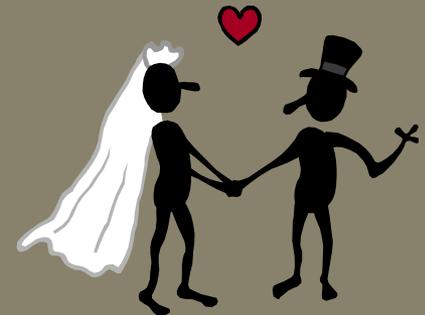


Trust Fund Management

3/1/2013



Maintaining Public Records and Providing Access



Other Important Duties

- ◆ Recording Judgments
- ◆ Recording Financing Statements
- ◆ Recording Certificates of Fictitious Name for businesses
- ◆ Qualifying Notary Publics
(all services except Passports are mandated by state law)

Management of Court Activities

Criminal Cases

Civil Cases

Adoption

Juvenile Appeals

Appeals from District & J&DR Courts



Liason with Sheriff's Department, Regional Jails, Commonwealth Attorney.



Assess fines & Court costs
Collection of fines & Court costs



Public Safety

- ◆ The Court & the Clerk's office are under the banner of Public Safety along with the Sheriff and the Commonwealth Attorney offices
 - ◆ FCSO Investigates alleged crimes & makes arrests
 - ◆ C/A Prosecutes alleged crimes
 - ◆ Court & Clerk's Office Tries defendants and, if found guilty, sentences

Court Operations

- ◆ Draft court orders
- ◆ Issue transportation orders
- ◆ Issue continued custody orders
- ◆ Issue disposition notices
- ◆ Issue capiases
- ◆ Issue summonses
- ◆ Issue subpoenas

Court Operations

We run the Jury System in Fluvanna County which involves a very substantial amount of work for my staff and myself along with the assistance of the FCSO.

Among other things, this includes:

Impaneling at least 6 grand juries per year, including jury commissioners.

Calling jurors for criminal and civil cases.

Unique Elements to the Budget

- ◆ Line items 403100-Professional Services and 403140-Technology Funds- \$40,596
- ◆ Professional Services & Technology Funds include Electronic Land Records and Secure Remote Access (internet) to land records.

These services are required by state law and

THE MAJORITY (\$37,596) ADVANCED BY THE COUNTY IS REIMBURSED BY THE STATE COMPENSATION BOARD.

Also included in line item 403100 is the Auditor of Public Accounts.

State law requires that the Clerk's Office be audited EVERY YEAR by the APA. However costs have been kept quite low due to the fact that in 23 years we have never received a Management Point (been written up). Our average time between audits has been 15 months which I believe is also due that fact.

Budget-Salaries

Staff of the Clerk's Office

23+ yrs. Bouson E. Peterson, Jr.

36+ yrs. Sandra Parrish

16+ yrs. Deborah Diemer

14+ yrs Nancy Pace

12+ yrs. Cathy Allen

5+ yrs. Deborah Wood

5+ yrs. Kimberlie Rouillard

1+ yrs. Trista Larson

Salaries--\$351,006, the only increase since July 2008 was last year which was only to offset the VRS requirement.

Total Payroll Budget including Salaries and Fringe Benefits
(Constitutional Officer and 7 Deputy Clerks)

\$487,926

Salaries—5 Comp Board Funded Positions
(substantially reimbursed),
3 County Funded Positions

FY13 Comp Board Reimbursements \$224,028

County Funded Salaries & Benefits
(after reimbursements) \$263,898

Comp Board Reimbursements cover 45.9%
of total Payroll Budget—Salaries & Fringe
Benefits.

Budget-Operational

	FY14 (recommended)	FY13 (budgeted)	FY13 (projected)	FY12 (budgeted)	FY12 (actual)
	67,776	58,861	58,861	58,861	63,787

Reimbursements

from

<u>Comp Board</u>	<u>-37,540</u>	<u>-37,596</u>	<u>-37,596</u>	<u>-37,540</u>	<u>-37,540</u>
-------------------	----------------	----------------	----------------	----------------	----------------

Reimbursements

For Postage & Copy

Expenses

<u>Direct from Court</u>	<u>-2,622</u>	<u>-3,828</u>	<u>-2,779</u>	<u>-5,570</u>	<u>-2,862</u>
--------------------------	---------------	---------------	---------------	---------------	---------------

<u>Net Cost-County</u>	<u>27,614</u>	<u>17,407</u>	<u>18,486</u>	<u>15,571</u>	<u>23,385</u>
------------------------	---------------	---------------	---------------	---------------	---------------

◆ Total Salaries & Benefits	\$487,926
◆ Total Operational Budget	<u>\$ 67,776</u>

Budget for FY14 **\$555,702**

◆ Comp Board reimbursement for salaries & benefits (based on FY13)	-\$224,028
◆ Comp Board reimbursements for operational budget(based on FY13)	-\$ 37,540

Total Comp Board Reimbursements **\$261,568**

Direct Reimbursements from
Circuit Court -\$ 2,622

Net cost to Fluvanna County **\$291,512**

We go a long way toward supporting ourselves

Revenue collected & paid to Fluvanna County:

FY12	\$358,645
FY13-YTD	\$224,820

Plus direct reimbursement to the County for Copy Expenses & Mailing Expenses (i.e. paper, toner, service contracts)

FY12	\$2,862
FY13-YTD	\$ 946

Revenue collected & paid to the Commonwealth of Virginia

FY12	\$1,162,558
FY13-YTD	\$ 787,285

Workload Measures

Work load increase from
Calendar Year 2011 to Calendar Year 2012

- ◆ **Deed Recordings** +15.08%
slight (2.21%) increase over 2010, first increase since 2005
- ◆ **Concealed Handgun Permits** +60.64%
91.39% increase over 2010, 400 applications in 2012, 157 ytd 2013
- ◆ **Restitution Payments** +24.70%
156.45% increase over 2010, took over this responsibility from
Probation in 2009 due to bonding considerations

◆ **Passport Applications** +67.72%

91.03% increase over 2010, 426 applications in 2012,
98 ytd 2013 we are the only office in the area that allows
walk-in applications

◆ **Judgments/Liens** 1007 in 2012, 2nd highest

Ever (slightly behind 2011, 84.0% increase since 2004)

◆ **Fictitious Name Statements** 97 in 2012 +1.04%

14.12% increase over 2010, highest in the past 6 years

◆ **Marriage Licenses** 110 in 2012 +2.8%

20.77% over 2010, highest in the past 6 years

What This Means

- ◆ For a very substantial number of Fluvanna County citizens, we are the face of Fluvanna County Government.
- ◆ I believe we have the largest amount of “foot traffic” of any County office.
- ◆ We are proud to serve as a Public Information Center

Conclusion

- ◆ I am extremely blessed to have one of the finest staffs, if not **THE FINEST**, of any of the 120 Circuit Courts in the entire state.
- ◆ But for all their dedication, knowledge and cordiality, they are one of the lowest paid in Fluvanna County Government.

- ◆ To continue to provide service in a very responsive, responsible, cordial and meaningful, manner, we **MUST** retain All of our present staff.

- ◆ My seven (7) Deputy Clerks are in dire need of significant salary increases, if only to attain a level that bears some semblance to Cost of Living Adjustments (COLA)
- ◆ Social Security COLA's for the last 5 years are as follows:
 - ◆ Jan., 2009: 5.8%
 - ◆ Jan., 2010: 0.0%
 - ◆ Jan., 2011: 0.0%
 - ◆ Jan. 2012: 3.6%
 - ◆ Jan 2013: 1.7%

11.1% = Total COLA for Social Security for the last 5 years

Does anyone doubt that the cost of gasoline, heating oil, electricity and food has gone up very significantly over the last 5 years?

I believe it time to show our employees that we value them and the best way to show that is with salary increases.

Commissioner of the Revenue – Proposed FY14

OBJECT CODE	ACCOUNT DESCRIPTION	FY09 ACTUALS	FY10 ACTUALS	FY11 ACTUALS	FY12 ACTUALS	FY13 BUDGET	FY14 BASELINE	FY14 BASELINE PLUS	FY14 CO ADMIN	NOTES		
401100	SAL & WAGE	217,173	212,726	217,701	220,201	236,418	229,195	229,195	229,195			
401300	PT SAL/WAG	228	1,824	0	0	0	0	0	0			
402100	FICA	16,437	16,386	16,480	16,700	17,740	17,187	17,187	17,187			
402210	VRS	29,470	29,095	34,114	34,215	29,887	29,887	29,887	29,887			
402300	MEDINS	14,331	15,333	16,731	18,095	18,144	18,144	18,144	18,144			
402400	GRPLIFE	1,763	1,290	610	457	2,721	2,721	2,721	2,721			
402700	WORKCOMP	271	321	262	280	200	240	240	240			
403100	PROFSVCS	10,771	17,289	12,688	11,581	14,300	14,615	14,615	14,615	3,600	Stonewall Technologies-Vamanet	
										4,000	Stonewall Technologies - CAMRA software	
										3,000	NADA - vehicle pricing	
										745	Vessel Valuation - boat pricing	
										3,000	Business Data of Virginia - Bright system support	
										100	Virginia Interactive LLC - DGIF access fee	
										100	Treasurer of Virginia - Notary fees	
										70	DMV Access fee	
403131	ADPSERV	2,575	5,972	4,979	0	0	0	0	0	0		
403310	REP/MAINT	0	0	43	316	100	416	416	416	16	Vehicle Inspection	
										400	Vehicle Oil Changes/Repairs/Maint.	
403320	MAINTCONT	117	123	0	0	0	0	0	0	0		
403500	PRINTING	1,903	2,192	798	854	1,090	1,540	1,540	1,540	800	Palmyra Press - Land Use, BPP, Tax Relief forms/envelopes	
										200	Richmond Blueprint - tax map printing	
										540	M&W Printers - Land Book printing	

