

AGENDA
FLUVANNA COUNTY BOARD OF SUPERVISORS
Regular Meeting
Circuit Courtroom
Fluvanna Courts Building
February 15th, 2012
7:00 p.m.

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

2-REPORTS

Darren K. Coffey, Interim County Administrator

3-PUBLIC COMMENTS #1 (5 minutes each)

4-CONSENT AGENDA

TAB J Minutes of January 18th, 2012 – Mary Weaver, Clerk to the Board of Supervisors
TAB K Initiate Comprehensive Plan Amendment, Vision Chapter – Darren K. Coffey, Interim County Administrator
TAB L Radio Narrow Banding – John Robins, Public Works Director
TAB M Approve contract with Humane Society University for shelter training – Pat Groot, Grants Administrator
TAB Mc Authorization to submit Chesapeake Bay Green Streets grant application – Pat Groot, Grants Administrator
TAB N Waiver of Building Permit fees for Earthquake repairs – Darius Lester, Building Official
TAB O Request to name a room in the Carysbrook Performing Arts Center – Dwight Godwin, Director of Parks and Recreation.

5-ACCOUNTS PAYABLE

None

6-PUBLIC HEARING

None

7-PRESENTATIONS (normally not to exceed 10-minute limitation)

TAB P Region Ten Update – Robert Johnson, Executive Director of Region Ten
TAB Q Community Wellness Program at the Carysbrook Fitness Center – Dwight Godwin, Director of Parks and Recreation

8-ACTION MATTERS

TAB R School System Wastewater Treatment Plant Repair – Renee Hoover, Finance Director
TAB S Reappointment/Parks and Recreation Advisory Board – Social Services Position – Mary L. Weaver, Clerk to the Board of Supervisors
TAB T Reappointment/Thomas Jefferson Planning District (TJPDC) – Mary L. Weaver, Clerk to the Board of Supervisors
TAB U Reappointment/Jefferson Area Board for Aging (JABA) Board of Directors – Mary L. Weaver, Clerk to the Board of Supervisors

9-UNFINISHED BUSINESS

TAB V Appointment of a Government Reform Committee – Darren K. Coffey, Interim County Administrator
Budget Discussion – Darren K. Coffey, Interim County Administrator

10-NEW BUSINESS

11-PUBIC COMMENT #2 (5 minutes each)

For the Hearing-Impaired – there is a listening device available at the Board of Supervisors Room upon request.. TTY access number is 711 to make arrangements.

For persons with Disabilities – if you have special needs, please call the County Administrator's Office at 591-1910 and relay your request.

12-CLOSED MEETING

13-ADJOURN

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.

For the Hearing-Impaired – there is a listening device available at the Board of Supervisors Room upon request.. TTY access number is 711 to make arrangements.

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MOTION: I move the minutes of the Fluvanna County Board of Supervisors for Wednesday, February 1st, be adopted.

AGENDA BOARD OF SUPERVISORS DATE: February 15th, 2012

SUBJECT: Adoption of the Fluvanna County Board of Supervisors regular meeting minutes.

RECOMMENDATION: Approval

TIMING: Routine

FISCAL IMPLICATIONS: None

POLICY IMPLICATIONS: None

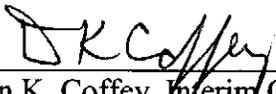
DISCUSSION: None

LEGISLATIVE HISTORY: None

Staff: Mary L. Weaver, Clerk to the Board of Supervisors

County Administrator's Use Only

Comments:



Darren K. Coffey, Interim County Administrator

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Historic Courthouse
February 1, 2012
2:00 p.m.**

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

ALSO PRESENT: Fred Payne, County Attorney
Darren Coffey, Interim County Administrator/Planning Director
Renee Hoover, Finance Director
Mary Weaver, Clerk, Board of Supervisors

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Kenney called the meeting of February 1st, 2012, to order at 2:00 p.m., in the Historic Courthouse in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairman Kenney called for a moment of silence.

REPORTS

VDOT Report

Mr. David Crim, VDOT Residency Maintenance Manager for Culpeper office, reported on the following topics:

- Introduced Mr. Angelo Rayo, the new Culpeper Traffic Engineer.
- Handed out updated contact information listing for the VDOT office.
- Public Hearings forthcoming, in April, for State Route 6 Bridge over Rivanna River, and the intersection of Route 53 and Route 618 in April.
- Roundabout for intersection of Route 53 and Route 600.
- Speed studies have been requested for: Route 53, in front of new high school; Route 601, from Route 15 to Birdie Lane; and Route 652, from Route 15 to Route 654.
- Bids have been received for the sidewalks on Turkeysag Trail.

County Report

Mr. Darren Coffey, Interim County Administrator, reported on the following topics:

- Boards, Commissions and Committees updated list was handed out.
- Rivanna River Basin hosted lunch today; update on the State and Federal government activities regarding the TMDL.
- Over 365 residents registered for Earthquake assistance. Informational open house at Carysbrook Performance center tonight, February 1, 2012, at 7:00p.m., to discuss Earthquake assistance information.
- Budget committee focused on structural component of the budget.

FY13 Budget and Capital Improvements Plan (CIP) – Ms. Renee Hoover, Finance Director, reviewed, with the Board, the FY13 Budget, recommended by the Budget subcommittee, along with the Capital Improvements Plan, recommended for approval by the Planning Commission. Ms. Hoover discussed: the process, priorities set forth, proposed summary, Revenue and Expenditure highlights, General Assembly bills being monitored, and additional items to consider for the proposed FY13 budget.

PUBLIC COMMENTS #1

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

- Mel Sheridan, Commissioner of Revenue – addressed the Board in reference to FY13 budget recommendations.

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

CONSENT AGENDA

The following items were approved under the consent agenda:

MOTION:

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

- Minutes from January 18th, 2012, meeting, as amended.
- FY12 Budget Supplement for Social Services Insurance Claim.
- FY12 Budget Supplement for Sheriff’s Department Insurance Claim.

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

ACCOUNTS PAYABLE

Renee Hoover, Finance Director, addressed the Board regarding the accounts payable. Mr. Weaver requested notations of detail on the accounts payable report, along with a breakdown of the juvenile detention center costs.

MOTION:

Mr. Weaver moved the Accounts Payable from December 28, 2011 through January 24, 2012, and Payroll for the month of December, 2011, in the amount of \$1,235,171.84, be ratified. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Chesser, Booker, Ullenbruch, Kenney and Weaver. NAYS: None. ABSENT: None.

General Fund	\$ 486,054.67
Capital Improvements	72,434.59
Debt Service	31,686.57
Sewer	1,790.15
Fork Union Sanitary District	<u>2,447.72</u>
Total Expenditures by Fund	\$594,413.70
Payroll – December	640,758.14
Total Payables & Payroll	<u>\$ 1,235,171.84</u>

PUBLIC HEARING

None

PRESENTATIONS

Career and Technical Education (CTE) – Dr. Robert Mayfield, Chairman of the Virginia Department of Education Career and Technical Education Advisory Board, reviewed, with the Board, the importance of the education of our youth for the workforce; and reviewed, with the Board, the possibility of forming a council, to determine what is needed to teach young students the basics.

Waste Water Treatment Update – Mr. Chuck Winkler, Assistant School Superintendent, reviewed, with the Board, concerns of the wastewater treatment plants at the Carysbrook and high school sites. The sites are in dire need of repair. Installing equalization tank, heaters, and beginning to install a lining are some of the needed repairs. The Carysbrook site will need to be replaced soon. Mr. Winkler would like to request the allocation of \$100,000.00, to assist in the repairs needed for the wastewater treatment sites.

Chairman Kenney **directed staff** to initiate an action item for this request on the February 15th, 2012 agenda.

ACTION MATTERS

Authorization to conduct a telephone and electricity audit – Mr. Darren Coffey, Interim County Administrator, addressed this request. This is strictly a financial exercise, to review our telephone and electricity bills to find potential areas of savings.

MOTION:

Mr. Weaver moved to authorize the Interim County Administrator to execute a contract, after County Attorney approval as to form, with Cost Control Associates for telephone and electricity bill audit services, and paid from a portion of the savings achieved from the audits. Mr. Chesser seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

Authorization to implement and disburse funds for the Workforce Development and Micro Finance Initiatives – Mr. Darren Coffey, Interim County Administrator, addressed this request. Memorandums of Understandings with the Economic Development Commission (EDC), Community Investment Collaborative (CIC), and the Fluvanna Education Foundation (FEF) will be established; and the County Administrator will have the authority to disburse these funds for these two programs, under the parameters previously discussed by the Board.

Board Discussion – Mr. Weaver doesn't feel we should be using tax payers' money for scholarships. Mrs. Booker reminded the Board that these scholarships are not only for high school students going to college, but for adults in the community, to give them a start. Mr. Kenney - This is geared specifically towards recommendations, coming from the Thomas Jefferson Planning District and the Commonwealth of Virginia, that say here is where the jobs are needed; here is where to focus your resources. These are loans not handouts, but hand ups. Mr. Coffey – This is not only for the unemployed, but for the underemployed. Mr. Ullenbruch – Average life of a business in Fluvanna County is four years.

MOTION:

Mrs. Booker moved to authorize the Interim County Administrator to implement and disburse the funds appropriated by the Board of Supervisors for the

Workforce Development and Microfinance Initiatives, in accordance with the general parameters identified by the Board. Mr. Chesser seconded. The motion carried with a vote of 3-2. AYES: Kenney, Booker and Chesser. NAYS: Ullenbruch and Weaver. ABSENT: None.

UNFINISHED BUSINESS

Rural Rustic Road Improvements/Garden Lane(Rt. 636) – Mr. Darren Coffey, Interim County Administrator, addressed this request. Property owners will be unimpacted by this improvement. Mr. Weaver and Mr. Ullenbruch requested to add a guard rail after all of the road improvements.

MOTION:

Mr. Weaver moved that the Board of Supervisors limit the Rural Rustic Road improvement on Garden Lane from Route 53 to a safe point past the Aqua Virginia entrance, as determined by VDOT with a wooden rustic guard rail to protect the adjoining properties. Mr. Chesser seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

NEW BUSINESS

Government Reform Committee: – Mr. Ullenbruch would like to form a temporary Government Reform Committee to; look at how to do business as a county and to streamline, add or remove unneeded committees and commissions; and to look at constitutional offices to see if there is a physical need for all the offices. This committee will bring recommendations to the Board in a timely manner. Some findings may require a referendum vote, would like to require five citizen representatives, one from each district, and two supervisors to be on the committee; and would like them to report back to the Board at the first meeting in July.

