



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

February 4, 2015, at 4:00 pm

Budget Work Session – 7:00 pm – Revenues/Expenditures & Agency Presentations

TAB	AGENDA ITEMS
1	CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE
2	ADOPTION OF AGENDA
3	COUNTY ADMINISTRATOR'S REPORT
4	BOARD OF SUPERVISORS' UPDATES
5	PUBLIC COMMENTS #1 (5 minutes each)
6	PUBLIC HEARING
	None
7	ACTION MATTERS
E	County Dog Leash Policy—Jason Smith, Director of Parks and Recreation
F	Approval of Addendum to UVa Employee Leasing & Medical Direction Agreement – Cheryl Wilkins, Emergency Services Coordinator
G	Draft Ordinance: Emergency Medical Services Cost Recovery – Cheryl Wilkins, Emergency Services Coordinator
H	Advertisement of the Proposed FY16 Real Property Tax Rate Increase—Mary Anna Twisdale, Management Analyst
8	PRESENTATIONS (normally not to exceed 10 minutes each)
I	VDOT Quarterly Report - Joel DeNunzio, Residency Administrator
J	Town of Columbia Task Force Update – Pat Groot, Task Force Chair, and TJPDC Grants Administrator
K	Fiscal Year 2016 Budget Proposal and FY 2017-2020 Projected Budgets (<i>The Five-Year Financial Plan</i>) – Steve Nichols, County Administrator, and Eric Dahl, Finance Director
9	CONSENT AGENDA
L	Minutes of January 21, 2015 (Work Session and Regular Meeting) - Kelly Belanger Harris, Clerk to the Board
M	Cancellation of FY12 CIP Project – Ambulance Rechassis – Mary Anna Twisdale, Management Analyst
10	UNFINISHED BUSINESS
	TBD
11	NEW BUSINESS
	TBD
12	PUBLIC COMMENTS #2 (5 minutes each)

Fluvanna County...The heart of central Virginia and your gateway to the future!

*For the Hearing-Impaired – Listening device available in the Board of Supervisors Room upon request. TTY access number is 711 to make arrangements.
For Persons with Disabilities – If you have special needs, please contact the County Administrator's Office at 591-1910.*

13 – CLOSED MEETING

Investment of Funds

BUDGET WORK SESSION – 7:00 pm

A – RECONVENE; CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

B – WORK SESSION

Health Department FY16 Budget Presentation – Dr. Denise Bonds, Director, Thomas Jefferson Health District

Virginia Cooperative Extension FY16 Budget Presentation – John Thompson, Extension Agent

Library FY16 Budget Presentation – Cyndi Hoffman, Library Director

Department of Social Services FY16 Budget Presentation – Kim Mabe, Director

Fire and Rescue Services FY16 Budget Presentation – Cheryl Wilkins, Emergency Services Coordinator

FY16 Revenues and Expenditures – Eric Dahl, Finance Director

14 – ADJOURN



Steven M. Nichols
cn=Steven M. Nichols, o=Fluvanna County,
ou=County Administrator,
email=snichols@fluvannacounty.org, c=US
2015.01.29 17:13:37 -05'00'

County Administrator Review

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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.

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FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: 1/21/14

AGENDA TITLE:	Fluvanna County Parks Dog's on a leash policy				
MOTION(s):	<p>I move the Board of Supervisors approve the updated Dog Leash policy for all Fluvanna County Parks to state the following: Dogs must remain on leash at all times while in county parks, except in designated off-leash areas at prescribed times.</p>				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Jason Smith, Parks and Recreation Director				
PRESENTER(S):	Jason Smith				
RECOMMENDATION:	Approve				
TIMING:	Immediately				
DISCUSSION:	<p>There have been multiple incidents involving dog's off leash running and jumping in to park visitors while hiking on trails and open space throughout the park. To help prevent additional future injuries and to make visits to our parks more enjoyable, we would like to update our current dogs on a leash policy for all county parks.</p>				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	N/A				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: February 4, 2015

AGENDA TITLE:	Approval of addendum to UVa Employee Leasing & Medical Direction Agreement				
MOTION(s):	<p>I move to approve the Second Addendum to the Employee Leasing & Medical Direction Agreement between UVa and County of Fluvanna to:</p> <ul style="list-style-type: none"> • Increase staffing to provide nighttime emergency medical coverage at the rates specified in the Addendum and at the annual cost of approximately \$311,000 • Increase Medical Directorship to full-time coverage at an additional cost of \$5,000 per year, <p>And further authorize the County Administrator to execute the Addendum, following County Attorney approval as to form.</p>				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				x	
STAFF CONTACT(S):	Cheryl Elliott Wilkins				
PRESENTER(S):	Cheryl Elliott Wilkins, Emergency Services Coordinator				
RECOMMENDATION:	Approval				
TIMING:	Immediate so night shift crew can begin.				
DISCUSSION:	This addendum adds a second crew to provide 24/7 coverage (increase from \$298,253 to ~\$316,148) and increases the Medical Direction to full time (increase from \$5,000 to \$10,000/year). All hourly rates stay the same. Total contract amount for FY16 is anticipated at ~\$615,000. The addendum has been reviewed by the County Attorney counsel.				
FISCAL IMPACT:	Increases contract price by ~\$316,000/year over actual 2014 expenses.				
POLICY IMPACT:	n/a				
LEGISLATIVE HISTORY:					
ENCLOSURES:	Addendum Contract				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	OTHER
	X		X		

**SECOND ADDENDUM TO THE
EMPLOYEE LEASING & MEDICAL DIRECTION AGREEMENT
BETWEEN
THE RECTOR AND VISITORS OF THE UNIVERSITY OF VIRGINIA,
ON BEHALF OF ITS MEDICAL CENTER
AND
THE UNIVERSITY OF VIRGINIA PHYSICIANS GROUP ON BEHALF OF ITS
DEPARTMENT OF EMERGENCY MEDICINE
AND
THE COUNTY OF FLUVANNA**

This Second Addendum (“Second Addendum”) to the Employee Leasing & Medical Direction Agreement entered into by and among The Rector and Visitors of the University of Virginia on behalf of its Medical Center (“Medical Center”), the University of Virginia Physicians Group on behalf of its Department of Emergency Medicine (“UPG”) and the County of Fluvanna (“County”), on behalf of the Fluvanna Rescue Squad, Incorporated (also sometimes referred to as “Fluvanna County Rescue Squad, Incorporated”) and the Lake Monticello Volunteer Fire Department and Rescue Squad, Inc. (“Rescue Squads”) is made effective as of the 1st day of March, 2015 (“Effective Date”).