OBJECT	ACCOUNT	FY09	FY10	FY11	FY12	FY13	FY14	FY14	FY14		
CODE	DESCRIPTION	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BASELINE	BASELINE PLUS	CO ADMIN	NOTES	
403600	ADVERT	0	45	28	56	350	100	250	250	200	Fluvanna Review/Newspapers - reminder ads for Land Use/Tax Relief
										50	Advertise to fill vacancy in office - one time expense
405210	POSTAL	2,063	3,228	2,978	3,555	3,100	1,140	1,140	1,140	40	Postmaster - PO Box fee
										1,100	Pitney Bowes - postage
405230	TELECOMM	2,121	1,784	1,835	1,653	2,100	1,700	1,700	1,700	1,100	ISDN/VITA
										600	Cell Reimbursement
405305	VEHICLEINS	475	475	475	454	455	494	494	494	494	Vehicle Insurance
405410	LEASERENT	2,406	3,794	2,401	2,195	2,400	5,180	5,180	5,180	1,620	Automated Office Systems - copier lease
										800	Automated Office Systems - printer lease
										360	Shenandoah Valley Water- water cooler
										2,400	Pitney Bowes - lease meter
405510	MILEAGE	166	53	13	0	160	150	150	150	0	
405530	SUB&LODG	671	667	567	490	750	1,000	1,000	1,000	750	COR conferences lodging
405540	CONVEDUC	551	1,262	225	550	360	1,200	1,200	1,200	600	Registrations for certification classes/conferences
405810	DUES	680	725	525	480	475	440	440	440	75	Virginia Association of Local Elected Constitutional Officers
										300	Commissioner of the Revenue Association - office membership
										25	Central District Commissioner's Assoc dues
										40	Virginia Association of Assessing Officers

Commissioner of the Revenue

Operating Expenses - % of Budget							
FY		Operating Budget		Total Budget			<u>%</u>
2006		\$38,283.00		\$262,003.00			14.61%
2007		\$37,600.00		\$283,043.80			13.28%
2008		\$41,281.00		\$301,730.00			13.68%
2009		\$38,896.00		\$321,850.00			12.09%
2010		\$31,486.00		\$322,371.00			9.77%
2011		\$35,086.00		\$312,371.00			11.23%
2012		\$27,596.00		\$313,944.00			8.79%
2013		\$29,290.00		\$334,400.00			8.76%
2014		\$31,125.00		\$328,499.00			9.47%

TAB H

Commonwealth's Attorney
Budget Brief

Information is forthcoming and
will be available night of
meeting

TAB I

Sheriff's Budget Brief

Information is forthcoming and
will be available night of
meeting

TAB J

Treasurer's Budget Brief

Information is forthcoming and
will be available night of
meeting

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 6, 2013

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, February 20, 2013 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 February 20, 2013

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
February 20, 2013, 7:00 p.m. Regular Meeting
(and Budget Work Session with FCPS and for CIP)**

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

SCHOOL BOARD MEMBERS PRESENT: Camilla Washington, Chairwoman
Carol Tracy Carr, Vice Chairwoman
Bertha Armstrong
Charles Rittenhouse

SCHOOL BOARD MEMBERS ABSENT: Brenda Pace

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Kenney called the meeting of Wednesday, February 20, 2013, to order at 7:00 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:

- Welcomed Mr. Robert Truocolo, the Emergency Services Coordinator, started February 19, 2013.
- Parks & Recreation’s Father-Daughter Dance has grown from 13 “couples” to almost 200 dads and daughters in four years.
- Department of Social Services requested to brief their budget to the Board on February 27, 2013.
- Three additional Fluvanna County Public School technology items were added to the Capital Improvement Plan (CIP).
- Mr. Steve Nichols will be out of the office Monday February 25, 2013. Mr. Robert Popowicz will be acting County Administrator.
- Reviewed the median value for Real Estate rates from 2003 through 2013.
- Reviewed Personal Property current and delinquent taxes from FY10 through current projections.

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

Elimination of the Economic Development Commission (EDC) - Mr. Robert Popowicz, Community and Development Coordinator, addressed this request to eliminate the Economic Development Commission (EDC).

MOTION:

Mr. Ullenbruch moved to eliminate the Economic Development Commission since the Commission has served their intended purpose prior to the hiring of a full-time Economic Development Director, with such elimination to be effective immediately. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

Replacement of Animal Control Vehicle – Mr. Eric Dahl, Budget Analyst, and Col Eric Hess, Sheriff’s Department, addressed this request to replace an Animal Control Vehicle.

MOTION:

Mr. Ullenbruch moved to approve a budget transfer for \$30,000 from Debt Service for Patrol Vehicle’s to the Capital Fund Patrol Vehicle line in the FY13 budget. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

Agreement between Town of Columbia and the County – Mrs. Pat Groot, Grants Administrator addressed this request to adopt an agreement to share services with the Town of Columbia. Mr. Fred Payne, County Attorney explained what services would be covered and what services would be charged to the county and reimbursed by the Town of Columbia. The Board of Supervisors can waive fees at their discretion.

MOTION:

Mr. Chesser moved to adopt the attached Cooperative Services Agreement between the County and the Town of Columbia in accordance with § 15.2-2218 of the Virginia Code. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

PRESENTATIONS

None

CONSENT AGENDA

Mr. Weaver requested the minutes from February 06, 2013 be amended to read:

“Mr. Weaver requested a listing of the legal requirements for the monitoring and state mandates of the landfill.”

The following items were approved under the consent agenda:

MOTION:

Mrs. Booker moved to approve the consent agenda, which consisted of:

- Minutes from February 06, 2013 as amended.
- Minutes from February 13, 2013.

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

None

UNFINISHED BUSINESS

None

NEW BUSINESS

None

BUDGET WORK SESSION

Budget Work Session with FCPS – Chairwoman Camilla Washington called the School Board work session to order and introduced Ms. Gena Keller, School Superintendent, to present the information on the school budget. Ms. Keller reviewed with the Board the four strategic priorities for Fluvanna County Public Schools:

- Provide a quality education to all students.
- Build a culture that is conducive to learning in a safe and nurturing environment.
- Foster relationships with our community.
- Operate in an effective and efficient manner.

Ms. Keller also discussed with the Board their plans for focusing ahead, the FY14 budget priorities, cost projections for Planned Career and Technical Education Programs and salary scales. Mr. Chuck Winkler, Assistant Superintendent, discussed the pupil-teacher ratio along with transportation possibilities. Both Boards discussed being prepared for future growth and discussed the need for a new elementary school in three to five years. Ms. Carr mentioned that there is no cost to identify issues for the need of a new elementary school, would like to start as soon as possible identifying what needs to be done.

Capital Improvements Plan (CIP) – Mr. Eric Dahl, Budget Analyst, presented the FY14 recommendations for the Capital Improvement Plan and what they include. Representatives for the Capital Improvement projects submitted are present and available for questions.

The Board discussed the hydro geologic study project, facility assessments, replacement of sheriff's vehicles and school buses. Mr. Steve Nichols, County Administrator, discussed the plans for the projected water funds.

The Board **directed staff** to add construction of a new elementary school to the CIP.

PUBLIC COMMENTS #2

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

- Carrie Murphy-Hammond, Representative for Town of Columbia – Thanked the Board for their approval of the shared services agreement and thanked Ms. Patricia Groot for all her hard work on getting this accomplished.
- Bill Sullivan, Rivanna District – Great to see discussions around Economic Development and the school budget. Would like to have heard discussion on whether the school budget is feasible or not.
- Eric Thompson, Cunningham District – addressed the Board in regards to gun confiscation, pass an anti-drunk bill, discuss Lake Monticello succeeding from Fluvanna County, would like to see the Declaration of Independence hanging in the high school, change the fight song, consider the value of the dollar, and would like to be able to sort the schools budget on the website. What is the return of investment on our students, everything is going up except my salary, can't keep up with global inflation.

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 9:27 p.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-6, and 2.23711-A-7 for discussion of Investment of Funds, and Legal Matters. 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 10:04 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

MOTION:

At 10:05 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, February 20, 2013, on motion of Mr. Weaver, seconded by Mr. Ullenbruch, 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.”

