



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

March 18, 2015, at 7:00 pm

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

O ZMP 15-01 Memory Lane Property

P Cost Recovery Ordinance—Cheryl Elliott, Emergency Services Coordinator

7 – ACTION MATTERS

Q Set Advertised Operating Budget and CIP—Mary Anna Twisdale, Management Analyst

R Department of Forestry Grant Award Letter—Jason Smith, Director of Parks and Recreation

8 – PRESENTATIONS (normally not to exceed 10 minutes each)

None

9 – CONSENT AGENDA

S Minutes of the February 25, 2015 Work Session Meeting—Kelly Belanger Harris, Clerk to the Board

T Minutes of the March 4, 2015 Regular Meeting—Kelly Belanger Harris, Clerk to the Board

U Accounts Payable Report—Eric Dahl, Finance Director

10 – UNFINISHED BUSINESS

TBD

11 – NEW BUSINESS

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

14 – ADJOURN

County Administrator Review

PLEDGE OF ALLEGIANCE

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

ORDER

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

PUBLIC HEARING RULES OF PROCEDURE

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

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 18, 2015

AGENDA TITLE:	ZMP 15:01 – Memory Lane Property, LLC				
MOTION(s):	I move that the Board of Supervisors approve/deny/defer ZMP 15:01 of the attached ordinance for ZMP 15:01, a request to amend the Fluvanna County Zoning Map with respect to 6.746 acres of Tax Map 4, Section A, Parcel 97A to rezone the same from I-1, Industrial, Limited and I-2, Industrial, General, to I-2, Industrial, General.				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	x				
STAFF CONTACT(S):	Steve Tugwell, Senior Planner				
PRESENTER(S):	Steve Tugwell, Senior Planner				
RECOMMENDATION:	At its meeting on February 25, 2015, the Planning Commission recommended approval of ZMP 15:01 (4-0); Mrs. Eager moved to recommend approval, Mr. Johnson seconded; Ayes: Bibb, Eager, Johnson, and Zimmer.				
TIMING:	Immediate decision requested at current meeting.				
DISCUSSION:	Request to amend the Fluvanna County Zoning Map with respect to 6.746 acres of Tax Map 4, Section A, Parcel 97A to rezone the same from I-1, Industrial, Limited and I-2, Industrial, General, to I-2, Industrial, General.				
FISCAL IMPACT:	-				
POLICY IMPACT:	<p>Regarding ZMP 15:01, The Board of Supervisors may:</p> <ul style="list-style-type: none"> • Approve this request, allowing the Fluvanna County Zoning Map to be amended; OR • Deny this request, preventing the Fluvanna County Zoning Map to be amended; OR • Defer this request and make a final decision at a later date. 				
LEGISLATIVE HISTORY:	<p>Review of a proposed rezoning request in accordance with Chapter 22, Article 20 of the Fluvanna County Code (Zoning Ordinance: Amendments & Rezoning)</p> <p>Application was received on January 5, 2015;</p> <p>Planning Commission reviewed the request on February 25, 2015.</p>				
ENCLOSURES:	Staff Report (with accompanying attachments)				



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

STAFF REPORT

To: Fluvanna County Board of Supervisors
Case Number: ZMP 15:01
Tax Map: Tax Map 4, Section A, Parcel 97A

From: Steve Tugwell
District: Palmyra
Date: March 18, 2015

General Information: This request is to be heard by the Board of Supervisors on Wednesday, March 18, 2015 at 7:00 pm in the Circuit Courtroom in the Courts Building.

Owner/Applicant: Memory Lane Property, LLC

Representative: Justin M. Shimp, Shimp Engineering, P.C.

Requested Actions: To amend the Fluvanna County Zoning Map with respect to 6.746 acres of Tax Map 4, Section A, Parcel 97A, to rezone the same from I-1, Industrial, Limited, and I-2, Industrial, General, to I-2, Industrial, General. (Attachment A)

Location: The affected property is located on the south side of Richmond Road (Route 250), approximately ¼ mile from Route 250 at the end of Memory Lane. (Attachment B)

Existing Zoning: I-1, Industrial, Limited (part), and I-2, Industrial, General (Attachment C)

Planning Area: Zion Crossroads Community Planning Area

Existing Land Use: The parcel is currently vacant.

Adjacent Land Use: The surrounding parcels are currently zoned A-1, I-1, and I-2

Zoning History: This property was rezoned from A-1 to I-1 and I-2 on April 18, 2007 (ZMP 07:03) as follows: 4.82 acres of Tax Map parcel 4-A-97A from A-1 Agricultural to I-1 Industrial, Limited and 1.913 acres of the same parcel from A-1 Agricultural to I-2 Industrial, General.

Neighborhood Meeting:

With the exception of the applicant, there were no other attendees at the January 14, 2015 neighborhood meeting.

Technical Review Committee:

The following comments were generated from the January 15, 2015 Technical Review Committee meeting:

1. Charles Miller stated that they have no comments with regard to this request;
2. Mike Brent with the Fire Dept. stated they are ok with the request;
3. Planning staff asked for clarification as to what the building will be used for, planning staff also inquired about the means of ingress and egress;

-Any development will require site development plan review and approval;
4. VDOT has made a site visit and reviewed the referenced proposal, VDOT offers the following preliminary comments:
 - Rte. 698 (Memory Lane) is a Rural Local Road with a pavement width of approximately 22 ft. VDOT's 2013 Traffic Data shows an estimated Annual Average Daily Traffic Volume of 140 vehicles for Rte. 698.
 - Rte. 698 is currently served by an existing Right Turn Taper and Right Turn Lane off eastbound Rte. 250 (Rural Major Collector with an AADT of 3500).
 - Rte. 698 is approximately 0.35 miles long and dead ends at a cul-de-sac beside TMS 4A-20A (currently used as an office/construction yard for A.G. Dillard).
 - If a site plan is submitted that significantly increases the traffic on Rte. 698, provide an entrance analysis for the intersection of Rte. 250 and Rte. 698 along with the recommended road improvements to support the proposed development, VDOT will review the entrance analysis and provide comments if applicable. Design of turn lane(s) on Rte. 250, if needed, shall conform to VDOT's Geometric Design for Rural Collector Road System (GS-3) with ADT over 2000, Rolling Terrain (12 ft. min. lane width, 8 ft. graded shoulder, etc.).

(Attachment D)

Statement of Intent:

The Statement of Intent indicates the purpose of the zoning district and describes the characteristics of uses generally found within the district.

The Statement of Intent for the I-2, Industrial, General Zoning District is as follows:

The primary purpose of this district is to establish an area as defined by the Comprehensive Plan where the principal use of land is for heavy commercial and industrial operations, which may create some nuisance, and which are not properly associated with, nor particularly compatible with, residential, institutional, and neighborhood commercial service establishments. The specific intent of this district is to:

- (a) encourage the construction of and the continued use of the land for heavy commercial and industrial purposes;
- (b) prohibit residential and neighborhood commercial use of the land and to prohibit any other use which would substantially interfere with the development, continuation or expansion of commercial and industrial uses in the district;
- (c) to encourage the discontinuance of existing uses that would not be permitted as new uses under the provisions of this ordinance.

Analysis:

The applicant is requesting to rezone a 6.746 acre parcel (Tax Map 4, Section A, Parcel 97A) from I-1, Industrial, Limited, and I-2, Industrial, General, to I-2, Industrial, General. According to the staff report from the prior rezoning on this parcel (ZMP 07:03), 4.82 acres of Tax Map parcel 4-A-97A was rezoned from A-1 Agricultural to I-1 Industrial, Limited and 1.913 acres of the same parcel from A-1 Agricultural to I-2 Industrial, General. There has been some confusion on the exact location and acreage amounts of the respective zoning classifications on this property, therefore the applicant is requesting to rezone the entire 6.746 acres to I-2 to remove the ambiguity.

The applicant has stated that by rezoning the entire parcel to I-2, they will increase the potential industrial uses with the adjacent sewage treatment plant effluent located near the Women's Correctional Facility. Additionally, it is worth noting that rezoning to I-2 would allow heavy manufacturing by special use permit.

(Attachment E)

Comprehensive Plan:

VISION 2029

The vision for Fluvanna County is based on key goals such as “preserving the rural character, promote economic development and protect individual property rights”. Protecting and preserving the rural character is essential as was expressed by Fluvanna citizens throughout the comprehensive planning process (see Appendix A in the Comprehensive Plan under the “2006 Planning Issues Survey”).

Land Use Chapter:

The Comprehensive Plan designates this property as within the Zion Crossroads Community Planning Area. According to this chapter, *“this area is the county’s primary regional economic development area and is targeted as a regional employment center and for primarily mixed-use, mixed-income development that will also help develop the infrastructure needed for such*

development, as well as diversifying the county's tax base". Additionally, "large, medium and small commercial businesses, along with office, civic, and multifamily residential uses, combine to form a series of neo-traditional development or series of interconnected developments.

This area of the county is currently a mix of residential, commercial, and industrial uses. This parcel is located within a designated growth-area, the existing Zion Station industrial subdivision, and close proximity to Interstate 64 and Route 250.

Economic Development:

The 2009 Comprehensive Plan states that Goal 3 under the Course of Action Section is *"to protect rural areas through economic development"*, and to *"support the development of locally owned businesses, and entrepreneurial opportunities, particularly those that are of rural character and will require little provision of infrastructure"*. The Zion Crossroads Community Planning Area has been developing with a mix of mostly commercial and industrial uses, and some existing residential.

Planning Commission:

Justin Shimp, representative for the owner, advised that he has been talking to the Fluvanna County Women's prison about using their affluent sewer for industrial uses. It was brought up that the I-2 zoning district allows more processed manufacturing. This part of the parcel is located downstream and the water can be used for cleaning of construction sites in the summer and dust downs. Prison Representatives are excited by the prospect and Mr. Shimp can guarantee that it will happen but needs the zoning to get it accomplished.

Mr. Payne established with Mr. Shimp that the plan is to reuse the affluent (water) from FCCW, used for reuse applications, and Mr. Zimmer stated that it also helps the county close the loop on the potential issue of two different zoning districts in that area, and no one knows exactly where the boundaries of each are located.

Senior Planner Steve Tugwell stated that I-2 zoning would expand the options for usage on the property, however heavy Manufacturing would still require a special use permit

Mr. Payne stated using the sewer plant affluent could raise the capacity of the plant and be beneficial to the county, and Mr. Zimmer stated that it would not count against the counties discharge because it is being used in a process. Mr. Payne said the County does have a contract with the D.O.C. for the water and sewer.

Mrs. Eager stated that she thought it fits the comprehensive plan, and that it is attractive to the county to get more business in the area and a good thing.

After hearing no members of the public speak, the Planning Commission recommended approval of ZMP 15:01 (4-0); with Mrs. Eager moving to recommend approval and Mr. Johnson seconding.

Ayes: Bibb, Eager, Johnson, and Zimmer.

Conclusion:

This rezoning request appears to meet the intent of the Comprehensive Plan in that, *“this area is the county’s primary regional development area and is targeted as a regional employment center and for primarily mixed-use, mixed-income development that will also help develop the infrastructure needed for such development, as well as diversifying the county’s tax base.”*

When reviewing this rezoning request, the Board of Supervisors should take into consideration how this request accomplishes (or does not accomplish) the goals and intent of the Comprehensive Plan.

Suggested Motion:

I move that the Board of Supervisors **approve/deny/defer** ZMP 15:01 of the attached ordinance for ZMP 15:01, a request to amend the Fluvanna County Zoning Map with respect to 15.986 acres of Tax Map 4, Section A, Parcel 97A to rezone the same from I-1, Industrial, Limited, and I-2, Industrial, General, to I-2, Industrial, General.

Attachments:

- A – Application and APO letter
- B – Aerial Vicinity Map
- C – Existing zoning map
- D – Neighborhood meeting sign-in sheet, TRC comment letter and emails
- E – Applicant narrative and site boundary survey
- F – Proposed ordinance

Copy: Memory Lane Property, LLC, P.O. Box 7427, Charlottesville, VA 22906
Shimp Engineering, P.C., 201 E. Main Street, Suite M, Charlottesville, VA 22902
File



COMMONWEALTH OF VIRGINIA
 COUNTY OF FLUVANNA
 Application for Rezoning

Received

JAN 05 2015

Planning Dept.

Owner of Record: Memory Lane Property LLC Applicant of Record: Same as Owner

E911 Address: P.O. Box 7427 Charlottesville VA 22906 E911 Address: _____

Phone: (434) 977-3750 Fax: _____ Phone: _____ Fax: _____

Email: Alan@AGDillard.com Email: _____

Representative: Justin Shimp - Shimp Engineering, PC

Note: If applicant is anyone other than the owner of record, written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.

E911 Address: 201 E. Main St. Suite M Charlottesville, VA 22902

Phone: (434) 207-8086 Fax: _____

Is property in Agricultural Forestal District? No Yes

Email: Justin@Shimp-Engineering.com

If Yes, what district: _____

Tax Map and Parcel(s): TM 4A Parcel 97A Deed Book Reference: DB 713 P 647

Acreage: 6.9 acres Zoning: I-2 and I-1 Deed Restrictions? No Yes (Attach copy)

Location of Parcel: approx. 1/4 mile from US 250 at end of Memory Lane adjacent to A.G. Dillard

Requested Zoning: I-2 Proposed use of Property: Potential industrial uses w/ adjacent Sewage Treatment Plant effluent

Affidavit to Accompany Petition for Rezoning

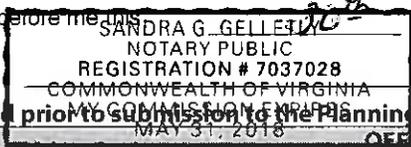
By signing this application, the undersigned owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the Board of Supervisors during the normal discharge of their duties in regard to this request.