WITNESSETH

Whereas, Medical Center, UPG and County entered into an Employee Leasing & Medical Direction Agreement on July 1, 2013, as amended by First Amendment dated January 1, 2014 (collectively “Agreement”), whereby Medical Center agreed to lease certain employees of the Medical Center to County for the purpose of providing rescue squad services and whereby UPG agreed to make its physician employee available to serve as Medical Director for the purpose of providing medical direction and operational oversight and leadership services to the Leased Employees pursuant to the Agreement; and

Whereas, Medical Center, UPG and County desire to amend the Agreement in order to modify the reimbursement terms for services provided by the Medical Center and UPG pursuant to the Agreement.

Now, therefore, Medical Center, UPG and County agree to the following changes:

- The current “Exhibit A-EMS Services Reimbursement” shall be replaced with the attached “Exhibit A-EMS Services Reimbursement, effective March 1, 2015” which is hereby made a part of and incorporated by reference to the Agreement.
- The current “Exhibit B - Medical Directorship Financial Support, effective March 1, 2014” shall be replaced with the attached “Exhibit B – Medical Directorship Financial Support, effective March 1, 2015, which is hereby made a part of and incorporated by reference to the Agreement.

All other terms of the Agreement and First Addendum shall remain in effect and unchanged.

In Witness Whereof, the duly authorized parties hereto have signed this Second Addendum in their official capacities to be effective as of the Effective Date set forth above.

COUNTY OF FLUVANNA

BY: _____
Steven M. Nichols
County Administrator

Date

**THE RECTOR AND VISITORS
OF THE UNIVERSITY OF VIRGINIA**

BY: _____
Larry L. Fitzgerald
Health System Chief Financial and Business
Development Officer

Date

SEEN AND ACKNOWLEDGED:

BY: _____
James Stafford
President, Fluvanna Rescue Squad, Inc.

Date

**UNIVERSITY OF VIRGINIA
PHYSICIANS GROUP**

BY: _____
Bradley E. Haws
Chief Executive Officer

Date

SEEN AND ACKNOWLEDGED:

BY: _____
Leonard Bozza
President, Lake Monticello Volunteer Fire
Department and Rescue Squad, Inc.

Date

**APPROVED: DEPARTMENT OF
EMERGENCY MEDICINE**

BY: _____
Robert E. O'Connor, M.D., MPH
Professor and Department Chair

Date

EXHIBIT A
EMS SERVICES REIMBURSEMENT
Effective March 1, 2015

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.

Leased Employee Category	Weekday Day	Weekday Night	Weekend* Day/Holiday**	Weekend* Night/Holiday**
EMT-Basic Rate	\$25.08	\$26.60	\$26.22	\$27.36
Advanced EMT or EMT-Enhanced	\$31.04	\$32.56	\$32.18	\$33.32
Medic	\$34.26	\$35.78	\$35.40	\$36.54
Field Training Officer	\$37.83	\$39.35	\$38.97	\$40.11
Paramedic-Critical Care	\$37.83	\$39.35	\$38.97	\$40.11
Advanced EMS Clinical Coordinator	\$40.93	\$42.45	\$42.07	\$43.21
Special Circumstance †				
EMT-Basic Rate	\$ 37.61	\$39.89	\$39.32	\$41.03
Advanced EMT or EMT-Enhanced	\$46.56	\$48.84	\$48.27	\$49.98
Medic	\$51.39	\$53.67	\$53.10	\$54.81
Field Training Officer	\$56.74	\$59.02	\$58.45	\$60.16
Paramedic-Critical Care	\$56.74	\$59.02	\$58.45	\$60.16
Advanced EMS Clinical Coordinator	\$61.39	\$63.67	\$63.10	\$64.81

*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
EMT-Basic 24Hours (0001-2400) 7 Days a Week	168
Medic 24 Hours (0001-2400) 7 Days a Week	168
Total Hours Provider Coverage	336

EXHIBIT B
MEDICAL DIRECTORSHIP FINANCIAL SUPPORT
Effective March 1, 2015

In consideration of the Medical Director services provided herein for Leased Employees, County shall on an annual basis remit a total of Ten Thousand Dollars and no/100 (\$10,000.00) directly to the Medical Center. The County shall reimburse Medical Center within thirty (30) days of receipt of invoice. The Medical Center shall remit payment in equal monthly installments of Eight Hundred Thirty-Three Dollars and 33/100 (\$833.33) to UPG as reimbursement for the provision of Medical Director services. Medical Center shall transmit payment to UPG on the first of each month.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: February 4, 2015

AGENDA TITLE:	Scheduling Public Hearing for Draft EMS Cost Recovery Ordinance				
MOTION(s):	I move to approve scheduling of a public hearing for the purpose of considering the draft ordinance for establishment of an EMS Cost Recovery Program, as attached.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Cheryl Elliott Wilkins				
PRESENTER(S):	Cheryl Elliott Wilkins, Emergency Services Coordinator				
RECOMMENDATION:	Approval				
TIMING:					
DISCUSSION:	The attached draft ordinance outlines a general structure for an EMS Cost Recovery program. Approving this draft ordinance paves the way to schedule the public hearing, where the final ordinance will be approved. At a later date, the board will then approve more specific rules and policies to administer the program and establish fees (including specific policies on resident tax benefits, hardship waivers, etc.).				
FISCAL IMPACT:	TBD				
POLICY IMPACT:	Approval of an ordinance following the Public Hearing will establish a Cost Recovery program.				
LEGISLATIVE HISTORY:					
ENCLOSURES:	Draft EMS Cost Recovery Ordinance				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				X

AN ORDINANCE TO AMEND CHAPTER 8 OF THE COUNTY CODE TO ADD A NEW SECTION 8-6, INCLUDING SUBSECTIONS 8-6-1 THROUGH 8-6-4, TO PROVIDE FOR THE LICENSING OF AMBULANCES AND FOR THE COLLECTION OF FEES TO DEFRAY COSTS AND IMPROVING SERVICES ASSOCIATED WITH PROVIDING EMERGENCY MEDICAL TRANSPORT SERVICES

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS that the County Code be, and it is hereby, amended, in Chapter 8, by the addition of a new Section 8-6, including subsections 8-6-1 through 8-6-4 as follows:

**Chapter 8
FIRE PROTECTION AND PUBLIC SAFETY**

.....

