



FLUVANNA COUNTY BOARD OF SUPERVISORS

AGENDA FOR REGULAR MEETING

Circuit Courtroom, Fluvanna Courts Building
March 20, 2013, 7:00 pm

TAB AGENDA ITEMS

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

2 - COUNTY ADMINISTRATOR'S REPORT

3 - PUBLIC COMMENTS #1 (5 minutes each)

4 - PUBLIC HEARING

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

5 - ACTION MATTERS

- P St. James Street Revitalization CIG Grant Application – Pat Groot, Grants Administrator
 - Q County Employee Health Plan – Gail Parrish, Human Resource Manager
-

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

- Fluvanna/Louisa Housing Foundation – Mr. Howard Evergreen
 - R School Board FY14 Budget Request Presentation, Fluvanna County School Board
-

7 - CONSENT AGENDA

- S Minutes of March 13, 2013 – Mary Weaver, Clerk to the Board
 - T Resolution Recognizing John Michael Marshall as an Eagle Scout – Mary Weaver, Clerk to the Board of Supervisors
 - U FY13 Budget Supplement for Registrar's Voting Equipment – Eric Dahl, Budget Analyst
 - V FY13 Davenport Case Budget Transfer – Eric Dahl, Budget Analyst
-

8 - ACCOUNTS PAYABLE / BUDGET REPORT

None

9 - UNFINISHED BUSINESS

None

10 - NEW BUSINESS

- W FY14 Budget Discussion, Recommendation and Authorization to Advertise – Eric Dahl, Budget Analyst
-

11 - PUBLIC COMMENTS #2 (5 minutes each)

12 - CLOSED MEETING

TBD

County Administrator Review

PLEDGE OF ALLEGIANCE

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

ORDER

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

PUBLIC HEARING RULES OF PROCEDURE

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

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 20, 2013

SUBJECT:	Second Public Hearing for the St. James Street Revitalization Project in the Town of Columbia
MOTION(s):	<ol style="list-style-type: none"> 1. I move to certify that the Board of Supervisors held the second public hearing on the St. James Street Revitalization Community Development Grant Program (CDBG) Planning Project on March 20, 2013 and included all required items as attached. 2. I move to authorize the County Administrator and appropriate staff to execute any agreements, certificates and other documents required on behalf of the County of Fluvanna to carry out the terms of the grant application.
STAFF CONTACT:	Pat Groot, Grants Administrator and Chair of Columbia Task Force; Billie Campbell, Chief Operating Officer, TJPDC; Daniel Nairn, Regional Planner, TJPDC
RECOMMENDATION:	Certify Public Hearing
TIMING:	Action required to meet grant deadline of 3/27/2013
DISCUSSION:	<p>The purpose of the public hearing is to solicit input on the draft Community Improvement Grant (CIG) proposal. To comply with the grantor requirements the public hearing must include specific items that include:</p> <ul style="list-style-type: none"> • Attendee sign-in sheet • Detailed fact sheet of the project • Introduction by the Board of Supervisor Chairman, Shaun V. Kenney • Presentation of draft CIG proposal by Thomas Jefferson Planning District Commission (TJPDC) staff to include: <ul style="list-style-type: none"> ○ Activities of the proposed CIG ○ Projected beneficiaries, including the number of low- and moderate-income residents to benefit from the proposed project ○ Plans to minimize displacement ○ Opportunity to comment on past use of CDBG funds • Recorded comments from the public hearing • Recorded comments and questions from the Board of Supervisors <p>The Public Hearing has been held in accordance with the Program Design requirements published by the VA Department of Housing and Community Development for the Community Improvement Grant program.</p> <p>A resolution seeking authorization to submit the CIG grant application is included in this BOS package as a separate action item.</p>
FISCAL IMPLICATIONS:	No match is required. If awarded, this grant will be used as match for the FEMA Hazard Mitigation grant application already submitted by the TJPDC
POLICY IMPLICATIONS:	Funding for this project through the CDBG administered by the Department of Housing and Community Development will greatly improve housing conditions within the Town and for residents who will be relocated by the

	<p>acquisition and demolition of substandard properties. Removal of flood-damaged buildings will clear the way for additional investment in the Town, reversing decades of decline. Specific details will be presented on 3-6-13. Generally:</p> <ul style="list-style-type: none"> • Under the grant, substandard properties will be acquired by the County, improved as parkland or residences. Some properties outside the floodplain will be rehabilitated; some will be substantially reconstructed. • Tenants will be relocated to properties meeting or exceeding Housing Quality Standards established by HUD, set forth at <i>24 CFR Part 982</i>; some tenants will become homeowners. • Parkland will be returned to the Town of Columbia. • Rebuilt single family properties will be made available to low-and moderate-income (LMI) families who qualify for homeownership.
<p>LEGISLATIVE HISTORY:</p>	<p>05-18-2011 Columbia Task Force Charter approved by the BOS; subsequent to award of CDBG Planning Grant for Columbia, the grant's required formation of a Management Team was merged with the Columbia Task Force membership</p> <p>08-03-2011 BOS accepted administration of the DHCD Community Development Block Grant Planning grant; and approved a \$3,000.00 donation to the Town of Columbia, to cover their contribution, as part of the DHCD Construction Grant</p> <p>08-01-2012 FEMA Hazard Mitigation Grant application submitted by TJPDC</p> <p>12-01-2011 County Administrator executed a contract with the Thomas Jefferson Planning District Commission to carry out the work related to the CDBG Planning Grant awarded the County for the St. James Street Revitalization project</p> <p>2011-2013 Columbia Task Force/Management Team has met monthly in Columbia</p> <p>11-17-2012 Town of Columbia Community Visioning Session - Residents of Columbia and the surrounding area participated in a workshop exploring Columbia's past and present, and made recommendation to chart its future.</p> <p>02-19-2013 First Public Hearing for St. James Street Revitalization Project grant application was held at the Columbia Town Council meeting</p> <p>03-19-2013 Town Council expected to adopt resolution of support for the St. James Street Revitalization Project grant application</p>
<p>ENCLOSURE:</p>	<p>Second Public Hearing Checklist Public Hearing St James St presentation from TJPDC staff</p>

**St. James Street Revitalization Planning Project
Community Development Block Grant (CDBG)
March 20, 2013, 7:00 p.m.
Second Public Hearing – Fluvanna County Board of Supervisors**

Checklist

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

On a motion by _____, seconded by _____, the Fluvanna County Board of Supervisors certifies that the second public hearing on the St. James Street Revitalization CDBG Planning Project was held on March 20, 2013 and included all required items.

Signature

Date

St. James Street Revitalization Project

in the Town of Columbia, Fluvanna County

March 20, 2013 Public Hearing

The purpose of the meeting is to:

- Describe key activities to be undertaken through the proposed CDBG grant;
- Describe eligible benefits of the project;
- Present a draft of the grant proposal for public comment.

Billie Campbell, Chief Operating Officer, TJPDC

Daniel Nairn, Regional Planner, TJPDC

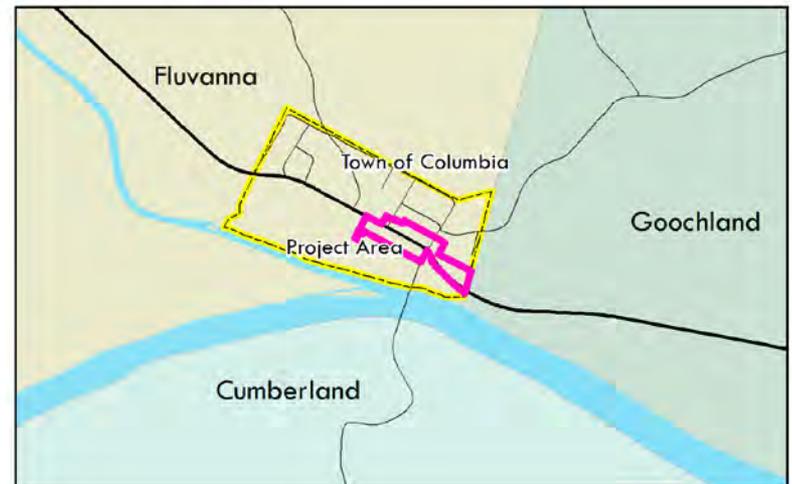
St. James Street Revitalization Project Proposed Activities

Note: Implementation of all proposed activities is subject to award of grants in a competitive process.



- | | | |
|-----------------------|--|-------------------------|
| Activity | Relocate current occupants | Project Area |
| | Demolish building | Parcels for Future Park |
| | Rehab or substantially reconstruct building into housing | 100-Year Floodplain |
| Funding Source | Community Development Block Grant (CDBG) | |
| | Hazard Mitigation Assistance (HMA) | |
| | Multiple additional funding sources | |

Project Area Context





Properties proposed for acquisition and demolition through Hazard Mitigation Assistance Grant funds.





Properties proposed for acquisition, demolition and relocation through Community Development Block Grant funds.



Property proposed for acquisition and demolition through Community Development Block Grant funds.



**Properties proposed for
substantial reconstruction
through Community
Development
Block Grant funds.**





**Properties proposed for
rehabilitation
through Community
Development Block
Grant funds, pending
Inspections.**





**Property not included in CDBG Proposal.
Potential uses and funding sources are being
considered.**

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 20, 2013

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

	<p>02-28-2013 Public Hearing regarding proposed Fluvanna County ordinance enactment designating the Fluvanna County Planning Commission to serve as the planning commission for the town of Columbia, Virginia advertised in the Fluvanna Review</p> <p>03-07-2013 Public Hearing regarding proposed Fluvanna County ordinance enactment designating the Fluvanna County Planning Commission to serve as the planning commission for the town of Columbia, Virginia advertised in the Fluvanna Review</p> <p>03-19-2013 Town Council expected to adopt agreement between County and Town of Columbia as amended by the BOS on 02-20-2013</p>
ENCLOSURE:	Draft Ordinance