ADJOURN

MOTION:

At 10:06 p.m., Mr. Chesser moved to adjourn the meeting of Wednesday, February 20, 2013. Mr. Ullenbruch 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 COOPERATIVE SERVICES

DRAFT

AGREEMENT

This agreement, made as of the ____ day of _____, 2013, by and between the **County of Fluvanna**, a political subdivision of the Commonwealth of Virginia, (“the County”), and the **Town of Columbia**, a municipal corporation and political subdivision of the Commonwealth of Virginia (“the Town”),

WITNESSETH:

WHEREAS the Town is a municipal corporation located within the limits of the County; and

WHEREAS the Town desires to provide to its citizens certain services in an efficient and economical manner; and

WHEREAS the Town and the County believe that such services can best be provided through cooperation between the Town and the County for the provision of such services; and

WHEREAS the Town and the County recognize that the law authorizes such cooperation, including, but not necessarily limited to, Virginia Code Sections 15.2-1513, *ff.*, and 15.2-2218;

NOW THEREFORE, for and in consideration of the premises, the Town and the County hereby agree as follows:

1. **Collection and enforcement of taxes and other assessments:** The County agrees to make available to the Town services for the collection and enforcement of Town taxes, including printing and mailing of bills; deposit and accounting for receipts; and reporting to the Town with respect to the same. The County agrees to remit to the Town all tax payments received, after the payment of an administrative fee in an amount to be agreed upon between the Town and the Treasurer of the County. The Town agrees to provide to the County the names, addresses, property descriptions, assessment data, tax rates and all other information reasonably necessary to the County for purposes of collection, including supplementing such information from time to time and as required by the County. It is understood by the parties that such tax collection will be performed primarily by the Treasurer of the County and that such collection will be continued at the discretion of the Treasurer. The County further agrees that Town taxes will be treated similarly to the County taxes for purposes of collection by the County’s tax collection attorney.

2. **Planning commission of County to serve Town:** The County agrees that the planning commission of the County shall serve also as the planning commission of the Town in accordance with the provisions of Virginia Code Section 15.2-2218. The foregoing shall be subject to the approval by both the Town and the County of an appropriate ordinance, after due notice and public hearing, to authorize the same. To the extent that any member of the commission shall be entitled to remuneration or reimbursement for expenses incurred on behalf of the Town, the Town agrees to reimburse the County for the same.

3. **Provision of planning and code enforcement services:** The County agrees to share with the Town the services of the director of planning and development and of the building official in accordance with the provisions of Virginia Code Section 15.2-1513, *ff.* It is understood and agreed that the director of planning and development and the building official may employ the services of such other employees of the County as may be appropriate to ensure efficient service to the citizens of the Town as well as the County, provided that the same may be provided to the Town without unreasonably interfering with the provision of services to the County. In so acting, all such County employees shall have all rights, powers and duties as may be provided by law, including, but not limited to, the provisions of Virginia Code Section 15.2-1514. All such County employees shall continue to be considered County employees for purposes of Virginia Code Section 15.2-1515. Nothing herein shall be deemed to alter the job description of any such employee except to the extent that the duties set forth in each such description shall be deemed to apply to the Town as well as to the County.

4. **Other County services to the Town:** The County agrees to share with Town the services of other County officers and employees, including the County attorney, not otherwise already required by law, as may be needed by the Town. The provision of such services shall be subject to the approval of the County, from time to time, and the Town shall reimburse the County for all fees and other expenses which shall be incurred by the County on account of such services. Nothing herein shall be construed to require the County to hire additional personnel or to acquire, at the County's expense, any additional equipment or materials.

5. **Expenses:** The Town shall be solely responsible for the payment of any and all out of pocket expenses incurred on account of the provision of such services, including, but not necessarily limited to, court costs, consultant fees, mileage and the like. Except as may be provided in the County's generally applicable policies, including, but not limited to, the payment of mileage for members of the planning commission and the terms of the County's contract with the county attorney, the County agrees to provide an estimate of all potential charges for which the Town will be billed prior to the provision of such services.

6. **Term of Agreement:** This agreement shall have effect the date first above written and shall continue in effect for one year thereafter, whereupon the term of this agreement shall be automatically renewed for additional successive periods of one year unless either shall notify the other, in writing, not less than 60 days prior to the end of the then current term.

In witness whereof, the Town and the County have caused this agreement to be signed by their respective duly authorized agents.

TOWN OF COLUMBIA

COUNTY OF FLUVANNA

BY _____
Mayor

BY _____
Chairman of the Board of Supervisors

Date: _____

Date: _____

APPROVED AS TO FORM:

County attorney

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 6, 2013

SUBJECT:	Adoption of the Fluvanna County Board of Supervisors work session meeting minutes.
MOTION(s):	I move the work session meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, February 27, 2013 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 February 27, 2013

**FLUVANNA COUNTY BOARD OF SUPERVISORS
WORK SESSION MINUTES
Circuit Court Room
February 27, 2013, 6:00 p.m.
(Non-Profit Presentations)**

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
Mary Weaver, Clerk to the Board of Supervisors

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Kenney called the meeting of Wednesday, February 27, 2013, to order at 6:00 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:

- Planning Commission Meeting for tonight has been moved to the Morris Room.
- The March 6th Board of Supervisors regular meeting will begin at 2:00 p.m., and include Constitutional Officer Budget Presentations. The work session will start at 6:00 p.m. with general budget session, followed at 7:00 p.m. by two advertised public hearings, and a joint work session with the Louisa County Board of Supervisors.

AGENCY PRESENTATIONS

The following agencies provided a quick presentation to the Board regarding each of their respective agencies and their budget requests:

- Department Social Services by Susan Muir
- Monticello Area Community Action Agency (MACAA) by Libby Edwards-Allbaugh
- Thomas Jefferson Partnership for Economic Development (TJPED) by Helen Cauthen
- Central Virginia Small Business Development Center (CVSBDC) by Nora Gillespie
- Piedmont Workforce Network by Heather Foor
- JAUNT by Brad Shetfield
- Jefferson Area Board for Aging (JABA) by Marta Keane
- Piedmont Housing Alliance By Shelley Murphy
- Legal Aid Justice Center by Kathleen Caldwell
- OAR/Jefferson Area Community Corrections by Patricia Smith
- Shelter for Help in Emergency by Sarah Ellis
- Scottsville Rescue Squad by Brian Crop
- Youth Advisory Council (YAC) by Jackie Meyers
- Animal Response/F-CART by Jackie Meyers
- Streamwatch by Rose Brown
- Thomas Jefferson Soil & Water Conservation District by Alyson Sappington
- Region Ten by Charles Fawcett
- Sexual Assault Resource Agency by Rebecca Weybright
- Jefferson Area CHiP by Judy Smith
- Fluvanna Chamber of Commerce by Scott Valentine
- Fluvanna Arts Council by Adele Schaefer
- Piedmont Virginia Community College (PVCC) by Steve Parker
- Fluvanna Leadership Program by Kathy Swenson Miller

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CLOSED MEETING**MOTION TO ENTER INTO A CLOSED MEETING:**

At 7:56 p.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-6, 2.2-3711-A-7 and 2.23711-A-7 for discussion of Investment of Funds and Legal Matters. Mr. Ullenbruch 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 8:29 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 8:30 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, February 27, 2013, on motion of Mr. Weaver, seconded by Mrs. Booker, 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 Discussion – The Board would like to discuss the general summary budget at the March 6, 2013 work session, as well as get an update on the State budget impacts following the recent General Assembly. The Board discussed general budget areas, as well as getting water to Zion Crossroads and the proposed funds needed to accomplish a water project.

ADJOURN**MOTION:**

At 8:59 p.m., Mr. Chesser moved to adjourn the meeting of Wednesday, February 27, 2013. Mrs. Booker 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

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: 3/6/13

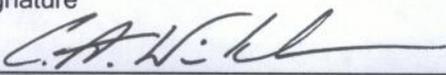
SUBJECT:	Capital Reserve Request – School Signage
MOTION(s):	I move that the Board of Supervisors approve the Capital Reserve Request of \$3,832.98 for School signage.
STAFF CONTACT:	Chuck Winkler, Assistant Superintendent
RECOMMENDATION:	Approve
TIMING:	Immediately
DISCUSSION:	See attached request
FISCAL IMPLICATIONS:	\$3,832.98 from School Capital Reserve funds: current balance is \$119,413.
POLICY IMPLICATIONS:	NA
LEGISLATIVE HISTORY:	NA
ENCLOSURES:	Capital Reserve Maintenance Fund Request



Capital Reserve Maintenance Fund Request

Section 1 - REQUEST			
Requesting Department/Agency	Dept/Agency Contact	Date of Request	
Fluvanna County Public Schools	Chuck Winkler	2013/02/13	
Phone	Fax	Fiscal Year	
(434) 589-8208	(434) 589-2248	FY13	
Reserve Fund Purpose Category: Other one-time, minor capital projects less than \$20,000			
Description of Project/Repair	Qty	Unit Price	Total Price
Anodized, engraved aluminum signs to cover existing signage to reflect school name changes at Fluvanna Middle School and Carysbrook Elementary.			
Carysbrook Elementary School sign	1	\$2,851.90	\$2,851.90
Fluvanna Middle School sign	1	\$981.08	\$981.08
		Total Request:	\$3,832.98

Description and justification for proposed use.
The opening of the new high school included transition of grade levels throughout existing buildings. Concrete monument signs exist at the former middle school and high school. Installing anodized aluminum panels will identify the former middle school as Carysbrook Elementary and the former high school as Fluvanna Middle School.