Sec. 8-6. Emergency Medical Services Cost Recovery

Sec. 8-6-1. Purpose and Finding of Fact.

Pursuant to Virginia Code §32.1-111.14, it is hereby determined that the powers set forth herein must be exercised in order to assure the provision of adequate and continuing emergency services and to preserve, protect and promote the public health, safety and general welfare.

State law reference—Virginia Code § 32.1-111.14.

Sec. 8-6-2. Definitions.

"Agency" means any person engaged in the business, service or regular activity, whether or not for profit, of transporting persons who are sick, injured, wounded or otherwise incapacitated or helpless, or of rendering immediate medical care to such persons.

"Ambulance" means any vehicle, vessel or aircraft, which holds a valid permit issued by the Office of Emergency Medical Services, that is specially constructed, equipped, maintained and operated, and is intended to be used for emergency medical care and the transportation of patients who are sick, injured, wounded, or otherwise incapacitated or helpless. The word "ambulance" may not appear on any vehicle, vessel or aircraft that does not hold a valid permit.

"Emergency medical services vehicle" means any vehicle, vessel, aircraft, or ambulance that holds a valid emergency medical services vehicle permit issued by the Office of Emergency Medical Services that is equipped, maintained or operated to provide emergency medical care or transportation of patients who are sick, injured, wounded, or otherwise incapacitated or helpless.

State law reference—Definitions, Virginia Code § 32.1-111.1.

Sec. 8-6-3. Permits required.

No agency shall charge fees for transport services provided by a private emergency medical services vehicle within the county in response to a call for service originating from the county without first obtaining a permit pursuant to this section. Permits shall be issued in accordance with section 32.1-111.14 of the Virginia Code, as amended, by the county administrator or his designee, upon such terms and conditions as may be needed to ensure the public health, safety and welfare. No permit shall be required for any person acting pursuant to a mutual aid agreement with the county or while assisting the

county during a state of emergency. Agencies permitted pursuant to this article shall comply with all terms and conditions of their permits.

State law reference—Virginia Code § 32.1-111.14.

Sec. 8-6-4. Fees for emergency medical services vehicle transports.

- (a) Reasonable fees shall be charged for transport services provided by emergency medical services vehicles operated by fire departments, rescue agencies, or by any private agency permitted under this article, including charging insurers for ambulance services as authorized by Virginia Code Sec. 38.2-3407.9. The schedule of fees shall be established by resolution of the board. In no event shall a person be denied transport for emergency medical services due to his or her ability to pay.
- (b) Funds collected from service fees established by this article shall be used for purposes of defraying costs and improving services associated with providing emergency medical transport services, including but not limited to capital, facility vehicle, equipment and supply costs, and professional services.
- (c) The county administrator shall establish policies and procedures to implement this section in accordance with applicable law, including, but not limited to, payment standards for persons demonstrating economic hardships.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: 02/04/2015

AGENDA TITLE:	Advertisement of the Proposed FY16 Real Property Tax Rate Increase				
MOTION(s):	I move the Board of Supervisors authorize staff to advertise the FY16 proposed real property tax rate for public hearing on March 18, 2015, with the advertised proposed real property tax rate set at \$_____per \$100, effective for tax year 2015.				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Mary Anna Twisdale, Management Analyst				
PRESENTER(S):	Mary Anna Twisdale, Management Analyst				
RECOMMENDATION:	Approve the advertisement for public hearing to set the proposed real property tax rate of \$_____ per \$100.00, effective for tax year 2015.				
TIMING:	To meet the advertising submittal deadline for the Fluvanna Review on February 5 th , 2015 and for publication in the Fluvanna Review on February 12 th , 2015 in accordance with Virginia Code Section 58.1-3321				
DISCUSSION:	<p>A. When any annual assessment, biennial assessment or general reassessment of real property by a county, city or town would result in an increase of 1 percent or more in the total real property tax levied, such county, city, or town shall reduce its rate of levy for the forthcoming tax year so as to cause such rate of levy to produce no more than 101 percent of the previous year's real property tax levies, unless subsection B of this section is complied with, which rate shall be determined by multiplying the previous year's total real property tax levies by 101 percent and dividing the product by the forthcoming tax year's total real property assessed value.</p> <p>B. The governing body of a county, city, or town may, after conducting a public hearing, which shall not be held at the same time as the annual budget hearing, increase the rate above the reduced rate required in subsection A above if any such increase is deemed to be necessary by such governing body.</p>				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	This action will allow adequate time to hear public comments on March 18 th , 2015 regarding the proposed real property tax increase.				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft advertisement for public hearing "Notice Of Proposed Real Property Tax Rate Increase".				
REVIEWS	Legal	Finance	Purchasing	HR	Other
	X	X			

(Seal)
**NOTICE OF PROPOSED
REAL PROPERTY TAX RATE INCREASE
FLUVANNA COUNTY
BOARD OF SUPERVISORS**

In accordance with Virginia Code Section 58.1-3321, notice is hereby given that the Board of Supervisors of Fluvanna County, Virginia, proposes to increase the County's tax rate on real estate from the rate previously set at \$0.88 per \$100 of assessed value to a new rate of \$0.____ per \$100, effective for the tax year 2015.

1. **Assessment Increase:** Total assessed value of real property, excluding additional assessments due to new construction or improvements on property, exceeds last year's total assessed value of real property by ____ percent.
2. **Lowered Rate Necessary to Offset Increased Assessment:** The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above would be \$0.____ per \$100 of assessed value. This rate will be known as the "lowered or equalized tax rate".
3. **Effective Rate Increase:** Fluvanna County proposes to adopt a tax rate of \$0.____ per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.____ per \$100 or ____ percent. This difference will be known as the "effective tax rate increase".
Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.
4. **Proposed Total Budget Increase:** Based on the proposed real property tax rate and changes in other revenues, the total budget of Fluvanna County will exceed last year's by ____ percent.