I/We, being duly sworn, depose and say that we are Owner/Contract Owner of the property involved in this application and that we have familiarized ourselves with the rules and regulations of the Zoning Ordinance with respect to preparing and filing this application, and that the foregoing statements and answers herein contained and the information on the attached map to the best of our ability present the argument on behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of our knowledge.

Date: 12-30-14 Signature of Owner/Applicant: [Signature]

Subscribed and sworn to before me this 30th day of Dec., 20 14 Register # 7037028

My commission expires: _____ Notary Public: [Signature]



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

OFFICE USE ONLY			
Date Received: <u>01/05/15</u>	Pre-Application Meeting:	PH Sign Deposit Received: <u>01/05/15</u>	Application #: <u>ZMP</u>
\$1,000 plus \$50 for per acre plus mailing costs fee paid: Mailing Costs: \$20.00 Adjacent Property Owner(APO) after 1st 15, Certified			
Proffer or Master Plan Amendment: \$750.00 plus mailing costs			
Election District: <u>Palmyra</u>	Planning Area: <u>Palmyra Community Planner</u>		
Planning Commission		Board of Supervisors	
Advertisement Dates:	Advertisement Dates:		
APO Notification:	APO Notification:		
Date of Hearing:	Date of Hearing:		
Decision:	Decision:		

Project Narrative
Memory Lane I-2 Zoning Application
(ZMP _____)

ZMP Application Attachment

TMP: 4A – 97A

Date: January 5, 2015

Request:

The Applicant requests a uniform I-2 zoning classification for the entire 6.9 acre parcel.

Specifics of Request:

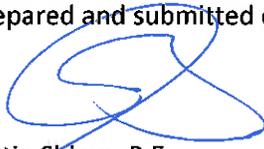
- *The Applicant would like to provide consistent zoning for potential uses of the property. The current zoning is split between I-1 and I-2 and the line distinguishing the two is not clear.*
- *The Applicant would like to expand the I-2 zoning classification to allow potential manufacturing uses that could incorporate the outfall from the adjoining wastewater treatment plant at the next door regional correction facility.*
- *Further specifics and details for any proposed use are not known at this time and the Applicant wishes to proceed with a zoning amendment without a conceptual plan for an I-2 development.*
- *Any development of the property shall be in accordance with Fluvanna County Zoning Ordinance.*

Justification for the Requested Amendment:

- **Location:** *The property is located within the Zion Crossroads Community Planning Area of the Palmyra Magisterial District.*
- **Compatible with existing adjoining Uses:** *The property adjoins Three non-residential uses: A.G. Dillard construction company, Cosner Brothers Automotive Parts, Inc (junk yard), and the Fluvanna Correctional Center for Women.*
- **Potential Re-Use of By-Product:** *The outfall from the sewage treatment plant at the women's prison currently flows into a tributary of Oliver Creek. If this water is used for manufacturing purposes, additional sewage treatment capacity could be made available for other potential uses.*
- **Access:** *The property is located on Memory Lane approximately ½ mile from U.S. 250. Memory Lane is currently used as an access road for several existing industrial uses and vacant properties proposed for industrial uses.*
- **Impacts on Environmental Features:** *A stream is located on the southern boundary of the property and is protected by the Zoning Ordinance (Sections 22-12-3 through 22-12-6).*

In summary, the reasons for the request are to provide a uniform zoning of the property and to allow potential manufacturing uses that could utilize the outfall from the adjoining wastewater treatment facility at the Fluvanna Correctional Facility for Women.

Prepared and submitted on behalf of the Applicant by:



Justin Shimp, P.E.
Shimp Engineering, P.C.
201 E. Main Street
Charlottesville, VA 22902
(434) 207-8086

Received

JAN 05 2015

Planning Dept.

Memorandum

DATE: March 3, 2015
RE: Board of Supervisors APO Letter
TO: Jason Stewart
FROM: Deidre Creasy

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the March 18, 2015 Board of Supervisors Meeting.



COUNTY OF FLUVANNA

“Responsive & Responsible Government”

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NOTICE OF PUBLIC HEARING

March 3, 2015

«Owner»

«Address»

«City_State» «Zip_Code»

TMP# «TMP»

Re: Public Hearing on ZMP 15:01

Dear «Owner»:

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced item on **Wednesday, March 18, 2015** at **7:00 PM** in the Circuit Court Room at the Fluvanna County Courts Building in Palmyra, VA. The request is described as follows:

ZMP 15:01 – Memory Lane Property, LLC - An ordinance to amend the Fluvanna County Zoning Map with respect to 6.9 acres of Tax Map 4, Section A, Parcel 97A to rezone the same from I-1, Industrial, Limited, and I-2, Industrial, General, to I-2, Industrial, General. The affected property is located on the south side of Richmond Road (Route 250), approximately ¼ mile from Route 250 at the end of Memory Lane. The property is located in the Palmyra Election District and is within the Zion Crossroads Community Planning Area.

The applicant or applicant’s representative must be present at the Board of Supervisors meeting. The tentative agenda and staff report will also be available for review by the public in the Fluvanna County Planning and Community Development Department during working hours (8:00 a.m. – 5:00 p.m., Monday through Friday). If you have any questions, please feel free to contact me at 434-591-1910.

Sincerely,

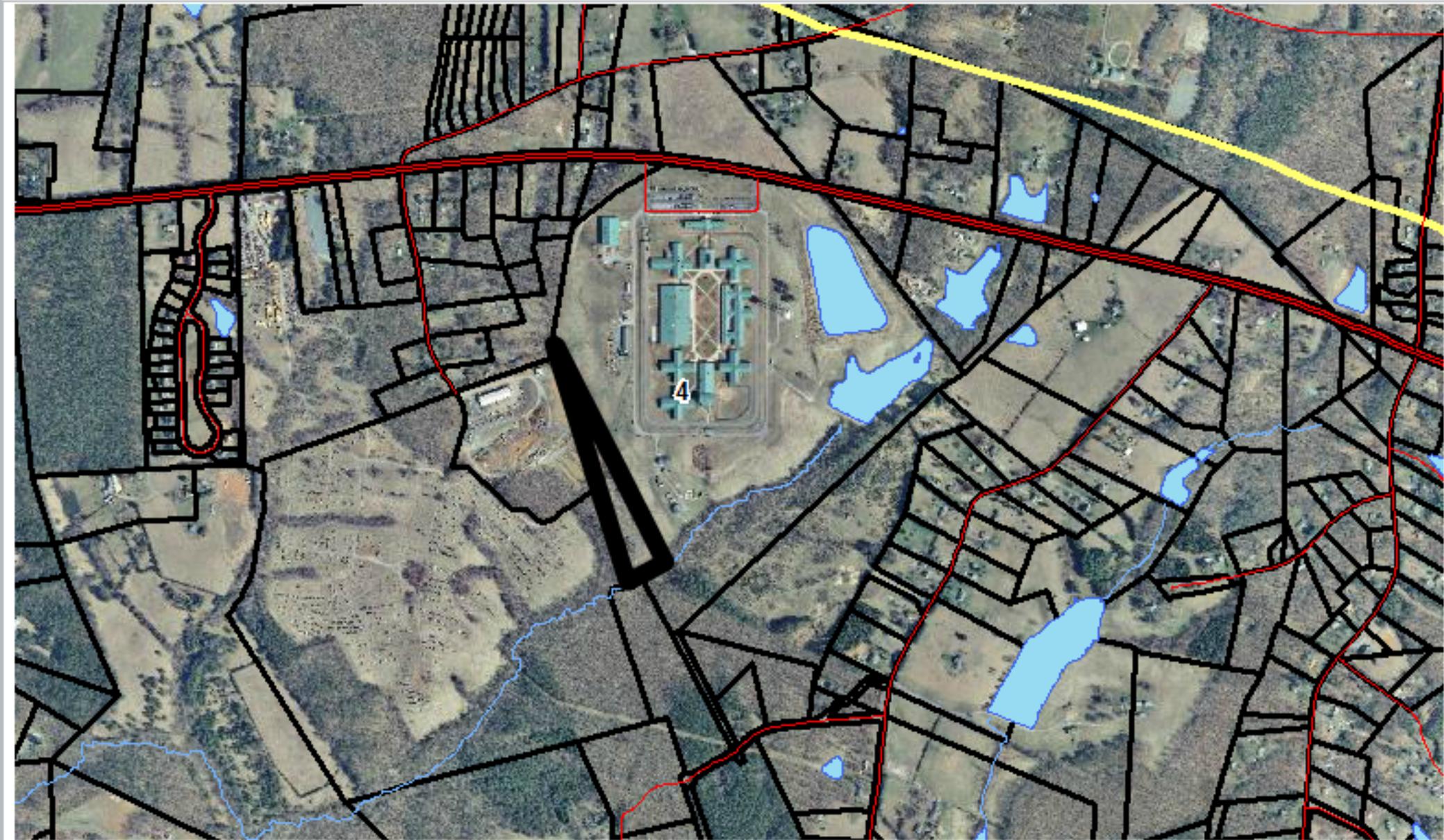
Steven Tugwell
Senior Planner

15:01 APOS

TMP	Owner	Address	City, State	Zip Code
4 A 97	COMMONWEALTH OF VIRGINIA	144 PRISON LN	Troy, VA	22974
4 A 20A	MEMORY LANE PROPERTY LLC	P.O. Box 7427	Charlottesville, Va	22906
4 A 27A	AMBER HILL LLC	2428 Richmond Rd	Troy, Va	22974
4 A 58	AMBER HILL LLC	2428 Richmong Rd	Troy, Va	22974
4 A 20	MEMORY LANE PROPERTY LLC	P.O. Box 7427	Charlottesville, Va	22906
4 A 97A	MEMORY LANE PROPERTY LLC	P.O. Box 7427	Charlottesville, Va	22906



ZMP 15:01 Memory Lane Property, LLC



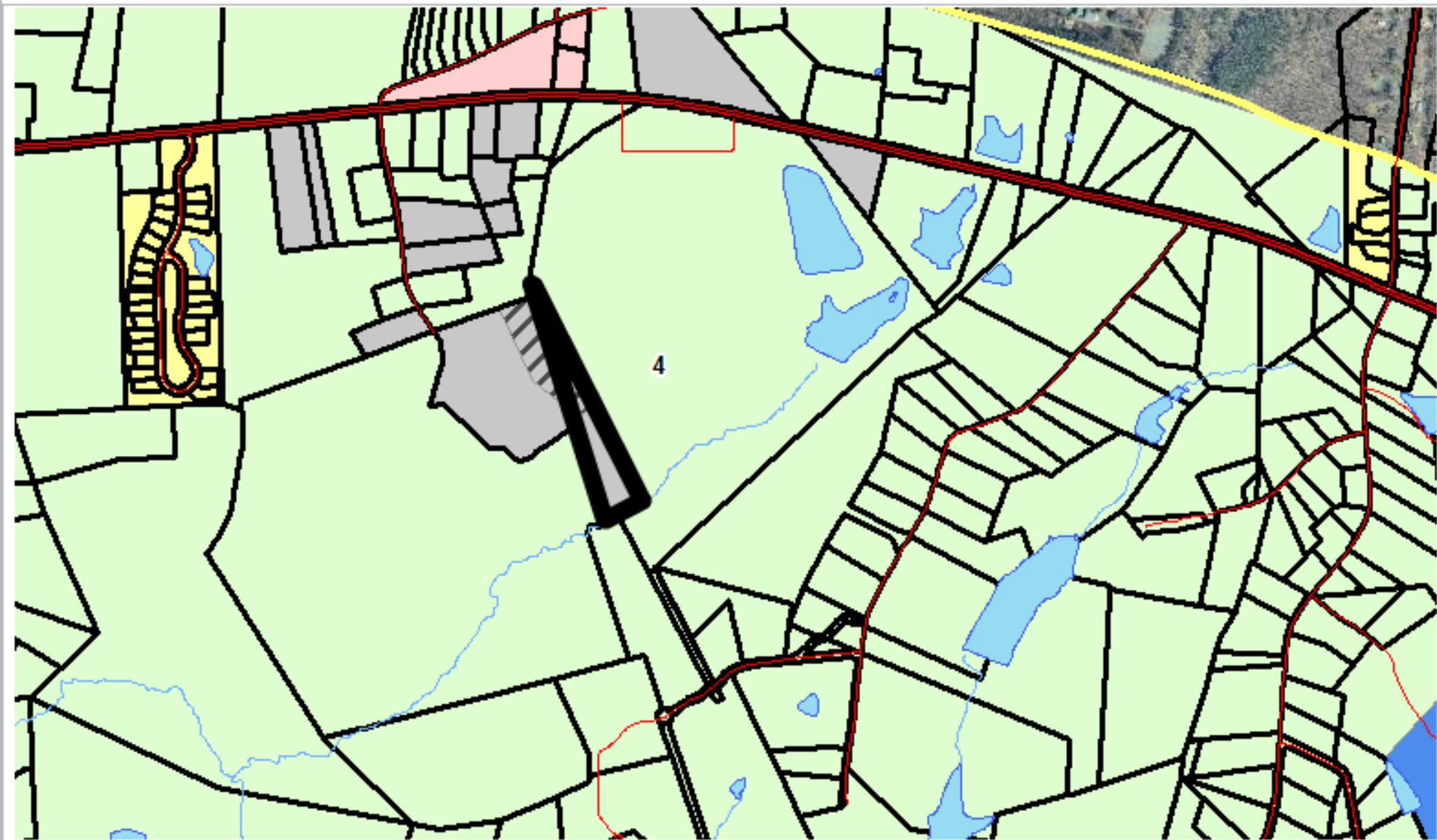
Scale: 1:18055.954822

Date: 02/20/2015

Printed By:

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

17/BOS2015-03-18



Scale: 1:18055.954822

Date: 02/20/2015

Printed By:

January 14, 2015 Neighborhood Meeting

SIGN IN SHEET FOR:

ZMP 15:01 – Memory Lane Property, LLC - An ordinance to amend the Fluvanna County Zoning Map with respect to 6.9 acres of Tax Map 4, Section A, Parcel 97A to rezone the same from I-1, Industrial, Limited, and I-2, Industrial, General, to I-2, Industrial, General. The affected property is located on the south side of Richmond Road (Route 250), approximately ¼ mile from Route 250 at the end of Memory Lane. The property is located in the Palmyra Election District and is within the Zion Crossroads Community Planning Area.