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

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

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

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

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 20, 2013

SUBJECT:	St. James Street Revitalization CIG grant application
MOTION(s):	<ul style="list-style-type: none"> • I move that the Fluvanna County Board of Supervisors adopt the attached resolution to approve submission of the St. James Street Revitalization Community Improvement Grant (CIG) application for up to \$1,000,000. • 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.
STAFF CONTACT:	Pat Groot, Grants Administrator and Chair of Columbia Task Force
RECOMMENDATION:	Approve grant application submission
TIMING:	Due March 27, 2013
DISCUSSION:	The authorization to submit the grant is conveyed by the attached resolution
FISCAL IMPLICATIONS:	<ul style="list-style-type: none"> • There is no required match. • The FEMA Hazard Mitigation Assistance grant submitted by the Thomas Jefferson Planning District Commission has been selected to move forward and if awarded, which is likely, will have a favorable impact on the St. James Street Revitalization CIG application. • Staff recommends the County continue to contract with the Thomas Jefferson Planning District Commission for implementing the work of the anticipated grant award, with the County remaining the fiscal agent.
POLICY IMPLICATIONS:	The grant will assist the Town of Columbia in improving living conditions for low and moderate income residents, creating homeownership opportunities for some residents. Buildings in need will be demolished, rehabilitated or substantially reconstructed. Parkland will be created.
LEGISLATIVE HISTORY:	<p>05-18-2011 Columbia Task Force Charter approved by the BOS; subsequent to award of CDBG Planning Grant for Columbia, the grant's required formation of a Management Team was merged with the Columbia Task Force membership</p> <p>08-03-2011 BOS accepted administration of the DHCD Community Development Block Grant Planning grant; and approved a \$3,000.00 donation to the Town of Columbia, to cover their contribution, as part of the DHCD Construction Grant</p> <p>08-01-2012 FEMA Hazard Mitigation Assistance Grant application submitted by TJPDC</p> <p>12-01-2011 County Administrator executed a contract with the Thomas Jefferson Planning District Commission to carry out the work</p>

	<p>related to the CDBG Planning Grant awarded the County for the St. James Street Revitalization project</p> <p>2011-2013 Columbia Task Force/Management Team has met monthly in Columbia</p> <p>11-17-2012 Town of Columbia Community Visioning Session - Residents of Columbia and the surrounding area participated in a workshop exploring Columbia's past and present, and made recommendation to chart its future.</p> <p>02-19-2013 First Public Hearing for St. James Street Revitalization Project grant application was held at the Columbia Town Council meeting</p> <p>03-19-2013 Town Council expected to adopt resolution of support for the St. James Street Revitalization Project grant application</p> <p>03-20-2013 Second Public Hearing for St. James Street Revitalization Project grant application held by the BOS</p>
ENCLOSURE:	Resolution



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, March 20, 2013 in Palmyra, Virginia, the following action was taken:

Present

Shaun V. Kenney, Chairman
Robert Ullenbruch, Vice-Chairman
Donald W. Weaver
Mozell H. Booker
Joe Chesser

Vote

On a motion by Mr./Ms -----, seconded by Mr./Ms. -----, and carried by a vote of ____, the following resolution was adopted:

A RESOLUTION OF THE
FLUVANNA COUNTY BOARD OF SUPERVISORS

WHEREAS, the area on both sides of St. James Street between Stage Junction Road and Columbia Road presently has many unmet needs, including but not limited to substandard housing conditions, unsafe buildings at risk of flood hazard, and inadequate sewage facilities.

WHEREAS, the area on both sides of St. James Street between Stage Junction Road and Columbia Road presently has many unmet needs, including but not limited to substandard housing conditions, unsafe buildings at risk of flood hazard, and inadequate sewage facilities.

WHEREAS, Fluvanna County will submit a Community Development Block Grant (CDBG) application to the Virginia Department of Housing and Community Development (DHCD) on March 27, 2013 for the purpose of benefitting low to moderate income residents in this area.

WHEREAS, Fluvanna County staff, the Town of Columbia Council and residents of the town, including residents living within the grant project area, have actively participated in the project planning process through monthly task force meetings, a November 17, 2012 visioning workshop and a February 19, 2013 public hearing held in the Columbia Town Hall.

WHEREAS, The Columbia Town Council has expressed its full support for Fluvanna County to submit the St James Street Revitalization CDBG application.

NOW THEREFORE BE IT RESOLVED, the County of Fluvanna agrees to submit the CIG grant application for up to \$1,000,000 for the St. James Street Revitalization Project for the Town of Columbia to the Virginia Department of Housing and Community Development (DHCD) by March 27, 2013.

NOW THEREFORE BE IT RESOLVED, the Board of Supervisors authorizes the County Administrator and appropriate staff to execute any agreements, certificates and other documents required on behalf of the County of Fluvanna to carry out the terms of the grant application.

NOW THEREFORE BE IT RESOLVED, the County of Fluvanna agrees to convey property acquired under the grant for parkland to the Town of Columbia Council at a nominal fee for the Town's use and maintenance.

Shaun V. Kenney, Chairman of the Board of Supervisors

A COPY ATTEST:

Mary L. Weaver, Clerk to the Board

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 20, 2013

SUBJECT:	Approval of Fluvanna County continuing offering The Local Choice Health
MOTION(s):	I move to accept the Anthem/The Local Choice Health Benefits Proposal for the fiscal year 2014. The County's FY14 annual contributions for benefit eligible current employees will be \$6,000 for employee only plans, \$8,500 for employee plus one plans, and \$11,000 for family plans. The County's FY14 annual contributions for benefit eligible employees hired after June 30, 2013 will be \$6,000 for employee only plans, \$7,500 for employee plus one plans, and \$9,000 for family plans.
STAFF CONTACT:	Human Resources Manager/ Gail Parrish
RECOMMENDATION:	Approve
TIMING:	Effective July 1, 2013
DISCUSSION:	<ul style="list-style-type: none">• Accept the proposed Rates from The Local Choice Health Benefits Program – <u>5% decrease from FY2013 rates</u>• Annual Contributions: Current Employees - \$6,000; \$8,500; \$11,000 and New Employees - \$6,000; \$7,500; \$9,000• Two Employer Contribution Plans; Current Enrolled Employees as of June 30, 2013 and New Enrollees/Employees as of July 1, 2013• Offer to Active Employees the Key Advantage 500 & 1000 and the HDHP plans• Offer to Non-Medicare Eligible Retirees the Key Advantage 500 plan• Offer to the Retirees with Medicare the Advantage 65 and Dental/Vision plan
FISCAL IMPLICATIONS:	Approximately \$54,000 savings from FY2013 Health Benefits expenditures
POLICY IMPLICATIONS:	Include the two Employer Contribution plans to existing policy
LEGISLATIVE HISTORY:	N/A
ENCLOSURES:	Attached sheet with Fluvanna County FY14 Health Benefits Proposal chart

FY14 Fluvanna County Health Plan - Anthem Local Choice

		FY14 Plan Costs	FY14 CURRENT EMPLOYEES \$6,000/\$8,500/\$11,000		FY14 NEW EMPLOYEES \$6,000/\$7,500/\$9,000
Plan	Group	TOTAL (-5%)	County Contribution		County Contribution

HDHP	EE	\$5,436	\$5,436		\$5,436
KA 1000	EE	\$6,228	6,000		6,000
KA 500	EE	\$6,504	6,000		6,000
KA 250	EE	\$7,080			

HDHP	EE 1	\$10,056	8,500		7,500
KA 1000	EE 1	\$11,520	8,500		7,500
KA 500	EE 1	\$12,036	8,500		7,500
KA 250	EE 1	\$13,104			

HDHP	FAM	\$14,676	11,000		9,000
KA 1000	FAM	\$16,812	11,000		9,000
KA 500	FAM	\$17,556	11,000		9,000
KA 250	FAM	\$19,116			



FLUVANNA COUNTY PUBLIC SCHOOLS

SCHOOL BOARD ANNUAL BUDGET

FISCAL YEAR 2014

Adopted
March 13, 2013

School Board Members

Chairperson

Ms. Camilla Washington, Columbia District

Vice Chairperson

Ms. Carol Tracy Carr, Rivanna District

Ms. Bertha Armstrong, Fork Union District

Ms. Brenda Pace, Palmyra District

Mr. Charles Rittenhouse, Cunningham District

Central Office Administrative Staff

Superintendent

Ms. Gena Keller

Assistant Superintendent

Mr. Chuck Winkler

Director of Operations/Food Services

Mr. Thomas Patrick

Director of Finance

Mr. Ed Breslauer

Director of Elementary Instruction

Ms. Margaret Crawford

Director of Secondary Instruction

Ms. Brenda Gilliam

Supervisor for Special Education Compliance

Ms. Katrina Lee

Director of Testing and Accountability

Dr. Jamie Mathieson

Director of Technology

Mr. Josh Gifford

FLUVANNA COUNTY PUBLIC SCHOOLS

CENTRAL ELEMENTARY SCHOOL – GRADES PK-2

Ms. Amy Barnabei, *Principal*

Ms. Jennifer Valentine, *Assistant Principal*

CUNNINGHAM AND COLUMBIA ELEMENTARY SCHOOLS – GRADES K-2

Ms. Sue Davies, *Principal*

Ms. Janet Harper, *Assistant Principal*

CARYSBROOK ELEMENTARY SCHOOL – GRADES 3 AND 4

Mr. Don Stribling, *Principal*

Ms. Yvonne Howdyshell, *Assistant Principal*

FLUVANNA MIDDLE SCHOOL – GRADES 5-7

Mr. Frank Leech, *Principal*

Ms. Tonya Carter, *Assistant Principal*

Mr. Clint Estes, *Assistant Principal*

FLUVANNA COUNTY HIGH SCHOOL – GRADES 8-12

Mr. James Barlow, *Principal*

Ms. Margo Bruce, *Assistant Principal*

Ms. Wanda Elliott, *Assistant Principal*

Mr. Jason Lee, *Assistant Principal*



Isn't it strange that princes and kings
 and clowns that caper in sawdust rings
 And common folk like you and me
 Are builders for eternity.

To each is given a book of rules
 A block of stone and a bag of tools
 For each must shape ere time has flown
 A stumbling block or a stepping stone.

(Author unknown)



March 13, 2013

To: Members of the Fluvanna County Board of Supervisors
From: Camilla Washington, Fluvanna County School Board Chair
Re: Fluvanna County Public Schools FY 2014 Budget

Although Fluvanna County Public Schools have been faced with many challenges over the past year, the dedication of our administration, staff and community have made it possible to push through obstacles and continue to be successful. The School Board continues to work closely with the superintendent to ensure that all students are reaching their highest potential. It is our duty to anchor our students with knowledge needed to become active participants in society.

As you review the FY14 budget document, you will see that our request provides restoration of funds that were removed in order to balance the FY13 budget. We appreciate the one-time appropriation of funds that the Board of Supervisors offered to the schools, but we know that we cannot sustain an operational budget in that fashion. While the School Board's vote to close two of our oldest elementary schools may end a chapter in Fluvanna history, we view this as an opportunity for us to operate in a more effective and efficient manner. The Board charges the superintendent to continue working closely with the finance department to scrutinize every area of daily operations.

Fluvanna County along with area school divisions continue to pursue joint opportunities for our students to excel and be competitive in the 21st century. In order for our school division to move forward with our STEM-H initiative, it is imperative we strengthen technological needs. The new high school is designed for new innovative programs, but we must provide our primary and middle school children with the basic technology that is needed to succeed; thus the request for additional funds to support that initiative.