Department/Agency Head Name	Signature	Date
Chuck Winkler		2013/02/13

Section 2 - REVIEW		
Recommended?	County Finance Director	Date
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Recommended?	County Administrator	Date
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

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



COUNTY OF FLUVANNA

“Responsive & Responsible Government”

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

MEMORANDUM

Date: March 6, 2013
From: Department of Finance
To: Board of Supervisors
Subject: Accounts Payable Report (January 26, 2013 through February 22, 2013)

1. Staff recommends that the Board of Supervisors ratify the expenditures in the attached report and summarized below.

CATEGORY	AMOUNT
General	1,154,167.54
Community Programs	
Federal Grants	
State/Local Grants	
Capital Improvements	262,007.19
Debt Service	3,150.00
Sewer	
Fork Union Sanitary District	
Total Expenditures by Fund	1,419,324.73
Payroll	442,898.11
Total Payables & Payroll	1,862,222.84

MOTION

I move the Accounts Payable and Payroll be ratified for the period January 26, 2013 through February 22, 2013 in the amount of \$1,862,222.84.

Enclosures: AP Report

	A	B	C	D	E	F	G	H	I	J	K	
1	County of Fluvanna		From Date: 1/26/2013									
2	Accounts Payable List		To Date: 2/22/2013									
3	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount					
4	Fund # - 100 GENERAL FUND											
5	GENERAL FUND											
6	AFLAC	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 011813	000000016532	1/24/2013	2/7/2013	197.68					
7	ANTHEM LOCAL CHOICE HEALTH CARE PLAN	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 010413	000000016140	1/3/2013	2/7/2013	207036.23					
8	BENEFICIAL DISCOUNT CO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 112312	000000015248	11/26/2012	2/7/2013	216.02					
9	FIRST FINANCIAL ADMINISTRATORS INC	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 010413	000000016141	1/3/2013	2/7/2013	16298.25					
10	HERBERT L BESKIN, TRUSTEE	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 010413	000000016136	1/3/2013	2/7/2013	860					
11	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 011813	000000016538	1/24/2013	2/7/2013	234.04					
12	NEW YORK LIFE INSURANCE CO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 010413	000000016133	1/3/2013	2/7/2013	1034.68					
13	NY LIFE INSURANCE & ANNUITY CORP	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 010413	000000016135	1/3/2013	2/7/2013	180					
14	TREASURER OF VIRGINIA	SHERIFF'S FEE PAY TO C/W VA	SHEDRIFF FEES	77137	1/30/2013	1/30/2013	270.01					
15	UNITED STATES TREASURY	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 011813	000000016541	1/24/2013	2/7/2013	1200					
16	VIRGINIA CREDIT UNION	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 010413	000000016134	1/3/2013	2/7/2013	600					
17	VRS	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 011813	000000016537	1/24/2013	2/7/2013	429673.31					
18								Total:				\$657,800.22
19	<hr/>											
20	REAL ESTATE TAXES											
21	ONE-TIME OVR PAY TAX	OVERPAYMENT OF TAXES	O PAY TAX	JAN 2013	1/30/2013	1/30/2013	5417.87					
22								Total:				\$5,417.87
23	<hr/>											
24	BOARD OF SUPERVISORS											
25	E.W. THOMAS	SUBSISTENCE & LODGING	DINNER/SNACKS	1022 01032013	1/3/2013	2/8/2013	50.59					
26	FLUVANNA REVIEW	ADVERTISING	AD	FRCK 02012013	2/1/2013	2/8/2013	99					
27	PARK PALAIS, LLC.	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	20798	1/30/2013	2/22/2013	33803.37					
28	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE MACHINE	20799422868 020413	2/4/2013	2/8/2013	24.08					
29	VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL PHONES	6841081180	2/6/2013	2/8/2013	120.03					
30								Total:				\$34,097.07
31	<hr/>											
32	COUNTY ADMINISTRATOR											
33	BANK OF AMERICA	FURNITURE & FIXTURES	MONTHLY STATEMENT	M WEAVER JAN 2013	1/30/2013	2/8/2013	354.95					
34	BANK OF AMERICA	OFFICE SUPPLIES	MONTHLY STATEMENT	RODISH JAN 2013	1/30/2013	2/8/2013	675.29					
35	CANON SOLUTIONS AMERICA, INC.	PROPERTY INSURANCE	EQUIPMENT	4008663117	2/1/2013	2/22/2013	148					
36	CENTURYLINK	TELECOMMUNICATIONS	TRUNK LINE	591-1900 01/16/2013	2/8/2013	2/8/2013	23.23					
37	FAYES OFFICE SUPPLY	OFFICE SUPPLIES	SUPPLIES	012013	1/30/2013	2/8/2013	178.39					
38	KODIAK, LLC.	LEASE/RENT	SHREDDING	0205	2/5/2013	2/22/2013	50					
39	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE MACHINE	20799422868 020413	2/4/2013	2/8/2013	44.9					
40	SHENANDOAH VALLEY WATER	SUBSISTENCE & LODGING	WATER	A346430013	1/1/2013	2/8/2013	149.5					
41	SIMPLE INFORMATION.COM	CONVENTION AND EDUCATION	IT TRAINING	1278	2/5/2013	2/22/2013	198					
42	UNIVERSITY OF VIRGINIA	BOOKS/PUBLICATIONS	MEMBERSHIP	MCSS1559	1/11/2013	2/8/2013	270					
43								Total:				\$2,092.26
44	<hr/>											
45	COUNTY ATTORNEY											
46	PAYNE & HODOUS	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	93652	1/31/2013	2/8/2013	21555.27					
47								Total:				\$21,555.27
48	<hr/>											



	A	B	C	D	E	F	G	H	I	J	K
3	Vendor Name	Charge To		Description		Invoice Number	Invoice Date	Check Date		Check Amount	
49	COMMISSIONER OF THE REVENUE										
50	ANDREW M. SHERIDAN, JR.	SUBSISTENCE & LODGING		PARKING REIMBURSEMENT		VN71937	1/29/2013	2/8/2013		16	
51	AUTOMATED OFFICE SYSTEMS	LEASE/RENT		EQUIPMENT		058346	1/30/2013	2/22/2013		19.38	
52	BANK OF AMERICA	SUBSISTENCE & LODGING		MONTHLY STATEMENT		SHERIDAN JAN 2013	1/30/2013	2/8/2013		86.89	
53	BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES		CONSULTING		20101461	1/11/2013	2/8/2013		4908.47	
54	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		19.36	
55	COMMISSIONER OF THE	CONVENTION AND EDUCATION		REGISTRATION		031411	2/5/2013	2/22/2013		30	
56	DMV	PROFESSIONAL SERVICES		SECURID TOKEN		13038127	2/7/2013	2/22/2013		65	
57	FAYES OFFICE SUPPLY	OFFICE SUPPLIES		SUPPLIES		012013	1/30/2013	2/8/2013		70.14	
58	KODIAK, LLC.	PROFESSIONAL SERVICES		SHEREDDING		40451	2/5/2013	2/22/2013		156	
59	SHENANDOAH VALLEY WATER	OTHER OPERATING SUPPLIES		WATER		B4232210-13	2/1/2013	2/22/2013		84.18	
60	STONEWALL TECHNOLOGIES	PROFESSIONAL SERVICES		MEMBERSHIP		7903	1/31/2013	2/22/2013		300	
61	TREASURER OF VIRGINIA	OFFICE SUPPLIES		NOTARY		vn71947	2/14/2013	2/22/2013		45	
62											
63											
64	TREASURER										
65	BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES		CONSULTING		20101460	1/11/2013	2/22/2013		450	
66	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		23.23	
67	DMV	DMV-ONLINE		DMV STOPS		13031427	1/31/2013	2/22/2013		120	
68	PALMYRA PRESS, INC	PRINTING AND BINDING		DOG TICKETS		3161	2/6/2013	2/22/2013		793	
69	RESERVE ACCOUNT	POSTAL SERVICES		POSTAGE		33558099 02-07-2013	2/7/2013	2/8/2013		10000	
70	SHENANDOAH VALLEY WATER	LEASE/RENT		WATER		01022013	2/1/2013	2/22/2013		67.5	
71	VERIZON 721970783-00001	TELECOMMUNICATIONS		CELL PHONES		6841081180	2/6/2013	2/8/2013		49.69	
72											
73											
74	INFORMATION TECHNOLOGY										
75	BANK OF AMERICA	ADP SERVICES		MONTHLY STATEMENT		MCMAHON JAN 213	1/30/2013	2/8/2013		1079.93	
76	BANK OF AMERICA	ADP SUPPLIES		MONTHLY STATEMENT		MCMAHON JAN 213	1/30/2013	2/8/2013		164.94	
77	BANK OF AMERICA	BOOKS/PUBLICATIONS		MONTHLY STATEMENT		MCMAHON JAN 213	1/30/2013	2/8/2013		42.99	
78	BANK OF AMERICA	TELECOMMUNICATIONS		MONTHLY STATEMENT		MCMAHON JAN 213	1/30/2013	2/8/2013		14.95	
79	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		3.87	
80	CGS	ADP SERVICES		UNLIMITED MAILBOX		NO10144737	1/15/2013	2/8/2013		288	
81	CONTERRA ULTRA BROADBAND	TELECOMMUNICATIONS		BROADBAND		002367	1/31/2013	2/8/2013		1000	
82	DELL MARKETING L.P.	ADP SUPPLIES		SUPPLIES		XJ35MJF72	2/6/2013	2/22/2013		38.24	
83	HUDSON-PAYNE	PROFESSIONAL SERVICES		SUPPLIES		13012407	1/24/2013	2/22/2013		368.5	
84	IBM CORPORATION	ADP SERVICES		SERVICE AGREEMENT		1311528	1/6/2013	2/8/2013		137.37	
85	VERIZON 721970783-00001	TELECOMMUNICATIONS		CELL PHONES		6841081180	2/6/2013	2/8/2013		49.69	
86											
87											
88	FINANCE										
89	BANK OF AMERICA	CONVENTION AND EDUCATION		MONTHLY STATEMENT		HORLACHER JAN 213	1/30/2013	2/8/2013		234	
90	BANK OF AMERICA	DUES OR ASSOCIATION		MONTHLY STATEMENT		HORLACHER JAN 213	1/30/2013	2/8/2013		730	
91	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		15.48	
92	FAYES OFFICE SUPPLY	OFFICE SUPPLIES		SUPPLIES		012013	1/30/2013	2/8/2013		216.2	
93	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES		POSTAGE MACHINE		20799422868 020413	2/4/2013	2/8/2013		248.14	
94	TYLER TECHNOLOGIES	OFFICE SUPPLIES		CHECKS		045197596	1/18/2013	2/22/2013		57.38	
95	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT		EQUIPMENT		13242234	1/22/2013	2/8/2013		324.76	
96											
97											
98	REGISTRAR/ELECTORAL BOARD										
99	AUTOMATED OFFICE SYSTEMS	LEASE/RENT		EQUIPMENT		058347	1/30/2013	2/22/2013		155	