Please Print Your Name & Address:

1. Kelly Strickland - Shimp Engineering
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____



COUNTY OF FLUVANNA

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February 4, 2015

Memory Lane Property, LLC (Justin M. Shimp, P.E.)
P.O. Box 7427
Charlottesville, VA 22906

Re: **TRC comments ZMP 15:01 Rezoning from I-1 & I-2 to I-2
Tax Map 4-A-97A**

Dear Mr. Shimp:

The following comments are the result of the Technical Review Committee meeting. Comments are outlined below:

1. Charles Miller stated that they have no comments with regard to this request;
2. Mike Brent with the Fire Dept. stated they are ok with the request;
3. Planning staff asked for clarification as to what the building will be used for, planning staff also inquired about the means of ingress and egress;

-Any development will require site development plan review and approval;
4. VDOT has made a site visit and reviewed the referenced proposal, VDOT offers the following preliminary comments:
 - Rte. 698 (Memory Lane) is a Rural Local Road with a pavement width of approximately 22 ft. VDOT's 2013 Traffic Data shows an estimated Annual Average Daily Traffic Volume of 140 vehicles for Rte. 698.
 - Rte. 698 is currently served by an existing Right Turn Taper and Right Turn Lane off eastbound Rte. 250 (Rural Major Collector with an AADT of 3500).
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 - If a site plan is submitted that significantly increases the traffic on Rte. 698, provide an entrance analysis for the intersection of Rte. 250 and Rte. 698 along with the recommended road improvements to support the proposed development, VDOT will review the entrance analysis and provide comments if applicable. Design of turn lane(s) on Rte. 250, if needed, shall conform to VDOT's Geometric Design for Rural Collector

Road System (GS-3) with ADT over 2000, Rolling Terrain (12 ft. min. lane width, 8 ft. graded shoulder, etc.).

The Planning Commission public hearing is scheduled for Wednesday, February 25, 2015 at 7 p.m. in the Morris Room of the County Administration Building in Palmyra, VA.

If you have any questions or need additional information, please contact me at 434-591-1910.

Sincerely,



Steve Tugwell
Senior Planner
Dept. of Planning & Community Development

cc: Shimp Engineering, P.C., 201 E. Main Street, Suite M, Charlottesville, VA 22902
File

Steven Tugwell

From: Miller, Charles (VDH) <Charles.Miller@vdh.virginia.gov>
Sent: Thursday, January 08, 2015 11:57 AM
To: Steven Tugwell
Subject: RE: January 15, 2015 TRC meeting agenda

Steve,

We have no comments regarding the two items for the Jan. 15th TRC Committee Meeting. (ZMP 14:05 & ZMP 15:01)

Charles

From: Steven Tugwell [<mailto:stugwell@fluvannacounty.org>]
Sent: Thursday, January 08, 2015 9:32 AM
To: Alyson Sappington; Andrea Gaines; Andy Wills; Barry Bibb; Brad Sheffield; Miller, Charles (VDH); Wright, Chuck (DOF); Deidre Creasy; Donald Gaines; Ed Zimmer; Rice, Gary (VDH); Jason Stewart; Jay Lindsey; Lewis Johnson; Lucas Lyons; Wood, Mark, P.E., L.S (VDOT); Mike Brent; Patricia Eager; Robert Popowicz; Roger Black; solson@forvec.com; Tony O'Brien; Wayne Stephens
Subject: January 15, 2015 TRC meeting agenda
Importance: High

Dear TRC members,

The January TRC meeting is scheduled for the 3rd Thursday this month, because we were waiting on additional information from both applicants.

Hope to see you at the meeting, and let me know if you have any questions.

Thanks,
Steve

Steve Tugwell
Senior Planner
Dept. of Planning & Community Development
Fluvanna County, VA
434-591-1910
stugwell@fluvannacounty.org

 please conserve. do not print this e-mail unless necessary

Steven Tugwell

From: Mike-Kathy Brent <mkbrent7@gmail.com>
Sent: Thursday, January 22, 2015 6:18 PM
To: Steven Tugwell
Subject: Re: January 15th TRC meeting comments

Steve
I'm OK with both request.

Mike

On Thu, Jan 22, 2015 at 10:08 AM, Steven Tugwell <stugwell@fluvannacounty.org> wrote:

Hi Mike- did you want to provide me with any comments on either one or both of last week's rezoning applications from the TRC meeting? I attached the agenda for your reference.

Thanks,

Steve

Steve Tugwell

Senior Planner

Dept. of Planning & Community Development

Fluvanna County, VA

[434-591-1910](tel:434-591-1910)

stugwell@fluvannacounty.org

 please conserve, do not print this e-mail unless necessary

Steven Tugwell

From: Andrea Gaines <againes@FluvannaSheriff.com>
Sent: Wednesday, February 11, 2015 5:22 PM
To: Steven Tugwell
Subject: RE: February 12, 2015 TRC agenda

Steve,

I have a conflicting meeting and won't be able to attend.

Thanks,
Andrea

From: Steven Tugwell [<mailto:stugwell@fluvannacounty.org>]
Sent: Thursday, February 05, 2015 11:41 AM
To: Alyson Sappington; Andrea Gaines; Andy Wills; Barry Bibb; Brad Sheffield; charles.miller@vdh.virginia.gov; chuck.wright@dof.virginia.gov; Deidre Creasy; Donald Gaines; Ed Zimmer; gary.rice@vdh.virginia.gov; Jason Stewart; Jay Lindsey; Lewis Johnson; Lucas Lyons; Mark Wood; Mike Brent; Patricia Eager; Robert Popowicz; Roger Black; solson@forcvec.com; Tony O'Brien; Wayne Stephens
Subject: February 12, 2015 TRC agenda

Dear TRC members:

We have a major site development plan on this month's agenda.

Let me know if you have any questions, and I look forward to your comments.

Thanks!
Steve

Steve Tugwell
Senior Planner
Dept. of Planning & Community Development
Fluvanna County, VA
434-591-1910
stugwell@fluvannacounty.org

 please conserve, do not print this e-mail unless necessary

Project Narrative
Memory Lane I-2 Zoning Application
(ZMP _____)

ZMP Application Attachment

TMP: 4A – 97A

Date: January 5, 2015

Request:

The Applicant requests a uniform I-2 zoning classification for the entire 6.9 acre parcel.

Specifics of Request:

- *The Applicant would like to provide consistent zoning for potential uses of the property. The current zoning is split between I-1 and I-2 and the line distinguishing the two is not clear.*
- *The Applicant would like to expand the I-2 zoning classification to allow potential manufacturing uses that could incorporate the outfall from the adjoining wastewater treatment plant at the next door regional correction facility.*
- *Further specifics and details for any proposed use are not known at this time and the Applicant wishes to proceed with a zoning amendment without a conceptual plan for an I-2 development.*
- *Any development of the property shall be in accordance with Fluvanna County Zoning Ordinance.*

Justification for the Requested Amendment:

- **Location:** *The property is located within the Zion Crossroads Community Planning Area of the Palmyra Magisterial District.*
- **Compatible with existing adjoining Uses:** *The property adjoins Three non-residential uses: A.G. Dillard construction company, Cosner Brothers Automotive Parts, Inc (junk yard), and the Fluvanna Correctional Center for Women.*
- **Potential Re-Use of By-Product:** *The outfall from the sewage treatment plant at the women's prison currently flows into a tributary of Oliver Creek. If this water is used for manufacturing purposes, additional sewage treatment capacity could be made available for other potential uses.*
- **Access:** *The property is located on Memory Lane approximately ½ mile from U.S. 250. Memory Lane is currently used as an access road for several existing industrial uses and vacant properties proposed for industrial uses.*
- **Impacts on Environmental Features:** *A stream is located on the southern boundary of the property and is protected by the Zoning Ordinance (Sections 22-12-3 through 22-12-6).*

In summary, the reasons for the request are to provide a uniform zoning of the property and to allow potential manufacturing uses that could utilize the outfall from the adjoining wastewater treatment facility at the Fluvanna Correctional Facility for Women.

Prepared and submitted on behalf of the Applicant by:



Justin Shimp, P.E.
Shimp Engineering, P.C.
201 E. Main Street
Charlottesville, VA 22902
(434) 207-8086

Received

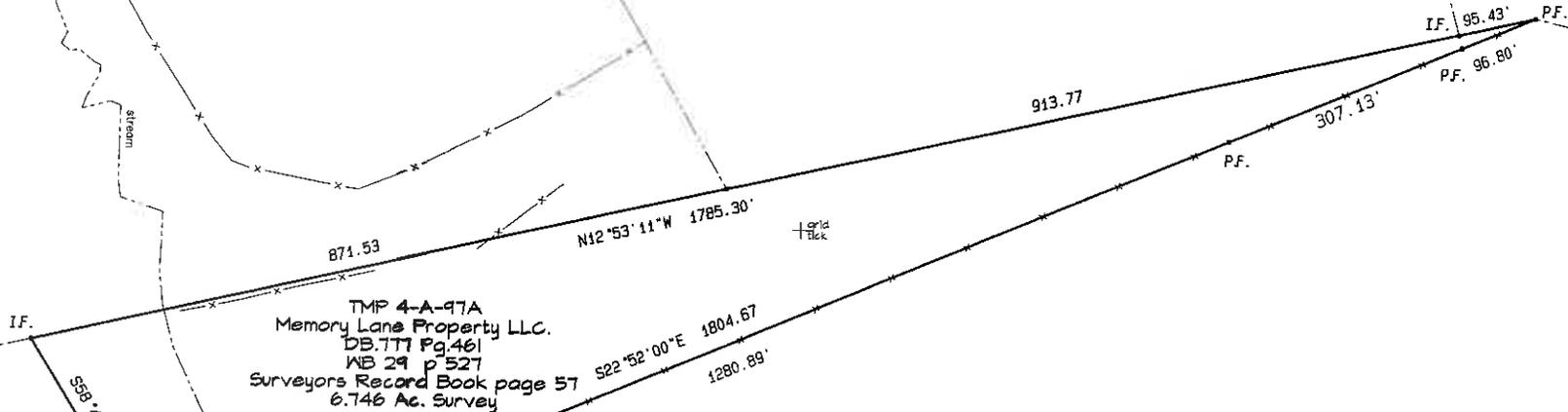
JAN 05 2015

Planning Dept.

TMP 4-A-27A
Amber Hill LLC, Et Al
DB.717 Pg.718
DB.671 Pg.249(plat)

TMP 4-A-20
Memory Lane Property LLC.
DB.777 Pg.461
DB 342 p 236
PB 075 p 440(plat)

Tax Map 4 Parcel 20A
Memory Lane Property LLC.
DB.777 Pg.461
DB.671 Pg.249(plat)



TMP 4-A-97A
Memory Lane Property LLC.
DB.777 Pg.461
WB 29 p 527
Surveyors Record Book page 57
6.746 Ac. Survey

TMP 4-A-97
Commonwealth of Va.,
Dept. of Corrections
DB 295 p 420
DB 295 p 423(plat)

TMP 4-A-58
Amber Hill LLC, Et Al
DB.717 Pg.718
DB.5 Pg.360-361

TMP 4-A-96A
Joan E. Hendricks,
Et Al
DB 352 p 233

**BOUNDARY SURVEY OF
PARCEL 97A, SECTION A, TAX MAP 4
SHOWN ON PAGE 57
IN THE SURVEYOR'S RECORD BOOK
LOCATED NEAR THE END OF STATE ROUTE 698
PALMYRA DISTRICT
FLUVANNA COUNTY, VA.**

ROUDABUSH, GALE & ASSOCIATES, INC.
ENGINEERING, SURVEYING AND LAND PLANNING
A PROFESSIONAL CORPORATION
SERVING VIRGINIA SINCE 1958
814 MONTICELLO ROAD - CHARLOTTESVILLE, VIRGINIA 22902
PHONE 540-773-0888 - FAX 540-773-0889 - E-MAIL INFO@ROUDABUSH.COM



March 30, 2010 SHEET
SCALE: 1" = 200' 1/1
FILE: #4238

R:\Sawyer\Tmproj\4238\EFF_SUB_4_A_97A.pro

An Ordinance To Amend The Fluvanna County Zoning Map, With Respect To 6.746 acres of Tax Map 4, Section A, Parcel 97A to rezone the same from I-1, Industrial, Limited and I-2, Industrial, General to I-2, Industrial, General.