Dr. Martin Luther King, Jr. once stated "The function of education is to teach one to think intensively and to think critically. Intelligence plus character - that is the goal of true education." Public education is an investment in our future. I am committed to provide support to our school division, assist to provide tools for knowledge and build character for Fluvanna County Public School students to reach the true goal of education.

Thank you for your time and consideration of our FY14 local funding request.

FLUVANNA COUNTY PUBLIC SCHOOLS

14455 JAMES MADISON HIGHWAY
PALMYRA, VIRGINIA 22963

OFFICE OF THE SUPERINTENDENT

Phone: (434) 589-8208 Fax: (434) 589-2248

March 13, 2013

MESSAGE FROM THE SUPERINTENDENT:

The key to our success is to never lose sight of our purpose.

In the midst of the toughest economy that many of us have faced, the legislative chokeholds on localities, and the changing face of public education, it would be very easy for some to lose sight, throw in the towel, and walk away.

However, our children come to mind. They enter our schools with the best gifts they can offer. They bring with them diverse experiences that require us to be on top of our game. Their questions, their insights, their solutions and even their healthy skepticism about the world around them challenges us to lead differently, to listen more, to think differently, and to grow from our interactions with each of them.

As we move into next year, I remain committed to leading in a way that honors each child and the varying degree of skills he/she brings to the table. I remain committed to insisting that our staff grow and learn. I remain committed to embracing every obstacle thrown our way as a stepping stone toward assuring that Fluvanna County Public Schools not only endures, but thrives. It is my hope that our community will continue to articulate this same vision for our schools.

Thank you for the opportunity to serve our community's children.

Ms. Gena C. Keller, Superintendent

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MISSION

The mission of Fluvanna County Public Schools is to provide quality education whereby all students acquire the skills, knowledge, and values necessary to develop into responsible and productive citizens of the 21st century.

VISION

An educational partnership comprised of highly qualified educators, responsive learners, supportive parents, and a community dedicated to lifelong learning through responsibility and respect.

Beliefs

We believe that:

- Student, staff, parent, community, and business involvement are vital for a quality public education.
- Safety and security are essential in providing a productive learning environment.
- All individuals can learn.
- Excellence is the cornerstone for teaching and learning, which provides an equal opportunity for all to achieve their highest potential.
- Innovation and creative, responsible change are critical to continuous improvement.
- Mutual respect and trust promote positive attitudes and cooperation.
- Learning is a lifelong process.

Goals

- To provide the highest quality education for each student while meeting and exceeding state and national standards.
- To prepare each student for our high-tech changing world.
- To employ and to sustain highly qualified staff for all positions within the school district.
- To promote parental and community confidence by partnerships.

FOUR STRATEGIC PRIORITIES

Fluvanna County Public Schools will:

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

FLUVANNA COUNTY - VIRGINIA

Founded in 1777, Fluvanna County is the fourth fastest growing community in the Commonwealth of Virginia. Yet, we pride ourselves in maintaining a rural, community-based atmosphere where neighbors care about one another. We are located just off of Interstate 64, approximately 20 miles east of Charlottesville, 60 miles west of Richmond, and approximately 100 miles south of Washington, D.C.

FLUVANNA COUNTY PUBLIC SCHOOLS

Our targeted student-teacher ratio is 22:1. We offer a variety of programs for our students, including special education, gifted and talented education, career and technical education, and alternative education. We invite our parents and community to partner with us in order to provide a comprehensive education for each and every child.

Our Mission:

The mission of Fluvanna County Public Schools is to provide quality education whereby all students acquire the skills, knowledge, and values necessary to develop into responsible and productive citizens of the 21st century.

Our Vision:

An educational partnership comprised of highly qualified educators, responsive learners, supportive parents, and a community dedicated to lifelong learning through responsibility and respect.

Fluvanna County Public Schools will:

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

Administrative Staff

Ms. Gena Keller, Superintendent
Mr. Chuck Winkler, Assistant Superintendent
Mr. Tom Patrick, Director of Operations and Food Services
Mr. Ed Breslauer, Director of Finance
Ms. Margaret Crawford, Director of Elementary Instruction
Ms. Brenda Gilliam, Director of Secondary Instruction
Ms. Katrina Lee, Supervisor of Special Education Compliance
Dr. Jamie Mathieson, Director of Testing and Accountability
Mr. Joshua Gifford, Director of Technology

School Board Members

Ms. Camilla Washington,
Chair, Columbia District

Ms. Carol Tracy Carr
Vice Chair, Rivanna District

Ms. Bertha Armstrong,
Fork Union District

Ms. Brenda Pace,
Palmyra District

Mr. Charles Rittenhouse
Cunningham District

Fluvanna County Public Schools Demographics (as of September 2012)

Schools

Total Schools= 6
Elementary= 4
Middle=1
High=1

Students K-12

Total Students=3704
Carysbrook = 577
Central Elementary=519
Columbia Elementary=114
Cunningham Elementary=191
Fluvanna Middle=848
Fluvanna County High=1455

Student Demographics

American Indian= less than 1%
Asian= less than 1%
Black= 16%
White= 75%
Hispanic= 4%
Native Hawaiian= less than 1%
2 or more= 5%
Economically Disadvantaged= 31%

Average Daily Attendance

Elementary=95%
Secondary= 95%

Average Teacher/Pupil Ratios

Elementary (K-2)=1:20
Elementary (3-4)=1:24
Middle(5-7)=1:22
High (8-12)=1:25

Students Receiving Additional Services

Special Education Students=501
504 Students = 119
Gifted Students=263
LEP Students=47

Graduates

2012 Graduates= 283
Advanced Diplomas=174
Standard Diplomas=87
On-Time Graduation Rate=93.24%*

Career and Technology Education (CTE)

Total CTE Enrollment=656
Percent of Students enrolled in CTE= 56%
CTE Completers= 47%

Additional CTE Programs Planned for New High School opening in Fall 2012

Culinary
Cosmetology/Barbering
Health Occupations

Attending 4-year College=43%
Attending 2-year College=29%
Continuing Education in Other Areas=4%
Enlisting in Military=7%
Entering Work Force=17%
Other=1%

CTE Program Offerings - Current

Technical Drawing
TV Production
Teacher Cadet
Leadership
Pre-Engineering
Business and Information Technology
Carpentry

Employees

Total=521
Certified Staff= 320
Highly Qualified=95.31%
Teachers Master's Degree or Higher=47%
Average Years of Experience=15

FY13 Adopted Expenditure Category:

Instruction=\$26,181,037.86
Administration, Attendance & Health=\$1,403,027.38
Transportation=\$2,213,622.97
Operations & Maintenance=\$3,214,874.23
Debt Service=\$172,372.00
Technology=\$1,133,605.56

FY13 Adopted Budget Revenue:

State=\$18,690,691
Local=\$12,521,740 (5/2/2012)
 \$13,171,740 (5/16/2012)
 \$13,471,740 (11/20/2012)
Local Supplement:
 \$650,000 (5/16/2012)
 \$300,000 (11/20/2012)

Finance

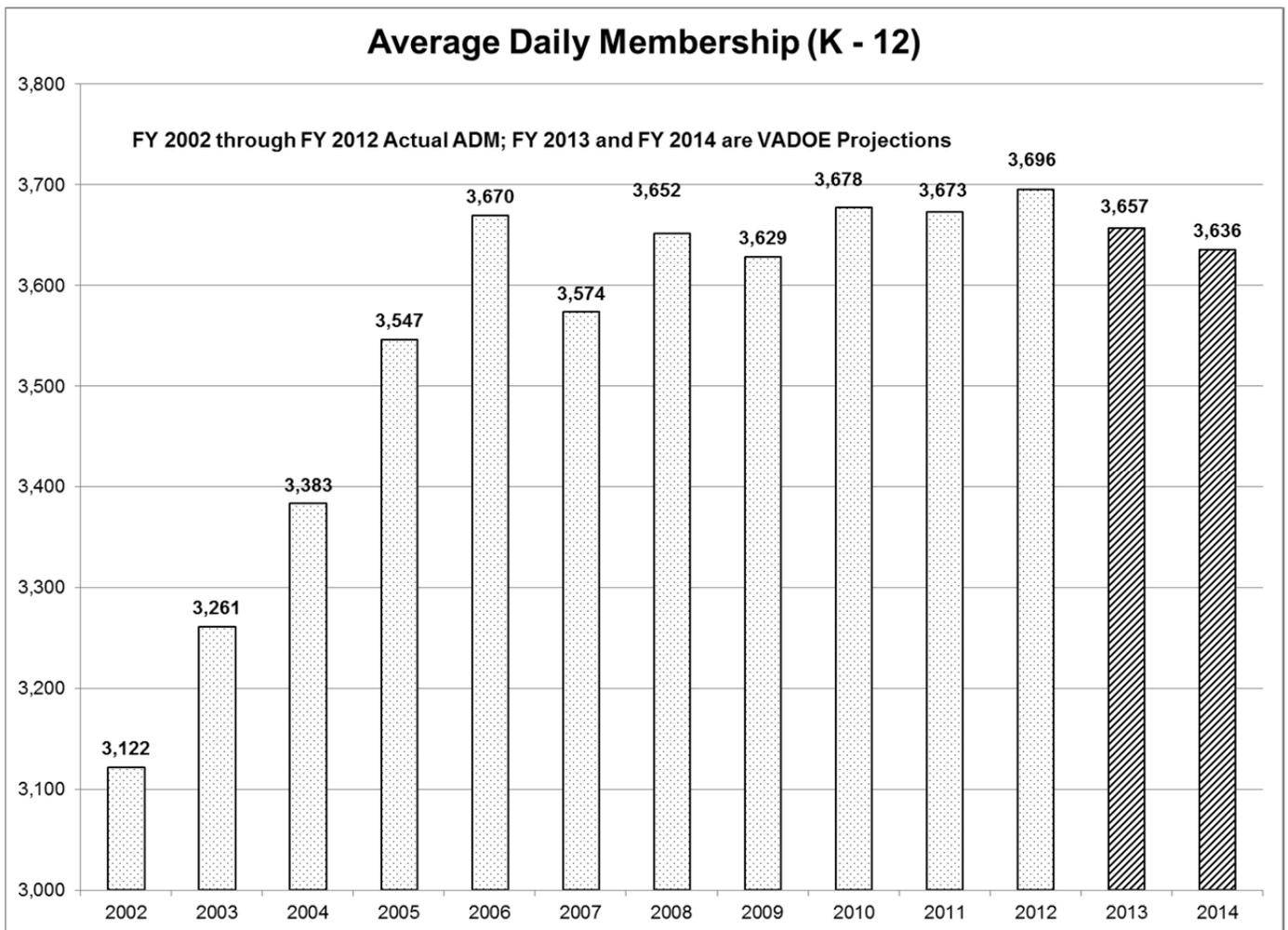
Operating Budget= \$34,318,540
Budgeted Per Pupil Expenditure=\$9,007

Federal=\$1,901,009
Other Local=\$555,100

Average Daily Membership

The principal source of state funds is received in the form of Basic Aid. This funding is provided by the state and is determined through a series of complex formulas. The distribution of Basic Aid is based on "Average Daily Membership" or ADM. The ADM is determined as of March 31st of each school year.