	A	B	C	D	E	F	G	H	I	J	K
3	Vendor Name	Charge To		Description		Invoice Number	Invoice Date	Check Date		Check Amount	
100	BANK OF AMERICA	CONVENTION AND EDUCATION		MONTHLY STATEMENT		PACE JAN 2013	1/30/2013	2/8/2013		294.89	
101	BANK OF AMERICA	POSTAL SERVICES		MONTHLY STATEMENT		PACE JAN 2013	1/30/2013	2/8/2013		1350	
102	ELECTION CENTER	DUES OR ASSOCIATION		MEMBERSHIP		134876001	2/8/2013	2/8/2013		300	
103	JOYCE PACE	CONVENTION AND EDUCATION		REIMBURSMENT		JP01242013	1/24/2013	2/8/2013		8.53	
104	JOYCE PACE	MILEAGE ALLOWANCES		REIMBURSMENT		JP01242013	1/24/2013	2/8/2013		311.91	
105	SHENANDOAH VALLEY WATER	OTHER OPERATING SUPPLIES		WATER		01022013	2/1/2013	2/22/2013		11.55	
106	VERIZON 721970783-00001	TELECOMMUNICATIONS		CELL PHONES		6841081180	2/6/2013	2/8/2013		49.69	
107										Total:	\$2,481.57
108											
109	GENERAL DISTRICT COURT										
110	CENTURYLINK 309871364	TELECOMMUNICATIONS		PHONE		309871364 1 16	1/16/2013	2/8/2013		444.4	
111	STAPLES BUSINESS	OFFICE SUPPLIES		SUPPLIES		8024479542	2/2/2013	2/22/2013		114.11	
112	VIRGINIA BUSINESS SYSTEMS	MAINTENANCE CONTRACTS		EQUIPMENT		13198956	1/11/2013	2/8/2013		167.69	
113	VIRGINIA WATERS INC	MAINTENANCE CONTRACTS		WATER		17350 0131	2/1/2013	2/22/2013		12	
114										Total:	\$738.20
115											
116	COURT SERVICE UNIT										
117	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		15.48	
118	SHENANDOAH VALLEY WATER	FURNITURE & FIXTURES		WATER		01022013	2/1/2013	2/22/2013		12.45	
119										Total:	\$27.93
120											
121	CLERK OF THE CIRCUIT COURT										
122	CASKIE GRAPHICS INC	PRINTING AND BINDING		FILE FOLDERS		20910	1/28/2013	2/22/2013		455.46	
123	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		30.97	
124	CHARLOTTESVILLE OFFICE	BLDGS EQUIP VEHICLE REP&MAINT		SERVICE		668007	1/24/2013	2/22/2013		772	
125	LOGAN SYSTEMS INC	PROFESSIONAL SERVICES		PROFESSIONAL SERVICE		44002	2/15/2013	2/22/2013		2541.67	
126	PITNEY BOWES	LEASE/RENT		EWUIPMENT		2348217FB13	1/13/2013	2/22/2013		150	
127	QUILL	OFFICE SUPPLIES		SUPPLIES		8848971	1/11/2013	2/22/2013		124.32	
128	SHENANDOAH VALLEY WATER	OFFICE SUPPLIES		WATER		01022013	2/1/2013	2/22/2013		68.75	
129										Total:	\$4,143.17
130											
131	CIRCUIT COURT JUDGE										
132	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		11.61	
133	ONE-TIME JUROR	COMPENSATION-		JURY DUTY		JAN 2013	1/30/2013	1/31/2013		1590	
134										Total:	\$1,601.61
135											
136	COMMONWEALTH ATTY										
137	BANK OF AMERICA	CONVENTION AND EDUCATION		MONTHLY STATEMENT		HAISLIP JAN 2013	1/30/2013	2/8/2013		9.63	
138	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		15.48	
139	CHARLOTTESVILLE OFFICE	MAINTENANCE CONTRACTS		SERVICE		668027	1/31/2013	2/22/2013		103	
140	FAYES OFFICE SUPPLY	OFFICE SUPPLIES		SUPPLIES		02 2013	2/4/2013	2/22/2013		23.95	
141	JEFF HAISLIP	CONVENTION AND EDUCATION		REIMBURSMENT		0214	2/14/2013	2/22/2013		74.58	
142	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES		POSTAGE MACHINE		20799422868 020413	2/4/2013	2/8/2013		25.3	
143	SHENANDOAH VALLEY WATER	CONTRACT SERVICES		WATER		01022013	2/1/2013	2/22/2013		28	
144	STAPLES	OFFICE SUPPLIES		SUPPLIES		01152013	1/15/2013	2/8/2013		73.89	
145	THE DAILY PROGRESS	MAINTENANCE CONTRACTS		SUBSCRIPTION		02152013	1/23/2013	2/8/2013		60.58	
146	VERIZON 721970783-00001	TELECOMMUNICATIONS		CELL PHONES		6841081180	2/6/2013	2/8/2013		49.69	
147										Total:	\$464.10
148											
149	SHERIFF										
150	AT&T 286-3642	TELECOMMUNICATIONS		PHONE		01062013	1/6/2013	2/8/2013		116.17	