Chairman Kenney requested Mr. Ullenbruch type up his request and give it to Mr. Coffey. The Board **directed staff** to place on the agenda for February 15th, 2012, under Unfinished Business, the consideration of establishing a Government Reform Committee.

Emergency Medical Services(EMS) Funds – Chairman Kenney requested taking the funds that have been identified for the EMS and moving them, from their current lines, into the Board Contingency Fund.

MOTION:

Mr. Ullenbruch moved that the Board of Supervisors take the \$150,000.00 that was allocated from the four lines: Reassessment, Holiday and Discretionary, Line of Duty Act and Economic Development Reserve; and move to the Board Contingency fund. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

Fire and Rescue Committee – Mr. Chesser proposed to expand this committee to include Public Safety, which would consist of representatives from the Sheriff's office, Dispatch and State Police. The Board **directed staff** to expand the committee in order to function as a Public Safety Committee to advise the Board.

Public Budget Presentations – The Board **directed staff** to plan for two public budget presentations, and to pursue a time slot on Lake TV, to get public input on the budget.

Audit Corrections – Mr. Chesser would like to see if the items identified in the audit have been corrected. The Board **directed staff** to follow up on the progress of fixing the discrepancies, and report back at the next meeting.

Funding Framework for School System – The Board discussed fixing the local contribution per student to a set amount. They agreed to not pursue that strategy at this time.

Telecommunication Towers – Mr. Coffey discussed the placement process of telecommunication towers.

PUBLIC COMMENTS #2

Chairman Kenney opened the floor for the second round of public comments. With no one wishing to speak, Chairman Kenney closed the second segment of public comments.

The Board entered into a closed meeting with the School Board.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING:

At 5:06 p.m., Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 of the Code of Virginia, 1950, as amended, for the purpose of discussing Legal Matters regarding construction of the new high school and personnel reporting to the Board and personnel reporting to the County Administrator. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

The School Board left the closed meeting at 5:45 p.m.

MOTION:

Mr. Chesser moved to ratify the extension of the meeting to 6:30 p.m. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Booker, Chesser, Ullenbruch, Kenney, and Weaver. NAYS: None.

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

At 6:13 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

MOTION:

At 6:14 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, February 1st, 2012, on motion of Mr. Weaver, seconded by Mr. Ullenbruch, and carried by the following vote: AYES: Kenney, Ullenbruch, Booker, Weaver, and Chesser. NAYS: None. ABSENT: None.

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

ADJOURN

MOTION:

At 6:15 p.m., Mr. Chesser moved to adjourn to February 8, 2012, at 7:00 p.m. in the Morris Room of the County Administration Building. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Mary L. Weaver, Clerk

Shaun V. Kenney, Chairman

MOTION: I move that the Fluvanna County Board of Supervisors adopt the resolution initiating a Comprehensive Plan Amendment to amend the *Vision* chapter of the Comprehensive Plan, along with any other associated changes to the plan as a result of the additions; and to schedule a public hearing on April 25, 2012 to receive public input prior to formal Planning Commission consideration and recommendation to the Board of Supervisors.

AGENDA

BOARD OF SUPERVISORS

February 15, 2012

SUBJECT: Amendment to the Comprehensive Plan to amend the *Vision* chapter of the plan.

TIMING: Needs action to amend the Comprehensive Plan.

POLICY IMPLICATIONS: This action will initiate the process for amending the comprehensive plan. The amendment will more accurately reflect the Board of Supervisor's established direction for the County in terms of its adopted Vision statement and the *Vision* chapter of the plan.

HISTORY: The Fluvanna County Board of Supervisors approved and adopted the Comprehensive Plan on March 18, 2009. The Board's newest Vision statement was directly derived from the Board Retreat on January 6, 2012. The Board of Supervisors adopted the new Vision statement for the County at their January 18, 2012 meeting thus necessitating the need for amending the entire *Vision* chapter of the plan.

DISCUSSION: This amendment to the Comprehensive Plan is necessary in order to elaborate on the meaning of the County's Vision statement, and to further implement the goals of the Comprehensive Plan. This proposed amendment to the Plan adjusts the vision in order to better advance the goals set forth previously, and is consistent with the other chapters of the plan.

Please advise if further information is desired at this time.

Staff: Darren K. Coffey, Planning Director, Interim County Administrator

DKC

Attachments:

(A) CPA 12:01 Resolution of Intent

(B) Proposed *Vision* chapter



PLANNING COMMISSION
County of Fluvanna
Palmyra, Virginia

RESOLUTION
Comprehensive Plan Amendment – Vision Chapter Amendments

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, February 15, 2012, in Palmyra, Virginia, the following action was taken:

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

On a motion by _____, seconded by _____, and voted in the affirmative (0-0), the following resolution was adopted:

WHEREAS, the Fluvanna County Board of Supervisors approved and adopted the Comprehensive Plan on March 18, 2009; and,

WHEREAS, the Board of Supervisors adopted a new Vision statement for the County at their January 18, 2012 meeting; and,

WHEREAS, this Vision statement was directly derived from the Board Retreat on January 6, 2012 and necessitates the need to change the entire *Vision* chapter of the Comprehensive Plan; and,

WHEREAS, an amendment to the Comprehensive Plan is considered by the Planning Commission with the adoption of a resolution of intent to amend the Comprehensive Plan;

NOW, THEREFORE, BE IT RESOLVED that the Fluvanna County Board of Supervisors directs staff to initiate a Comprehensive Plan Amendment to amend the *Vision* chapter of the Comprehensive Plan, along with any other associated changes to the plan as a result of the revisions; and to schedule a public hearing on April 25, 2012 to receive public input prior to formal Planning Commission consideration and recommendation to the Board of Supervisors.

Shaun V. Kenney, Chairman

FLUVANNA COUNTY // VISION 2032

Vision Statement

Fluvanna County through self-reliance, self-sufficiency, and self-government is the ideal place to raise families, foster entrepreneurship, and do business in the Commonwealth.

-- *Fluvanna County Board of Supervisors (2012)*

Fluvanna County's vision is based on the following key principles, which are used as guides for future development, governance, and land use policies for the county:

- That good government is no substitute for self government,
- That our government should reflect the values and principles of the people, ~~and not mold either citizens or taxpayers into a vision directed by government,~~
- That solidarity and prosperity, ~~not sustainability or coercion,~~ are the proper means of fostering communities,
- That people, ~~not planning,~~ forge economies and communities,
- That our rural character and natural resources are part of Fluvanna's unique heritage, and should be preserved where practical,
- That the individual citizens and taxpayers of Fluvanna consist of our community, and that their individual interests and rights subordinate the collective desires of our government,
- That a comprehensive, accessible, and quality system of education enabling a modern, highly skilled 21st century workforce is to be fostered,
- That future development be fiscally prudent while respecting individual property rights,
- That our infrastructure requirements are maintained and first-class,
- That our public safety personnel are properly equipped and compensated in a manner and means that respects their sacrifice,
- That Fluvanna's rich community heritage and our history be the cornerstones of our shared identity moving forward into the 21st century,
- That our rights as enumerated in the Virginia Declaration of Rights and the Virginia Constitution are to be maintained both in letter and in spirit.

In our vision, Fluvanna County will look like this over the next 20 years:

OVERVIEW

Fluvanna County by 2032 will sit along a thriving I-64 corridor between metropolitan Richmond and Charlottesville. No longer a bedroom community, Fluvanna County's mixed use development project at Zion Crossroads has landed at least one major anchor, as well as having become its own population center in its own right.

Fluvanna County's objectives in retaining its rural setting will have been overwhelmingly

successful, with small home-oriented businesses complimenting large farms and tracts of forestry as well. Lake Monticello and Pleasant Grove are neatly aligned, while popular tourism becomes a growing pastime among those seeking what "Thomas Jefferson's Virginia" may have looked and how Fluvanna's unique rural heritage appears and is preserved today.

Towns and villages such as Fork Union, Palmyra, and Zion Crossroads remain convenient places to spend an afternoon, while the Town of Columbia's revitalization effort completes its process and begins to rejuvenate Virginia's oldest incorporated town as a point of interest.

Property taxation rates remain remarkably beneath the regional average, while the public education system enjoys a large degree of harmony with private, charter, and home schooling efforts. Housing prices, though modestly above average for the region, remain affordable for retirees, families, and couples through a wide variety of housing options. Moreover, previously successful efforts at fostering economic development within Fluvanna and around Lake Monticello are now complimented and eclipsed by Zion Crossroads and the green shoots of mixed use development near Ferncliff and Columbia.

This healthy mix of residential and commercial/industrial growth finally begins to aggressively pay down the old high school debt service, enabling Fluvanna to go beyond meeting the required services for the growing population at Zion Crossroads. By this time, Fluvanna has invested once again in cost-effective measures to accommodate the increased number of students, looking towards a new upper elementary school and significant technology upgrades at the existing school buildings. Proffers over the last two decades have allowed Pleasant Grove to become much more than a park, having now become a destination for tourism, recreation, hiking, fishing along the Rivanna River, and other outdoor events. Such foresight and investment continues to earn the admiration and imitation of other localities in the Commonwealth.

// Population and Taxation //

Fluvanna's population will approach 36,000 people by 2032 as new residents, eager for the opportunities 21st century workspaces and work environments afford, come to Zion Crossroads to work, live, shop, and play near the I-64 corridor.

Thanks to investments on behalf of the Commonwealth, both the I-64 corridor and the rail system along the James have become ideal paths for commuters to and from Richmond. Routes 15 and 53 are modern, safe, and effective means of transport, while Route 6 remains a scenic byway.

Most of Fluvanna's population are white collar workers, with a sizable portion of the population being blue or green collar skilled workers. Fluvanna's continued successes with entrepreneurship and public education have gained Fluvanna the reputation of generating skilled individuals ready to immediately participate in an innovation economy.

Tax rates continue to be far lower than the surrounding region thanks to early investment in commercial and industrial growth inside the urban planning areas. Though there is an aversion to incurring public debt, Fluvanna County maintains a healthy cash reserve to support its long-

established capital reserve, thus enabling Fluvanna to hold and maintain a triple-A rating.

Thanks to an aggressive and early policy of fostering workforce development and entrepreneurship, both Fluvanna's median salary and per capita salaries remain well above the regional average.

// Infrastructure //

Basic infrastructure such as water, sewer, and roads have all been identified as key areas of improvement over the last three decades. As a result, both the I-64 corridor as well as Lake Monticello-Pleasant Grove-Palmyra possess the basic core infrastructure to support their respective capacities free of public subsidy.

Universal broadband has long been in place in Fluvanna as digital bandwidth has been reapplied, offered both privately and through "hot spots" of public access in key areas of Fluvanna. Every homeowner in Fluvanna has the option of either purchasing or using some form of broadband access.