The Board of Supervisors will hold a public hearing on Wednesday, March 18, 2015, beginning at 7:00 p.m. at the Circuit Court Room, Fluvanna Courts Building, Palmyra, Virginia, at which time citizens of the County will be given an opportunity to appear before, and be heard by, the Board of Supervisors on the subject of the proposed real property tax rate increase.

Anyone needing special assistance or accommodation due to a disability in order to attend the hearing should contact the County Administrator's office, at (434) 591-1910, not later than 5 p.m. on March 13, 2015. Additional information can be obtained by calling the County Administrator's office at (434) 591-1910.

Fluvanna County
Board of Supervisors

TO: Fluvanna Review

THRU: County Attorney

Advertise on the following date: **Thursday, February 12, 2015**

Authorized by: Fluvanna County Board of Supervisors

Bill to: Fluvanna County Board of Supervisors



Culpeper District Fluvanna County Monthly Report February 2015

Preliminary Engineering

PROJECT	LAST MILESTONE	NEXT MILESTONE	AD DATE
Route 53 Safety Project – Intersection Improvements at Route 618	Right of Way	Advertisement	December 2015
Route 656, Bridge replacement over Holman Creek	Field Inspection	Right of Way	TBD
Route 15/53 Roundabout	Public Hearing	Field Inspection	January 2016
Route 600 North Boston Road – Reconstruction	--	Project Scoping – 2015	January 2018
Route 633 North Boston Road – Reconstruction	--	Project Scoping – 2015	2023
Route 629 Deep Creek Road– Bridge Replacement	--	Project Scoping	January 2018
Route 636 Garden Lane – Unpaved Road		Scoping	State Force Construction
Route 1007 Stoneleigh Road – Unpaved Road		Scoping	State Force Construction
Route 714 Union Church Road – Unpaved Road		Scoping	State Force Construction

Construction Activities

- **Guardrail Repair GR07-967-096, N501**
Scope: Guardrail repairs – on call – District wide.
Next Major Milestone: Contract **Renewed**.
Contract Completion: June 30, 2015
- **Route 6 Hardware River Bridge**
Scope: Bridge Replacement
Next Major Milestone: Continue construction of the superstructure.
Contract Completion: August 14, 2015
- **Route 6 Rivanna River Bridge**
Scope: Bridge Replacement
Next Major Milestone: Complete construction of piers and setting girders for north (Phase 1) segment of bridge. Some delay encountered due to subsurface conditions.
Contract Completion: November 20, 2015

- **Surface Treatment Schedule ST7A-967-F14, P401**
Scope: Albemarle, Greene, Fluvanna, Louisa Counties
Next Major Milestone: Routes remaining 608, 610, 611, 613, 619, 628, 629, 631, 632, 635, 670, 676, 682, 683, 684, 685, 686, 692 and 693. (To be completed next year.)
Contract Completion: November 1, 2015
- **GR-9 Replacement Contract (FO)0000-967-265,C501**
Scope: Replace unapproved GR-9 End Sections
Next Major Milestone: Bid Openings January 28, 2015
Contract Completion:

Traffic Engineering Studies

Completed

- **Route 6**
Safety study; complete
VDOT Study Number—065-0006-20140825-007

Under Review

- **Route 53 Thomas Jefferson Parkway**
Signing study; pending
VDOT Study Number—065-0053-20141117-010

Maintenance Activities

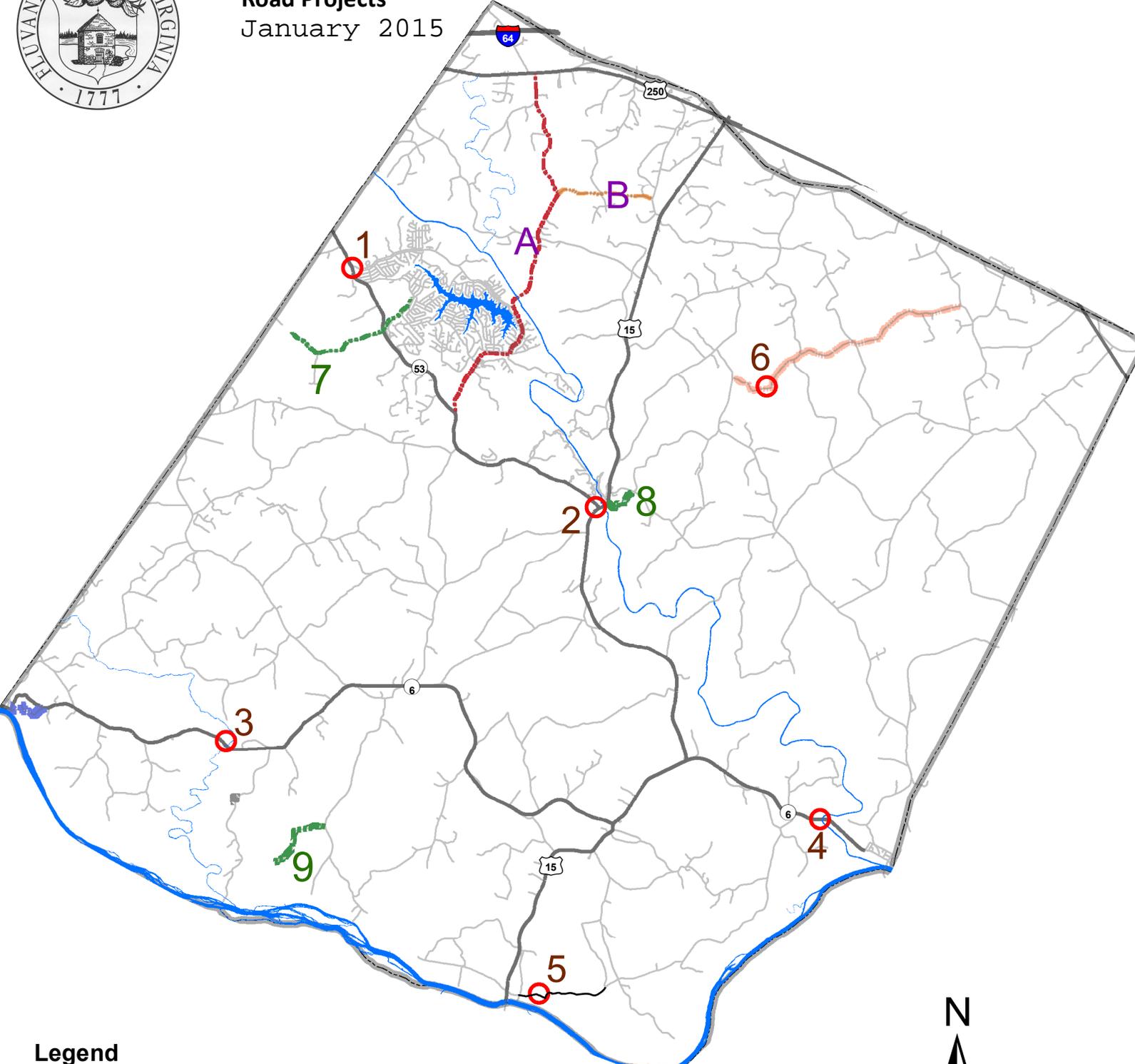
VDOT Area Headquarter crews completed the following activities during the past month. For specific route activities, please contact the Charlottesville Residency Office.