(ZMP 15:01)

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS, pursuant to Virginia Code Section 15.2-2285, that the Fluvanna County Zoning Map be, and it is hereby, amended, as follows:

That 6.746 acres of Tax Map 4, Section A, Parcel 97A, be and is hereby, rezoned from I-1, Industrial, Limited and I-2, Industrial, General to I-2, Industrial, General.

,

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 18, 2015

AGENDA TITLE:	Public Hearing for EMS Cost Recovery Ordinance				
MOTION(s):	I move to approve 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.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	XX				
STAFF CONTACT(S):	Cheryl Elliott Wilkins				
PRESENTER(S):	Cheryl Elliott Wilkins, Emergency Services Coordinator				
RECOMMENDATION:	Approval				
TIMING:	Immediate				
DISCUSSION:	<p>The ordinance outlines a general structure for an EMS Cost Recovery program. Approving this ordinance allows the County to charge for EMS transport services, but does not require such billing.</p> <p>At a later date, the Board will be presented with specific program policies and procedures to administer the program (including specific policies on resident tax benefits, hardship waivers, etc.) and to establish program fees.</p>				
FISCAL IMPACT:	TBD				
POLICY IMPACT:	An ordinance allowing for collection of EMS transport fees is the first step in establishing a Cost Recovery program.				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	EMS Cost Recovery Ordinance				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	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.



EMS Cost Recovery Program Ordinance

March 18, 2015



Tonight's Decisions

- **Hold a Public Hearing**
- **Adopt an Ordinance**
- **Future Actions**
 - Approve billing service firm contract
 - Review and approve Cost Recovery policies, procedures, and guidelines

**Master
Options Sheet**



Key Ordinance Provisions

8.6. Emergency Medical Services Cost Recovery

- **Sec. 8-6-1. Purpose**
 - To exercise power to charge for EMS transport services.
- **Sec. 8-6-2. Definitions**
 - “Agency,” “Ambulance,” and “Emergency medical services vehicle.”
- **Sec. 8-6-3. Permits required**
 - **Must have permit to charge in Fluvanna for EMS transport.**
- **Sec. 8-6-4. Fees for EMS vehicle transports**
 - Reasonable fees will be set by BOS resolution.
 - **Funds shall be used for “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.”**
 - County administrator shall establish policies and procedures.



Cost Recovery Program Timeline

- October 1, 2014 Update to BOS
- Dec 2014 Fluvanna program final design by Workgroup
- Jan. 21, 2015 **Cost recovery program presentation**
- Mar/Apr Procure Billing Partner
- Mar 18 **Public Hearing on Cost Recovery Ordinance**
- April-June Provider Training
- TBD **Adopt Resolution to Establish Fees**
- TBD **Adopt Program Policies and Procedures**
- May-June Roll-out education to Public
- June 17 Update on Cost Recovery Program
- FY16 1st Qtr **Program Start**



Cost Recovery Program

Questions?

Design-a-Cost-Recovery-Program

START HERE 

1. Choose a Billing Style.

Insurance Only	Compassionate	Hard Billing
<p>Only insurance companies are billed.</p> <p>No insurance; no bill.</p> <p>Residents are not responsible for amounts not covered by insurance.</p> <p>HOW IT WORKS:</p> <p>County would only bill third party payers, not bona fide County residents who receive emergency ambulance services from the rescue squads for otherwise applicable cost-sharing amounts. Instead, the County would use tax revenue to cover the otherwise applicable cost-sharing amounts.</p>	<p>Insurance companies are billed.</p> <p>Everyone gets a balance bill.</p> <p>"Hardship waivers" are available.</p> <p>"Soft" approach on collections.</p> <p>HOW IT WORKS:</p> <p>County would bill third party payers, including Federal health care programs, for emergency ambulance services provided by the Rescue Squads; and the County would bill the recipients of these services for any applicable cost-sharing amounts (eg., co-payments, deductibles and after-insurance balances.)</p> <p>Balance Bills are typically sent three times and then written off, if unpaid. Balances are not sent to debt collection.</p>	<p>Insurance companies are billed.</p> <p>Everyone gets a balance bill.</p> <p>Aggressive collections made.</p> <p>HOW IT WORKS:</p> <p>County would bill third party payers, including Federal health care programs, for emergency ambulance services provided by the Rescue Squads; and the County would bill the recipients of these services for any applicable cost-sharing amounts (eg., co-payments, deductibles and after-insurance balances.)</p>

2. Pick your policies.

<p>Hardship Waivers</p> <p>Fees not otherwise covered by Medicaid, Medicare or private insurance may be completely waived upon application for a financial hardship waiver (usually based on % of Federal Poverty Levels).</p>	<p>Payment Policy/Plans</p> <p>The County establishes a financial hardship payment plan (monthly installments) and potential reductions for balances for qualifying residents.</p>
<p>Subscription Service</p> <p>A subscription program is designed to help eliminate out-of-pocket patient expenses, such as health insurance co-payments and deductibles. Individual and Family subscriptions available.</p>	<p>Money Policies</p> <p>Determine how the revenues will be used.</p> <p>Recommend: The EMS Cost Recovery Program provides financial support for the County's contract and volunteer emergency medical services programs, including CIP, facility, vehicle, equipment and supply costs, and professional services.</p>
<p>Resident Tax Benefit</p> <p>Taxes paid by residents can be considered inclusive of co-pays and/or deductibles.</p>	

3. Do the Paperwork.

Ordinance	Enact an ordinance that authorizes the Fluvanna County Department of Emergency Management to charge reasonable fees for transport services provided by its emergency medical services agencies. Notably, the ordinance provides that no person shall be denied transport for emergency medical services due to his or her inability to pay. The County Executive (or designee) would be responsible for implementing additional compassionate billing policies and procedures.
Fee Resolution	Fees will be established by a separate Board "Resolution to Establish Fees." Recommend: (upon consultation with Billing Partner) BLS \$400; ALS1 \$525; ALS2 \$650 and loaded mileage \$10
Agency MOAs	Volunteer rescue companies will participate in revenue recovery by signing a Memo of Agreement. Typical MOA includes agency participation, how the program is administered, how fees will be used, and agencies allow agency-titled ambulances to be used.
Administrative Policy	The Cost Recovery Administrative Policy outlines the purpose and procedures for data collection, billing, fee collection, financial hardship waivers, and privacy compliance. Recommend: Fluvanna's Cost Recovery program follows a compassionate billing model, focuses on insurance billing and offers hardship waivers.

4. Set up the Infrastructure.

<p>Billing Partner</p> <p>County will contract with an EMS Billing Company to provide advice concerning fees and to administer the billing program. Administrative costs range from 3-6% of revenue collected.</p>	<p>Process Mgmt.</p> <p>Staff will develop processes in line with the Cost Recovery Admin Policy, including securing Provider ID numbers, HIPAA Compliance, provider protocols, dispatch protocols and internal tracking policies.</p>	<p>Staffing</p> <p>Staff recommends hiring a half-time person to oversee the billing process and the quality assurance checking of provider patient billing reports, billing company reports and general analysis of the program.</p>
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5. Inform the People.

Community	<p>Public Involvement Objectives:</p> <ol style="list-style-type: none"> 1) <i>Phase 1 - after adoption of the ordinance and prior to implementation</i> Hold community town hall meetings to providing basic information and facts about the program and its impacts 2) <i>Phase 2—after adoption of policies for a Cost Recovery program</i> More in-depth education and public outreach to help people understand details of the program and how it will work, resolve misunderstandings/misperceptions, explain specifics about how people may be affected, etc. 3) <i>Phase 2 - after billing is implemented</i> Continue to provide education, monitor need for more specific outreach efforts as program progresses
Providers	<p>Provider Education: (in tandem with Billing Partner)</p> <ul style="list-style-type: none"> • Data collection/documentation procedures and protocols • Toughbooks training and ImageTrend integration • Additional paperwork, mileage records

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: 03/18/2015

AGENDA TITLE:	Advertisement of the Proposed Fiscal Year 2016 Operations Budget, Capital Improvements Plan & Tax Rates.												
MOTION(s):	I move the Board of Supervisors authorize staff to advertise the FY16 Budget, the Tax Rate and the Capital Improvements Plan (CIP) for public hearing on April 8, 2015; the proposed budget amount for FY16 is \$ _____, the advertised Real Property tax rate is \$ ____ per \$100, the advertised Personal Property tax rate is \$ ____ per \$100, the advertised Machinery & Tools tax rate is \$ ____ per \$100.												
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 advertisement of public hearings to set the tax rates with a Real Property tax rate of \$ ____ per \$100, a Personal Property tax rate of \$ ____ per \$100, a Machinery & Tools tax rate of \$ ____ per \$100 and adopt the FY16 Operations Budget. <table style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 60%;">General Fund Operations</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Capital Improvements Program</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Enterprise Funds</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td style="text-align: right;">TOTAL:</td> <td style="text-align: right;">\$ _____</td> </tr> </table>					General Fund Operations	\$ _____	Capital Improvements Program	\$ _____	Enterprise Funds	\$ _____	TOTAL:	\$ _____
General Fund Operations	\$ _____												
Capital Improvements Program	\$ _____												
Enterprise Funds	\$ _____												
TOTAL:	\$ _____												
TIMING:	To meet the advertising deadline for the Fluvanna Review on March 19 th , 2015 for publication in the Fluvanna Review on March 26 th , 2015 and April 2 nd 2015, in accordance with Virginia Code Section 15.2-2506.												
DISCUSSION:	N/A												
FISCAL IMPACT:	Setting Operational Budget and Capital Improvement Plan for FY16												
POLICY IMPACT:	This action will allow adequate time to hear public comments on April 8 th , 2015 and adopt the budget on April 15 th , 2015, in accordance with Virginia Code Section 15.2-2503; then proceed with preparing for the June 5 th tax billing cycle.												
LEGISLATIVE HISTORY:	N/A												
ENCLOSURES:	Draft Public Hearing notices for Operational and CIP Budgets.												
REVIEWS	Legal	Finance	Purchasing	HR	Other								
		X											

(Seal)
**NOTICE OF FY 2016
BUDGET PUBLIC HEARING
FLUVANNA COUNTY
BOARD OF SUPERVISORS**

Pursuant to Virginia Code Sec. 15.2-2506 a public hearing on the proposed FY 2016 County of Fluvanna budget will be held on Wednesday, April 8th, 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 Fiscal Year 2016 Budget. The budget totals \$ _____ in revenues and expenditures, which represents a ____% increase from FY 2015. The proposed budget calls for the County's tax rate on Real Estate and Public Service Corporations to increase/decrease/remain at \$0.88 to \$____ per \$100 of assessed value, the Personal Property tax rate to increase/decrease/remain at \$____ per \$100 of assessed value, and the Machinery & Tools tax rate to increase/decrease/remain at \$____ per \$100 of assessed value, effective for the tax year 2015.

Anyone needing special assistance or accommodations due to a disability in order to attend the hearing should contact the County Administrator's office, at 591-1910, not later than 5 p.m. on April 6th, 2015. Additional information about the budget or the proposed tax rates can be obtained by calling the County Administrator's office at 591-1910. A copy of the Proposed Budget is available in the County Administrator's Office, the Fluvanna County Library and on the County website at www.fluvannacounty.org/budget.

Fluvanna County
Board of Supervisors

TO: Fluvanna Review

THRU: County Attorney

Advertise on the following dates: **Thursday, March 26th, 2015**
Thursday, April 2nd, 2015

Authorized by: Fluvanna County Board of Supervisors
Bill to: Fluvanna County Board of Supervisors

(Seal)
**NOTICE OF FY 2016
CAPITAL IMPROVEMENT PLAN HEARING
FLUVANNA COUNTY
BOARD OF SUPERVISORS**

Notice is hereby given that the Board of Supervisors will hold a public hearing on Wednesday, April 8th, 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 FY16-FY20 Capital Improvements Plan. The Capital Improvements Plan will be submitted in conjunction with the Fiscal Year 2016 Fluvanna County Budget. The Capital Improvements Plan indicates planned expenditures for capital items as well as methods of financing these projects. The full text of the Capital Improvements Plan is on file in the County Administrator's Office, at the Fluvanna County Public Library or at www.fluvannacounty.org/budget. The public is invited to attend the public hearing.

Anyone needing special assistance or accommodation due to a disability in order to attend the hearing should contact the County Administrator's office, at 591-1910, not later than 5 p.m. on April 6th, 2015. Additional information about the budget or the proposed tax rates can be obtained by calling the County Administrator's office at 591-1910.