Roads in Fluvanna are maintained and clear, with adequate paths for biking along Route 76 to complement Fluvanna's bike trails and walking paths along Pleasant Grove. Roundabouts, where applicable, have been substituted for traffic signals, and improvements have mitigated some of Fluvanna's more treacherous roads in rural parts of the county.

Pleasant Grove has integrated most parts of the center of the county for the better part of a decade. Biking and walking trails enable one in the summer to travel from Lake Monticello early the morning, spend the lunch hour in Palmyra, then travel back to Pleasant Grove in the afternoon for weekly events before making one's way back to Lake Monticello that evening. Of particular interest are the old canal locks, including parts of the Rivanna Canal near the old town of Bernardsberg, where tourists as well as Fluvanna residents can view the well-preserved remnants of Thomas Jefferson's canal.

// Education //

Fluvanna's public education systems continues to preserve its upper quartile standing in virtually all areas of academic achievement. The old Fluvanna High School, now approaching its 20th anniversary, still continues to produce some of the best educated students in the Commonwealth, with students matriculating to the best Virginia public and private colleges, including quality universities out of state. Alumni returning to Fluvanna offer some of the best opportunities for economic activity, as doctors, lawyers, entrepreneurs, and others bring their skills back to raise their own families in the community they call home.

One of Fluvanna's key strengths in public education is its attention to workforce development, both within the high school and once students graduate from the high school. Fluvanna students are instantly prepared to enter the workforce should they choose, with a fully staffed and funded vocational training center as well as educational opportunities working with Piedmont Valley Community College.

Fluvanna's pilot initiatives concerning workforce development have borne fruit, as incoming businesses cite the flexibility of the workforce as one of the reasons businesses locate to and start in Fluvanna. This emphasis on a skilled workforce continues to compliment the public education system in Fluvanna as yet another tool making Fluvanna a great place for families to live.

// Economic Development //

Fluvanna's destination as a well-supported locality to do business allows Zion Crossroads to be in a position to bring practically any commercial or industrial firm, thanks to the flexibility and the robust nature of the regional workforce.

Infrastructure along the I-64 corridor remains robust and strong, while the availability of broadband allows many start-ups and other innovation-oriented firms to jumpstart themselves at Zion Crossroads.

Fluvanna's early start in microfinance has earned the county a reputation as a regional incubator for entrepreneurial ideas. Fluvanna continues to find new ways protect this status versus competing localities -- not with further incentives -- but with fewer regulations and red tape to allow small firms the head start they need to develop, all run through a well-staffed and motivated Office of Economic Development.

Agri-tourism and other home-based businesses continue to proliferate in Fluvanna County.

Local produce and other small scale industries and agriculture enjoy a friendly government that treats them in a similar manner to every other enterprise in Fluvanna, making significant allowances for property improvements that do not adversely impact viewsheds or quality of life.

// Public Safety //

Fluvanna County's public safety personnel are fully integrated and fully meet the needs of Fluvanna County. Emergency services personnel are well paid, working in partnership with a first-class volunteer network.

// Social Services //

The Fluvanna County Department of Social Services is a leader in collaboration with other community agencies, promoting self-reliance, opportunity, well-being, and the best possible quality of life for county citizens and taxpayers. Affordable housing opportunities, as well as access to workforce development and adult-education classes, offer paths to independence rather than dependence.

// Tourism & Agriculture //

Tourism remains a part of the economic renaissance over the last two decades, as the link between Fluvanna's heritage and history meets the opportunities Fluvanna enjoys along the I-64 corridor. Tourists come from as far away as Washington, Staunton, Hampton Roads and

Danville to enjoy a weekend along the trails at Pleasant Grove's Heritage Museum, or to drive the circuit from Palmyra to Monticello and back. Working with the Fluvanna Historical Society, the rich heritage of Fluvanna's history from the Revolutionary War to the modern day offers a visitor a glimpse at what early America was like, what early America became, and perhaps an opportunity to both do business in -- and possibly move to -- Fluvanna County.

// Land Use //

Fluvanna's land use practices ensure the rural appearance of the county is not substantially different than it was 20 years ago, even though Fluvanna now has a larger population and a healthier economic base.

Land use is directly related to quality of life. Natural resources are protected, ensuring that our rivers and streams are clean and full of life. The land's relationship to the availability of clean and adequate water, clean air, and successful forestry and agriculture production -- both large scale and small scale -- are just a few of the factors considered in planning decisions.

Other land use planning decisions include the direction of residential and commercial/industrial growth to areas that have facilities and adequate infrastructure, both public and private. Areas of service include Columbia, Fork Union, Palmyra, Lake Monticello, and Zion Crossroads. Water and sewer systems will have a minimal, if not negligible, impact on local streams, rivers, and groundwater.

The continued protection of the Rivanna River remains a priority as a scenic river. Zoning and subdivision regulations provide for the preservation of a significant amount of open space, particularly within designated rural residential and rural preservation areas.

Agriculture, open space, and forestry continue to be important land uses over the next two decades. Networks and infrastructure for local farm and forest products and the expansion of diversified local and speciality markets continue to strengthen. Farmers and other large landowners will have local and state guidance in successfully navigating the challenges of increasing costs for energy, fertilizer, and other inputs.

Lake Monticello

Lake Monticello continues to be the center of gravity for the county population, now being serviced with a collection of small shops as well as a completed set of biking trails and walking paths leading south to Pleasant Grove and Palmyra. Fire and rescue services continue to be well maintained, and Lake Monticello as a place to live and raise families continues to enjoy the broad support of Fluvanna County's government.

Zion Crossroads

As an emerging mixed use development based along the Urban Development Area's (UDA's) guidelines, Zion Crossroads will have an eclectic but well planned mix of large box stores, small boutiques, bookstores, walkable communities, high-tech industries, government and contracting

firms, light manufacturing, an appropriate mixture of residential buildings, as well as having landed a major anchor for the UDA.

Fork Union

Fork Union Military Academy continues to be the major highlight of the area, as improvement to the village with sidewalks and other amenities continue to make Fork Union a well-maintained and visually appealing community. Repair and maintenance of the Fork Union Sanitary District (FUSD) allows the opportunity for at least one mid-level firm to relocate nearby.

Columbia

After having been neglected for many years, Columbia's revitalization efforts has finally come to a completion, relocating a major portion of the town to the heights just west along Route 6 -- allowing for a view of the James River while incorporating historical markers within the flood plain, a self-guided walking tour, a sustainable and walkable community, and storefront opportunities within the new town.

Scottsville

The picturesque quality of the southwestern part of Fluvanna remains one of our hidden jewels, with motorists enjoying the trip from Columbia to Fork Union and through to Scottsville being the lucky few to enjoy the trip.

Kents Store

Kents Store remains as it has for over 50 years, with a fire station and rescue station to serve the northeastern part of the county. Ferncliff just four miles away begins to see the first green shoots of economic activity, while planners and leaders begin to plot out how the Ferncliff area should be developed in a manner consistent with the successes of the previous two decades.

// Community //

Fluvanna's rich heritage and history are found in its people, and nowhere is this story better told or best lived than among the many communities and churches that dot the rural landscape.

The Fluvanna Board of Supervisors, following many of its peers during the late 1960s and early 1970s, commissions an authoritative and exhaustive history of Fluvanna leading up to the turn of the century. This exercise helps define the narrative of Fluvanna leading into the rapid changes of the early 21st century, and becomes the one-volume centerpiece for those coming to and experiencing Fluvanna for the first time.

Pleasant Grove continues to serve as a historical portrait of Fluvanna, with the Rivanna Canal locks and the Heritage Museum playing key roles in how this story is told.

Fluvanna's churches and their rich history are collected and shared by local historians, adding to the patchwork quilt that makes Fluvanna what it is today.

Local modes of economy are encouraged and established, allowing communities to find the nearby mechanic, technician, farmer, butcher, developer, carpenter, mason, or plumber to assist them with their needs.

Fluvanna continues to have a robust and active system of non-profits who perform various activities, some of which are assisted directly by the public trust with an eye towards self-sufficiency in the future.

The civic virtues of self-reliance, self-sufficiency, and self-governance continue to be emphasized by example in Fluvanna, thus creating the solidarity, community, and prosperity in which families, ideas, and businesses can live and thrive.

MOTION: I move to award the narrow banding work to Clear Communications, Inc. in the amount of \$23,808 and direct the Finance Director to appropriate a budget of \$383,608 from the E-911 Radio System Improvement Capital Project for the Narrow Banding Project.

AGENDA BOARD OF SUPERVISORS February 15, 2012

SUBJECT: Authorization of appropriation for the Narrow Banding of the Radio Communications System.

ISSUE: Appropriate a portion of the radio system funds in order to make the necessary changes to the existing radio equipment, replace incompatible equipment and reprogram the base station system to comply with the Federal Communication Commission (FCC) narrow banding requirements and deadline of January 1, 2013.

RECOMMENDATION: The staff recommends approval of the appropriation and work to move the narrow banding project forward.

TIMING: The work needed to complete the narrow banding of the current radio system will require the following steps:

1. Modify the current licenses to reflect the change in the band widths;
2. Purchase mobile and portable radios along with pagers to replace equipment that is not compatible with narrow banding. This will have a two month lead time;
3. Reprogram all existing and new radios. This will take place in October and should be completed within a two week period;
4. Reprogram the E-911 base equipment to narrow band.

This work is tightly scheduled and requires the approval of the appropriation for the purchase of the new equipment and the contracting with Clear Communications, the low bid vendor that will reprogram the radio system. The vendor will firm up the schedule once they are contracted and the funds are appropriated.

FISCAL IMPLICATIONS: The funds for this work are intended to come from the E-911 radio system improvement capital project that has been appropriated and budgeted in the current fiscal year (\$3.5 million). Therefore, no new funds are being requested.

The budget for this work is as follows:

**Narrow Banding Budget
2012**

License Modification	\$ 4,000
Equipment	\$ 308,800
Reprogramming	\$ 23,808
Interoperability Reprogramming	\$ 12,000
Project Contingency	\$ 35,000
Total Estimated Project	\$ 383,608

The budget for this work includes contingency money so that the work can be completed even if some difficulties are encountered. If these issues are not encountered, then the funds will be maintained in the E-911 radio system improvement capital project and used for future planned improvements.

POLICY IMPLICATIONS: The work proposed is a requirement of the FCC and if not completed in accordance with the requirements of the FCC and the deadline will be subject to the assessment of a fine on the County.