- Patching was performed on 2 primary routes
- Shoulders repaired on 1 primary route and 4 secondary routes
- Trash removal on 1 secondary route
- Tree removal on 2 secondary routes
- Trimming along 4 secondary routes
- Crews have responded to 8 winter weather events



Fluvanna County

Road Projects
January 2015



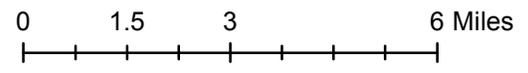
Legend

Engineering and Construction

- 1 Rte 53 Safety Project - Intersection Improvements @ Rte 618
- 2 Route 15/53 Roundabout
- 3 Rte 6 Bridge Replacement (Hardware)
- 4 Rte 6 Bridge Replacement (Rivanna)
- 5 Rte 656 Bridge Replacement (Holman)
- 6 Rte 629 (Deep Creek Rd) Bridge Replacement
- 7 Rte 636 (Garden Ln)- unpaved road (scoping)
- 8 Rte 1007 (Stoneleigh Rd) - unpaved road (scoping 2017)
- 9 Rte 714 (Union Church Rd) - unpaved road (scoping 2019)

Road Reconstruction

- A Rte 600 (South Boston Rd) - Reconstruction
- B Rte 633 (North Boston Rd) - Reconstruction



FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: February 4, 2015

AGENDA TITLE:	Town of Columbia Task Force Update				
MOTION(s):	N/A				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Steve Nichols, County Administrator				
PRESENTER(S):	Pat Groot, Task Force Chair, and TJPDC Grants Administrator				
RECOMMENDATION:	Information				
TIMING:	Routine				
DISCUSSION:	None				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: February 4, 2015

AGENDA TITLE:	Fiscal Year 2016 Budget Proposal and FY 2017-2020 Projected Budgets (<i>The Five-Year Financial Plan</i>) –				
MOTION(s):	N/A				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Eric Dahl, Finance Director				
PRESENTER(S):	Steve Nichols, County Administrator, and Eric Dahl, Finance Director				
RECOMMENDATION:	Information				
TIMING:	Routine				
DISCUSSION:	None				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: February 4, 2015

AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors Regular Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, January 21, 2015 be adopted.				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Kelly Belanger Harris, Clerk to the Board				
PRESENTER(S):	Steven M. Nichols, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft minutes for January 21, 2015				
REVIEWS	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
January 21, 2015
Work Session 4:00 pm
Regular Meeting 7:00 pm

MEMBERS PRESENT:

Mozell Booker, Fork Union District, Chairperson
Bob Ullenbruch, Palmyra District, Vice-Chairperson
Tony O'Brien, Rivanna District (*Arrived at 4:16 pm*)
Mike Sheridan, Columbia District (*Arrived at 4:08 pm*)
Donald W. Weaver, Cunningham District

ALSO PRESENT:

Steven M. Nichols, County Administrator
Fred Payne, County Attorney
Kelly Belanger Harris, Clerk to the Board of Supervisors
Cheryl Elliott Wilkins, Emergency Services Coordinator

WORK SESSION

CALL TO ORDER

At 4:00pm, Chairperson Booker called the Work Session meeting of January 21, 2015 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

FY15 Budget and CIP Update – Eric Dahl, Finance Director, Mary Anna Twisdale, Management Analyst, & Mr. Josh Gifford, IT Director, Fluvanna County Public Schools

Mr. Dahl provided the Board of Supervisors with an update of the FY15 Budget and CIP. Mr. Gifford offered insight and clarification on several points of discussion regarding proposed technology upgrades school-wide that would allow for more reliable internet and broadband usage in the schools.

In response to the presentation and ensuing discussion, the Board directed staff to:

- Cancel the FY09 Ambulance rechassis, \$100,000;
- Hold and not proceed on the FY15 Pleasant Grove Restroom Facility, \$150,000;
- Hold and not proceed on the FY15 Pleasant Grove Picnic Shelter, \$35,000.

Cost Recovery Program – Cheryl Wilkins, Emergency Services Coordinator, presented to the Board several options for adopting a Cost Recovery Program for Emergency Services.

After thorough discussion of the potential options available, the Board directed Staff to:

- To move forward with an EMS Cost Recovery program;
- To advertise and hold a Public Hearing on February 18, 2015, to approve an ordinance to allow for EMS Cost Recovery;
- To proceed with procuring a billing provider;
- To return with a final billing policy and fee schedule on March 18, 2015.

At 6:03pm, Chairperson Booker thanked the work session participants and recessed for dinner and Closed Meeting.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 6:03 pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, 2.2-3711 A.3, Section 2.2-3711 A.6, and Section 2.2-3711 A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, and Legal Matters. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

RECESS FOR DINNER and CLOSED MEETING

RECONVENE FOR REGULAR MEETING

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 7:05, Mr. Weaver moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member's 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." Mr. Sheridan seconded. The motion carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

CALL TO ORDER

Chairperson Booker called the Regular Meeting of Wednesday, January 21, 2015, to order at 7:00 pm, in the Circuit Courtroom in Palmyra, Virginia. After the Pledge of Allegiance was recited, Chairperson Booker called for a moment of silence.