Fluvanna County
Board of Supervisors

TO: Fluvanna Review

THRU: County Attorney

Advertise on the following dates: **Thursday, March 26th, 2015**
Thursday, April 2nd, 2015

Authorized by: Fluvanna County Board of Supervisors
Bill to: Fluvanna County Board of Supervisors

FLUVANNA COUNTY, VIRGINIA
Proposed Budget
for the Year Beginning
July 1, 2016

	Adopted Budget FY15	Proposed Budget FY16	Increase/ (Decrease)	% Change
GOVERNMENTAL REVENUES				
<i>Local</i>	\$ 34,850,924		(34,850,924)	-100.0%
<i>State</i>	\$ 26,450,385		(26,450,385)	-100.0%
<i>Federal</i>	\$ 1,942,109		(1,942,109)	-100.0%
SUBTOTAL GOVERNMENTAL REVENUES	\$ 63,243,418	\$ -	\$ (63,243,418)	-100.0%
EXPENDITURES				
<i>General Government Administration</i>	\$ 2,662,182		(2,662,182)	-100.0%
<i>Judicial Administration</i>	\$ 1,049,584		(1,049,584)	-100.0%
<i>Public Safety</i>	\$ 6,101,970		(6,101,970)	-100.0%
<i>Public Works</i>	\$ 1,771,170		(1,771,170)	-100.0%
<i>Health and Welfare</i>	\$ 4,644,916		(4,644,916)	-100.0%
<i>Education</i>	\$ 36,481,936		(36,481,936)	-100.0%
<i>Parks and Recreation and Library</i>	\$ 773,674		(773,674)	-100.0%
<i>Community Development</i>	\$ 1,097,497		(1,097,497)	-100.0%
<i>Nondepartmental</i>	\$ 262,584		(262,584)	-100.0%
<i>Debt Service</i>	\$ 7,624,095		(7,624,095)	-100.0%
SUBTOTAL GOVERNMENTAL EXPENDITURES	\$ 62,469,608	\$ -	\$ (62,469,608)	-100.0%
CAPITAL FUND REVENUES				
<i>Fund Balance Appropriation</i>	\$ 2,143,668		(2,143,668)	-100.0%
<i>Other Local Sources</i>	\$ 397,000		(397,000)	-100.0%
<i>Proceeds from Indebtedness</i>	\$ 12,483,990		(12,483,990)	0.0%
<i>Federal and State Sources</i>	\$ -		-	100.0%
SUBTOTAL CAPITAL REVENUES	\$ 15,024,658	\$ -	(15,024,658)	-100.0%
CAPITAL FUND EXPENDITURES	\$ 15,604,685		(15,604,685)	-100.0%
ENTERPRISE FUND REVENUES				
<i>Fork Union Sanitary District</i>	\$ 389,498		(389,498)	-100.0%
<i>Utility Fund</i>	\$ 20,000		(20,000)	-100.0%
<i>School Food Service</i>	\$ 1,428,251		(1,428,251)	-100.0%
SUBTOTAL ENTERPRISE REVENUES	\$ 1,837,749	\$ -	(1,837,749)	-100.0%
ENTERPRISE FUND EXPENDITURES				
<i>Fork Union Sanitary District</i>	\$ 389,498		(389,498)	-100.0%
<i>Utility Fund</i>	\$ 213,783		(213,783)	-100.0%
<i>School Food Service</i>	\$ 1,428,251		(1,428,251)	-100.0%
SUBTOTAL ENTERPRISE EXPENDITURES	\$ 2,031,532	\$ -	(2,031,532)	-100.0%
GRAND TOTAL REVENUES	\$ 80,105,825	\$ -	(80,105,825)	-100.0%
GRAND TOTAL EXPENDITURES	\$ 80,105,825	\$ -	(80,105,825)	-100.0%

This resolution has been formatted according to the Auditor of Public Accounts guidelines for budget advertisement.

County staff will also provide an informational briefing on the budget and contemplated FY16 expenditures for the Capital Improvements Program.

A copy of the Board of Supervisors proposed budget is on file in the office of the County Administrator, the Fluvanna County Library and www.fluvannacounty.org/budget. Comments will be taken at the public hearing and written comments may be directed to the County Administrator, P.O. Box 540, Palmyra, VA 22963. 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 5:00 p.m. on April 6, 2015.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 18, 2015

AGENDA TITLE:	Department of Forestry (DOF) Grant Award.				
MOTION(s):	I move to accept the \$3,632.00 tree grant award from the Department of Forestry.				
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:	We will use the grant money to purchase additional trees and tree tubes immediately. Volunteers have been recruited to help with planting trees and installing tree tube kits at Pleasant Grove Park to begin once acceptance of this grant is approved by the BOS.				
DISCUSSION:	We have received an award of \$3,632.00 from the Department of Forestry (DOF) to be used towards the purchase of 500 tree seedlings and 750 tree tube kits to continue planting along hedgerows and in other meadow management areas at Pleasant Grove Park.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	DOF Grant award letter and write up.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

Bettina K. Ring
State Forester



COMMONWEALTH of VIRGINIA

DEPARTMENT OF FORESTRY
900 Natural Resources Drive, Suite 800
Charlottesville, VA 22903
www.dof.virginia.gov
Phone: 434.977.6555 Fax: 434.296.2369

March 10, 2015

Jason Smith
217 Pleasant Grove Drive
Palmyra, VA 22963

Re: **Pleasant Grove Park Re-Naturalization Project- 15VTCW14**

Dear Mr. Ralph E. Nelson,

On behalf of the Virginia Department of Forestry, and the USFS Chesapeake Watershed Forestry Program, it is my pleasure to notify you that a grant in the amount of **\$ 3,632.00** has been awarded to Fluvanna County Parks and Recreation Department for its *Pleasant Grove Re-naturalization* Project. This award represents a **full** award of your original request. Your project has been assigned number **15VTCW14** which should be used in any future correspondence. Your organization is to be commended for taking advantage of this program to enhance tree canopy and water quality in your community.

Attached is paperwork that is required to **activate** the grant. Please fill out and return within 30 days of the date of this letter. If your paperwork is not received in this time period, funds will be awarded to another project (we will allow an extension if you notify us with valid reason for the delay.)

Also attached is a Request for Reimbursement form that must be submitted for reimbursed for project expenses. Please read the instructions provided for completing the form. Also please read the Memorandum of Agreement that describes your record keeping and expense documentation responsibilities. We cannot reimburse your organization for expenses without proper expense documentation! **Please remember to include your grant award #15VTCW14 on all documentation.**

If you have any questions or need further assistance, please feel free to contact me at 434.220.9041 or by E-mail at barbara.white@dof.virginia.gov or Lara Johnson at 434.220.9185 or by email at lara.johnson@dof.virginia.gov, or Becky Woodson at 434.220.9024 or E-mail at becky.woodson@dof.virginia.gov. Congratulations on your grant award and I wish you every success in the implementation of your project!

Sincerely,

Barbara White
U&CF Partnership Coordinator

c: 15VTCW14



Project Plan

Turf to Trees (TTT) Subproject of the Pleasant Grove Park

Re-naturalization Project

1730 Thomas Jefferson Parkway, Palmyra, VA 22963

- **Background of Project Area and Description of Need:** Several years ago Fluvanna County (FluCo) purchased a large parcel of undeveloped farm land along the Rivanna in Palmyra. Sports fields and trails were added and the old farm house restored and turned into a museum about farm and river life in the area since the early English settlements. However the plentiful natural history at Pleasant Grove Park (PGP) also needed attention, so the Re-naturalization project has been created to meet this need. The Re-naturalization project will turn almost 50 acres of fields, currently being regularly mowed, back into wildlife habitat. Largely by not mowing for 5-7 years the fields will revert to the most wildlife friendly habitat with a widely diverse wildlife population. Discrete efforts will be undertaken to further enhance the value of the fields as wildlife habitat including converting some of the turf to tree anchored hedge rows around the fields, the Turf To Trees (TTT) Subproject, the subject of this request. Native plant growth will also be promoted. Special emphasis will be to create a habitat that will be conducive to the return of quail to Pleasant Grove.
- **Organization's Experience in Completing Similar Projects:** The PGP property is managed by the Fluvanna County (FluCo) Parks and Recreation (FCPR) Department and maintained by the FluCo Public Works (FCPW) Department, both of which have extensive experience in managing projects such as this. In addition, they are being provided natural area management expertise by a resident Virginia Master Naturalist from the Rivanna Chapter. In particular, an identical subproject was completed last year in another area of the park. In this subproject, almost 300 DOF purchased native trees have already been planted at 10 ft intervals along 3,100 linear feet of 25 foot wide swaths around and through one of the fields (the Quail Meadow) being converted to a natural wildlife habitat.
- **Project Description/ Scope of Work:** The TTT Subproject will complete the hedge row tree planting around all the fields being converted from mowed lawn and pasture type areas to tree and grassy wildlife habitat, about 50 acres. Previously, 276 trees were planted along the edge of, and through, the Quail Meadow to provide 3 hedgerows around the field as the first part of our efforts to re-naturalize these areas. As shown by the blue dots on the attached PG layout slide, the Cottontail Field, Grouse Grassland and Kids and Family Hike fields' open sides have been sprayed to remove the existing fescue and plowed/ ripped in 25 foot swaths to prepare for the planting of these trees that are the subject of this grant request. Once these trees have been established, then they will form a basis which other species of trees such as pine and cedar will naturally grow to further fill in these areas. In

the meantime, native wildflower and grass seeds will also be planted in the hedgerow areas to provide wildlife food and habitat as well as prevent erosion and assist in the replacement of fescue and other invasive species by native trees and other plants. Specifically the TTT subproject consists of the following elements:

- ~~Planting native tree seedlings at 10 foot intervals in the sprayed/ ripped swaths around, and through, the Quail Meadow (276 trees) (completed 11/2014),~~
- Planting native tree seedlings at 10 foot intervals in the sprayed/ ripped swaths around the Cottontail Field (125 trees),
- Planting native tree seedlings at 10 foot intervals in the sprayed/ ripped swaths around the Grouse Grassland (110 trees),
- Planting native tree seedlings at 10 foot intervals in the sprayed/ ripped swaths around, and one row through, the Kids and Family Nature Hike Field (215 trees),
- Planting American Plum seedlings (tree cost not part of grant request) in 2 wildlife food plots in 6 foot intervals and in 10 ft intervals in a short hedgerow (250 trees), and
- Installing tree tubes, stakes, bird covers and weed mats to protect the planted tree seedlings.

This plan will result in a total of over 8,100 linear feet of seedlings planted in a hedgerow area of about 2.8 acres, more or less, surrounding almost 50 acres which are being converted from mowed non native pasture grass to native wildlife habitat.

- **Design Plan drawing and Species List:** Please see the attached PGP layout with the areas to be planted denoted by blue dots. Native trees will be purchased from the VA DOF nursery. Requested species will include:

- Northern Red Oak*,
- Persimmon*,
- Red Mulberry*,
- Hazelnut*,
- Allegheny Chinkapin*,
- Chestnut Oak,
- Red Maple,
- Black Oak,
- Black Walnut, and
- Common Apple.

Exact species will depend on availability. Our first choices are indicated by an *. To provide a diversity of habitat and food as well as to help ensure survivability, we plan to select at least five (5) different species and will mix these in our plantings.

- **Deliverables and Expected Outcome:** Please see attached photo for how the area will look upon TTT subproject completion. Essentially, there will be rows of trees, in tubes, as anchors for hedgerows around fields being converted from currently mowed areas to wildlife habitat. The area around the trees will have been previously sprayed to eliminate the fescue and weed competition for the trees and then ripped/ plowed to further

eliminate the fescue. In addition to preparing for planting the tree seedlings, this has resulted in a seedbed that will be seeded with native grasses and wildflowers, to be replaced in time by other, naturally seeded trees and shrubs. In sum, the areas will form natural native hedgerows around untended grassy fields as a wildlife friendly habitat. Brochures, nature hikes and FluCo PAR course offerings are being developed for the re-naturalized areas to educate the visitors to PGP. A Park Docent information book, including answers to Frequently Asked Questions, is also being developed to provide additional information for our visitors.

- **Application Form:** Please see attached.
- **Budget on Attached Form:** Please see attached. Total amount requested is \$3,632 which can be further broken down into elements for each of the areas (See Project Description above) which are separately executable depending on the funding available.
- **Long Term Maintenance Plan:** Our maintenance plan for the TTT Subproject includes:
 - Annual survey of the planted area to evaluate for invasive species and plant survival/success to be conducted by FCPR, FCPW and the resident Virginia Master Naturalist,
 - If invasive species are present, remove to reduce invasive cover to less than 5% for the life of the project,
 - Trash will be removed annually,
 - Tree mortality will be addressed annually by replanting with one of the listed species also with adequate protection and support to ensure survival,
 - Issues of trespass, leading to damaged trees, will be addressed as necessary, and
 - The planted area will be allowed to go natural with naturalized native seedlings also growing.