DISCUSSION: As presented at the January 18, 2012 Board of Supervisors' Meeting, the Federal Communications Commission has mandated that the current radio frequencies in the Very High Frequency Band (VHF) be reduced in width from 25 MHz (wide band) to 12.5 MHz (narrow band). This will require the current equipment that is capable of reprogramming to be reprogrammed to the narrow band. Additionally, some of the equipment in use currently has been identified as not capable of being reprogrammed to accommodate the narrow band. This equipment will need to be replaced. The base radio equipment will also need to be reprogrammed.

The Communications Director, Tammy Johnson, obtained quotes from three firms for the reprogramming of the radio system. These three quotes are shown in the following table:

Quotes from Vendors for Reprogramming of the Radio System	
Amerizon	\$ 26,903
Clear Communications	\$ 23,808
Commtronics of Va	\$ 27,360

The low bidder for this work was Clear Communications from Charlottesville, Virginia. They have been a provider of radio services to the County for many years and know the system well.

The replacement equipment that is planned to be purchased is Motorola equipment that will be purchased using the state contract. It is anticipated that the following equipment will be replaced:

Equipment that is Planned to be Replaced	
Mobile (Vehicle)	56
Portable (Handheld)	73
Pagers	58

Agenda for Board of Supervisors Meeting
February 15, 2012
Narrow Banding of Radio System
Page 3 of 3

Staff: John Robins, Director of Public Works



For County Administrator's Use Only

Comments:



Darren K. Coffey, AICP, CZQ, Interim County Administrator

MOTION: I move to authorize the County Administrator to execute the contract with the Humane Society University, subject to approval as to form by the County Attorney, in the amount of \$7,500 for tasks associated with training volunteers to respond to animal related emergencies under a grant awarded under the 2009 State Homeland Security Program administered by the VA Department of Emergency Management.

Further, I move to authorize the County Administrator to execute any agreements, certificates and other documents required on behalf of the County of Fluvanna in order to carry out the terms of the grant, subject to approval as to form by the County Attorney.

AGENDA

BOARD OF SUPERVISORS

February 15, 2012

SUBJECT: Contract with Humane Society University under the 2009 State Homeland Security Program grant (SHSP)

RECOMMENDATION: Approve contract

FISCAL IMPLICATIONS: This a non-competitive federal grant awarded by the Commonwealth from the SHSP under the National Preparedness Directorate (NPD), US Department of Homeland Security. The award of \$7,500 pays for the costs associated with training volunteers. The obligation period for this grant is August 1, 2009 to July 31, 2012. The CFDA number is 97.073

TIMING: Routine

POLICY IMPLICATIONS: Expenditures under this regional grant will pay to train volunteers of the Fluvanna County Animal Response Team and the Charlottesville/Albemarle Animal Response Team. These volunteers respond to animal related emergencies, ensuring the safety of our pets and livestock during times of disaster or other emergencies.

DISCUSSION: None.

LEGISLATIVE HISTORY:

05/18/2011 -- BOS accepted the 2009 State Homeland Security Program grant (SHSP) in the amount of \$7,500 administered by the VA Department of Emergency Management and authorized a supplemental appropriation to the federal grant budget.

Submitted by staff: Patricia A. Groot, Grants Administrator

CC: Jackie Meyers, Fluvanna County Animal Response Team

Attachments: Proposed Contract

Contract – Emergency Animal Sheltering Training

THIS CONTRACT, dated this ___ day of February, 2012, by and between the County of Fluvanna, Virginia (hereinafter, the “County”), a political subdivision of the Commonwealth of Virginia, and Humane Society University (hereinafter, the “Contractor”), a _____, is for the provision of emergency animal sheltering training services.

RECITALS

WHEREAS, the County desires to provide emergency animal sheltering training to volunteers of the Fluvanna County Animal Response Team and the Charlottesville/Albemarle Animal Response Team; and

WHEREAS, the County has been allocated grant funding through the Virginia Department of Emergency Management and Virginia Department of Agriculture and Consumer Affairs for such training provided prior to July 31, 2012 in accordance with grant requirements; and,

WHEREAS, the Contractor is engaged in the business of providing such training and has been selected by the County through its small purchase procedures;

NOW, THEREFORE, the County and the Contractor hereby agree to the following provisions:

1. Scope of Service. The Contractor shall provide emergency animal sheltering training to volunteers of the Fluvanna County Animal Response Team and the Charlottesville/Albemarle Animal Response Team as set forth in the attached Exhibit A and Exhibit B (Contractor’s “Training Request Form 2011”) which are incorporated herein by reference. In the event of any conflict among the documents, they shall control in the following order to priority: this Contract, Exhibit A, Exhibit B.

The two-day training sessions (each a “Workshop”) shall be provided twice, on dates mutually acceptable to the County and the Contractor, with the first session occurring in March, 2012, and the second session in May or June, 2012.

2. Payment. Contractor will provide the training described herein at a price of \$3,200.00 per Workshop, not to exceed a total of \$6,400.00. Contractor will invoice the County for each Workshop within ten (10) days following completion of such Workshop. Payment by the County will be due within thirty (30) days following receipt of the invoice. The County will not be obligated to pay any interest or finance charge.

3. Cancellation. a. Contractor may cancel any Workshop upon written notice to the County not later than fourteen (14) days prior to the commencement of the Workshop if fewer than thirty (30) participants have registered, in which event there shall be no charge to the County for such Workshop.

b. In the event of a major animal disaster response deployment that would materially interfere with the conduct of any Workshop, such Workshop may be cancelled by either the Contractor or the County by written notice to the other, in which event there shall be no charge to the County for

such Workshop. In the event of such cancellation, the Contractor and the County shall endeavor to reschedule the Workshop within the parameters of the County's grant funding.

c. The County may cancel any Workshop for any reason upon written notice to the Contractor. If such written notice is given not later than fourteen (14) days prior to the commencement of the Workshop, there shall be no charge to the County for such Workshop. If such written notice is given within fourteen (14) days of the commencement of the Workshop, the County's sole obligation shall be to reimburse the Contractor for the actual cost incurred by the Contractor for printed materials prepared for distribution at the Workshop, for shipping such materials, and for any non-cancellable hotel reservation charge (not to exceed one room for up to two nights at \$89.00 plus applicable tax per night).

d. Notwithstanding any other provision of paragraph 4 below, a notice of cancellation under this paragraph may be delivered by email or facsimile and shall be effective upon verification of receipt of such email or facsimile.

4. Notices. Any notices involving this Contract shall be deemed sufficient is made by personal delivery, by delivery by a nationally recognized overnight delivery service, or by registered or certified mail, return receipt requested. Notices shall be given to the parties at the following addresses:

If to the County:
County of Fluvanna
ATTN: Jacqueline A. Meyers,
Fluvanna Animal Response Team
P.O. Box 540 (Mailing)
132 Main Street (Physical)
If to the Contractor:
Humane Society University
Palmyra, VA 22963
Phone: 434-591-1933
Fax: 434-591-1934
email: jmeyers@co.fluvanna.va.us

ATTN: Makeda Crane
700 Professional Drive
Gaithersburg, MD 20879
Phone: 301-721-6436
Fax: 3866-481-6912
email:
mcrane@humanesocietyuniversity.org

Either party may change the location or individuals designated for receipt of notices hereunder by providing written notice to the other party as aforesaid.

5. Non-Waiver Provisions. Neither any payment for, nor acceptance of, the whole or any part of the services by the County, nor any extension of time, shall operate as a waiver of any provision of this Contract. No waiver or breach of any of the covenants contained in this Contract shall be construed as a waiver of any prior or succeeding breach of the same covenant or any other covenant of this Contract.

6. Severability. If any term, covenant or provision of this Contract shall be held to be invalid, illegal or unenforceable in any respect, this Contract shall remain in effect and be construed without regard to such provision.

7. Extension of Contract; Modification. This Contract may be extended, modified or amended only by mutual written agreement of County and Contractor. Any such agreement shall require the signature of the County Administrator of the County.

8. Titles. The titles and section headings in this Contract are inserted solely for convenience and are not to be construed as a limitation on the scope of the provisions to which they refer.

9. Entire Agreement. This Contract constitutes the entire agreement and understanding of the parties and supersedes all offers, negotiations, proposals and any other agreement of any kind. There are no representations or understandings of any kind not set forth herein.

10. Interpretation of conflicting terms. In the event that terms of the Proposal conflict with this Contract, the terms of this Contract shall control.

11. Payment Of Contractors And Subcontractors

In regard to payment for services, the Contractor agrees as follows:

A. Within seven days after receipt of amounts paid to the Contractor by the County for work performed by any subcontractor under this contract, the Contractor shall take one of the following two actions:

- i. Pay the subcontractor for the proportionate share of the total payment received from the County attributable to the work performed by the subcontractor under this Contract; or
- ii. Notify the County and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

B. Individual contractors shall provide their social security numbers and proprietorships, partnerships, and corporations shall provide their federal employer identification numbers.

C. The Contractor shall pay interest to any subcontractor on all amounts owed by the contractor that remain unpaid after seven days following receipt by the Contractor of payment from the County for work performed by the subcontractor under this Contract, except for amounts withheld as allowed in subdivision A(ii) of this section. Unless otherwise provided under the terms of this contract, interest shall accrue at the rate of one percent per month.

D. The Contractor shall include in each of its subcontracts a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier subcontractor.

F. A contractor's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this section may not be construed to be an obligation of the County. A contract modification may not be made for the purpose of providing reimbursement for such interest charge. A cost reimbursement claim may not include any amount for reimbursement for such interest charge.

12. Successors and Assigns.

The County and the Contractor bind themselves and their respective successors and assigns to this Contract. The foregoing notwithstanding, Contractor shall not assign, sublet or transfer its interest in this Contract nor shall the Contractor assign any monies due or to become due hereunder without the prior written consent of the County. Nothing hereinafter mentioned shall be construed as creating any personal liability on the part of any officer, agent or employee of the County, nor shall it be construed as giving any benefits hereunder to anyone other than the County and the Contractor.

13. Insurance; Indemnification.

The Contractor shall provide to the County certificates of insurance in the amount of not less than \$1,000,000 general liability, \$500,000.00 automobile (liability, medical payment, comprehensive, collision) and, if applicable, worker's compensation in amounts required by Virginia law; and shall maintain such insurance during the continuance of this Contract.

The Contractor agrees to indemnify and save harmless the County, its officers, agents, employees and volunteers from any and all losses, expenses, costs and claims, including but not limited to costs of investigation, all reasonable attorneys fees (whether or not litigation results), and the cost of any appeal, occurring or arising in connection with the Contractor's, its agents', subcontractors', employees', or volunteers' negligence or wrongful acts or omissions in connection with its performance of this Contract. Nothing contained in this Contract shall be deemed to be a waiver of the County's sovereign immunity. In no event shall the Contractor's maximum liability under this paragraph exceed \$6,400.00.