The chart below shows ADM for Fluvanna County Public Schools from school year 2001 – 02 through the March 2014 Virginia Department of Education projection (as of December 2012). 2013 and 2014 are State projections.



FLUVANNA COUNTY PUBLIC SCHOOLS

**POINTS OF PRIDE
2012 – 2013**

Fluvanna County High School Earns a Silver Medal in U.S. News and World Report's Ranking of Best High Schools in America 2012

Fluvanna County High School Athletic Department to Hold Meet-the-Team Event at Fluvanna Hardware

Fluvanna County High School to Name Football Field for Phil Browning

Fluvanna County High School Continues to Surpass State Averages and Elementary Schools Make Significant Gains in Reading Performance

FLUCO TV Comes to Fluvanna County

Abrams Academy is the New Home for Fluvanna 's Alternative Education Program

Nineteen Former and Current Fluvanna County High School Students Earn AP Scholar Awards, Kelly Douma Awarded College Board's Highest Honor of National AP Scholar

United Way Day of Caring Volunteers Helped Beautify the, School Board office, Central Elementary, Cunningham Elementary, Carysbrook Elementary School, and newly located Middle School

Fluvanna Has One of the Lowest Dropout Rates in the State of Virginia

Fluvanna's Graduation Rate Surpasses the State Average

David Small Named as Fluvanna County Public Schools Teacher of the Year

Cub Scouts, Pack 138, Donates School Supplies to Fluvanna County Public Schools

BCWH receives Gold Design Award for Fluvanna County High School

Elementary Schools Receive a Grant for Field Trips to the Frontier Culture Museum

On – Going Budgetary and Program Scrutiny

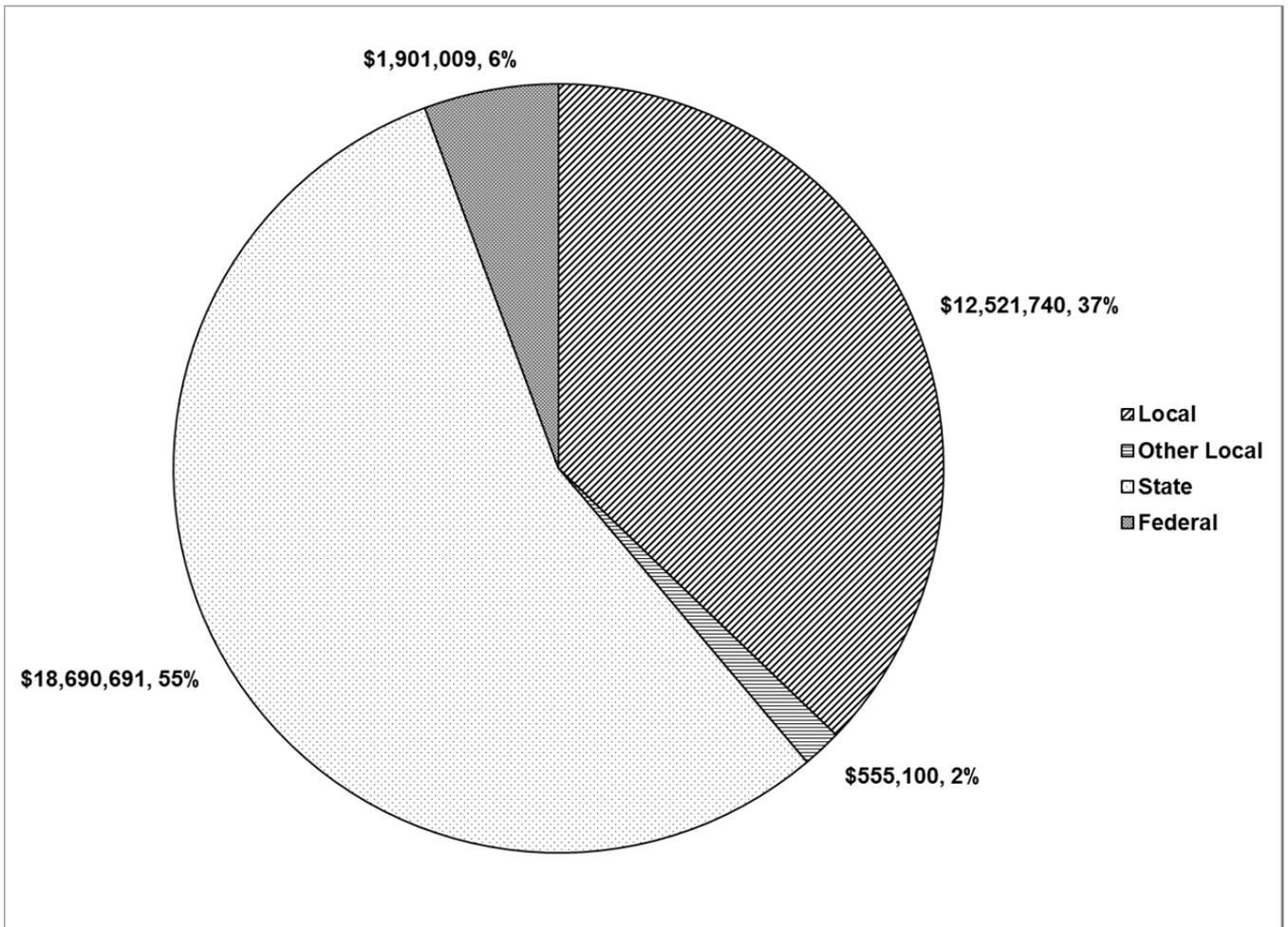
The ongoing challenging economy requires that rigorous scrutiny of the budget be the norm. Programs continue to be reviewed with consideration for continuation or alteration. The following programs have been examined.

<u>Program</u>	<u>Outcome</u>
Division Vehicle Fleet	Reported to School Board 2011 with follow up in 2012. Established more restrictive employee eligibility for assignment and use of division vehicles.
Professional Development	Continued to minimize employee travel, using on – site webinars to the maximum extent possible.
Staff	Staff Restructuring has been made part of basic business – follow the child, move staff to classrooms.
County directed Study of SOQ Positions	County paid for study of SOQ positions and excesses/deficiencies to standards.
State School Efficiency Review	Schools on schedule for FY 2013; however, insufficient State funds removed Review opportunity. Scheduled for FY 2014.
Pre - School	Reviewed Program in 2012 and 2013. Program is funded primarily through federal and State grants – for FY 2014 pay local match of \$96,531 to receive \$149,470.
Alternative Education	Program reviewed in 2012 and 2013, restructured in 2013. SOL test results continue to show student improvement. Students successfully transition to the traditional classroom.
Property Insurance (1)	Eliminated duplicate coverage from more expensive, less robust State program.
Property Insurance (2)	Continue aggressive pursuit of claims and associated funds appropriation.
Legal Services	Continue retainer agreement started January 1, 2012 for general legal counsel. Expanded to address special education services in 2013.
Review of Utility Charges	Contracted in 2013 to have all utility bills reviewed.
Adult Literacy	Restructured program in 2013 so that it is paid for by regional groups and grants.
Field Trips	Continue limited number and length. Fully funded by PTOs/PTA and grants.
Review of Telephone Usage	Technology Department reviewed use and assignment of all landlines and cellular accounts in 2013, eliminating lines as appropriate.
Athletics: Student "Pay - to - Participate"	Continue with students paying \$60 to participate in VHSL activities. Routinely students participate in a variety of fundraising activities to offset this cost.
Early Retirement Incentive Program (ERIP)	Replaced with Extended Service Program for 2013. Increased work days required of participants and limited compensation to employer share of health insurance or cash equivalent.
Governor's School	Participated in study organized by Spotsylvania County Public Schools in 2013 on how other fiscal agents operate. Draft MOU in process.