Sprayed Hedgerow



Sprayed, Ripped and Disc'd Hedgerow



Hedgerow after Tree Seedling Planting

**2015 Virginia Trees for Clean Water
BUDGET WORKSHEET**

Applicant: Fluvanna County Parks and Recreation Department
Project Name: Pleasant Grove Re-naturalization Project; Turf to Trees Hedgerows Subproject
Grant Number: TBD

ITEM	Grant Share Direct Expenses or Cash Purchases	Applicant Direct Expenses or Cash Purchases	Applicant In-Kind* Personal Services: Volunteer & Staff hrs.	Applicant In-Kind Donated: Services, Supplies or Equipment use	Total
Plant Materials <i>No Ash trees</i>					
Ripping area to eradicate fescue and weeds			135.3	615	750.3
Discing areas to further eradicate fescue and weeds			135.3	737.88	873.18
Purchase 250 plum tree seedlings				195	195
Purchase 500 tree seedlings	467			299	766
Purchase 750 Tree Protector Kits w/ tubes, stakes, bird covers, and weed mats.	3165		45.1	100	3310.1
Plant seedlings/ install protection			1857.43		1857.43
					0
					0
					0
					0
					0
TOTAL	3632	0	2173.13	1946.88	7752.01

3hrs x 2 folks kfnh field= 6 x 22.55; Eq (Sunbelt dozer) 1da x \$615
labor+ oversight: 6hrs kfnh field= 6 x 22.55; eq loan (MSU rate+infl): 122.98*6=737.88
actual from DOF invoice
DOF website; rate for trees \$115 for 100 + 30% for shipping w/10% margin for quantity
Conservation Services, Inc to DOF price; + pickup (used enterprise truck rental)+vol time (2 hrs)
18/276=x/750 experiencew/pros;1.5volunteer efficiency;+6hr oversight

720.41

3632 VCTW
4120.01 In-Kind Match
0 \$ Match
7752.014

NOTE: Total of Applicant Share Column, In-Kind and Cash Donation Column must equal or exceed Grant Share Column
All grantees are required to maintain and submit written records that fully document all expenses.
* For the 2015 grants, \$22.55 is the federally accepted base rate for volunteers. You may use a higher value for a professional who volunteers his/her professional services. Children should be at the minimum wage rate.

Virginia Trees for Clean Water

Memorandum of Agreement

Grant # 15VTCW14

This agreement made this 1st day of March, 2015 by and between the Virginia Department of Forestry, herein referred to as “Party of the First Part”, and Fluvanna County Parks and Recreation Department herein referred to as “Party of the Second Part”.

The parties of this agreement, in consideration of the mutual covenants and stipulations set out herein in order to promote, support and participate in the federal grant program, sponsored by the U.S.D.A Forest Service (Catalog of Federal Domestic Assistance #10-678) agree as follows:

(1) **PURPOSE:**

Now therefore, in consideration of the above premises the parties of the first and second agree to the following terms listed below.

(2) **SCOPE OF SERVICES:**

The Party of the Second Part shall provide the service to the Party of the First Part as set forth in the (Attachment B) scope of work and budget.

(3) **TIME OF PERFORMANCE:**

The services of the Party of the Second Part shall commence on March 1, 2015 and shall terminate on December 1, 2015. In the event of breach by the Party of the Second Part of this agreement, the Party of the First Part will give written notice to the Party of the Second Part specifying the manner in which the agreement has been breached.

All time limits stated are of the essence of this agreement.

(4) **COMPENSATION:**

The Party of the Second Part shall be paid **\$ 3,632.00** by the Party of the First Part according to the schedule on page 4, in accordance with the rules and regulations in Attachment A:

The funds awarded under the grant are available on a reimbursement basis after verification of match and in accordance with the payment schedule above. Minor shifts of the funds among categories not to exceed 10 percent may be permitted, but in no case can the total expenditures exceed the amount provided by this contract. Shifts of funds between budget categories exceeding 10 percent must be approved in writing by the Party of The First Part.

Source documentation including canceled checks, copies of invoices, time and attendance records, and/or detailed printouts will be submitted with the “Request for Funds”. Invoices will be marked “PAID” and referenced as to how payment was made (i.e. check number).

(5) **MATCHING/COST SHARE REQUIREMENTS:**

The funding listed above will require a 50/50 match/cost share requirements.

Indirect charges are not approved as a reimbursable item. Therefore it is our policy not to allow grant funds to be used as indirect overhead; however it does qualify as a match requirement. Overhead costs that will be allowed for match can be negotiated on a project-by-project basis. All federal and recipient matching/cost-share contributions are subject to all relevant OMB Circulars and Code of Federal Regulations.

(6) **ASSISTANCE:**

The Party of the First Part agrees upon request of the Party of the Second Part to furnish, or otherwise make available to the Party of the Second Part, copies of existing non-proprietary materials in the possession of the Party of the First Part that are reasonably related to the subject matter of this agreement and are necessary to the Party of the Second Part for completion of his performance under this agreement.

(7) **GENERAL PROVISIONS:**

Nothing in this agreement shall be construed as authority for either party to make commitments which will bind the other party beyond the Scope of Service contained herein. Furthermore, the Party of the Second Part shall not assign, sublet or subcontract any work related to this agreement or any interest it may have herein without the prior written consent of the Party of the First Part. This contract is subject to appropriations by the Virginia General Assembly.

(8) **LAW APPLICABLE:**

This Memorandum of Agreement shall be governed by the laws of the Commonwealth of Virginia.

(9) **INTEGRATION AND MODIFICATION:**

This contract constitutes the entire agreement between the Party of the Second Part and the Party of the First Part. No alteration, amendment or modification in the provisions of this agreement shall be effective unless it is reduced to writing, signed by the parties and attached hereto.

This award is executed as of the date of the last signature and is effective through December 1, 2015 at which time it will expire, unless extended by an executed modification, signed and dated by all properly authorized, signatory individuals. Any request for extension must be in writing a minimum of 30 days prior to the end of the stated grant period. Extensions will not be guaranteed.

(10) **TERMINATION:**

The Party of the First Part may terminate this agreement for its convenience upon 60 days written notice to the other party. The Party of the Second Part shall be paid for no service rendered or expense incurred after receipt of such notice except such fees and expenses incurred prior to the effective date of termination that are necessary for curtailment of its/his work under this agreement.

In the event of breach by the Party of the Second Part of this agreement, the Party of the First Part shall have the right immediately to rescind, revoke or terminate the agreement. In the alternative the Party of the First Part will give written notice to the Party of the Second Part specifying the manner in which the Agreement has been breached. If a notice of breach is given and the Party of the Second Part has not substantially corrected the breach

within the sixty 60 days of receipt of the written notice, the Party of the First Part shall have the right to terminate this Agreement.

In the event of rescission, revocation or termination, all documents and other materials related to the performance of this Agreement shall become the property of the Department of Forestry.

(11) **COLLATERAL CONTRACTS:**

Where there exists any inconsistency between this Agreement, Attachment A and other provisions of collateral contractual agreements which are made a part of this Agreement by reference or otherwise, the provisions of this Agreement shall control.

(12) **ANTI-DISCRIMINATION:**

During the performance of this contract, the Party of the Second Part agrees as follows;

The Party of the Second Part will not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin, except where religion, sex, or national origin is a bona fide occupational qualification reasonable necessary to the normal operation of the Party of the Second Part. The Party of the Second Part agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

The Party of the Second Part, in all solicitations or advertisement for employees placed by or on behalf of the Party of the Second Part, will state that such Party of the Second Part is an equal opportunity employer.

Notices, advertisements and solicitations in accordance with federal law, rules or regulations shall be deemed sufficient for the purpose of meeting the requirements of the Section.

The Party of the Second Part will include the above provisions in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

(13) **APPLICATIONS:**

This agreement shall be governed in all respects, whether as to validity, construction, capacity, performance or otherwise, by the laws of the Commonwealth of Virginia.

(14) **SEVERABILITY:**

Each paragraph and provision of the Agreement is severable from the entire Agreement; and if any provision is declared invalid, the remaining provisions shall nevertheless remain in effect.

(15) **CONTINGENT FEE WARRANTY:**

The Party of the Second Part warrants that he/it has not employed or retained any person or persons for the purpose of soliciting or securing this Agreement. The Party of the Second Part further warrants that he/it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon the award or making of this Agreement. For breach of one or both of the foregoing warranties, the Agency shall have the right to terminate this agreement without liability, or, in its discretion or otherwise recover, the full amount of said prohibition fee, commission, percentage, brokerage fee, gift or contingent fee.

(16) **CONFLICT OF INTEREST:**

The Party of the Second Part warrants that he has fully complied with the Virginia Conflict of Interest Act.

(17) **FINANCIAL RECORDS AVAILABILITY:**

The Party of the Second Part agrees to retain all books, records and other documents relative to this Agreement for five (5) years after final payment, or until audited by the Commonwealth of Virginia, whichever is sooner. The Party of the First Part, its authorized agents and/or State auditors shall have full access to and the right to examine any of said materials during said period.

The Party of the Second Part agrees to comply with the following Federal cost and administrative regulations as applicable:

<u>Non-Profit Organizations</u>	<u>State and Local Governments</u>	<u>Universities</u>
Cost Principles, 2 CFR 230	Cost Principles, 2CFR 225	Cost Principles, 2 CFR 220
Admin. Regulations, 2 CFR 215	Admin. Regulations, OMB CIR A-102	Admin. Regulations, 2 CFR 215
Audits, OMB CIR-A 133	Audits, OMB CIR A-133	Audits, OMB CIR A-133

Administrative Regulations can be located at: http://whitehouse.gov/omb/grants_default/

Cost Principles can be located at: <http://gpoaccess.gov/cfr/index.html>.

Forms can be found at http://www.ocio.usda.gov/forms/ocio_forms.html or <http://search.usda.gov>

(18) **PERFORMANCE REPORTS:**

The Party of the Second Part agrees to provide the Party of the First Part performance reports on all activities identified in the proposals as they occur. The performance reports will contain a summary of progress and activities for each activity within the proposal; indicate any problems and solutions in meeting requirements, and provide financial funds expenditure information for reimbursement as appropriate. Please see the Performance Report Form

The schedule for submittal of the periodic performance reports shall be as follows:

PERIOD COVERED

March 1, 2015 – June 1, 2015

June 1, 2015 – December 1, 2015

SUBMITTAL DATE

June 15, 2015

December 15, 2015 – FINAL REPORT

If projects are completed in the spring of 2015, then the Final Reports should be submitted with the final reimbursement request as soon as projects are completed.

(19) **PRINCIPAL CONTACTS:**

	Program Contact		Administrative Contact
Name	Barbara White	Name	Pam Romanello
Address	900 Natural Resource Drive	Address	900 Natural Resource Drive
City, State, Zip	Charlottesville, VA 22903	City, State, Zip	Charlottesville, VA 22903
Phone	434-220-9041	Phone	434-220-9050
Email	Barbara.white@dof.virginia.gov	Email	Pam.romaello@dof.virginia.gov

In witness whereof the parties have caused this agreement to be executed by the following duly authorized officials:

PARTY OF THE SECOND PART

PARTY OF THE FIRST PART

This contract has been reviewed by the staff of the Party of the First Part. Its substantive terms are appropriate, and sufficient funds have been obligated for its performance.

BY (Print Name):	BY (Print Name):
(Signature):	(Signature):
TITLE:	TITLE:
AGENCY:	AGENCY: Virginia Department of Forestry
DATE:	DATE:

Attachment A

- A. **Collaborative Arrangements:** Where permitted by terms of the award, may enter into collaborative arrangements with other organizations to jointly carry out activities with grant funds.
- B. **Non-Liability:** The Virginia Department of Forestry does not assume liability for any third party damages arising out of this award.
- C. **Metric System of Measurement:** Wherever measurements are required or authorized, they shall also be made, computed and recorded in metric system units of measurement, unless otherwise authorized in writing.
- D. **Trafficking in Persons:** Human Trafficking is prohibited; additional information can be found under the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104 (g)).
- E. **Eligible Workers:** All sub-recipients shall ensure that all employees complete the I-9 form and certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 U.C.S. 1324a).
- F. **Program Income:** If any program income is generated as a result of an award, costs incidents due to the generation of program income can be deducted from the gross income to determine the program income amount, provided these costs have not been charged to the award and comply with the applicable Cost Principles.
- G. **Award Closeout:** Award will be closed out either on the expiration date or with the notice of termination. Any unobligated funding at that time will be reverted to the Department of Forestry.
- H. **Program Performance Reports:** Shall be submitted in order to monitor performance of grant activities to ensure that performance goals are being achieved. Performance Reports will include: A comparison of actual accomplishments to the goals achieved for the period; reason(s) for delay if established goals were not met; additional pertinent information pertaining to the grant.
- I. **Notification:** Program Manager should be notified immediately of developments that have a significant impact on the activities supported under this grant.
- J. **Changes in Key Positions and Personnel:** Revisions to key positions and personnel identified in the application for this award require prior, written approval from the Department of Forestry. Failure to obtain prior, written approval when required may result in the disallowance of costs.
- K. **Freedom of Information Act (FOIA):** Public access to grant or agreement records shall not be limited, except when such records must be kept confidential and would have exempted from disclosure pursuant to “Freedom of Information” regulations (5 U.S.C. 552).
- L. **Text Messaging while driving:** In accordance with Executive Order (EO) 13513, “Federal Leadership on Reducing Text Messaging while driving” any and all text messaging by Federal Employees is banned. All sub recipients are encouraged to adopt and enforce policies that ban text messaging while driving while on government business.
- M. **Public Notices/Acknowledgement:** It is the U.S. Forest Service’s policy to inform the public as fully as possible of its programs and activities. It is encouraged to give public notice of the receipt of this award from time to time, to announce progress and accomplishments. Acknowledge the U.S. Forest Service as well as the Virginia Department of Forestry support in publications,

audiovisuals and electronic media developed as a result of this award. A mandatory provision if development of publications or production of audiovisuals, or if information is shared via electronic format (including websites).