	A	B	C	D	E	F	G	H	I	J	K
3	Vendor Name	Charge To		Description		Invoice Number	Invoice Date	Check Date		Check Amount	
200	CENTURYLINK 310214091	TELECOMMUNICATIONS		PHONE		310214091 1 19 2013	1/19/2013	2/8/2013		960.8	
201	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		3.87	
202	CLEAR COMMUNICATIONS AND	BLDGS EQUIP VEHICLE REP&MAINT		SERVICE EQUIPMENT		95554	2/6/2013	2/22/2013		585.76	
203	COBB TECHNOLOGIES	LEASE/RENT		EQUIPMENT		435882	1/17/2013	2/8/2013		220	
204	D & S CONSTRUCTION	E911 REPLACEMENT ROAD SIGNS		ADDRESS PLATES		5774	2/3/2013	2/22/2013		90.12	
205	INTERACT	MAINTENANCE CONTRACTS		MAINTENANCE		MC011882	4/4/2012	2/22/2013		1253.7	
206	MSAG DATA CONSULTANTS,INC	MSAG SERVICES		911 MONTHLY ADDRESS		C311403	1/31/2013	2/22/2013		105	
207	STAPLES BUSINESS	OFFICE SUPPLIES		SUPPLIES		8024572329	2/9/2013	2/22/2013		351.15	
208	VERIZON 721970783-00001	TELECOMMUNICATIONS		CELL/SHERIFF		9219	2/8/2013	2/22/2013		633.56	
209	VERIZON WIRELESS	TELECOMMUNICATIONS		CELL SHERIFF		92195370200001	1/8/2013	2/8/2013		633.52	
210											
211											
212	CORRECTION AND DETENTION										
213	E.W. THOMAS	FOOD SUPPLIES		INMATE MEALS		02052013	2/5/2013	2/22/2013		14.01	
214											
215											
216	BUILDING INSPECTIONS										
217	ALL STAR AUTO PARTS	VEHICLE/POWER EQUIP SUPPLIES		SUPPLIES		01312013	1/31/2013	2/22/2013		69.27	
218	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		15.48	
219	FAYES OFFICE SUPPLY	OFFICE SUPPLIES		SUPPLIES		012013	1/30/2013	2/8/2013		25.66	
220	ONE TIME	CONVENTION AND EDUCATION		REIMBURSEMENT		02152013	2/15/2013	2/22/2013		136.99	
221	PETROLEUM TRADERS CORP	VEHICLE FUEL		SCHOOL GAS		DEC 2012	12/30/2012	2/8/2013		320.83	
222	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES		POSTAGE MACHINE		20799422868 020413	2/4/2013	2/8/2013		53.92	
223	SIMPLE INFORMATION.COM	CONVENTION AND EDUCATION		IT TRAINING		1278	2/5/2013	2/22/2013		198	
224	VERIZON 721970783-00001	TELECOMMUNICATIONS		CELL PHONES		6841081180	2/6/2013	2/8/2013		49.69	
225											
226											
227	EMERGENCY MANAGEMENT										
228	FLUVANNA REVIEW	ADVERTISING		AD		02012013	2/1/2012	2/8/2013		60	
229	PRINCE WILLIAM COUNTY	PRINTING AND BINDING		BUSINESS CARDS		1321	2/8/2013	2/22/2013		36.77	
230											
231											
232	ANIMAL CONTROL										
233	BKT UNIFORMS	UNIFORM/WEARING APPAREL		UNIFORM		43046	1/29/2013	2/8/2013		118.98	
234	FLUVANNA SPCA	CONTRACT SERVICES		CONTRACT SERVICE		02012013	2/1/2013	2/8/2013		10704.58	
235	GALLS	UNIFORM/WEARING APPAREL		UNIFORMS		355708	1/25/2013	2/8/2013		10	
236	NAPA AUTO PARTS	VEHICLE/POWER EQUIP SUPPLIES		PARTS		797207	1/29/2013	2/8/2013		389.26	
237	PETROLEUM TRADERS CORP	VEHICLE FUEL		SCHOOL GAS		DEC 2012	12/30/2012	2/8/2013		382.55	
238	VERIZON 721970783-00001	TELECOMMUNICATIONS		CELL PHONES		6841081180	2/6/2013	2/8/2013		85.2	
239	WEST RIVER AUTO	BLDGS EQUIP VEHICLE REP&MAINT		VEHICLE REPAIRS		01302013	1/30/2013	2/8/2013		172.79	
240	WOODBROOK SPORTS &	OTHER OPERATING SUPPLIES		SUPPLIES		WSO129	1/29/2013	2/8/2013		91.67	
241											
242											
243	FACILITIES										
244	ALBEMARLE LOCK & SAFE INC	BLDGS EQUIP VEHICLE REP&MAINT		KEYS		34906	1/31/2013	2/22/2013		162	
245	ALL STAR AUTO PARTS	VEHICLE/POWER EQUIP SUPPLIES		SUPPLIES		01312013	1/31/2013	2/22/2013		545.68	
246	BANK OF AMERICA	BLDGS EQUIP VEHICLE REP&MAINT		MONTHLY STATEMENT		STEVENS JAN 2013	1/30/2013	2/8/2013		205	
247	BLUE RIDGE	GENERAL MATERIALS AND		MATERIALS		5540CON 02022013	2/2/2013	2/22/2013		509.92	
248	BROWN MOTOR PARTS, INC.	VEHICLE/POWER EQUIP SUPPLIES		SUPPLIES		213 01312013	1/31/2013	2/22/2013		7.41	
249	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		15.48	
250	CII SERVICE	BLDGS EQUIP VEHICLE REP&MAINT		SERVICE TREASURERS OFFICE		2396	1/31/2013	2/22/2013		1149.58	

	A	B	C	D	E	F	G	H	I	J	K
3	Vendor Name	Charge To		Description		Invoice Number	Invoice Date	Check Date		Check Amount	
302	LANDFILL POST CLOSURE										
303	JOYCE ENGINEERING INC	PROFESSIONAL SERVICES		PROFESSIONAL SERVICIE		02019084	2/11/2013	2/22/2013		1189.06	
304								Total:		\$1,189.06	
305											
306	HEALTH										
307	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		161.34	
308	THOMAS JEFFERSON HEALTH	CONTRACT SERVICES		ALLOCATION		3RD QTR	1/25/2013	2/8/2013		63244.5	
309								Total:		\$63,405.84	
310											
311	VJCCCA										
312	REGION TEN CSB	PROFESSIONAL SERVICES		SUBSTANCE ABUSE		JAN 2013	1/25/2012	2/8/2013		1277	
313								Total:		\$1,277.00	
314											
315	CSA										
316	CANON SOLUTIONS AMERICA, INC.	CONTRACT SERVICES		EQUIPMENT		4008694142	2/1/2013	2/22/2013		73.92	
317	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		7.74	
318	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES		POSTAGE MACHINE		20799422868 020413	2/4/2013	2/8/2013		150.21	
319	QUILL	OFFICE SUPPLIES		SUPPLIES		9076029	1/30/2013	2/22/2013		49.48	
320								Total:		\$281.35	
321											
322	CSA PURCHASE OF SERVICES										
323	ABC PRESCHOOL	COMM SVCS				P01030628859	1/31/2013	2/7/2013		915	
324	ADDICTION RECOVERY SYSTEMS LLC	COMM SVCS				P01030628949	1/31/2013	2/22/2013		201.5	
325	BROWN YOUTH CONSULTANTS,	COMM SVCS				P01000732278	1/31/2013	2/7/2013		2700	
326	CENTRAL VA ELECTRIC COOP	COMM SVCS				P10000735961	10/31/2012	2/22/2013		262.86	
327	CLAYBORNE EDUCATION, LLC.	COMM SVCS				P01030622950	1/31/2013	2/22/2013		235.63	
328	COMPASS YOUTH & FAMILY SERVICES	COMM SVCS				P01030469051	1/31/2013	2/22/2013		1200	
329	DEPAUL FAMILY SVC	COMM SVCS				P01030625452	1/31/2013	2/22/2013		3395.5	
330	DEPAUL FAMILY SVC	POS MANDATED FFOP				P01030625563	1/31/2013	2/22/2013		644	
331	DISCOVERY SCHOOL	RES. CONG. CARE				P01030613066	1/31/2013	2/22/2013		5115	
332	ELK HILL	COMM SVCS				P12000726150	12/31/2012	2/7/2013		2740	
333	ELK HILL	EDUC SVCS CONG CARE				P01030627465	1/31/2013	2/7/2013		3240	
334	ELK HILL	POS MAND FC LIC RES CONG CARE				P01030627370	1/31/2013	2/7/2013		8204.46	
335	ELK HILL	RES. CONG. CARE				P01000733467	1/31/2013	2/22/2013		4805	
336	FAMILY PRESERVATION SERV.	COMM SVCS				P12000731754	12/31/2012	2/7/2013		6580	
337	FAMILY PRESERVATION SERV.	POS MAND SVCS IN PUBLIC				P12000733170	12/31/2012	2/22/2013		630	
338	GRAFTON INTERGRATED HEALTH	EDUC SVCS CONG CARE				P12000729563	12/31/2012	2/7/2013		15660	
339	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE				P12000732673	12/31/2012	2/7/2013		9480	
340		POS MANDATED FFOP				P03030610965	3/31/2013	2/22/2013		644	
341	LAFAYETTE SCHOOL INC	POS MANDATED SPED-PRIVATE				P01000731349	1/31/2013	2/7/2013		4000	
342	ORKIN	COMM SVCS				P02030470048	2/28/2013	2/22/2013		65	
343	PEOPLE PLACES, INC	COMM SVCS				P01030470358	1/31/2013	2/22/2013		2145.47	
344	PEOPLE PLACES, INC	TFC LIC. RES CONG CARE				P01030469468	1/31/2013	2/22/2013		9835.4	
345	POPLAR SPRINGS HOSPITAL	EDUC SVCS CONG CARE				P11000728569	11/30/2012	2/7/2013		4200	
346	POPLAR SPRINGS HOSPITAL	RES. CONG. CARE				P11000728676	11/30/2012	2/7/2013		11974.5	
347	RACHEL LEWIS LCSW	COMM SVCS				P01030625657	1/31/2013	2/22/2013		360	
348	REGINA CHRISTMAS	COMM SVCS				P01030609860	1/31/2013	2/7/2013		680	
349	REGION TEN	COMM SVCS				P12030629057	12/21/2012	2/7/2013		256	
350		POS MANDATED FFOP				P03000732964	3/31/2013	2/22/2013		644	