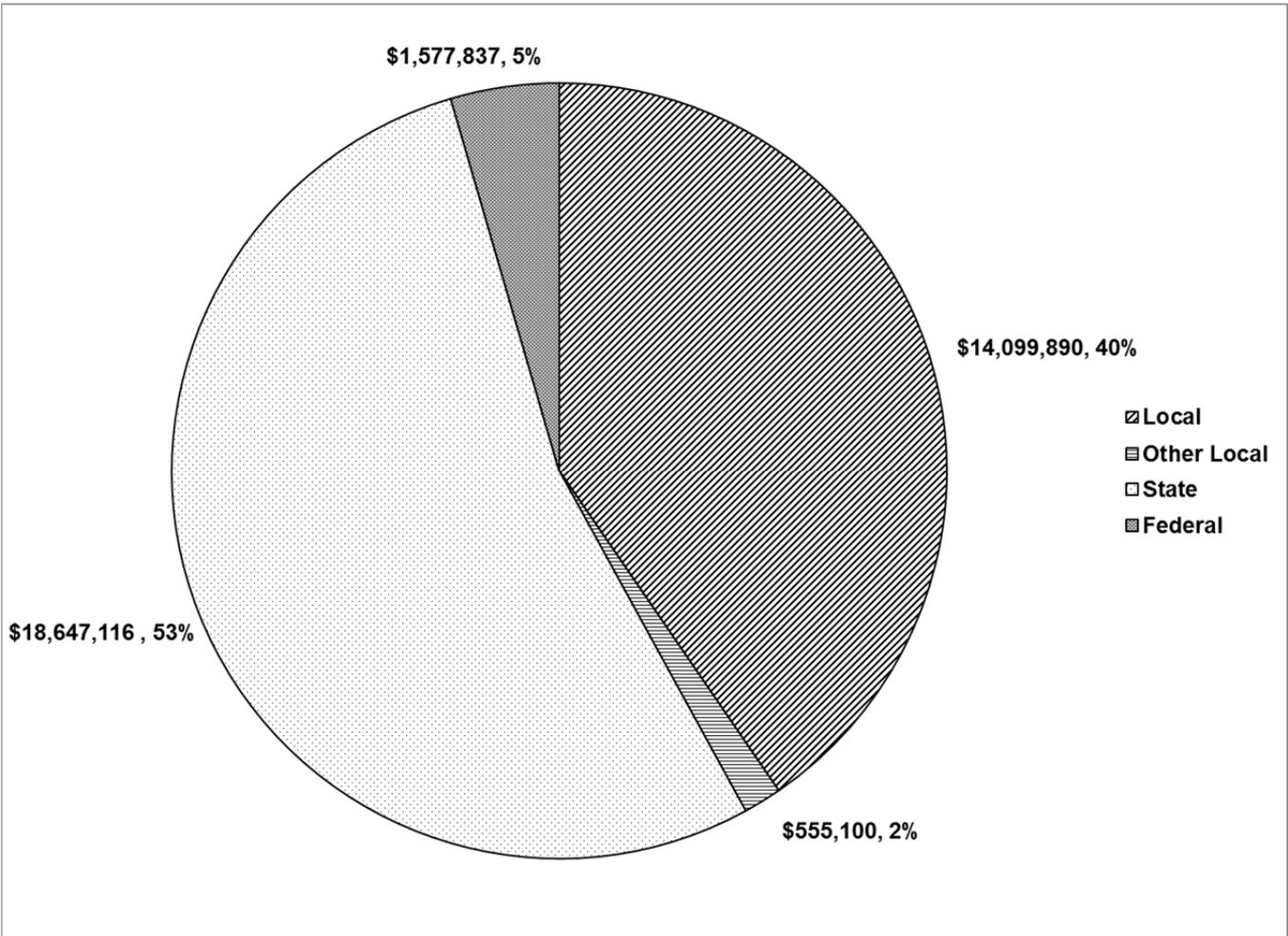
Revenue

Fluvanna County Public Schools receives funding from three primary sources: state, federal, and local. The school division receives other relatively small amounts of revenue from a number of sources that include, but are not limited to: grants from local and regional organizations, insurance claim reimbursements, leasing of real property and broadband spectrum. The two following charts show the funding appropriated for Fiscal Year 2013 and projected for Fiscal Year 2014.

Fiscal Year 2013 Revenues by Source as Initially Appropriated



Fiscal Year 2014 Projected Revenues by Source



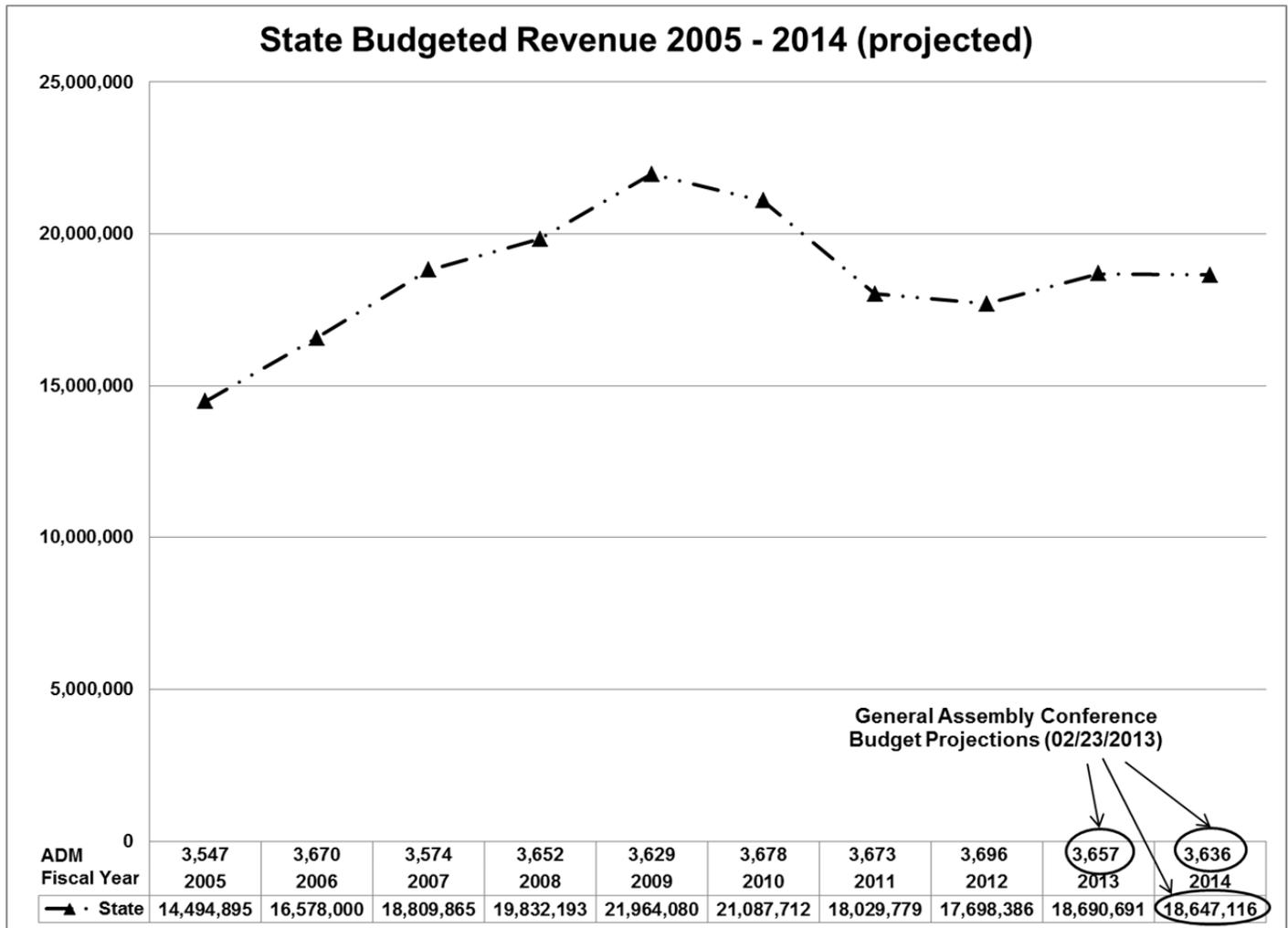
State Revenue:

Most state funding is allocated through the Local Composite Index (LCI). This is a formula set out in the Virginia General Assembly’s annual appropriations act that measures a locality’s ability to pay for its schools based on population, school enrollment, and factors such as True Value of Property, Adjusted Gross Income, and General Sales and Use Taxes. A description of the LCI and specific information used to calculate it are contained in Appendix C. Fluvanna’s LCI for the 2012 – 2014 biennium is 0.3924, which means that Fluvanna is responsible for 39.24% of the state – calculated costs of educating its children and the state share is 60.76%.

Based on the General Assembly Conference Budget of February 23, 2013, Fluvanna County Public Schools will receive \$18,647,116 from the State in Fiscal Year 2014. This is \$43,575 less than projected

and budgeted for Fiscal Year 2013. The reduced funding is due to programmatic changes and a State projection of ADM that is 60 students less than the last actual reported figure of 3,696 in March 2012.

The following chart shows the funding received from the State from Fiscal Year 2007 through the projection for Fiscal Year 2014.



It is important to note that the State includes two (2) funding items, School Lunch (approximately \$15,000 in FY 2013) under Categorical program funding and School Breakfast (approximately \$4,900 in FY 2013) under Lottery – funded programs. These two items, though included with the State allocation for Fluvanna County Public Schools, can by law only be expended for meals programs for students.

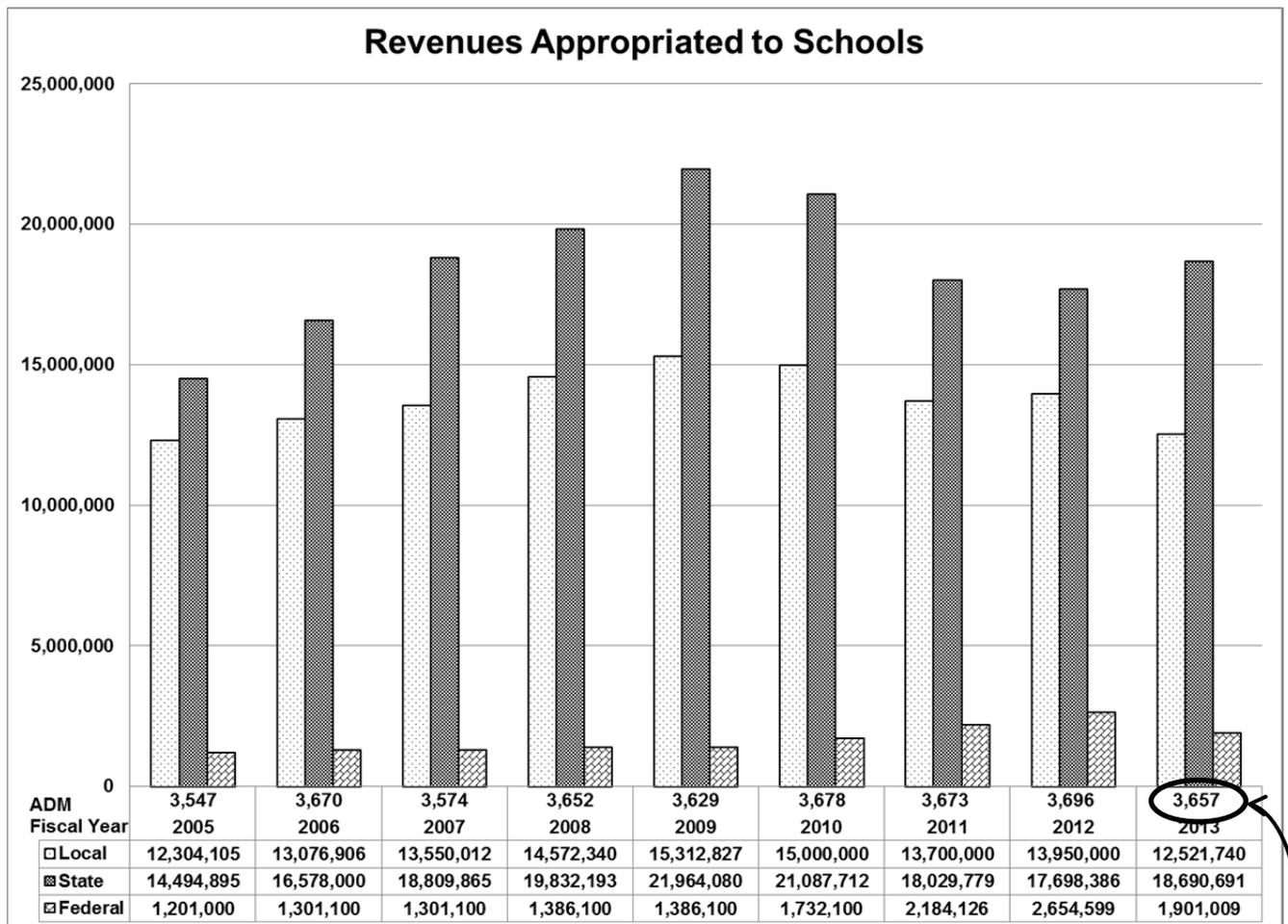
Federal Revenue:

Federal funds are received for various entitlement programs and specific grants. It must be expended in accordance with the entitlement or grant-specific directives. Federal revenue for Fiscal Year 2014 is projected to be \$323,172 less than FY 2013, though the complete impact of the Sequestration mechanism contained in the Federal Budget Control Act of 2011 is not known at this time.