ADOPTION OF AGENDA

Mr. Weaver moved to accept the Agenda for the January 21, 2015 Regular Meeting of the Board of Supervisors. Mr. Ullenbruch seconded and the Agenda was adopted as presented, with a vote of 5-0. AYES: Booker, O'Brien, Sheridan, Ullenbruch, & Weaver. NAYS: None.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- DSS had another successful Christmas program this year
 - Coordinated by Jane Wilson, DSS staff
 - 180 children and 49 seniors were helped this year by 42 sponsors consisting of individuals, churches, doctor and dental offices, and several high school classes.
 - A big thanks goes out to Jane Wilson for coordinating the program and to all of the sponsors for making this happen!
- Congratulations to Cheryl Wilkins, Emergency Services Coordinator
 - Selected to attend the Emergency Management Professional Program L0101: Foundations of Emergency Management, in March 2015
- Senior Resources Guide
 - In Print and Online
 - Created by Partnership for Aging Committee
- New Stage at Pleasant Grove completed.
- Carysbrook Elementary Geographic Bee
 - The Geographic Bee is designed to motivate students to learn about the world and how it works.
 - Carysbrook Elementary Staff Facilitators
 - Michelle Farley and Corey Crawford
 - 3rd grade Winner
 - Kessler Potter, Ms. Flood's class
 - 4th grade Winner
 - Mason Blackburn, Mr. Dieter's class
- Market Fluvanna Awards Reception
 - Saturday, January 24, 2015, 3-5 pm
 - Fluvanna County Library
- New Palmyra fire vehicle being inspected in Wisconsin
- Finance Board Meeting
 - Mon, Jan 26th, 3-5 pm
- Two pending issues for future agendas
 - Dog Leash Policy for Pleasant Grove
 - Business License Fee Proposal
- RK&K Brief to BOS
 - Feb 18th Work Session at 4 pm
- Upcoming Meetings on Feb 4, 2015
 - 4:00 pm – Regular Meeting
 - 7:00 pm – Work Session (Revenue/Expenditures & Agency Briefs)

BOARD OF SUPERVISORS' UPDATES

Sheridan—Parks and Rec Advisory Board.

Weaver— No meetings in January.

Ullenbruch—Jail Board, and Jail Board Finances Review Committee organizational meeting.

O'Brien— No meetings in January.

Booker—Rivanna River Basin Commission. Recreation on the rivers, bringing economic development to Virginia by increasing outdoor/river activities.

PUBLIC COMMENTS #1

Chair Booker opened the first round of Public Comments.

With no one wishing to speak, Chair Booker closed the first round of Public Comments.

PUBLIC HEARINGS

None.

ACTION MATTERS

Bereavement Policy, Gail Parrish, Director of Human Resources, presented a proposal for an Employee Bereavement Policy. Ms. Parrish noted that many other counties in Virginia require staff to use Annual Leave in the event of the loss of an immediate family member. Ms. Parrish defined the family members that would be covered under the Bereavement Policy and noted the number of days that would be covered under the policy, as well as the employee classes that would be eligible. The Board discussed which employees would be covered and the benefits available to less than full-time employees.

MOTION

Mr. Ullenbruch moved the Board of Supervisors approve the N.10 Bereavement Leave Policy as presented. Mr. O'Brien seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

PRESENTATIONS

None.

CONSENT AGENDA

The following items were pulled for discussion:

- Accounts Payable Report—Mr. Weaver questioned the number of Real Estate Payouts showing on the report. Mr. Mel Sheridan, Commissioner of the Revenue, clarified that this report is showing a quarterly accounting of the Real Estate Payouts. Mr. Weaver further questioned the completion time for Pleasant Grove and expenditures made, Bank of America credit card. Mr. Dahl noted that Parks and Recreation purchased new office furniture when they moved into Pleasant Grove. Mrs. Booker questioned the amount of money that was budgeted for Juvenile Detention. Mr. Nichols indicated that it was around \$184,000.
- Treasurer's Report—Mr. Weaver noted that revenue projections seem to be running close to actuals. Mr. Nichols asked for feedback on the style and content of the Report with Mrs. Booker indicating that the report is a good starting point and looks forward to future reports.

After discussion of the pulled items, the following were approved under the Consent Agenda:

- Minutes of January 7, 2015 – Kelly Belanger Harris, Clerk to the Board
- Treasurer's Report—Linda Lenherr, Treasurer
- Accounts Payable Report—Eric Dahl, Finance Director
- Transfer Ownership of Surplus County Vehicle to School Board—Joe Rodish, Procurement Officer
- Resolution for Rural Rustic Roads, Rte 714, Union Church Road and Rte 1007, Stoneleigh Road –Bobby Popowicz, Community Development Director
- Open Space Application, Mrs. Ann C. Hoskin—Mel Sheridan, Commissioner of the Revenue

MOTION

Mr. Ullenbruch moved to approve the items on the Consent Agenda for December 17, 2014, and to ratify Accounts Payable and Payroll for December 2014 in the amount of \$3,513,498.37. Mr. Sheridan seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

UNFINISHED BUSINESS

Fluvanna Rescue Update—Cheryl Wilkins, Emergency Services Coordinator, and members of Fluvanna Rescue Association (FRA): Jamie Stafford, Fluvanna Rescue President; Len Bozza, President, Lake Monticello Fire Department and Rescue Squad, Inc.; Andrew Pullen, Kents Store Fire Company Chief; John Lye, Lake Monticello Water Rescue Chief; and Mike Brent, Fluvanna Fire Chief. Ms. Wilkins highlighted the current state of rescue services in the County and briefed the Board on possibilities for sustainable short- and long-term plans. Staff and FRA leadership indicated potential difficulties in the options presented, as well as noting the possibilities for success among those same options. Current rescue operations include no coverage by Fluvanna Rescue on Thursday nights, and one weekend, per rotation. The contract crew currently covers daytime hours only; however, it is able to staff the Thursday night and weekend vacancy at a non-contract, higher rate. Ms. Wilkins suggested delaying additional hours by the contract crew until the coverage is included in the contracted rates, no later than March 1, 2015.