- N. **Nondiscrimination Statement-Printed, Electronic or Audiovisual Materials:** the following statement, in full, in any printed audiovisual material or electronic media for public distribution developed or printed with any federal funding.
“In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.”
If the material is too small to permit the full statement to be included, the material must, at a minimum, include the following statement, in print size no smaller than the text:
“This institution is an equal opportunity provider.”
- O. **Debarment and Suspension:** Grantees must certify if any principals are presently excluded, debarred or suspended from entering into covered transactions with the federal government in accordance to the terms of 2 CFR Part 180.
- P. **Drug Free Workplace:** Agrees to provide a drug-free workplace form AD-1049 to the Department of Forestry. This will verify that each employee who will be engaged in the performance of any project/program receiving federal funding will follow drug-free regulations as stated in the Rehabilitation Act of 1973 (29 U.S.C. 794).
- Q. **Copyrighting:** USFS has the sole and exclusive right to copyright any publications developed as a result of this award. This includes the right to publish and vend throughout the world in any language and in all media and forms, in whole or in part, for the full term of copyright and all renewals thereof in accordance with this award. No original text or graphics produced and submitted by the USFS shall be copyrighted.
- R. **Central Contractor Registration and Universal Identifier Requirements:**
(i) *Requirement of Central Contractor Registration (CCR)*-unless exempted from 2CFR 25.110, as a recipient you must be registered and maintain information updated at CCR internet site:
<http://www.ccr.gov>.
(ii) *Requirement of Data Universal Numbering System (DUNS) Number*- no entity may receive a sub-award unless the entity can provide a DUNS number. (DUNS current internet site:
<http://fedgov.dnb.com/webform>)
- S. **Members of Congress:** Pursuant to 41 U.S.C. 22, no United States member of, or United States delegate to, Congress shall be admitted to any share or part of this award, or benefits that may arise there from, either directly or indirectly.
- T. **Disclosure of Lobbying Activities:** Agrees to disclose lobbying activities pursuant to 31 U.S.C. 1352; the completion of Standard Form LLL is mandatory.
- U. **Federal Funding Accountability and Transparency Act (Sub-award Reporting System):** Effective October 1, 2010 all sub-awards that receives \$25,000 or more from a federal award will need to be reported. The sub-award is responsible for providing DOF with the following information for timely reporting: Name, Address, Federal Tax Identification Number, DUNS Number, Principal place of performance and names of Highly Compensated Officers.

Attachment B

Check list

The following information must have been provided with the Memorandum of Agreement:

1. Title of Grant
2. Program Contact, including email
3. Purpose
4. Scope of Work
5. Project Partners (if applicable)
6. Methodology and Timeline
7. Budget Detail
8. Assurances SF424B
9. Debarment AD1048
10. Drug Free Form
11. W-9

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 18, 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, February 25, 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 February 25, 2015				
REVIEWS	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
February 25, 2015
Work Session 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 7:02pm)
Mike Sheridan, Columbia District (Arrived at 7:01pm)
Donald W. Weaver, Cunningham District

ALSO PRESENT:

Steven M. Nichols, County Administrator
Andrew "Mel" Sheridan, Commissioner of the Revenue
Linda Lenherr, Treasurer
Eric Hess, Sheriff
Captain Tom Brennan, Sheriff's Office
Captain Von Hill, Sheriff's Office
Andrea Gaines, Communications Director
Eric Dahl, Finance Director
Mary Anna Twisdale, Management Analyst
Kelly Belanger Harris, Clerk to the Board of Supervisors

CALL TO ORDER

At 7:00pm, Chairperson Booker called the Work Session meeting of February 25, 2015 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

PRESENTATIONS

Clerk of the Circuit Courts Budget—B.E. Peterson (*not in attendance*.) Mr. Nichols presented the budgets for the Clerk of the Circuit Court and Circuit Court Judge. Mr. Nichols highlighted the changes suggested in the County Administrator's Proposed Budget. Questions and discussion covered mandatory expenses, current request compared to historical expenditures, and staffing.

Commissioner of the Revenue Budget—Andrew "Mel" Sheridan, Commissioner of the Revenue, presented his proposed budget and highlighted the areas affected by the County Administrator's proposed budget. There were no questions or discussion.

Sheriff's Office Budget—Eric Hess, Sheriff, presented the FY16 Sheriff's Office Budget, highlighting accomplishments and points of pride of the Sheriff's Office. Questions and discussion staffing requests, fuel expenses, increased presence of deputies throughout the community and impact on vehicles and fuel, and fleet maintenance and replacement.

Treasurer's Office Budget—Linda Lenherr, Treasurer, presented the budget for the Treasurer's Office. Ms. Lenherr noted that the \$23,000 proposed cut to the Treasurer's Office operational budget calls her staff to do more with less than it ever has. There were no questions and no discussion.

After presentations were completed, Mr. Sheridan offered his appreciation for the collaborative efforts between County Staff and Constitutional Officers during this budget process.

Supervisors' discussion included the process of arriving at a 10% decrease in requested funds, the total savings achieved by the 10% cut.

UNFINISHED BUSINESS

FY16 Budget Update—Steve Nichols, County Administrator, added information about real estate sales, tax rate compared to tax bill. Wide-ranging discussion.

NEW BUSINESS

Review BOS Agenda for March 4, 2015 — Steve Nichols, County Administrator.

Mr. Nichols reviewed the agenda items proposed for the March 4, 2015, BOS Meeting, including Action Items for the Zion Crossroads Water and Sewer System (DOC Option) and the James River Water Authority (JRWA) Service Agreement. Mr. Nichols requested that Supervisors review the JRWA Agreement and comment before the next BOS meeting on the March 4. Board discussed various provisions in the draft Service Agreement.

Chair Booker advised a move to Closed Session,

MOTION TO ENTER INTO A CLOSED MEETING

At 9:33pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6 of the Code of Virginia, 1950, as amended, for the purpose of discussing Investment of Funds. 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 10:08pm, 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.

Prior to calling for a motion to adjourn, Chair Booker discussed several points of decorum.

ADJOURN

MOTION:

At 10:13pm Mr. Ullenbruch moved to adjourn the meeting of Wednesday, February 25, 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 BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 18, 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, March 4, 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 March 4, 2015				
REVIEWS	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
March 4, 2015
Regular Meeting 4:00 pm

MEMBERS PRESENT:

Mozell Booker, Fork Union District, Chairperson
Bob Ullenbruch, Palmyra District, Vice-Chairperson
Tony O'Brien, Rivanna District
Mike Sheridan, Columbia District
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

CALL TO ORDER

At 4:00 pm, Chairperson Booker called the Regular Meeting of March 4, 2015 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA

After advising the Board that additional information had been received regarding the JRWA Service Agreement, Mr. Nichols recommended deferring the Action Matter: JRWA Service Agreement.

MOTION

Mr. Ullenbruch moved to accept the Agenda for the March 4, 2015, Regular Meeting of the Board of Supervisors, deferring Tab A: JRWA Service Agreement. Mr. Sheridan seconded and the Agenda was adopted as amended, by 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:

- Charlottesville Investment Collaborative
 - First entrepreneurial workshop focused on Fluvanna and Louisa County residents begins today
 - Being held at The Best Western at Zion Crossroads for the next 16 weeks
 - On June 10th, members of the Community Development team will be presenting information about the planning and building permit processes
- Louisa County & Louisa County Water Authority
 - Town Hall Meeting on Proposed Raw Water Line
 - Location: Kents Store ARC Community Center
 - Day/Date: Tuesday, April 7th
 - Time: 7:00 pm
- State Corporation Commission (SCC) to hold Public Hearings regarding Aqua Virginia rate increase request
 - Monday, March 16th, 2:00 pm and 7:00 pm, Circuit Courtroom
- Next Meeting
 - Wednesday, March 11, 7:00 pm – Budget Work Session (Morris Room)

BOARD OF SUPERVISORS' UPDATES

Sheridan— None

Weaver— Met with realtors regarding the sale of former elementary schools.

Ullenbruch— None

O'Brien— Piedmont Workforce Council; TJPDC 3/5/15.

Booker— YAC--Terrific Tuesdays going great, approximately 140 students; Rivanna River Basin Commission.

PUBLIC COMMENTS #1

Chairperson Booker opened the first round of Public Comments.

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

PUBLIC HEARINGS

None.

ACTION MATTERS

Appointment to the Social Services Board, Fork Union District—Kelly Belanger Harris, Clerk to the Board

MOTION

Mr. Weaver moved to appoint Deborah Johnson to the Social Services Board, replacing Laura Giles in the Fork Union District, with a term to begin immediately and to terminate June 30, 2017. Mr. Ullenbruch seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, Weaver. NAY: None. ABSTAIN: None.

FY16 Health Insurance Plan – Gail Parrish, HR Manager, presented the recommended Employee Health Plan for FY16. Changes from FY15 include: a decrease in premiums; additional plans including a change in the way the Dental Plan is offered. The proposed changes provide no increase in costs for the County and employee premiums will not increase, and will decrease for some plans.

MOTION

Mr. O'Brien moved the Board of Supervisors accept the Anthem/Blue Cross Blue Shield FY16 The Local Choice Health Plan proposal to be effective July 1, 2015, and authorize the County Administrator to execute the plan and offer to

eligible employees the Key Advantage 250, Key Advantage 500, and High Deductible Health Plan with the County contributing up to:

- \$490 for an Employee only plan,
- \$685 for a Dual person plan, and
- \$890 for a Family plan.

Mr. Ullenbruch seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, Weaver. NAY: None. ABSTAIN: None.

Mr. O'Brien further moved that the Board of Supervisors approve a County contribution of \$76 per month into the Health Savings Accounts of each employee enrolled in the High Deductible Health Plans. Mr. Ullenbruch seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, Weaver. NAY: None. ABSTAIN: None.

James River Water Authority (JRWA) Service Agreement – Steve Nichols, County Administrator, deferred until later date.

Zion Crossroads Water & Sewer System Engineering Design – Department of Corrections (DOC) Option – Steve Nichols, County Administrator, presented a proposal to the Board to approve the design for the Zion Crossroads Water and Sewer System as recommended in the Preliminary Engineering report (PER) prepared by Rummel, Klepper, & Kahl (RK&K). Mr. Nichols noted that \$575,000 was set aside for system design work two years ago; no debt service would be taken on by approving this design though debt-financing would be necessary to construct the design. Chairperson Booker invited input from all Supervisors before entertaining a motion. Wide-ranging discussion included concerns over funding availability for the construction phase, the history of the water project, and concerns regarding the language included in the motion.

MOTION

Mr. O'Brien moved that the Board of Supervisors direct staff to develop the Zion Crossroads Water and Sewer System based on recommendations from the "Preliminary Engineering Report (PER) for Water and Wastewater Services to Zion Crossroads Planning Area" prepared by Rummel, Klepper & Kahl (RK&K) consulting engineers and dated January 2015;

And further direct the County Administrator to begin the process for negotiating a phased design of the infrastructure described in the PER recommendations and to begin developing policies and procedures for the operation of the new water and sewer systems for Board of Supervisors' review and approval. Mr. Sheridan seconded and the motion passed 3-2. AYE: Booker, O'Brien, Sheridan. NAY: Ullenbruch, Weaver. ABSTAIN: None.

Confirmation of Declaration and Rescindment of Local Emergency Declaration—Steve Nichols, County Administrator,

MOTION

Mr. Sheridan moved to confirm the decision to correct the typographical date error for the local emergency declaration within Fluvanna County in response to a significant winter storm event, making the declaration to be effective 4 p.m. on February 16, 2015, and to be ended, effective as of midnight, March 7, 2015. Mr. Weaver seconded and the motion passed 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, Weaver. NAY: None. ABSTAIN: None.

PRESENTATIONS

Crofton Park Proposal – Jason Smith, Director of Parks and Recreation, and Marvin Moss, Fluvanna Historical Society, presented a proposal to begin a Historical Society-funded study for creation of a park on County-owned property along the Rivanna River, near the site of the historic, former town Bernardsburg (near Crofton Bridge on South Boston Road.) The Historical Society and the Heritage Trails Foundation plan pursue a concept plan and seek out funds for the creation and maintenance of the proposed park. With the Board indicating willingness to accept a study initiated by the Historical Society, Mr. Nichols highlighted three staff concerns: the potential use of LPDA for project design; the shelf-life of a plan that is not acted upon within a reasonable amount of time, resulting in additional staff time and county funds to bring current; and the pressure on staff to maintain an additional county property.

Subdivision Requirements—Jason Stewart, Planning and Zoning Administrator, updated the Board with a presentation regarding approved subdivisions. Discussion focused on ramifications and next steps when a developer defaults on a development, identification of responsible party (successor developer), road clearing and maintenance needs, and VDOT acceptance of subdivision roads into the secondary road system.

CONSENT AGENDA

Mr. Weaver asked for clarification on Tab L - Information Technology Internal Budget Transfer. Mr. Jonathan McMahon, Information Technology Director, noted that the money is a transfer within his budget and not a request for additional funds.

Mr. Ullenbruch asked for a brief description of the Project Lifesaver Program. Captain Von Hill explained that Project Lifesaver was first designed to help those affected by Alzheimer's disease to help family members and the Sheriff's Office track anyone who may wander as a result of cognitive impairment.