	A	B	C	D	E	F	G	H	I	J	K
3	Vendor Name	Charge To		Description		Invoice Number	Invoice Date	Check Date		Check Amount	
	THE FAISON SCHOOL FOR AUTISM, INC.	POS MANDATED SPED-PRIVATE DAY				P12000732448	12/31/2012	2/7/2013		3360	
351	TIMBER RIDGE SCHOOL	EDUC SVCS CONG CARE				P01030611366	1/31/2013	2/7/2013		3818.54	
352	TIMBER RIDGE SCHOOL	POS MAND FC LIC RES CONG CARE				P01030611271	1/31/2013	2/7/2013		7457.36	
353	VA HOME FOR BOYS & GIRLS	COMM SVCS				P12000730158	12/31/2012	2/7/2013		720	
354									Total:	\$116,169.22	
355											
356											
357	PARKS & RECREATION										
358	ASHLEIGH MORRIS	PROFESSIONAL SERVICES		DOGGIE CLASS		27 02042013	2/7/2013	2/8/2013		672	
359	BANK OF AMERICA	DUES OR ASSOCIATION		MONTHLY STATEMENT		SMITH JAN 2013	1/30/2013	2/8/2013		177.86	
360	BANK OF AMERICA	GENERAL MATERIALS AND		MONTHLY STATEMENT		RICHARDSON JAN 2013	1/30/2013	2/8/2013		652.63	
361	BANK OF AMERICA	SITE IMPROVEMENTS		MONTHLY STATEMENT		SMITH JAN 2013	1/30/2013	2/8/2013		802.6	
362	BETTER LIVING INC	SITE IMPROVEMENTS		LUMBER/SUPPLIES		VN3268	2/5/2013	2/8/2013		856.37	
363	BONNIE SNODDY	PROFESSIONAL SERVICES		TAE KWON DO		29	2/19/2013	2/22/2013		665	
364	CENTURYLINK 309373828	TELECOMMUNICATIONS		REPLACEMENT CHECK		309373828 01302012	1/30/2013	2/8/2013		951.38	
365	DEVI PETERSON	PROFESSIONAL SERVICES		YOGA		30	1/26/2013	2/22/2013		217.7	
366	DJ RICK HAGGARD ENTERTAIN	GENERAL MATERIALS AND		FATHER DAUGHTER DANCE		VN3264	1/29/2013	2/8/2013		300	
367	E.W. THOMAS	GENERAL MATERIALS AND		SUPPLIES		VN3267	2/4/2013	2/8/2013		3.35	
368	FLUVANNA DEPARTMENT	REFUNDS		CHEERLEADING REFUND		02142013	2/4/2013	2/8/2013		65	
369	HEALTH NUTZ	PROFESSIONAL SERVICES		WATER AEROBICS		180	2/19/2013	2/22/2013		112	
370	KELLY HUGHES	PROFESSIONAL SERVICES		BUTTS AND GUTTS		28	2/19/2013	2/22/2013		94.5	
371	MO-JOHN INC	CONTRACT SERVICES		PORT-A-JOHN		59989	2/1/2013	2/8/2013		80	
372	MONIQUE JACKSON	GENERAL MATERIALS AND		CATERING FATHER/ DAUGHTER DANCE		VN3263	1/29/2013	2/8/2013		380	
373	ONE TIME	REFUNDS		ZUMBA REFUND		VN501	1/28/2013	2/8/2013		898.25	
374	PETROLEUM TRADERS CORP	VEHICLE FUEL		SCHOOL GAS		DEC 2012	12/30/2012	2/8/2013		217.77	
375	PROTECT YOUTH SPORTS	CONTRACT SERVICES		BACKGROUND CHECK		165551	12/1/2012	2/8/2013		7.95	
376	RIVANNA GEAR & APPAREL	GENERAL MATERIALS AND		JERSEY		J3064-01	2/4/2013	2/8/2013		32	
377	SHENANDOAH VALLEY WATER	CONTRACT SERVICES		WATER		B344570013	2/1/2013	2/8/2013		54.5	
378	SIMPLE INFORMATION.COM	CONVENTION AND EDUCATION		IT TRAINING		1278	2/5/2013	2/22/2013		198	
379	VALLEY OFFICE MACHINES	CONTRACT SERVICES		EQUIPMENT		249929	1/25/2013	2/8/2013		465.8	
380	VERIZON 721970783-00001	TELECOMMUNICATIONS		CELL PHONES		6841081180	2/6/2013	2/8/2013		79.98	
381	VERIZON BUSINES #90048588	TELECOMMUNICATIONS		PHONE		90048588 01252013	1/25/2013	2/8/2013		57.61	
382	VIRGINIA BUSINESS SYSTEMS	CONTRACT SERVICES		EQUIPMENT		13259399	1/28/2013	2/8/2013		172.4	
383									Total:	\$8,214.65	
384											
385	LIBRARY										
386	AMAZON.COM	BOOKS/PUBLICATIONS		BOOKS		02102013	2/10/2013	2/22/2013		4132.31	
387	BANK OF AMERICA	BOOKS/PUBLICATIONS		MONTHLY STATEMENT		HOFFMAN JAN 2013	1/30/2013	2/8/2013		13.98	
388	DEMCO	OFFICE SUPPLIES		SUPPLIES		4877599	2/11/2013	2/22/2013		84.77	
389	HAWK LABELING SYSTEMS	OFFICE SUPPLIES		SUPPLIES		190459	2/6/2013	2/22/2013		133.2	
390	MICROMARKETING LLC	BOOKS/PUBLICATIONS		BOOKS		468448	1/17/2013	2/22/2013		1274.1	
391									Total:	\$5,638.36	
392											
393	COUNTY PLANNER										
394	BANK OF AMERICA	OFFICE SUPPLIES		MONTHLY STATEMENT		FINCHUM JAN 2013	1/30/2013	2/8/2013		148.4	
395	BANK OF AMERICA	SUBSISTENCE & LODGING		MONTHLY STATEMENT		FINCHUM JAN 2013	1/30/2013	2/8/2013		22.17	
396	CENTURYLINK	TELECOMMUNICATIONS		TRUNK LINE		591-1900 01/16/2013	2/8/2013	2/8/2013		19.36	
397	COSNER BROTHERS AUTO	VEHICLE/POWER EQUIP SUPPLIES		PARTS		47188	1/29/2013	2/8/2013		50	
398	FAYES OFFICE SUPPLY	OFFICE SUPPLIES		SUPPLIES		012013	1/30/2013	2/8/2013		235.12	
399	FLUVANNA REVIEW	ADVERTISING		AD		02 01	2/1/2013	2/8/2013		60	
400	PETROLEUM TRADERS CORP	VEHICLE FUEL		SCHOOL GAS		DEC 2012	12/30/2012	2/8/2013		62.81	

	A	B	C	D	E	F	G	H	I	J	K
3	Vendor Name	Charge To	Description			Invoice Number	Invoice Date	Check Date		Check Amount	
401	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE MACHINE			20799422868 020413	2/4/2013	2/8/2013		27.95	
402	QUARLES FLEET FUELING	VEHICLE FUEL	GAS			CT0312016	1/30/2013	2/22/2013		71.48	
403	SHULL'S AUTOMOTIVE INC	VEHICLE/POWER EQUIP SUPPLIES	INSPECTION			10015060	1/17/2013	2/8/2013		16	
404	TIMMONS GROUP	CONTRACT SERVICES	PROFESSIONAL SERVICE			150653/150652	2/14/2013	2/22/2013		9850	
405	VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL PHONES			6841081180	2/6/2013	2/8/2013		99.38	
406											
407											
408	PLANNING COMMISSION										
409	FAYES OFFICE SUPPLY	OFFICE SUPPLIES	SUPPLIES			012013	1/30/2013	2/8/2013		175.29	
410	FRONTRUNNER SIGN STUDIOS	OFFICE SUPPLIES	AIRFLYTE BOARD			18534	2/7/2013	2/22/2013		288.27	
411	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE MACHINE			20799422868 020413	2/4/2013	2/8/2013		176.75	
412	VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL PHONES			6841081180	2/6/2013	2/8/2013		40.01	
413											
414											
415	ECONOMIC DEVELOPMENT										
416	BANK OF AMERICA	CONVENTION AND EDUCATION	MONTHLY STATEMENT			POPOWICZ JAN 2013	1/30/2013	2/8/2013		55	
417	CENTURYLINK	TELECOMMUNICATIONS	TRUNK LINE			591-1900 01/16/2013	2/8/2013	2/8/2013		3.87	
418	FEDEX	POSTAL SERVICES	SHIPPING			214444838	1/15/2013	2/8/2013		45.14	
419	FLUVANNA COUNTY	FLU CHAMBER OF COMM	ANNUAL ALLOCATION			13113	1/31/2013	2/8/2013		1750	
420	ONE TIME	WORKFORCE DEVELOPMENT	FLUVANNA ED COMMUNITY SCHOLARSHIP			JUNE 6,2012 MOU BA	2/7/2013	2/8/2013		80000	
421	VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL PHONES			6841081180	2/6/2013	2/8/2013		49.69	
422											
423											
424	VA COOPERATIVE EXTENSION										
425	CENTURYLINK	TELECOMMUNICATIONS	TRUNK LINE			591-1900 01/16/2013	2/8/2013	2/8/2013		19.36	
426	TREASURER OF VA TECH	CONTRACT SERVICES	SALARY			2ND QTR 2013	2/5/2013	2/22/2013		12951.9	
427											
428											
429											
430							100 GENERAL FUND	Fund Total:		\$1,154,167.54	
430	Fund # - 302 CAPITAL IMPROVEMENT										
431	GENERAL CAPITAL PROJECT										
432	TELEPHONE SERVICES UNLIMITED, INC	CONTRACT SERVICES	SERVICE CALL			55801	1/29/2013	2/8/2013		85	
433											
434											
435	IT CAPITAL PROJECT										
436	TYLER TECHNOLOGIES	CONTRACT SERVICES	TRAINING			04581045	1/24/2013	2/8/2013		4046.1	
437											
438											
439	PUBLIC SAFETY CAPITAL PROJ										
440	SHEEHY AUTO STORES	VEHICLE	INSTAALL EQUIPMENT			N0HB813763	12/31/2012	2/22/2013		4396.93	
441											
442											
443	SCHOOL CONSTRUCTION PROJECT										
444	AMERICAN MUSICAL SUPPLY	CONTRACT SERVICES	SUPPLIES			P140043101011	12/5/2012	2/8/2013		443.79	
445	BSN SPORTS, INC.	CONTRACT SERVICES	BATTING TUNNEL			1496777	1/4/2013	2/8/2013		3211	
446	CARTER MACHINERY COMPANY, INC.	CONTRACT SERVICES	EQUIPMENT			8592307	1/16/2012	2/8/2013		15700	
447	DELL MARKETING L.P.	CONTRACT SERVICES	EQUIPMENT			01022013	1/2/2013	2/22/2013		79382.7	
448	EN-NET SERVICES	CONTRACT SERVICES	EQUIPMENT			77171	1/30/2013	2/22/2013		3530	
449	GEORGE B. BOCKMAN	CONTRACT SERVICES	PLANS & DRAWINGS			725151	1/8/2013	2/8/2013		25000	