14. Independent Contractor.

The Contractor and any agents, or employees of the Contractor, in the performance of this Contract shall act as an independent contractor and not as officers, employees or agents of the County.

15. Claims Procedure.

The procedure for consideration by the County of contractual claims shall be that set forth in Virginia Code Section 15.2-1243, et seq.

16. Governing Law.

This Contract shall be governed by the laws of the Commonwealth of Virginia, and exclusive jurisdiction and venue of any dispute or matters involving litigation between the parties hereto shall be in the courts of Fluvanna County, Virginia. The Contractor shall comply with applicable federal, state and local laws and regulations in the performance of this Contract.

17. Attorneys' Fees.

In the event of a dispute between the County and Contractor which cannot be amicably resolved, in addition to all other remedies, the party substantially prevailing in any litigation shall be entitled to recover its reasonable expenses, including, but not limited to, reasonable attorneys' fees.

18. Non-discrimination Assurances. The Contractor shall conform to the

provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, and Section 2.2-4311 of the Virginia Procurement Act.

a. During the performance of this Contract, the Contractor agrees as follows: the Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section

b. The Contractor shall include the provisions of paragraph (a) above in every subcontract or purchase over \$10,000.00 so that the provisions will be binding upon every subcontractor or vendor.

19. Drug Free Workplace. During the performance of this Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$ 10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with the Virginia Public Procurement Act, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

20. Compliance with Immigration Law. The Contractor does not, and shall not during the performance of this Contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

21. Authorization to transact business. If Contractor is organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership, Contractor shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia, or as otherwise required by

law. Contractor shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required, to be revoked or cancelled at any time during the term of this Contract.

Witness the following duly authorized signatures and seals.

County of Fluvanna, Virginia

DATE: _____

By: _____
Darren K. Coffey, Interim County
Administrator

Humane Society University

DATE: _____

By: _____
Name and title: _____

Approved as to form:

Fluvanna County Attorney

EXHIBIT A

Humane Society University will:

- "Provide the instructor/s and pay all instructor fees. HSU and/or the instructor/s will be solely responsible for all instructor expenses including travel, transportation, meals and hotel accommodations."
- Cover the cost for workshop materials and/or the reproduction of materials
- Provide certificates of completion for attendees and any follow-up mailings
- We also conduct marketing efforts on your organization's behalf (to include a webpage that can be circulated through your network)

Emergency Animal Sheltering

Course Description

Emergency Animal Sheltering (EAS) is intended to prepare volunteers to serve at emergency shelters for pets and animals evacuated or displaced in the event of a disaster. The training includes ***two days*** of classroom instruction combined with tabletop exercises to give students an opportunity to practice new skills using practical and relevant scenarios.

Course Objectives

Information covered in this workshop is vital for dealing with any large-scale animal sheltering operation.

By the end of the workshop participants will be equipped with the practical knowledge of:

- A basic introduction to disaster and emergency management
- Community planning
- Types of emergency shelters for animals
- Meeting the animals' needs
- Logistics
- Human resources
- Worker health and safety
- Administrative issues
- Legal issues
- Media/public relations
- Closing the shelter

Schedule

Where: the location of the onsite workshops will be determined by the host agency.

When: This is a two-day workshop held between the hours of:

8:30am to 5:00pm (Day 1)

8:30am to 5:00pm (Day 2)

Check in begins at 8:00am (Day 1)

* Note: Participants will be given an hour for lunch

Workshop Rate:

<u>Length of the Workshop</u>	<u>Individual Participant Fee</u>	<u>Host Agency Flat Fee</u>
Two-day workshop	<u>N/A</u>	\$3,200

GENERAL INFORMATION

Registration & Fees

Hosting Agency Flat Rate/No Student Registration Fee: The Hosting Agency pays a flat rate to cover the cost of the workshop; individual students do not pay HSU. The cost of the Emergency Animal Sheltering workshop is set forth above.

Low Cost Student Registration Fee/Back-up Hosting Agency Matching: N/A.

Student Registration Fees only/No Hosting Flat Rate: N/A

Registration deadline is two weeks before the start date of the workshop.

Accommodations

Recommendations for accommodations will be made by the host agency and will be posted on the specific webpage for each workshop.

Instructors

All of our instructors are subject-matter experts with 10 or more years of experience in their field of instruction.

Required Materials

Workshop materials will be provided by HSU and sent to the host agency within 7-10 business days prior to the start of the workshop.

EXHIBIT B



**HUMANE SOCIETY
UNIVERSITY**

Training Request Form 2011

**Please complete and return this form to:
(scan/fax or mail)**

Humane Society University
The Humane Society of the United States
700 Professional Drive
Gaithersburg MD 20874
Workshop Coordinator: Makeda Crane
mcrane@humanesocietyuniversity.org
T: 301-721-6436 F: 866-481-6912
website: www.humanesocietyuniversity.org

Requestor's Contact Information:

Name:	Jacqueline A. Meyers	Address (Street Address, City, ST, & zip):	PO Box 540
Organization:	County of Fluvanna		Palmyra, VA 22963
Position:	Co-Chair, Fluvanna Animal Response Team	Phone:	434-591-1933
Email Address:	jmeyers@co.fluvanna.va.us	Fax:	434-591-1934

Contact:

Please note the best times (and preferred method, i.e. email or phone) to contact you:

Email or phone, 8:30 am – 4:30 pm

Preferred Dates:

Please list your top three choices of dates when you would prefer to hold the class. The earliest date must be at least four months away from the time of the request.

March (1st training) , May or June (2nd training)

Training Type Requested:

Please select one from the list below.

- Public Training (open to other agencies or the general public, if appropriate)
 Private In-service Training

Course Requested:

- Animal First Aid for Disaster Responders
 Animal Cruelty 101 (for Animal Welfare Staff and Volunteers and Educators)
 Animal Cruelty/Fighting Investigations (for Animal Control Officers and Humane Investigators)
 Animal Sheltering Operations Boot Camp
 Bite Prevention for First Responders and Service Industry Employees (*NEW*)
 Coping with Compassion Fatigue

- Disaster Animal Response Team (DART)
- Emergency Animal Sheltering (EAS)
- First Strike: Connecting Domestic Violence and Animal Cruelty
- Humane Handling of Fearful Dogs for Shelter Staff (*NEW*)
- Illegal Animal Fighting Investigations (for Law Enforcement and Investigators)
- Illegal Animal Fighting Investigations II (for Law Enforcement and Investigators)
- Shelter Management Trainings

Proposed Hosting Agency:

- Same agency and contact person as above

Agency:		Agency Address:	
Contact Person:			
Position:		Website URL:	
Email Address:		General Phone:	
Direct Phone:		Fax Number:	

Requirements for a Training Facility

- If you expect attendees from outside your local area, the training facility should be convenient for air travel and near inexpensive hotels/residential facility (such as a dormitory, etc.). The local organization provides the HSUS instructors and the students with information about local accommodations as well as local travel information, parking, amenities, etc.
- Meals are “on your own,” unless provided at the hosting agency (see “Lunch Options,” below), so inexpensive restaurants should be nearby to accommodate different diets.
- The classroom should accommodate at least 40 people, with tables or student desks, so participants can have a place to write and still see the presentation. Tables are required so that students can work in small groups.
- If the classroom is in an auditorium, break-out rooms are required.
- The classroom should be protected from the elements (with heat or air conditioning as required) and have electricity for an LCD projector and possibly a VCR. A projection screen is needed, minimum 6’ by 6’, or larger depending on class size. The classroom should also have a chalk/wipe board, easels with paper, markers, erasers, etc.
- The facility should include an area for refreshments, rest rooms, and parking.

Proposed Training Site: East Rivanna Firehouse

- Same agency and contact person as above

Agency:		Address:	
Contact Person:			
Position:		Website URL:	
Email Address:		General Phone:	
Direct Phone:		Fax:	

Seating Capabilities of the Training Facility:

Room Set Up: Auditorium Style Classroom Style

Maximum Number of Students: (required information) 35 per training

Will students have access to a desktop/tabletop for writing? Yes

Area available for refreshment breaks? Yes

Audio-Visual Equipment Available:

Please select the equipment you have available.

LCD Projector

Computer able to support Microsoft PowerPoint

DVD Player preferred)

Screen or blank white wall (minimum 6' x 6' or larger)

Flip Chart

Microphone (if room size or warrants it)

Markers microphone)

Speakers/Audio System (for DVD player, computer or

Training Facility Location:

Distance from closest major airport to training site:

Miles: 13

Driving Time: 20 minutes

Hilton Garden Inn

1793 Richmond Rd.

Charlottesville, VA 22911 Phone: 434-979-4442, Fax: 434-979-4418

\$148/night 13 miles from airport/ 20 minute drive

Recommended Nearby Hotel(s):

Hotel Name:	Comfort Inn Monticello	Website URL:	
Contact Person:		Local Phone:	434-977-3300
Agency Address:	2097 Inn Dr	Toll-free Number:	
	Charlottesville, VA 22911	Fax Number:	434-977-8558

Will the hotel offer any special rates for participants of the class? If so, please list the rate and how it will be listed below.

Example: \$99/night double occupancy; ask for "The Humane Society rate."

\$89/night

Lunch Option:

The host agency will provide lunch to attendees at their own cost.

YES, we will provide lunch for attendees.

NO, lunch will be "on your own" each day.

NO, we will not provide lunch, but we are willing to take orders and collect money each morning and pick up food for registrants.

Cost Options:

Please choose one of the three cost options, below. Rates are specific to each course topic. For more information on the cost of each specific course, please write hsu@humansociety.org

Hosting Agency Flat Rate/No Student Registration Fee: The Hosting Agency pays a flat rate to cover the cost of the course; individual students do not pay HSU. The cost of each workshop varies according to the requirements of each workshop and your location. For specifics, please inquire with hsu@humansociety.org.

Low Cost Student Registration Fee/Back-up Hosting Agency Matching: The student registration fee is set at a low rate determined by the hosting agency (i.e. \$25). The hosting agency would match the difference between the low student rate and the normal registration fee. An invoice will be sent to the hosting agency following the completion of the class.

Student Registration Fees only/No Hosting Flat Rate: HSU sets the registration fees based on our average class size of 35 students. Course fees vary in order to cover costs of instructor travel and materials. In general, our standard student rates are:

Workshop Rates:

	Individual participant Fee	Host Agency Flat Fee
One-day workshops:	\$95	\$1,700
Two-day workshops:	\$145	\$3,200
Three-day workshops:	\$195	\$3,500

Student rates are available for DART/EAS workshops (for HSVMA members). *We may also be able to work out lower rates based on your location, sponsorship, or other special circumstances. Please inquire if you feel this will be necessary for your workshop.*

Shipment of Course Materials:

Prior to your workshop, HSU will ship all student manuals, nametags, certificates, etc. as appropriate for your course. A shipping address (not PO box) and PHONE NUMBER are required. Please annotate your shipping address, Point of Contact, and phone number here.