The following were approved under the Consent Agenda:

- *Minutes of the February 18, 2015 Regular Meeting*—Kelly Belanger Harris, Clerk to the Board
- *Proclamation Celebrating the 40th Anniversary of JABA*—Jason Smith, Director of Parks and Recreation
- *Project Lifesaver Program*—Eric Hess, Sheriff
- *VDOT Secondary Street Acceptance Request*—Zion Industrial Park—Bobby Popowicz, Director of Community Development
- *Capital Reserve Maintenance Fund Request: Fluvanna Middle School Track*—Chuck Winkler, FCPS Assistant Superintendent
- *Information Technology Internal Budget Transfer* – Jonathan McMahon, IT Director

- *Capital Reserve Maintenance Fund Request: Work Space Renovation and Space Utilization CIP Project (Formerly MACAA Relocation Project)*—Wayne Stephens, Public Works Director & County Engineer
- *Capital Reserve Maintenance Fund Request: Utility Trailer*—Wayne Stephens, Public Works Director & County Engineer

MOTION

Mr. Weaver moved to approve the items on the Consent Agenda for March 4, 2014. Mr. Sheridan seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Chairperson Booker brought up the possibility of having a Board, Commission, and Committee members appear before the Board of Supervisors periodically for the BOS to express appreciation for their efforts in support of County functions. Mr. Sheridan suggested choosing an evening meeting, after Budget Season is over.

PUBLIC COMMENTS #2

Chairperson Booker opened the floor for the second round of public comments. With no one wishing to speak, Chairperson Booker closed the second round of public comments.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 6:40 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, A.3, A.5, A.6, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Prospective Industry, 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 8:11pm, 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.

MOTION TO EXTEND

MOTION

Mr. Weaver moved to extend the regular meeting to 9pm. Mr. Sheridan seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

ADJOURN

MOTION:

At 8:12pm, Mr. Weaver moved to adjourn the meeting of Wednesday, March 4, 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



Board of Supervisors
County of Fluvanna
Palmyra, Virginia

Resolution for the Declaration and End of Local Emergency

WHEREAS, on February 18, 2015, the Board of Supervisors of Fluvanna County did find that:

- i. That the actual and predicted extreme cold temperatures and snowy and otherwise dangerously inclement weather in Fluvanna County is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused thereby;
- ii. That a state of emergency throughout the Commonwealth has previously been declared by the Governor;
- iii. That, due to the extreme winter weather, a condition of peril to life and property necessitates the proclamation of the existence of a local emergency; and

WHEREAS the Board of Supervisors confirmed the declaration the existence of a local emergency effective at 4:00 p.m. on February 17, 2015; and

WHEREAS the said declaration should have been confirmed as of 4:00 p.m. on February 16, 2015, but the resolution confirming the declaration contained a typographical error as to the date; and

WHEREAS the dangerously inclement weather which warranted the declaration of a local emergency has moderated and no longer constitutes a condition of peril to life and property necessitating the declaration of a local emergency;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Virginia Code Section 44-146.21, the Director of Emergency Services has declared the existence of a local emergency for Fluvanna County, which such local emergency exists throughout Fluvanna County, to which declaration the Board of Supervisors hereby consents, effective retroactively as of 4 p.m. on February 16, 2015; and

BE IT FURTHER RESOLVED that during the existence of said local emergency, the Director of Emergency Management and the Emergency Services Coordinator of Fluvanna County respectively, shall have the powers, functions and duties prescribed by Virginia Code Section 44-146.21(c1) and by the Fluvanna County Emergency Services Plan in order to mitigate the effects of said local emergency; and

BE IT FURTHER RESOLVED pursuant to Virginia Code Section 44-146.21, that the local emergency heretofore declared within Fluvanna County effective 4:00 p.m. on February 16, 2015, be, and it is hereby, **DECLARED TO BE ENDED**, effective midnight, March 7, 2015.

ADOPTED by the Board of Supervisors of Fluvanna County, Virginia, this 4th day of March, 2015.

Attest:

Kelly Belanger Harris
Clerk to the Board of Supervisors
Fluvanna County
Commonwealth of Virginia

Date

Mozell H. Booker
Chair, Board of Supervisors
Fluvanna County
Commonwealth of Virginia

Date

COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

MEMORANDUM

Date: March 18, 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
Less: Unforeseen work on Work Space Renovation and Space Utilization Project (formerly MACAA) 3.4.15	-\$25,000.00

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Less: Heavy Duty Equipment Trailer 3.4.15	-\$10,000.00
Available:	\$52,970.00

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
Less: Fluvanna Middle School Track Repairs 3.4.15	-\$7,490.00
Available:	\$226,233.00

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MEMORANDUM

Date: March 18, 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



**FLUVANNA COUNTY BUILDING INSPECTIONS
MONTHLY BUILDING INSPECTION REPORT
FEBRUARY 2015**

USE	Feb-14	VALUE	YTD 14	VALUE	Feb-15	VALUE	YTD 15	VALUE	Feb/Diff	VALUE	YTD	VALUE
											PERMITS	
New Homes	1	303,987	8	1,712,536	5	905,000	9	1,555,000	4	601,013	1	(157,536)
Duplex	0	0	0	0	0	-	0	-	0	-	0	-
Single Family (Attached)	0	0	0	0	0	-	2	423,000	0	-	2	423,000
Adds&Alterations	12	117,339	34	470,189	30	397,077	51	531,708	18	279,738	17	61,519
Garages & Carports	0	0	2	141,000	2	25,000	4	65,500	2	25,000	2	(75,500)
Accessory Buildings	0	0	0	-	2	233,639	2	233,639	2	233,639	2	233,639
Single Wide MH	1	32,000	1	32,000	0	-	0	-	-1	(32,000)	-1	(32,000)
Swimming Pools	0	0	0	-	0	-	1	36,500	0	-	1	36,500
Recreational Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Business Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Industrial Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Other Buildings	0	0	0	-	0	-	2	100,000	0	-	2	100,000
TOTALS	14	453,326	45	2,355,725	39	1,560,716	71	2,945,347	25	1,107,390	26	589,622

FEE	Feb-14	PREV TOT	YTD 14	Feb-15	PREV TOT	YTD 15	DIFFERENCE	DIFFERENCE YTD
Building Permits	\$ 2,654.70	9,160.49	11,815.19	\$ 8,351.17	\$ 6,731.09	\$ 15,082.26	5,696.47	3,267.07
Land Disturb Permits	\$ 1,225.00	2,125.00	3,350.00	\$ 875.00	\$ 1,775.00	\$ 2,650.00	(350.00)	(700.00)
Zoning Permits/Proffers	\$ 250.00	1,000.00	1,250.00	\$ 1,000.00	\$ 1,200.00	\$ 2,200.00	750.00	950.00
TOTALS	\$ 4,129.70	12,285.49	16,415.19	\$ 10,226.17	\$ 9,706.09	\$ 19,932.26	\$ 6,096.47	3,517.07

INSPECTIONS	Feb-15	PREVIOUS	YTD 14	Feb-15	PREVIOUS	YTD 15		
INSPECTIONS	149	135	284	137	105	242	-12	-42

Darius S. Lester

Darius S. Lester

Building Official

() represents a negative



Culpeper District Fluvanna County Monthly Report March 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 (NFO)0006-032-201, C501, B602

- **Scope:** Bridge Replacement
- **Next Major Milestone:** Continue construction of the superstructure.
- **Contract Completion:** August 14, 2015

Route 6 Rivanna River Bridge (NFO)0006-032-108, C501, B603

- **Scope:** Bridge Replacement
- **Next Major Milestone:** Problem encountered with girders on Phase 1. Resolve problem, set deck pans and resteel.
- **Contract Completion:** November 20, 2015

GR-9 Replacement Contract (FO)0000-967-265, C501

- **Scope:** Replace unapproved GR-9 End Sections
- **Next Major Milestone:** Receive Bids
- **Contract Completion:**

Surface Treatment Schedule ST7A-967-F14, P401

- **Scope:** Albemarle, Greene, Fluvanna, Louisa Counties
- **Next Major Milestone:** Eradication complete. Re-start Paving June 15, 2015 simultaneously with F15 Project. Routes remaining 608, 610, 611, 613, 619, 628, 629, 631, 632, 635, 670, 676, 682, 683, 684, 685, 686, 692 and 693.
- **Contract Completion:** November 1, 2015

Bridge Maintenance Contract (NFO)BRDG-967-240, N501

- **Scope:** Renewable On-call Bridge Maintenance
- **Next Major Milestone:** Bid Submission February 25, 2015
- **Contract Completion:** August 31, 2016

Plant Mix Asphalt Schedule (NFO)PF7F-967-F15,P401

- **Scope:** Greene, Fluvanna, and Louisa Counties
- **Next Major Milestone:** Bid Opening (Scheduled for March 25, 2015).
- **Contract Completion:** December 4, 2015

Surface Treatment Schedule ST7A-967-F15, P401

- **Scope:** Albemarle, Greene, Fluvanna, Louisa Counties
- **Next Major Milestone:** Notice to Proceed May 18, 2015
- **Contract Completion:** October 30, 2015, 2015

Traffic Engineering Studies

Completed

- **Route 6**
Safety study; complete
VDOT Study Number—065-0006-20140825-007
- **Route 53 Thomas Jefferson Parkway**
Signing study; complete
VDOT Study Number—065-0053-20141117-010

Under Review

None at this time

Maintenance Activities

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

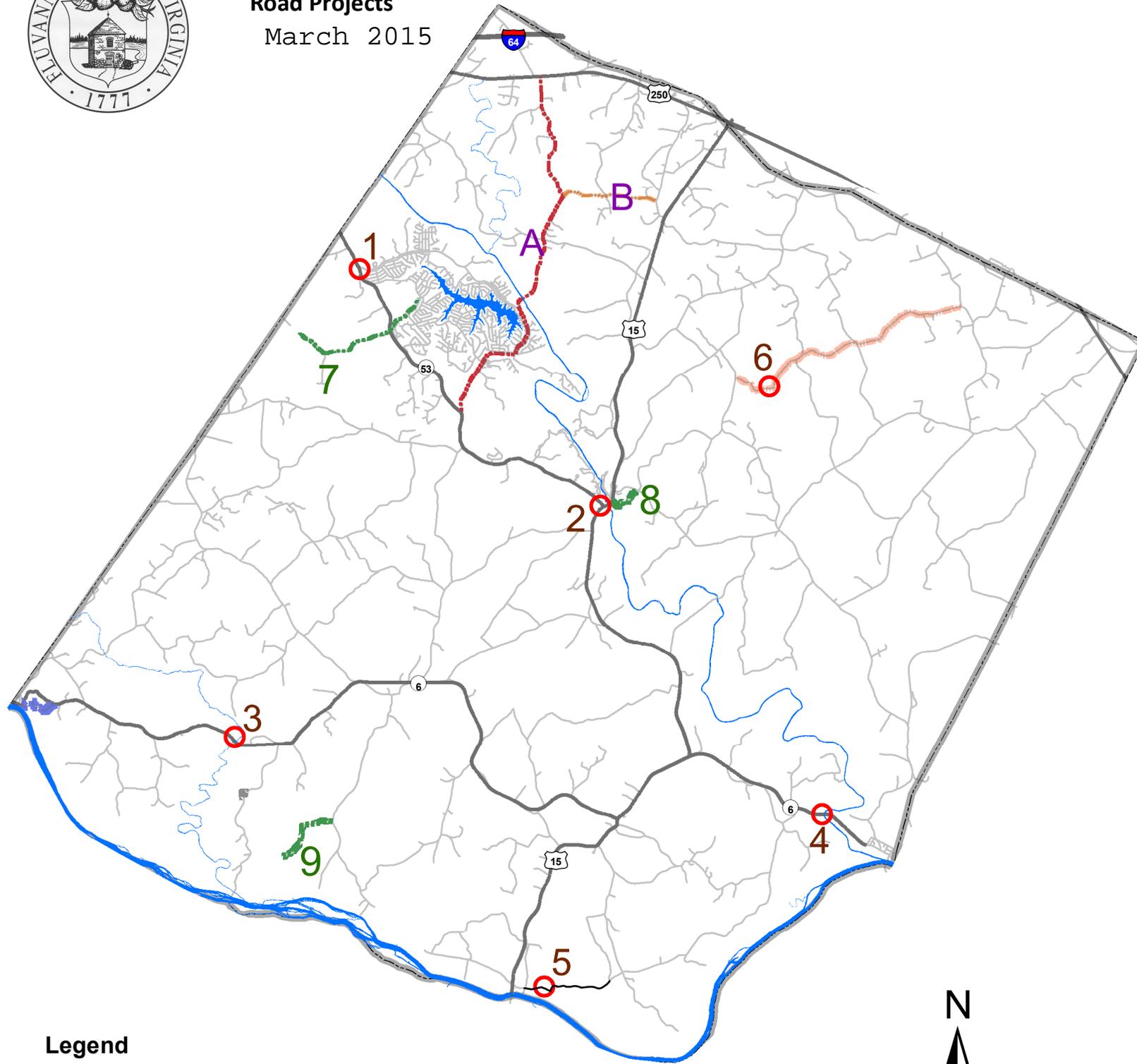
- Debris removal on 2 primary routes and 7 secondary routes
- Patching was performed on 1 secondary route
- Shoulders repaired on 1 primary route
- Trash removal on 2 secondary routes
- Tree removal on 3 secondary routes
- Trimming along 3 secondary routes
- Crews have responded to 8 winter weather events



Fluvanna County

Road Projects

March 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