Local Revenue:

The amount of additional County funding requested in the Superintendent’s Proposed Budget is \$1,878,150 more than the initial budget baseline of \$12,221,740, for a total of \$14,099,890.

The following chart shows Local, State, and Federal funds initially appropriated to Fluvanna County Public Schools from FY 2005 through FY 2013



The 2013 ADM is the projection contained in the General Assembly Conference Budget. All others are actuals as reported to the State.

Superintendent's Funding Request for FY 2014 – Local Funding

The following table shows the Superintendent's Local funding request for FY 2014.

Baseline FY 2014 Local Funding	\$12,221,740
Elimination of Furlough Days.	\$334,700
Employer Resumes Payment of Employee Share of VRS Group Life.	\$146,800
Provide All Staff 2% Raise using associated State Funding and 1% VRS Transfer to Employees with Offset Raise; Includes Hold Harmless.	\$331,650
Increase funds for utilities/vehicle fuel; Restore Building Maintenance funds.	\$340,200
Restore Building Instructional Supplies/Materials funding.	\$185,800
Health Insurance: 10% Increase plus impacts from Federal Health Care Reform.	\$231,400
Technology needs (Foundational for STEM-H programs and Pre-K-12 instruction).	\$307,600
Total Funding requested	\$14,099,890
Additional Local Funding Needed	\$1,878,150

FY 2014 Total Requested Appropriation

The total appropriation to Fluvanna County Public Schools for Fiscal Year 2014 is shown on the following table. Sources of funds are Local, State, Federal, and Other Local.

Local Funding Request	\$14,099,890
State Funding - as described in the General Assembly Conference Budget of February 23, 2013	\$18,647,116
Federal Funding - projected	\$1,577,837
Other Local Funding	\$555,100
Total Requested FY 2014 Appropriation	\$34,879,943

Request to Amend Proposed FY 2014 – FY 2018 Capital Improvements Plan

The School Board requests an amendment to the proposed Capital Improvements Plan (CIP) for Fiscal Years 2014 – 2018 as approved at their March 13, 2013 meeting. The approved amendment makes the recommendation to:

- **Allocate proffer funds (\$100,000) identified in FY 2014 to School division CIP Technology requests; and**
- **Allocate the \$185,000 for Munis Financial System Implementation identified in FY 2014 to CIP Technology requests.**

Categorical Expenditures

The following table shows the appropriated amounts for the state budget categories that are specified in the Code of Virginia, § 22.1 – 115 and as proposed for FY 2014.

	FY 2010 BOS Adopted	FY 2011 BOS Adopted	FY 2012 BOS Adopted	FY 2013 (revised Appropriation approved 05/17/2012)	FY 2014 Superintendent Proposed
Instruction	29,944,576	26,266,771	26,806,222	25,899,767	\$25,810,851
Administration, Attendance and Health	1,298,867	1,272,766	1,239,091	1,226,809	\$1,493,979
Pupil Transportation	2,544,688	2,556,451	2,375,458	2,331,760	\$2,475,906
Operation and Maintenance	3,144,628	3,103,549	3,155,966	3,491,120	\$3,578,665
Debt and Fund Transfers	213,888	206,935	186,030	172,372	\$0
Technology	1,226,508	1,062,574	1,095,318	1,196,712	\$1,520,542
Total	38,373,155	34,469,046	34,858,085	34,318,540	34,879,943

Note: The School Division paid off the debt service on one Literary Fund Loan in July 2012. The line is retained in the chart for continuity purposes.

The following table shows the per pupil expenditure for ten (10) local school divisions using the most current information (FY 2011 dated March 16, 2012) available from the Virginia Department of Education.

	Total
	Per Pupil
School Division	Expenditure
COUNTIES	
Charlottesville	16,246
Albemarle	11,907
Nelson	11,682
Buckingham	10,925
Goochland	10,232
Louisa	10,108
Cumberland	9,879
Greene	9,661
Madison	9,628
Fluvanna	9,249
Orange	8,325
State	10,793

Salary: Scales and Comparisons

The following pages contain a comparison of teacher salary scales for FY 2013, summary demographic information on the divisions represented in the comparison, a brief summary of salary actions from FY 2002 through FY 2013 for school division employees, and salary scales used in support of the Superintendent's Proposed Fiscal Year 2014 Budget.



Comparisons

A comparison of FY 2013 Teacher salary scales for ten (10) area school divisions (Albemarle, Buckingham, Charlottesville, Cumberland, Fluvanna, Goochland, Greene, Louisa, Nelson, and Orange) are included in Appendix A for information purposes.

The following table contains summary information on the school divisions included in the salary scale comparison for FY 2013.

School Division	Membership (Fall 2012)	Region	2010-12 Composite Index	2012-14 Composite Index
Goochland	2,309	1 - Central Virginia	0.8000	0.8000
Charlottesville	3,909	5 - Valley	0.6560	0.6861
Albemarle	12,923	5 - Valley	0.6872	0.6502
Nelson	1,929	5 - Valley	0.5734	0.5928
Louisa	4,576	5 - Valley	0.5392	0.5659
Fluvanna	3,665	5 - Valley	0.3867	0.3924
Orange	4,966	4 - Northern Virginia	0.4257	0.3842
Greene	2,888	5 - Valley	0.3500	0.3724
Buckingham	1,985	8 - Southside	0.2738	0.3104
Cumberland	1,306	8 - Southside	0.2805	0.2971

Appendix A

The following table contains the FY 2013 salary scale information for 5 of the 9 local divisions that Fluvanna has been compared with recently. The second table similarly compares Fluvanna to the other 4 local divisions in the group.

Fiscal Year 2013 (2012 - 2013) Area Salary Scales Compared						
<u>Years</u>	<u>Albemarle</u>	<u>Buckingham</u>	<u>Charlottesville</u>	<u>Cumberland</u>	<u>Goochland</u>	<u>Fluvanna</u>
0	42,701	37,695	43,507	36,495	38,900	40,488
5	45,803	37,695	46,050	40,495	39,695	40,488
10	49,084	38,678	49,660	44,494	42,180	44,820
15	53,049	40,318	53,813	52,493	43,874	46,520
20	57,311	42,284	57,968	52,493	45,867	55,547
25	61,667	52,009	61,681	52,493	50,851	58,028
30	66,015	52,009	66,503	52,493	55,660	60,511
Lifetime	1,660,135	1,320,595	1,674,596	1,451,319	1,388,718	1,533,980
Notes:						
(1) From published scales for BA level only.						
(2) Lifetime Earnings is moving an individual up the scale to 30 years of experience						
(3) Mandated "offset raises" for transfer of VRS employee share from employer to employee affect scales but do not improve employee "purchasing power"						
(4) Charlottesville scale only goes to 29 years.						

Fiscal Year 2013 (2012 - 2013) Area Salary Scales Compared					
<u>Years</u>	<u>Greene</u>	<u>Louisa</u>	<u>Nelson</u>	<u>Orange</u>	<u>Fluvanna</u>
0	39,050	40,370	42,023	38,445	40,488
5	40,424	40,673	42,023	41,310	40,488
10	42,486	42,838	43,197	43,750	44,820
15	44,653	46,013	44,666	46,189	46,520
20	46,931	50,253	46,137	48,629	55,547
25	49,325	54,791	49,074	51,068	58,028
30	51,841	59,144	58,183	56,015	60,511
Lifetime	1,391,533	1,465,922	1,425,813	1,440,046	1,533,980
Notes:					
(1) From published scales for BA level only.					
(2) Lifetime Earnings is moving an individual up the scale to 30 years of experience					
(3) Mandated "offset raises" for transfer of VRS employee share from employer to employee affect scales but do not improve employee "purchasing power"					

The following table shows compensation adjustments for Fluvanna County Public Schools employees during the period FY 2002 (2001 – 2002) through FY 2013 (2012 – 2013).

Compensation Actions FY 2002 (2001 - 02) through FY 2013 (2012 - 13)

<u>Fiscal Year</u>	<u>Salary action(s)</u>
2001-2002	6.4% Increase plus step
2002-2003	3.7% Increase plus step
2003-2004	4.1% Increase plus step
2004-2005	4% Increase plus step
2005-2006	6% Increase plus step
2006-2007	5.5% Increase plus step
2007-2008	3% Increase plus step
2008-2009	4% Increase plus step
2009-2010	Salaries Frozen – no increase/no step increase
2010-2011	Salaries cut based on four tiers – salaries reduced and no step increase <ul style="list-style-type: none"> • ≤ \$25,000 no reduction to salary • ≥\$25,001 and ≤ \$40,000 2% reduction to salary • ≥\$40,001 and ≤ \$70,000 3.5% reduction to salary • ≥\$70,001 4.5% reduction to salary <p><u>NOTE:</u> The reductions were imposed with the limitation that no employee's salary would be lowered below the bottom dollar amount for that particular tier.</p>
2011-2012	Salaries Frozen at reduced FY 2011 level – no increase/no step increase
2012-2013	<ul style="list-style-type: none"> • All employees get 1.1% raise to offset cost of assuming 1% of employee share of VRS • All employees furloughed 3 days (no pay); administrators furloughed an additional, fourth day for a total of 4 days • All employees assume employee share of VRS Group Life

Notes:

(1) For 2010 - 2011, in addition to the salary reductions, employees with health insurance through the Schools had to pay the 9% increase in premiums.

(2) For 2010 - 2011, employees that received a salary reduction were paid a one - time supplemental payment from Federal Ed Jobs funds to offset that amount of the reduction in December 2010.

(3) For 2010 - 2011, all eligible employees were paid a \$275 one - time supplement from Federal Ed Jobs funds in December 2010.