No option was chosen at the end of discussion; the Board requested the Fluvanna Fire and Rescue to return for a Work Session at 7:00 pm after the Regular Meeting on May 6, 2015, to present a viable plan for sufficient and reliable Emergency Services in Fluvanna County.

NEW BUSINESS

None.

PUBLIC COMMENTS #2

Chair Booker opened the floor for the second round of public comments.

With no one wishing to speak, Chair Booker closed the second round of public comments.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 9:07 pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.3, Section 2.2-3711 A.6, and Section 2.2-3711 A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, and Legal Matters. Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 11:12pm, Mr. Weaver moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED the Board of Supervisors certifies that to the best of each member's 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.” Mr. Sheridan seconded. The motion carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

MOTION

Mr. O’Brien moved that the County provide defense for the County Attorney and his firm in the case now pending in the Circuit Court of the City of Richmond under style of Davenport & Co. LLC v Payne, et al. Mr. Weaver seconded and the motion passed with a vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

ADJOURN

MOTION:

At 9:53pm Mr. Ullenbruch moved to adjourn the meeting of Wednesday, January 21, 2015.

Mr. Sheridan seconded and the motion carried with a vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

Mozell H. Booker
Chairperson

DRAFT



FLUVANNA COUNTY, VIRGINIA

BOARD OF SUPERVISORS

**RURAL RUSTIC ROAD PROJECT
ROUTE 714, UNION CHURCH ROAD**

The Board of Supervisors of Fluvanna County, in regular meeting on the 21st day of January, 2015, adopted the following:

RESOLUTION

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Fluvanna County, Virginia desires to consider whether Route 714 Union Church Road, From: Route 640 Shores Road To: End of State Maintenance should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board's six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

Recorded Vote

A Copy Teste:

Moved By: Ullenbruch

Seconded By: Sheridan

Yeas: 5

Nays: 0

Signed _____

Printed Name Mozell H. Booker

Title Chair, Board of Supervisors



FLUVANNA COUNTY, VIRGINIA

BOARD OF SUPERVISORS

**RURAL RUSTIC ROAD PROJECT
ROUTE 1007, STONELEIGH ROAD**

The Board of Supervisors of Fluvanna County, in regular meeting on the 21st day of January, 2015, adopted the following:

RESOLUTION

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Fluvanna County, Virginia desires to consider whether Route 1007 Stoneleigh Road, From: 0.09 miles East Route 15 James Madison Highway To: Route 601 Courthouse Road should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board's six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

Recorded Vote	
Moved By:	<u>Ullenbruch</u>
Seconded By:	<u>Sheridan</u>
Yeas:	<u>5</u>
Nays:	<u>0</u>

A Copy Teste:	
Signed	<u>Mozell H. Booker</u>
Printed Name	Mozell H. Booker
Title	<u>Chair, Board of Supervisors</u>

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: February 4, 2015

AGENDA TITLE:	Cancellation of FY12 CIP Ambulance Rechassis and Reappropriation of CIP Budget to Fund Balance.				
MOTION(s):	I move the Board of Supervisors authorize staff to reappropriate \$100,000, designated for an Ambulance rechassis in the FY12 Fire and Rescue CIP, to the County's Fund Balance.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Mary Anna Twisdale, Management Analyst				
PRESENTER(S):	Mary Anna Twisdale, Management Analyst				
RECOMMENDATION:	I recommend approval of the following action.				
TIMING:	Routine.				
DISCUSSION:	The FY12 CIP contained a request from Fire and Rescue for \$100,000 to rechassis an ambulance. The rechassis was never completed. Since that time, another \$175,000 has been appropriated for an ambulance rechassis and therefore the \$100,000 is no longer needed.				
FISCAL IMPACT:	This will reduce the CIP by \$100,000 and increase the Fund Balance by \$100,000.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			



BOS Directives and Requests Status Report

Updated: January 27, 2015

Status	Date	Directive/Request	Action By	Comments
Pending	21-Jan-15	Present a proposal for a revised Rescue Service structure for the County.	FRA Leadership	For May 6, 2015 BOS Meeting
Pending	21-Jan-15	Return to the Board with a final billing policy and fee schedule on March 18, 2015	EMS Coordinator	
Pending	21-Jan-15	Proceed with procuring a billing provider for EMS cost recovery	EMS Coordinator	
Pending	21-Jan-15	Advertise and hold a Public Hearing on February 18, 2015 to approve an ordinance to allow for EMS Cost Recovery	EMS Coordinator	
Pending	21-Jan-15	Move forward with EMS Cost Recovery Program	EMS Coordinator	
Pending	21-Jan-15	Hold and not proceed on FY15CIP, Pleasant Grove Picnic Shelter	Public Works	
Pending	21-Jan-15	Hold and not proceed on FY15CIP, Pleasant Grove Restroom Facility	Public Works	
Pending	21-Jan-15	Cancel FY09 Ambulance rechassis, return funds to General Fund Balance	Finance	
Pending	7-Jan-15	Barking Dogs ordinance from other localities	Staff	
Pending	17-Dec-14	Leash Policy for Dogs in County Parks	P&R/County Attorney	
Pending	3-Dec-14	Compile a comprehensive list of financial policies and agreements with FRA	Staff	
Pending	19-Nov-14	Research possible methodologies to restructure the County's Business Personal Property Tax for presentation to the Board in Feb/Mar 2015.	COR/Comm Dev Dir	
Pending	19-Nov-14	Research Business License Fee options and costs for presentation to the Board at the January 21, 2015, meeting.	COR/Comm Dev Dir	
Pending	19-Nov-14	Draft an Ordinance Amendment regarding signage requirements for actions requiring Public Hearings (e.g., SUPs, ZMPs, etc.).	Planning/County Attorney	
Pending	15-Oct-14	Review FUSD debt refinancing opportunities and alternatives	Finance	
Pending	15-Oct-14	Present a FUSD revenue forecast update in January 2015	PW	
Pending	1-Oct-14	Follow-up on the status of the report from the June 2014 CSA State Audit	COAD/CSA	
Pending	16-Jul-14	Return to the Board with specific amounts and dates proposed for change to be Capital Improvements Plan process.	Finance/COAD	
Pending	17-Jul-13	Prepare cash proffer guidance for consideration by the Board	Planning	
Pending	5-Jun-13	Pursue a cell phone stipend policy	COAD	
Pending	15-May-13	Request a speed study be done between the Town of Columbia and the Rivanna Bridge on Route 6.	Comm Dev	Request submitted to VDOT
Pending	2-Jan-13	Review collection options for personal property taxes	Treasurer	
Ongoing	1-Aug-12	Investigate Carysbrook wells ("Thomasville") and the County's existing unused James River water intake to determine viability for potential county water needs.	PW	