Agency Name:	County of Fluvanna	Shipping Address: (street address, city, state, zip)	132 Main Street
Contact Person:	Jacqueline Meyers		Palmyra, VA 22963
Notes to delivery service (if any):		Phone number:	434-591-1933

Sponsorship:

We also recommend considering financial sponsorship from other sources or organizations. Many hosting agencies are able to find sponsors for the refreshment breaks, lunch, or to go towards the general expenses for the class. If you are able to recruit sponsorship for your class, HSU will include the name/website of the sponsor on the website (and on promotional materials if applicable, and if time allows).

<p>Sponsor (if known), and what they will be providing):</p> <p>Virginia Department of Emergency Management/ Virginia Department of Agriculture and Consumer Affairs grant funding for training</p>
--

<p>Additional Comments or Questions:</p>

In order to host an in-service OR public class, your organization will be required to:

- Select a venue for the class in a well populated area so that minimal attendance goals can be reached (for public class) or meet minimum attendance requirements with your staff (in-service).
- Provide a suitable training room including tables and chairs that will accommodate the desired number of participants; room setup may require table and chairs to be set in a designated pattern.
- Obtain equipment, including audio-visual (AV), specific to the class, or rent the equipment needed (see list, above).
- Provide a staff person to check in students onsite and distribute course materials and name tags (required).
- Appoint one contact person in your organization for all class-related communications with HSU staff.
- Promote the class in the community and encourage attendance, including contacting regional, state, and local associations.
- Provide morning and afternoon refreshments (e.g. coffee, tea, bagels in the AM; soft drinks with cookies or brownies for afternoon break(s)). Vegan options are recommended, but not required.
- Provide driving directions to training site, and hotel/motel from closest major highway (please send in email). Provide website link to both training site and hotel (if applicable). Provide names and (email) addresses of local animal care and control agencies for the purpose of sending promotional materials (preferably in a computer file/email), if applicable.

Notice to Students with Disabilities

Humane Society University is committed to providing access to and inclusion in academic programs for students with disabilities by providing reasonable accommodations. Equal access for qualified students with disabilities is an obligation of the university under section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and Section 508 of the Rehabilitation Act as amended in 1998. A student is not required to disclose his/her disability to the university unless accommodations are requested. Students wishing to request such accommodations should contact the Dean of the School of Continuing Education at drobinson@humanesocietyuniversity.org.

MOTION: I move that the Fluvanna County Board of Supervisors approve submission of the Chesapeake Bay Green Streets-Green Jobs Initiative grant application, to develop a construction design for an improved stormwater control system for the Village of Palmyra, in the amount of \$35,000. Further, I move to authorize the County Administrator to execute any agreements, certificates and other documents required on behalf of the County of Fluvanna in order to carry out the terms of the grant, if awarded, with related contracts subject to approval as to form by the County Attorney.

AGENDA

BOARD OF SUPERVISORS

February 15, 2012

SUBJECT: Chesapeake Bay Green Streets-Green Jobs Initiative grant application

RECOMMENDATION: Approve submission of application.

TIMING: The application is due March 9, 2012

FISCAL IMPLICATIONS: This federal Watershed Assistance Grant Program is administered by the Chesapeake Bay Trust in collaboration with the Environmental Protection Agency and the Maryland Department of Natural Resources. No additional funds are required; however match is encouraged by the grantor. In-kind match will be offered in the form of staff-time provided by the Grants Administrator and Planning Department staff. This grant will fund a design for construction plan. In subsequent years, a construction grant application can be submitted to the Chesapeake Bay Trust (CBT), for up to \$100,000. It is available from the CBT with the same requirements; no match is required, but is encouraged by the grantor. Submission of this construction grant will follow in 2013, with construction estimated for Spring of 2014.

POLICY IMPLICATIONS: The purpose of the Green Streets grant program is to reduce stormwater runoff by creating "green streets" as part of the effort to restore and protect the Chesapeake Bay. In this case that goal will be achieved by furthering the plan, detailed in the Center for Watershed Protection study, to implement protections in the Rivanna watershed through stormwater retrofits in Palmyra.

DISCUSSION: This action stems from the work conducted under the National Fish and Wildlife Foundation (NFWF) grant that focuses on stormwater measures positively impacting the Rivanna River watershed. Under that grant, The Center for Watershed Protection (CWP) investigated several public sites in Fluvanna, to develop concepts for better stewardship of stormwater runoff with an emphasis on "stormwater retrofits." Three areas were selected for the study, 1) the soon to be former high school, 2) Central Elementary and 3) the Village of Palmyra; with the latter being the most suitable for meeting the Green Streets grant program eligibility requirements.

The Green Streets grant will allow Fluvanna County to develop a design for construction of a stormwater retrofit system for Palmyra. It will include:

- Diverting runoff from the Village to control and filter the water flow using bioretention plantings and new stormwater pipes south of the Village and north of Main Street at Rt. 15;
- Replacing the concrete channel on Main St. at Confederate Park with a dry swale and diverting overflow to piping under the road; and
- Construction of a grass channel diversion west of the houses on Main Street.

We intend to coordinate the construction of the stormwater system with the VDOT repaving schedule for the roads in the Palmyra Village. VDOT strives for a 5 year repaving cycle, but is constrained by the

current budget in these times of economic downturn. The roads were last repaved in 2007. While the traditional scheduling would normally fall in 2012 for paving, scheduling today is more likely to be based on need. The proposed construction date of Spring of 2014 has a high probability of being able to coincide with the paving in Palmyra. We estimate the project will be completed by 2016, within the required 3 years following a construction award.

The grant application is being written as a class assignment by Joe Kane and Tania Taloute, two students at the University of Virginia, School of Architecture, Department of Urban Environmental Planning. Without their assistance the application would not have moved forward.

LEGISLATIVE HISTORY:

- 02/18/2009 – The BOS agreed to participate in the Rivanna River Basin Commission’s (RRBC) National Fish and Wildlife Foundation (NFWF) stormwater grant that seeks to improve stormwater measures in the region through project implementation, monitoring, and education. The Center for Watershed Protection Study and the Stormwater Collection System for the new high school are projects under this grant.
- 10/21/2009 -- The BOS authorized the County Administrator to enter into a Memorandum of Understanding with the RRBC to implement the NFWF grant that focuses on stormwater measures that will positively impact the Rivanna River watershed.
- 04/07/2010 Rivanna Conservation Society (RCS) presentation to the BOS on “Reducing Runoff from New Development, Recommendations for Fluvanna County” [related topic]
- 12/01/2010 -- RRBC presentation to the BOS on Total Maximum Daily Load (TMDL)
- 06/22/2011 -- RRBC presentation to the Planning Commission on the Fluvanna County Stormwater Retrofit Study
- 07/12/2011 -- RRBC presentation to the School Board on the Fluvanna County Stormwater Retrofit Study

Staff: Pat Groot, Grants Administrator and Darren K. Coffey, Planning Director

Attachments: Fluvanna County Stormwater Retrofit Study Executive Summary

County Administrator’s Use Only



Darren K. Coffey, Interim County Administrator

Executive Summary

This project, initiated by the Rivanna River Basin Commission (RRBC), investigated several public sites in Fluvanna County to develop concepts for better stewardship of stormwater runoff. In particular, the project looked at ways to implement “stormwater retrofits.” Stormwater retrofits are practices that reduce, intercept, treat, and cleanse polluted runoff from existing parking lots, rooftops, and turf areas on already developed sites. Stormwater retrofits on public lands in Fluvanna County can achieve several objectives:

- Allow the County to lead by example and demonstrate the kinds of practices desired for other public and private sites.
- Alleviate existing runoff problems, such as erosion and pollution of downstream waterways.
- Educate the public about proper stewardship of water resources.
- Help the County with future compliance of pending regulatory programs, such as the Chesapeake Bay TMDL.

The RRBC has a keen interest in promoting improved stormwater management within its partner jurisdictions. Within the Rivanna Basin, retrofit inventories, concept plans, or implementation have taken place in the City of Charlottesville and Albemarle County, and a similar study is underway in Greene County.

In Fluvanna County, the following properties were selected for stormwater retrofit inventories:

- Central Elementary School
- Fluvanna High School
- Village of Palmyra (near the Courthouse and administrative buildings)

The majority of the Central Elementary School property lies in the Cary’s Creek watershed and the majority of the High School property is within the Raccoon Creek watershed. Both of these streams flow into the Rivanna River, while runoff from the village of Palmyra flows directly into the Rivanna River.

The retrofit inventories involved a detailed field investigation at each site, taking appropriate measurements, and developing concept (sketch) plans. Twenty retrofit concepts were drafted during the field assessment phase. Subsequent to the field work, the Center for Watershed Protection (CWP) reviewed all the field forms, added additional information, and prioritized all of the candidate retrofit projects based on four criteria:

1. *Total Phosphorus Removed* – This is a basic indicator of how much stormwater is treated and how effective the retrofit practice is at removing pollutants from runoff.
2. *Cost Effectiveness* – This important concept reveals the most effective proposed practices that can be built for the least cost. In this case, the projects were scored based on construction costs per pound of phosphorus removed by the retrofit.

3. *Visibility and Outreach* – Since a major objective of the grant is to promote stormwater management and stewardship, this factor was included to assess the relative visibility of the various projects and their potential to serve as learning environments.
4. *Opportunity and Interest* – This factor gages the likelihood that a practice will actually be built based on the interest level among County staff and elected officials, timing with other planned improvements, and opportunity to address several problems at once.

Based on these factors, each site was scored on a 100-point scale. Several of the high-ranking retrofit projects included:

- Installing bioretention within the medians of several parking lots at Fluvanna High School. Bioretention is a system of soil and plants designed to capture and treat runoff.
- Installing bioretention and planting trees at the playground at Central Elementary in order to reduce an existing erosion problem and provide shade and beautification.
- Planting trees to prevent erosion and reduce mowing on grass slopes at Fluvanna High School.

After all the projects were initially ranked, a meeting was held with County and schools staff, as well as elected officials, to review the results of the ranking, and re-prioritize some of the projects based on input from the attendees. This report represents the final ranking of retrofit projects.