**TEACHER'S SALARY SCALE
2013-2014 SCHOOL YEAR PROPOSED**

STEP/ YRS. EXP.	B.A. 10 Mo.	B.A. 10.5 Mo.	B.A. 11 Mo.	M.A. 10 Mo.	M.A. 10.5 Mo.	M.A. 11 Mo.	PHD 10 Mo.
0-7	41,865.00	43,958.00	46,050.00	44,015.00	46,108.00	48,200.00	46,165.00
8-10	45,464.00	47,738.00	50,011.00	47,614.00	49,888.00	52,161.00	49,764.00
11-13	46,344.00	48,661.00	50,976.00	48,494.00	50,811.00	53,126.00	50,644.00
14-16	48,102.00	50,509.00	52,913.00	50,252.00	52,659.00	55,063.00	52,402.00
17-19	50,257.00	52,770.00	55,282.00	52,407.00	54,920.00	57,432.00	54,557.00
20-22	57,436.00	60,306.00	63,179.00	59,586.00	62,456.00	65,329.00	61,736.00
23-27	60,001.00	63,000.00	65,999.00	62,151.00	65,150.00	68,149.00	64,301.00
28-32	62,568.00	65,696.00	68,823.00	64,718.00	67,846.00	70,973.00	66,868.00
33 OVER	65,132.00	68,390.00	73,177.00	67,282.00	70,540.00	75,327.00	69,432.00

The scale reflects the rate of pay for employees based on their years of experience.

**BUS DRIVER'S SALARY SCALE
2013-2014 SCHOOL YEAR**

STEP/ YRS. EXP.	ANNUAL SALARY	DAILY RATE
0-5	12,860.00	71.05
6	13,166.00	72.74
7	13,734.00	75.88
8-9	14,164.00	78.25
10-13	14,346.00	79.26
14-16	14,696.00	81.19
17-18	15,153.00	83.72
19-21	15,297.00	84.51
22-23	15,530.00	85.80
24-28	15,908.00	87.89
29+	16,135.00	89.14

**INSTRUCTIONAL ASSISTANTS' SALARY SCALE
2013-2014 SCHOOL YEAR**

STEP/ YRS. EXP.	
0-5	15,830.00
6-7	16,621.00
8	17,527.00
9	18,542.00
10	19,467.00
11	20,363.00
12	20,703.00
13	21,048.00
14	21,394.00
15	21,740.00
16	22,079.00
17	22,426.00
18	22,771.00
19-22	23,695.00
23-26	24,425.00
27-30	25,401.00
31 & OVER	26,135.00

Instructional Assistants may be eligible for one of the following supplements:

- (1) \$500.00 for passing the Para-Professional Exam
- (2) \$1,500.00 for having an Associate's Degree
- (3) \$3,000.00 for having a Bachelor's Degree

An employee will only be paid the highest supplement for which they are eligible.

**CUSTODIAN'S SALARY SCALE
2013-2014 SCHOOL YEAR**

STEP/ YRS. EXP.	12 Month CUSTODIANS	10 Month CUSTODIANS
0-5	22,819.00	19,016.00
6	24,525.00	20,438.00
7	25,686.00	21,405.00
8	26,430.00	22,474.00
9	26,793.00	22,783.00
10	26,932.00	22,903.00
11	27,045.00	22,997.00
12	28,326.00	24,087.00
13	28,484.00	24,219.00
14	28,617.00	24,335.00
15	28,725.00	24,428.00
16	28,831.00	24,517.00
17	29,063.00	24,715.00
18	29,569.00	25,147.00
19-23	29,875.00	25,404.00
24+	30,834.00	26,135.00

**SCHOOL SECRETARY'S SALARY SCALE
2013-2014 SCHOOL YEAR**

11 MONTHS 220 DAYS		12 MONTHS 260 DAYS	
STEP/ YRS. EXP.	SALARY	STEP/ YRS. EXP.	SALARY
0-5	24,434.00	0-5	26,135.00
6-7	25,660.00	6-7	27,433.00
8	26,135.00	8	28,265.00
9	27,210.00	9	29,684.00
10	27,663.00	10	30,178.00
11	28,118.00	11	30,674.00
12	28,571.00	12	31,168.00
13	28,987.00	13	31,624.00
14	29,476.00	14	32,154.00
15	29,930.00	15	32,651.00
16	30,574.00	16	33,354.00
17	31,062.00	17	33,886.00
18	32,541.00	18	35,497.00
19	33,663.00	19	36,723.00
20	34,572.00	20	37,715.00
21	35,480.00	21	38,706.00
22	36,440.00	22	39,753.00
23	37,408.00	23	40,807.00
24-26	38,586.00	24-26	41,816.00
27-31	40,731.00	27-31	43,754.00
32-36	41,816.00	32-36	44,213.00
37+	41,816.00	37+	45,374.00

Capital Improvement Plan

The Fluvanna County School Board develops capital project needs through the Capital Improvements Plan (CIP). Items identified are submitted to the Fluvanna County Board of Supervisors via the Fluvanna County Planning Commission. They are high cost items with a long life; such as school buses, capital repair and maintenance projects such as roof replacements or waste water treatment plant maintenance, or capital construction projects such as building renovations and new construction.

The following summary table shows the CIP requests approved by the School Board and submitted in October 2012 and February 2013 (Technology items) for inclusion in the County's Capital Improvement Plan. They cover the period from FY 2014 through FY 2018.

<u>Project</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>
Convert Existing Middle School to Carysbrook Elementary	\$270,910				
Middle School HVAC	\$2,999,638				
Recoat Middle School/Central Elementary Wastewater Treatment Plant	\$70,000				
Four New School Buses	\$337,102	\$337,102	\$337,102	\$337,102	\$337,102
Internet Equipment Upgrades	\$146,000				
Server Virtualization Implementation	\$250,000				
Middle School School Gym & Locker Rooms		\$1,354,486			
Elementary School Playground Upgrades		\$100,000			
Schools Wireless Network Upgrade		\$200,000	\$200,000	\$200,000	
Carpet Replacement			\$100,000		
Renovation of the Abrams Building				\$2,800,000	
Middle School Annex Gym HVAC				\$483,991	
Annual CIP Totals	\$4,073,650	\$1,991,588	\$637,102	\$3,821,093	\$337,102

Composite Index of Local Ability to Pay

The Composite Index of Local Ability to Pay (“Composite Index” or “LCI”) is a formula contained in the annual Appropriation Act passed by the Virginia General Assembly that adjusts how much public education funding a locality receives based on the formula. The principal factors used in the formula are:

- a) True values of real estate and public service corporations;
- b) Adjusted gross income;
- c) Sales subject to the state general sales and use tax;
- d) Average Daily Membership (“ADM”);
- e) Population.

The formula is composed of two calculations that are combined. The first is the “index of wealth per pupil” or ADM calculation and the second is the “index of wealth per capita” or Per Capita calculation. The parts have different weighting assigned to them, ADM being 2/3 of the final figure and Per Capita 1/3 of the final value.

The LCI for a locality is recalculated on a biennial basis. The data that is used in the calculation “lags” significantly. For example, the factors detailed above that were used to determine the 2012 – 2014 Biennial LCI are from 2009: true values of property; adjusted gross income; general sales and use tax; and population. A copy of the trend analysis sheet included in the LCI distribution spreadsheet follows the two pages containing the LCI calculation for Fluvanna County.

Fluvanna’s LCI for the 2012 – 2014 biennium is 0.3924, which means that Fluvanna is responsible for 39.24% of the state – calculated costs of educating its children and the state share is 60.76%.

The formula with factors used in the computation of the Fluvanna LCI for the 2012 – 2014 Biennium is shown on the following two pages. The pages containing the formulas and trend analysis are copies of the source documents distributed by the Virginia Department of Education.

032 - FLUVANNA		Division Number:						
Calculation of the 2012-2014 Composite Index for FLUVANNA			032					
Step 1 -- Calculation of the 2012-2014 Average Daily Membership Composite Index:								
.5	$\left[\frac{\text{Local True Values}}{\text{Local ADM}} \right]$	+	.4	$\left[\frac{\text{Local Adjusted Gross Income}}{\text{Local ADM}} \right]$	+	.1	$\left[\frac{\text{Local Taxable Retail Sales}}{\text{Local ADM}} \right]$	= ADM Composite Index
	$\left[\frac{\text{Total Local True Values}}{\text{Total State ADM}} \right]$			$\left[\frac{\text{Total State Adjusted Gross Income}}{\text{Total State ADM}} \right]$			$\left[\frac{\text{Total Taxable Retail Sales}}{\text{Total State ADM}} \right]$	
.5	$\left[\frac{\$3,451,515,106}{3,678} \right]$	+	.4	$\left[\frac{\$531,321,109}{3,678} \right]$	+	.1	$\left[\frac{\$90,658,684}{3,678} \right]$	= ADM Composite Index
	$\left[\frac{\$1,078,950,112,391}{1,204,422} \right]$			$\left[\frac{\$213,068,248,249}{1,204,422} \right]$			$\left[\frac{\$85,771,912,427}{1,204,422} \right]$	
.5	$\left[\frac{\$938,450}{\$895,824} \right]$	+	.4	$\left[\frac{\$144,464}{\$176,905} \right]$	+	.1	$\left[\frac{\$24,650}{\$71,214} \right]$	= ADM Composite Index
.5	$\left[1.0476 \right]$	+	.4	$\left[.8166 \right]$	+	.1	$\left[.3461 \right]$	= ADM Composite Index
	$\left[.5238 \right]$	+		$\left[.3266 \right]$	+		$\left[.0346 \right]$	= .8850
Step 2 -- Calculation of the 2012-2014 Per Capita Composite Index:								
.5	$\left[\frac{\text{Local True Values}}{\text{Local Population}} \right]$	+	.4	$\left[\frac{\text{Local Adjusted Gross Income}}{\text{Local Population}} \right]$	+	.1	$\left[\frac{\text{Local Taxable Retail Sales}}{\text{Local Population}} \right]$	= Per Capita Composite Index
	$\left[\frac{\text{Total Local True Values}}{\text{State Population}} \right]$			$\left[\frac{\text{Total State Adjusted Gross Income}}{\text{State Population}} \right]$			$\left[\frac{\text{Total Taxable Retail Sales}}{\text{State Population}} \right]$	
.5	$\left[\frac{\$3,451,515,106}{25,328} \right]$	+	.4	$\left[\frac{\$531,321,109}{25,328} \right]$	+	.1	$\left[\frac{\$90,658,684}{25,328} \right]$	= Per Capita Composite Index
	$\left[\frac{\$1,078,950,112,391}{7,928,779} \right]$			$\left[\frac{\$213,068,248,249}{7,928,779} \right]$			$\left[\frac{\$85,771,912,427}{7,928,779} \right]$	
.5	$\left[\frac{\$136,273}{\$136,080} \right]$	+	.4	$\left[\frac{\$20,978}{\$26,873} \right]$	+	.1	$\left[\frac{\$3,579}{\$10,818} \right]$	= Per Capita Composite Index
.5	$\left[1.0014 \right]$	+	.4	$\left[.7806 \right]$	+	.1	$\left[.3309 \right]$	= Per Capita Composite Index
	$\left[.5007 \right]$	+		$\left[.3122 \right]$	+		$\left[.0331 \right]$	= .8460