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 6, 2013

SUBJECT:	Second Public Hearing for the St. James Street Revitalization Project in the Town of Columbia
MOTION(s):	<ol style="list-style-type: none"> 1. I move to certify that the Board of Supervisors held the second public hearing on the St. James Street Revitalization Community Development Grant Program (CDBG) Planning Project on March 6, 2013 and included all required items as attached. 2. I move to authorize the County Administrator and appropriate staff to execute any agreements, certificates and other documents required on behalf of the County of Fluvanna to carry out the terms of the grant application.
STAFF CONTACT:	Pat Groot, Grants Administrator and Chair of Columbia Task Force; Billie Campbell, Chief Operating Officer, TJPDC; Daniel Nairn, Regional Planner, TJPDC
RECOMMENDATION:	Certify Public Hearing
TIMING:	Action required to meet grant deadline of 3/27/2013
DISCUSSION:	<p>The purpose of the public hearing is to solicit input on the draft Community Improvement Grant (CIG) proposal.</p> <p>At the March 20, 2013 Board of Supervisors meeting a Resolution seeking authorization to submit the CIG grant application will be presented for action. The Resolution will detail final budget projections for the application and stipulate project activities which include County: support, park acquisition, donation of land to the Town and holding a conservation easement for the park once donated.</p>
FISCAL IMPLICATIONS:	No match is required. If awarded, this grant will be used as match for the FEMA Hazard Mitigation grant application already submitted by the TJPDC. This application is one of several that will support this project.
POLICY IMPLICATIONS:	<p>Funding for this project through the CDBG administered by the Department of Housing and Community Development will greatly improve housing conditions within the Town and for residents who will be relocated by the acquisition and demolition of substandard properties. Removal of flood-damaged buildings will clear the way for additional investment in the Town, reversing decades of decline. Specific details will be presented on 3-6-13. Generally:</p> <ul style="list-style-type: none"> • Under the grant, substandard properties will be acquired by the County, improved as parkland or residences. Some properties outside the floodplain will be rehabilitated; some will be rebuilt. • All residents displaced by grant activities will be relocated to properties meeting or exceeding Housing Quality Standards established by HUD, set forth at <i>24 CFR Part 982</i>; some tenants will be given the opportunity to become homeowners. • Parkland will be returned to the Town of Columbia and will be placed

	<p>under a conservation easement held by the County.</p> <ul style="list-style-type: none"> • Rebuilt single family properties will be made available to low-and moderate-income (LMI) families who qualify for homeownership.
LEGISLATIVE HISTORY:	<p>05-18-2011 Columbia Task Force Charter approved by the BOS</p> <p>08-03-2011 BOS accepted administration of the DHCD Community Development Block Grant Planning grant; and approved a \$3,000.00 to pay for the preparation of the CIG application</p> <p>08-31-2012 FEMA Hazard Mitigation Grant application submitted by TJPDC</p> <p>10-05-2012 BOS requests the County Administrator in cooperation with the County Attorney to draft an agreement with the Town of Columbia to share a Planning commission under VA code §15.2-2218; County collection and enforcement of Town Taxation; and shared services offered by the County Planning and Community Development Department, including enforcement of selected Town Ordinances</p> <p>02-06-2013 BOS adopts agreement between County and Town of Columbia as detailed in 10-05-2012 Board action</p> <p>03-19-2013 First public hearing required for the submission of the CIG held with the Columbia Town Council.</p>
ENCLOSURE:	<p>Second Public Hearing Checklist</p> <p>Presentation of draft CIG by TJPDC to follow on 03-06-2013</p>

**St. James Street Revitalization Planning Project
Community Development Block Grant (CDBG)**

March 6, 2013, 7:00 p.m.

Second Public Hearing – Fluvanna County Board of Supervisors

Checklist

Purpose of Public Hearing: To solicit input on the draft Community Improvement Grant (CIG) proposal	
Item	Completed
Attendee Sign-in Sheet	
Distribute final draft or detailed fact sheet of the project	
Introduction by Board of Supervisor Chair, Shaun Kenney	
Presentation by draft CIG proposal by Thomas Jefferson Planning District Commission	
Activities of the proposed CIG	
Projected beneficiaries, including the number of low- and moderate-income residents to benefit from the proposed project.	
Plans to minimize displacement	
Opportunity to comment on past use of CDBG funds	
Open Public Hearing	
Comments: _____ _____ _____ _____ _____	
Close Public Hearing	
Board of Supervisor Comments and Questions: _____ _____ _____ _____	
Requested Special Accommodations: _____	

On a motion by _____, seconded by _____, the Fluvanna County Board of Supervisors certifies that the second public hearing on the St. James Street Revitalization CDBG Planning Project was held on March 6, 2013 and included all required items.

Signature

Date

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 6, 2013

SUBJECT:	Ordinance amendment to County Code enabling Town of Columbia's use of Planning Commission
MOTION(s):	I move that the Board of Supervisors adopt an amendment to the Fluvanna County Code Chapter 2, Article 4, adding Section 2-4-4 designating the Fluvanna County Planning Commission to serve as the planning commission for the town of Columbia, Virginia.
STAFF CONTACT:	Allyson Finchum, Planning Director; Pat Groot, Grants Administrator and Chair of Columbia Task Force
RECOMMENDATION:	Adopt or declined ordinance amendment
TIMING:	Routine
DISCUSSION:	<p>This ordinance will enable portions of the agreement between the Town of Columbia and Fluvanna County, adopted 2/20/2013 by the Board of Supervisors, to be implemented. In part, the agreement addresses:</p> <ul style="list-style-type: none"> • Planning Commission of the County to serve the Town, <p>The authority for the County Planning Commission to serve as the Town's Planning Commission is found in the following section of the Virginia Code: <i>§ 15.2-2218. County planning commission serving as commission of town.</i></p>
FISCAL IMPLICATIONS:	<ul style="list-style-type: none"> • The fiscal impact is estimated to be minimal • According to the agreement, tasks beyond routine matters will be offered to the Town on a fee basis. The agreement stipulates the Town will be given advance notice of any costs before any work is done.
POLICY IMPLICATIONS:	The ordinance enables implementation of the portions of the agreement pertaining to the Planning Commission.
LEGISLATIVE HISTORY:	<p>05-18-2011 Columbia Task Force Charter approved by the BOS</p> <p>08-03-2011 BOS accepted administration of the DHCD Community Development Block Grant Planning grant; and approved a \$3,000.00 donation to the Town of Columbia, to cover their contribution, as part of the DHCD Construction Grant</p> <p>10-05-2012 BOS requests the County Administrator in cooperation with the County Attorney to draft an agreement with the Town of Columbia to share a planning commission under VA code §15.2-2218; County collection and enforcement of Town Taxation; and shared services offered by the County Planning and Community Development Department, including enforcement of selected Town Ordinances</p> <p>02-06-2013 BOS adopts agreement between County and Town of Columbia as detailed in 10-05-2012 Board action</p>

	03-19-2013 Town Council expected to adopt agreement between County and Town of Columbia as amended by the BOS on 02-06-2013
ENCLOSURE:	Draft Ordinance

AN ORDINANCE TO AMEND CHAPTER 2, ARTICLE 4 OF THE FLUVANNA COUNTY CODE TO ADD A NEW SECTION 2-4-4 CONSENTING FOR THE FLUVANNA COUNTY PLANNING COMMISSION TO SERVE AS THE PLANNING COMMISSION FOR THE TOWN OF COLUMBIA

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS that the County Code be, and it is hereby, amended, in Chapter 2, Article 4, to add a new Section 2-4-4, as follows:

Sec. 2-4-4. Designation as planning commission of the Town of Columbia.

In accordance with the provisions of Virginia Code Section 15.2-2218, the governing body of the County hereby consents to the designation of the county planning commission as the planning commission of the Town of Columbia.



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: February 26, 2013

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
LESS: Emergency Management Services Dept. 1.2.13	-\$110,000.00
Available:	\$40,000.00

Total Available Budget: Board of Supervisors Contingency Line

\$ 119,750.20



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: February 26, 2013

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
LESS: Public Safety Building Battery Replacement in Static UPS 1.2.13	-\$30,000.00
Available:	\$86,026.00

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
LESS: Un-interruptible Power Supplies 12.19.12	-\$14,869.00
Available:	\$119,413.00