The report also provides recommendations on implementing the retrofit projects. In some cases, implementation may just be a matter of changing management practices (such as not dumping mop water into storm drains or doing a better job of managing waste around dumpsters). These types of changes can be made in the short-term with few additional resources. In other cases, implementation will mean funding and constructing actual stormwater management structures. Implementation can be achieved through grant programs, using volunteer labor and donated materials, and by cooperating regionally with watershed improvement efforts.

Motion: I move that the Fluvanna County Board of Supervisors waive all building permit fees associated with earthquake damage repairs.

AGENDA BOARD OF SUPERVISORS FEBRUARY 15, 2012

Subject: Waiving building permit fees for earthquake damage repairs.

Timing: Building permit requests for earthquake damage repairs have begun and will likely increase in the near future.

Policy Implications: Board of Supervisors approval is required for this action.

Discussion: Uniform Statewide Building Code Section 107 gives authority to the local governing body to charge fees to defray the cost of the enforcement of the Uniform Statewide Building Code. These fees are found in Fluvanna County Code Section 5-2-2. Currently there are no provisions to waive any fees in section 5-2-2; therefore it is necessary that the Board of Supervisors take action to do so if a situation warrants such action.

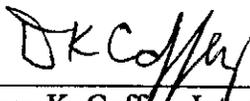
The August earthquake and the following after shocks have caused substantial damage in Fluvanna County. Some of this damage will require building permits for repairs. It is rare that building permit fees are waived in Fluvanna County however consideration needs to be given for this unique occurrence. Other localities have waived building permit fees for earthquake damage and repairs and staff recommends that Fluvanna County waive permit fees as this will further assist those effected.



Staff: Darius Lester, Building Official

Copy: Darren K. Coffey, Interim County Administrator
Frederick W. Payne, County Attorney

County Administrator's Use Only



Darren K. Coffey, Interim County Administrator

MOTION: I move that the Board approved the Fluvanna County Arts Council to name the room adjacent to the Carysbrook Performing Arts Auditorium the William C. Anderson room after Bill Anderson who recently passed away while President of the Fluvanna County Arts Council.

Agenda BOARD OF SUPERVISORS FEBRUARY 15, 2012

SUBJECT: Request to name a room in the Carysbrook Performing Arts Center

Recommendation: Staff recommends the Board approve the Fluvanna County Arts Council to name a room adjacent to the Performing Arts Center Auditorium the William C. Anderson room.

TIMING: Routine

FISCAL Implication: None

POLICY IMPLICATION: Board action is request to forward with room name recognition.

DISCUSSION: The Parks and Recreation Department has received a letter from the Fluvanna County Arts Council requesting approval from the Board to name a room in the Performing Arts Center the William C. Anderson room. Mr. Anderson who recently passed was President of the Fluvanna County Arts Council. The Recreation Advisory Board discussed this request during its January meeting with ~~no~~ major objection.

Staff: Dwight Godwin, Director of Parks and Recreation

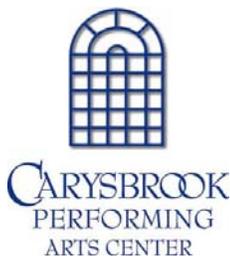
Attachment:
Fluvanna County Arts Council, Inc. Letter

Copy:

County Administrator's Use Only



Darren K. Coffey, Interim County Administrator



Fluvanna County Arts Council, Inc.

Box 210- 265 Turkey Sag Trail, Suite 102
Palmyra, VA 22963

January 17, 2012

Mr. Dwight Godwin
Director of Parks and Recreation
Fluvanna County, VA

Dear Mr. Godwin:

The Fluvanna County Arts Council is seeking approval from the Fluvanna County Board of Supervisors to name the new room adjacent to the Carysbrook Auditorium, the "William C. Anderson Room" in memory of Bill Anderson who recently passed away while President of the Fluvanna County Arts Council.

Mr. Anderson worked tirelessly with the Arts Council for many years and was instrumental in working with the county to make sure that the Carysbrook Performing Arts Center had a room in which receptions, meetings and other public gatherings could assemble.

The Council will provide at the Council's expense a plaque stating "William C. Anderson Room" in the style of the plaque in the auditorium.

The Council is also planning to request the FCHS Art Department to develop and paint a mural for the back wall of the room depicting those areas associated with the performing arts.

Additionally, the Council would like to have a dedication reception on Sunday, May 6, 2012 after the Fluvanna County Community Singer's performance at 4:30 PM. The Council will assume any and all costs associated with the reception.

The Arts Council will look forward to a favorable reply from the Board of Supervisors.

Sincerely,

Adele S. Schaefer, President
Fluvanna County Arts Council

"Working Together To Enrich our Community One Life at a Time"



MEMORANDUM

To: Fluvanna County Board of Supervisors
From: Barbara Bartels, Region Ten Community Service Board Member
Date: February 2012

As the new legislative session begins, I come before the Board of Supervisors with updates from Region Ten as part of an ongoing conversation with Supervisor that facilitates community planning of a local system of care. I will be accompanied to the Board of Supervisors Meeting by Robert Johnson, Executive Director; we look forward to your questions and discussion.

Background

- ✓ The State system of Community Service Boards (CSB) provides a critical safety net for insured and uninsured individuals with mental health, substance abuse, and/or intellectual disabilities.
- ✓ CSBs have a long and successful history of blending and braiding multiple sources of (mostly public) funds, allowing for a rich service array and flexibility in the face of funding fluctuations.
 - 716 Fluvanna County residents were served in FY 11 at a cost of \$1,222,076
- ✓ Medicaid reimbursements comprise 61% of Region Ten's overall funding (44% statewide). Across Region Ten, for every local dollar spent, Region Ten draws down \$22 worth of services.
- ✓ Region Ten received a perfect financial audit for 2010, reflecting sound fiscal stewardship and balanced liabilities and assets, even in these rough financial times and while maintaining a reasonable level of care.
- ✓ As was the case last year, in response to National Healthcare Reform, the State is looking toward a managed care approach to administering Medicaid dollars. We ask that you support the VACSB's effort to keep administrative costs down as they work with the state to transition to the new managed system of care.

Updates

- ✓ Region Ten rapidly responded to a State request to provide assessments for all children requesting Medicaid-funded mental health services in order to determine the appropriate level/intensity of care (VICAP program). By October 15, 2011, Region Ten had offered 234 assessments and had provided 168 assessments. The State is expecting 18.5 million in Medicaid dollar savings by ensuring consistently appropriate and effective service provision.

Requests

- Due to insufficient Medicaid reimbursement, general funds reductions, and billing adjusted by ability to pay, 40 of the 68 programs operated at Region Ten are not able to sustain themselves and require additional support to remain solvent. Region Ten has blended and braided funding to do more with less, putting consumer's need for services above all other agency needs. As an example, Region Ten has a growing unmet demand for psychiatric services. Even as the demand continues to grow, this service operates at a deficit of close to one million dollars due to insufficient funding streams. Thanks to the flexibility of local dollars, these local funding streams can be used to assist in offsetting these kinds of costs.
- However, increased support by localities is needed to further defray costs of community psychiatric services. As previously stated, close to one million dollars in psychiatric services are being covered by Region Ten Community Services Board as a priority service to the community. However, a consequence

of attempting to meet this priority is that other infrastructure expenses (physical facilities upkeep, staff cost of living raises, fleet and transportation management, etc.) are continually deprived of necessary funds to meet ongoing needs.

Robert Johnson (RTCSB Executive Director), Steven Stern (Board Chair), and/or Maryfrances Porter (Chair, Public Policy and Advocacy Committee) welcome your comments, questions, or concerns at any time. Thank you for your time, interest, and attention.



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

BOARD OF SUPERVISORS

Shaun V. Kenney, Chairman
Columbia District

Robert Ullenbruch, Vice Chair
Palmyra District

Donald W. Weaver
Cunningham District

Mozell H. Booker
Fork Union District

Joseph C. Chesser
Rivanna District

STAFF

Darren K. Coffey
Interim County Administrator
dcoffey@co.fluvanna.va.us

Mary L. Weaver
Clerk to the Board
mweaver@co.fluvanna.va.us

STAFF MEMORANDUM

TO: Board of Supervisors

FROM: Dwight Godwin, Director of Parks and Recreation

SUBJECT: Health and Fitness Program

Date: February 7, 2012

Discussion:

This staff memorandum is in regards to the Parks and Recreation Department reopening the fitness center located in the lower level of the Carysbrook Recreation Center for public usage. During the FY11 budget process, the Board was faced with many budget constraints. As a cost reduction measure, the Board voted to reduce funding in the Parks and Recreation general fund budget. This budget decision resulted in the department eliminating three (3) permanent part-time positions and closing the fitness center at Carysbrook recreation Center. However, the upper level of the building remained open to operate our sports, instructional and special events programs.

Since the closure of the fitness center, the department has received numerous public inquires requesting that the center be re-opened to provide our residents with an opportunity to meet their health and fitness needs. In addition, the Board voted on August 3, 2011 to participate in a Self-Insured Medical Plan with Gateway Health Alliance for our County employees to maintain a healthy lifestyle through participation in a wellness program. The return on the investment by our employees will help reduce our medical premium expenditure cost. It is the department's objective to provide a variety of wellness programs for our residents and County employees at the Carysbrook Recreation Center.

Budget Impact:

Re-opening the fitness center for public use will be a minimum impact cost. Staff estimates that the additional cost for overhead and staffing expenditures in Fy12 will be about \$2,270. We will cover the cost associated with re-opening the fitness center in our current operating budget.

Carysbrook Recreation Center Operating Hours:

- Days: Monday – Friday
- Morning Hours: 8:30 a.m. until 11:30a.m.
- *Evening Hours: 5:30 p.m. - 9:00 p.m.

Evening staffing hours are already funded in our FY12 operating budget

Projected Monthly Expenditures

Electric	Heating/Cooling	Staffing
\$45.00	\$118.00	\$592.80 monthly

Projected Monthly Revenue

Fitness Memberships Sold	Monthly Membership Rate	Monthly Revenue
50 participants	\$20/month	\$1000

*Based on the Fluvanna Personnel Policy and Procedures manual, a Board decision is required to either continue the policy to exempt all County employees to receive this fringe benefit at no charge. If it's the Board direction to continue this policy exemption our employees from paying the membership charge, our revenue projection numbers will be reduced. Below is an insert from the Personnel Policy Manual that covers this exemption:

M.12 FITNESS CENTER USE

All County employees are able to use the fitness center at no charge, complete with weight room orientation and program design. The fitness center is located at the Fluvanna County Community Center. Please contact the Parks & Recreation Department for hours of operation.

“Restoring this service delivery will accomplish two goals; provide our community with a place to meet their health and fitness needs, and create a new revenue source by selling fitness center memberships to our customers.”