Status	Date	Directive/Request	Action By	Comments
Complete	17-Dec-14	Report from the Treasurer at the January 21, 2015, BOS Meeting, and quarterly thereafter.	Treasurer	In January 21, 2015 Package
Complete	3-Dec-14	Present a proposal within 60 days for a revised Rescue Service structure for the County.	FRA Leadership	for the January 21, 2015 Meeting
Complete	3-Dec-14	Proceed with Option 3 with regard to the Zion Crossroads Visitor Center.	Econ Dev	
Complete	1-Oct-14	Coordinate a Work Session on November 19, 2014, with the Fluvanna Fire and Rescue Association	ESC	Completed Dec 3, 2014
Complete	2-Jan-13	Research County funds investment plan and options	Treasurer	Finance Board began meeting Jan 26, 2015
Complete	6-Aug-14	Present reappointment of FUSD members affected by the FUSD Advisory Committee By-Law changes at the September 3, 2014 meeting	Staff	September 3, 2014 Meeting
Complete	16-Jul-14	Compile financial figures for an SRO and return with a request.	Sheriff	August 6, 2014 Meeting
Complete	2-Jul-14	Set process to evaluate Fork Union Sanitary District rates every two years	Staff	Will Comply
Complete	18-Jun-14	No longer accept additional applications for appointment of Commissions/Committees for a specific agenda after packet has been compiled.	Staff	Will Comply
Complete	7-May-14	Present a resolution for new FUSD water rates (Option 5) at the May 21, 2014 meeting.	Staff	Public Hearing approved by BOS at Jun 4, 2014 Meeting
Complete	2-Apr-14	Review options for updating the animal control ordinances.	Staff	Briefed BOS at 5-21-2014 Meeting; no change to policy
Complete	2-Apr-14	Create a Resolution recognizing for Ms. Audrey Smith who will be turning 100 yrs. old this month.	Staff	Approved 2014-04-16
Complete	5-Mar-14	Research and present additional revenue source options.	Staff	May 7, 2014 Work Session
Complete	19-Feb-14	Schedule a Closed Session for March 5, 2014 meeting to discuss personnel matters.	Staff	Scheduled
Complete	5-Feb-14	Perform DMV checks on appropriate County staff within 45 days.	Staff	Completed
Complete	8-Jan-14	Draft a proposed change to County Code and assess the costs for requiring Passive Radon Reduction New Construction (RRNC) in new home construction.	Staff	Briefed BOS at 5-07-2014 Meeting; no change to policy
Complete	8-Jan-14	Continue including Voluntary Contribution forms in mailings for Real Property bills when not sent to mortgage institutions.	Treasurer	Complete
Complete	8-Jan-14	Proceed with the hydrogeological testing in the Zion Crossroads area.	Staff	

COUNTY OF FLUVANNA

“Responsive & Responsible Government”

P.O. Box 540
Palmyra, VA 22963
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www.fluvannacounty.org

MEMORANDUM

Date: February 4, 2015
From: Mary Anna Twisdale/ Management Analyst
To: Board of Supervisors
Subject: FY15 Capital Reserve Balances

The FY15 Capital Reserve account balances are as follows:

County Capital Reserve:

FY14 Carryover	\$2,470.00
FY15 Beginning Budget:	\$200,000.00
Less: Permanent Pleasant Grove Sign at Entrance to Pleasant Grove 9.3.14	-\$15,000.00
Less: Correct Health & Safety Code Violations at Various County Bldgs 9.3.14	-\$35,000.00
Less: Mold Remediation & Related Work at Community Center & Performing Arts Building 12.3.14	-\$21,000.00
Less: Installation of Restroom Fans, Treasurer’s Building 12.3.14	-\$3,000.00
Less: Correction to Mold Remediation & Related Work at Community Center & Performing Arts Building 12.17.14	-\$2,100.00
Less: Plaster Repairs and Painting of Water Damaged Ceiling at Performing Arts Center 12.17.14	-\$2,400.00
Less: Specified Repairs to Exterior of the Administration Building 12.17.14	-\$22,500.00
Less: Replace Gutters and Downspouts on Administration Building 1.7.15	-\$12,900.00
Less: Correction to Plaster Repairs and Painting of Water Damaged Ceiling at Performing Arts Center 1.7.15	-\$600.00
Available:	\$87,970

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Schools Capital Reserve:

FY14 Carryover	\$122,693.00
FY15 Beginning Budget:	\$200,000.00
Less: Carysbrook Elementary Music Room Carpet Replacement 7.2.14	-\$3,520.00
Less: Central Elementary Asbestos Abatement and Air Tests 7.2.14	-\$3,100.00
Less: Central/West Central Flooring 9.3.14	-\$76,600.00
Less: Materials and Service to Migrate the FCPS Bus Radio System to the Base of the Communication Towers as directed by the LOA Agreement 1.7.15	-\$5,750.00
Available:	\$233,723

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MEMORANDUM

Date: February 4, 2015
From: Mary Anna Twisdale/ Management Analyst
To: Board of Supervisors
Subject: FY15 BOS Contingency Balance

The FY15 BOS Contingency line balance is as follows:

Beginning Budget:	\$150,000.00
Less: Sheriff's Office Unclaimed Body Charges 10.1.14	-\$1,712.00
Less: Info Tech MUNIS Tax Project Training 10.1.14	-\$16,000.00
Less: Parks & Recreation Earth Day Funding 12.3.14	-\$13,500.00
Available:	\$118,788.00