MOTION: I move the Board of Supervisors approve the budget supplement of \$100,000 from fund balance for Fluvanna County Public Schools waste water treatment plant located at the current high school site.

The following general ledger lines will be adjusted:

10087000 409251 Transfer to School Fund	\$100,000.00
10000090 343100 Use of Fund Balance	100,000.00
25100090 340100 Transfer from General Fund	100,000.00
25165000 496004 Operations and Maintenance	100,000.00

AGENDA BOARD OF SUPERVISORS February 15, 2012

SUBJECT: Budget Supplement for Fluvanna County Public Schools Waste Water Treatment Plant

RECOMMENDATION: Staff recommends that the Board of Supervisors approve the budget supplement of \$100,000 from fund balance for Fluvanna County Public Schools Waste Water Treatment Plant.

TIMING: Upon approval

FISCAL IMPLICATIONS: The funds will decrease County’s general fund – fund balance.

Additionally, this will increase the FY 12 School’s Local Appropriation to \$14,296,102. The FY 12 School’s Local Appropriation was adopted on April 20, 2011 for \$13,950,000, amended on December 7, 2011 for FY 11 carryover of \$246,102, and proposed budget supplement of \$100,000.

The total amended School Budget including the proposed budget supplement will be \$36,066,987.24.

POLICY IMPLICATIONS: None

DISCUSSION: Per the Memo dated January 24, 2012 and presentation on February 1, 2012.

LEGISLATIVE HISTORY: None

Staff: Renee Hoover, Director of Finance

Copy: Darren K. Coffey, AICP, Interim County Administrator

Attachments: 1) Memo dated January 24, 2012

.....
For County Administrator’s Use Only:

Comments:



Darren K. Coffey, Interim County Administrator



FLUVANNA COUNTY PUBLIC SCHOOLS

14455 JAMES MADISON HIGHWAY
PALMYRA, VIRGINIA 22963
(434) 589 8208 Fax: (434) 589 2248

To: Fluvanna County Board of Supervisors
From: Ms. Gena Keller and Chuck Winkler
RE: FCHS Waste Water Treatment Plant Funding Request
Date: January 24, 2012 (February 1st Meeting)

Request:

Fluvanna County Public Schools (FCPS) requests the allocation of \$100,000 from this year's budget to begin to address concerns at the waste water treatment plant (WWTP) located at the high school site. These funds were included in the original FCPS Capital Improvement Plan, but urgency necessitates the need for this allocation request from this year's budget.

Rationale:

In 2010-11, the Department of Environmental Quality (DEQ) began to state specific concerns at the WWTP. They also began issuing fines in late 2011 with approximately \$4,000 paid to date. DEQ's main concerns were as follows:

- Maintain safe ammonia levels that currently exceed limits.
- Stabilize the flow rates that are at or exceeding daily limits.
- Balance the PH and other mineral levels to allow for safe discharge.
- Employ at least a Class III operator to monitor the sites' daily levels and rates.
- Secure an outside engineering entity to review the WWTP for design issues and future capacity.

As a follow-up during that same year, FCPS contracted with Timmons Engineering and Crabtree & Rohrbaugh to perform a facility study to include the waste water treatment plants at both the high school and middle school locations. Their findings and suggestions regarding the plants are as follows:

- Install a heating system to allow for proper control of the minerals at the high school site. (\$25,000)
- Install an equalization tank to assist with the flow rate at the high school site. (\$75,000)
- Reline the tanks to prolong the life expectancy at the high school site. (\$60,000)
- Install a new plant at the middle school site, since the tanks are deteriorating and in jeopardy of immediate collapse. (\$200,000)

Above costs include engineering fees and permits

Since most of this work needs to begin in May-June 2012 in order for completion in August 2012 and to avoid additional fines, FCPS is requesting \$100,000 be allocated immediately to secure engineering design and begin phase-in of all tasks.

The Fluvanna County School Board does not discriminate on the basis of race, color, ethnicity, religion, age, national origin, marital status, disability, sex, status of a parent, or any other legally protected status in the provision of employment services, programs, activities or treatment. The Assistant Superintendent is designated as the responsible person (Compliance Officer) regarding assurances of nondiscrimination. Any complaint alleging discrimination based on a disability shall be directed to the Director for Student Services (the Section 504 Coordinator). Both may be reached at the following address: 14455 James Madison Highway, Palmyra, VA 22963; telephone (434) 589-8208. The Fluvanna County School Board is an Equal Opportunity Employer.

MOTION: I move to reappoint _____ to the Parks & Recreation Advisory Board, Social Services position, with a term to begin immediately and to terminate on June 30, 2014.

AGENDA BOARD OF SUPERVISORS DATE: February 15, 2012

SUBJECT: Appointment to Parks & Recreation Advisory Board, Social Services Position

RECOMMENDATION: Approval

TIMING The position expired on June 30, 2011, and Ms. Searcy's term has not yet been renewed.

FISCAL IMPLICATIONS: None

POLICY IMPLICATIONS: None

DISCUSSION: Norma Searcy has been serving in this capacity.

LEGISLATIVE HISTORY: None

Staff: Mary L Weaver, Clerk to the Board of Supervisors

Copy: Dwight Godwin, Parks & Recreation Director

Enclosure: Boards and Commissions Applications

Interim County Administrator's Use Only
Comments



Darren Coffey, Interim County Administrator

Information for Norma Searcy**Cunningham District**

LastName Searcy	FirstName Norma	Suffix	Election District Cunningham	Date Recieve 10/17/2006	Resigned:
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Mailing Address 1081 Long Acre Road	City Palmyra	State VA	Zip Code 22963	Comments:
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Physical Address	City	State	Zip Code
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Home Phone (434) 286-2720	Work Phone	Cell Phone/Other	Fax
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Email Address
nmso65@northen

Education and Experience:

Some college PVCC; 12 yrs Piedmont VA ASA State Sec, SEC to local Piedmont ASA (15 yrs); ASA softball umpire for 15 years

Civic and Committee Memberships:

Member of Fox Memorial Baptist Church

Interest in Committee(s):

Fluvanna DSS Rep.

MOTION: I move to reappoint _____ to the Thomas Jefferson Planning Water Resources Protection Foundation, with a term to begin immediately, and to terminate on January 31, 2016.

AGENDA BOARD OF SUPERVISORS DATE: February 15, 2012

SUBJECT: Appointment to Thomas Jefferson Planning District Commission (TJPDC).

RECOMMENDATION: Approval

TIMING: Current term expired January 31, 2012.

FISCAL IMPLICATIONS: None

POLICY IMPLICATIONS: None

DISCUSSION: John Easter is currently serving in this capacity and wishes to be reappointed.

No other applicants have shown an interest in this appointment.

LEGISLATIVE HISTORY: None

Staff: Mary L. Weaver, Clerk to the Board of Supervisors

Enclosure: Boards and Commissions Applications

Interim County Administrator's Use Only

Comments:



Darren Coffey, Interim County Administrator

Information for John Easter

District

LastName Easter	FirstName John	Suffix	Election District	Date Recieve	Resigned:
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Mailing Address 94 Middle Farms Trail	City Bremo Bluff	State VA	Zip Code 23022	Comments:
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Physical Address	City	State	Zip Code
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Home Phone (434) 842-3185	Work Phone	Cell Phone/Other	Fax
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Email Address
easters4@nexet.net

Education and Experience:

Civic and Committee Memberships:

Interest in Committee(s):

MOTION: I move to reappoint _____ to the Jefferson Area Board of Aging (JABA) Board of Directors, Fork Union, with a term to begin February 29, 2012, and to terminate on February 28, 2014.

AGENDA BOARD OF SUPERVISORS DATE: February 15, 2012

SUBJECT: Reappointment to JABA Board of Directors, Fork Union

RECOMMENDATION: Approval

TIMING: Current term expires February 28, 2012.

FISCAL IMPLICATIONS: None

POLICY IMPLICATIONS: None

DISCUSSION: Mrs. Booker is the current representative and Mrs. Booker wishes to be considered for reappointment. This is a two (2) year term.

Applicant:

Mozell H. Booker, currently serving on the following:
Affordable Housing Task Force
Youth Advisory Council
Fork Union Sanitary District Advisory Council
Social Services Board
Community Policy and Management Team
Palmyra Wastewater Committee

LEGISLATIVE HISTORY: None

Staff: Mary Weaver, Clerk to the Board of Supervisors

Enclosure: Boards and Commissions Applications

Cc:

Interim County Administrator's Use Only

Comments:



Darren Coffey, Interim County Administrator

Committee Charter

Date Received: 2/15/12	Project Name: Government Reform Committee	Project Code: 12-01
Sponsoring Organization: Fluvanna County	Sponsor: Robert Ullenbruch	Project Manager: County Administrator

Scope and Composition of the Committee:

The scope of this committee shall be limited to examining the basic structure of the local government including its departments, agencies, Constitutional Offices, committees, and commissions with the goal of streamlining the organization, providing more efficient and effective services, and reducing costs where possible.

The Committee shall be comprised of two Board members and one citizen per voting district as appointed by the Chairman.

The Committee shall terminate upon submitting its final recommendations to the Board of Supervisors.

Committee Deliverables

List of recommendations with a proposed course of action for each item.

Project Schedule and Budget

Anticipated Duration of Committee: Six months	Forecasted Budget Impact: Unknown
Major Milestone Completion Times Initial recommendations to the Board of Supervisors no later than July 1, 2012.	Major Budget Milestones: None
Additional Comments:	



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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MEMORANDUM

TO: Board of Supervisors
FROM: Eric Dahl, ^{ED} Budget Analyst
SUBJECT: Contingency Balance
DATE: February 7, 2012

The balances for the BOS and grant contingency lines for FY12 are as follows:

<u>Board of Supervisors Contingency:</u>	\$100,000.00
Minus Donation to Town of Columbia 8.3.11	3,000.00
Minus Reimbursement of Livestock Claims 9.7.11	2,540.00
Minus Legal Services from Lawsuit 10.19.11	5,598.45
Minus Create Economic Development Director 10.19.11	54,000.00
Minus Erosion and Sediment Control Plan 11.2.11	7,800.00
Minus Legal Services from Lawsuit 11.16.11	2,923.70
Minus Legal Services from Lawsuit 12.7.11	11,928.91
Minus Facilities Work at the SPCA 12.7.11	10,000.00
Minus Award to Rothamel 12.21.11	2,208.94
Add Previously Approved Eckert Seamans 12.21.11	21,987.53
Minus Impact Study for Water Line TJPDC 12.21.11	4,000.00
Add EMS Contract Services Funds 2.1.12	<u>150,000.00</u>
Total Board of Supervisors Contingency	<u>\$ 167,987.53</u>