Step 3 -- Combining of the Two 2012-2014 Indices of Ability-to-Pay:

$$(.6667 \times \text{ADM Composite Index}) + (.3333 \times \text{Per Capita Composite Index}) = \text{Local Composite Index}$$

$$(.6667 \times .8850) + (.3333 \times .8460) = \text{Local Composite Index}$$

$$.5900 + .2820 = \text{Local Composite Index}$$

Step 4 -- Final Composite Index (adjusted for nominal state/local shares)

$$(.8720) \times 0.45 = .3924$$

Input Data:	
Source Data Used in the Calculation:	
School Division:	FLUVANNA
Local True Value of Property	\$3,451,515,106
Local AGI	\$531,321,109
Local Taxable Sales	\$90,658,684
Local ADM	3,678
Local Population	25,328
State True Value of Property	\$1,078,950,112,391
State AGI	\$213,068,248,249
State Taxable Sales	\$85,771,912,427
State ADM	1,204,422
State Population	7,928,779

EXCEPTIONS:

*Please note the following exceptions to the standard composite index calculation as specified in the appropriation act (see actual appropriation act language under the tab labeled "Appropriation Act Language"):

- 1) For those divisions in which three percent or more of the adjusted gross income is derived from individuals who are not residents of Virginia, the Department of Education shall compute the composite index for such localities by using adjusted gross income data which exclude nonresident income. School divisions are no longer required to submit a certification form requesting the exclusion of nonresident AGI.
- 2) Any division with a calculated composite index that exceeds .8000 is considered as having an index of .8000;
- 3) Under hold harmless provisions addressing the consolidation of school divisions contained in the appropriation act and Section 15.2-1302, Code of Virginia, the composite index to be used for funding in the 2012-2014 biennium for the following division is:
Alleghany County: .2423 (the index approved effective July 1, 2004); however, the 2012-2014 composite index for Alleghany County calculated based on the data elements from base-year 2009 is shown above as .2297. This lower composite index of .2297 will be used for Alleghany County.

Trend Analysis of Composite Index Formula Components Change from 2010-12 (2007 base-year data) to 2012-14 (2009 base-year data)

Please note **BLUE** text represents division data elements above the state average, and **RED** text represents division data elements below the state average.

		AVERAGE DAILY MEMBERSHIP		
<i>DIVISION</i>		ABSOLUTE % CHANGE 2008 to 2010	DIVISION vs STATE AVERAGE CHANGE 2008 to 2010	
032	FLUVANNA	0.70%	26	
	<i>STATE AVERAGE</i>	1.01%	89	
		POPULATION		
<i>DIVISION</i>		ABSOLUTE % CHANGE 2007 to 2009	DIVISION vs STATE AVERAGE CHANGE 2007 to 2009	
032	FLUVANNA	(2.84%)	(740)	
	<i>STATE AVERAGE</i>	2.99%	1,691	
		TRUE VALUE OF PROPERTY (50% of Composite Index)		
<i>DIVISION</i>		ABSOLUTE % CHANGE 2007 to 2009	PER ADM % CHANGE 2007 to 2009	PER CAPITA % CHANGE 2007 to 2009
032	FLUVANNA	(6.33%)	(6.98%)	(3.59%)
	<i>STATE AVERAGE</i>	(6.08%)	(7.02%)	(8.81%)
		ADJUSTED GROSS INCOME (40% of Composite Index)		
<i>DIVISION</i>		ABSOLUTE % CHANGE 2007 to 2009	PER ADM % CHANGE 2007 to 2009	PER CAPITA % CHANGE 2007 to 2009
032	FLUVANNA	(8.24%)	(8.88%)	(5.56%)
	<i>STATE AVERAGE</i>	(6.14%)	(7.08%)	(8.86%)
		TAXABLE RETAIL SALES (10% of Composite Index)		
<i>DIVISION</i>		ABSOLUTE % CHANGE 2007 to 2009	PER ADM % CHANGE 2007 to 2009	PER CAPITA % CHANGE 2007 to 2009
032	FLUVANNA	10.39%	9.62%	13.61%
	<i>STATE AVERAGE</i>	(6.31%)	(7.24%)	(9.02%)
		FINAL INDEX COMPARISON		
<i>DIVISION</i>		2010-2012 COMPOSITE INDEX	2012-2014 COMPOSITE INDEX	COMPOSITE INDEX VARIANCE
032	FLUVANNA	0.3867	0.3924	0.0057

EXCEPTIONS:

*Please note the following exceptions to the standard composite index calculation as specified in the appropriation act (see actual appropriation act language under the tab labeled "Appropriation Act Language"):

- 1) For those divisions in which three percent or more of the adjusted gross income is derived from individuals who are not residents of Virginia, the Department of Education shall compute the composite index for such localities by using adjusted gross income data which exclude nonresident income. School divisions are no longer required to submit a certification form requesting the exclusion of nonresident AGI.
- 2) Any division with a calculated composite index that exceeds .8000 is considered as having an index of .8000;
- 3) Under hold harmless provisions addressing the consolidation of school divisions contained in the appropriation act and Section 15.2-1302, Code of Virginia, the composite index to be used for funding in the 2012-2014 biennium for the following division is:

Alleghany County: .2423 (the index approved effective July 1, 2004); however, the 2012-2014 composite index for Alleghany County calculated based on the data elements from base-year 2009 is shown above as .2297. This lower composite index of .2297 will be used for Alleghany County.

Glossary of Terms

This glossary includes definitions of terms used in this budget document and other terms as seem necessary for an understanding of financial accounting procedures for Fluvanna County Public Schools.

Adequate Yearly Progress (AYP)—A measurement defined by the federal No Child Left Behind Act that allows the U.S. Department of Education to determine how every public school and school district in the country is performing academically according to results on standardized tests.

Advanced Placement (AP) Program—An intensive program of college-level curricula and examinations that provides high school students with an opportunity to earn advanced placement, college credit, or both, at universities and colleges across the country.

American Recovery and Reinvestment Act (ARRA)—Federal funding intended to mitigate the impact of the economic crisis. This funding comes with significant restrictions, reporting requirements, and audits.

Appropriation—An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Appropriation Act—This is non-codified legislation passed by the Virginia General Assembly annually to provide for the operation of the state government and the distribution of funds to localities, school divisions, and regional bodies.

Average Daily Membership (ADM)—The aggregate membership of a school division divided by the number of days school is in session. ADM is a factor in the state funding formula.

Bond—Bonds for school purposes are either General Obligation Bonds or Virginia Public School Authority Bonds.

Budget—A plan of financial operation embodying an estimate of proposed expenditures for a given period or purpose and the proposed financing sources.

Capital Budget—A plan of proposed capital outlays and the means of financing them for the current fiscal period.

Capital Improvements Plan—The five – year plan for County and Schools construction projects and acquisitions in excess of \$20,000, such as school buses. Also referred to as the Capital Improvement Program.

Conference Committee—The General Assembly's joint body established to resolve differences, if any, in the proposed budget originating in the House of Delegates and Senate. The membership consists of the House Appropriations Committee and Senate Finance Committee.

Debt Service Fund—A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. In Fluvanna, the County pays Debt Service on capital acquisitions, but the School Division is currently paying for two Literary Fund Loan notes.

Expenditures—Total charges incurred, whether paid or unpaid, for current costs.

FCPS—Fluvanna County Public Schools.

Fiscal Period—Any period of time at which the entity determines its financial position and the results of its operations. FCPS has a fiscal year of July 1 to June 30.

Fund Balance—The excess of assets of a fund over its liabilities and reserves.

Local Composite Index (LCI)—The relative wealth index used by the state to equalize state aid to localities.

Maintenance of Effort (MOE)—A requirement associated with expenditures for two areas of Federal funding, Title I and special education. Failure to maintain the required MOE established for these programs can result in loss of Federal funds.

No Child Left Behind Act (NCLB) - Federal legislation that enacts the theories of standards-based education reform, which is based on the belief that setting high standards and establishing measurable goals can improve individual outcomes in education. The Act requires states to develop assessments in basic skills to be given to all students in certain grades, if those states are to receive federal funding for schools.

Revenue—The income of a government agency from taxation and other sources.

Self Insurance—A term often used to describe the retention by an entity of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. It is sometimes accompanied by the setting aside of assets to fund any related losses. Most bodies using this methodology also carry a supplemental insurance policy to cover previously unforeseen catastrophic events. This supplemental insurance is much smaller in scope and cost than if fully insured.

Standards of Learning (SOL)—Objectives that are designated by the Virginia Board of Education as the student outcomes that are to result from the programs in the school. These standards are designated for elementary, middle, and secondary school students.

Standards of Quality (SOQ)—The General Assembly and the Board of Education determine the SOQ for public schools in Virginia, as prescribed by the Code of Virginia. These standards are periodically revised and specify that each school division shall maintain schools that meet those requirements for accreditation prescribed by the Board of Education.

State Category—The broad expenditure categories for school divisions prescribed by the State Board of Education in accordance with the Code of Virginia. Current state categories are as follows:

- (i) instruction,
- (ii) administration, attendance and health,
- (iii) pupil transportation,
- (iv) operation and maintenance,
- (v) school food services and other noninstructional operations,
- (vi) facilities,
- (vii) debt and fund transfers,
- (viii) technology, and
- (ix) contingency reserves

Virginia Public School Authority (VPSA)—The purpose of the Virginia Public School Authority (the “Authority” or the “VPSA”) is to purchase local school bonds with any available funds including bonds issued by the Authority for such purpose. The bonds may be sold at public or private sale and for such price and on such terms as the Authority shall determine.

Virginia Retirement System—Created by General Assembly legislation. All full – time school division employees are required to participate. Other terms associated with the Virginia Retirement System (VRS) are:

(a) **Retiree Health Care Credit (RHCC)** - A dollar amount set by the General Assembly for each year of service applicable to employees covered under the “professional” or “teacher” rate of VRS. Individuals must have at least 15 – years of VRS service. The RHCC is added to the monthly retirement benefit for health insurance premiums paid for: (i) Individual health plans, (ii) Coverage as a dependent on a spouse’s plan, (iii) Employer-sponsored health plans such as the State Retiree Health Benefits Program, (iv) Medicare Part B, (v) Dental, vision and prescription drug plans such as Medicare Part D. There is only an employer payment, there is no employee cost share.

(b) **Group Life Insurance (GLI)** – Provided through the VRS participation. There is an employer and employee paid share; though the employee paid share may be paid by the employer and is typically done so on the employee’s behalf, except in Fluvanna County Public Schools during FY 2013. For FY 2013 employees paid the employee share.

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 20, 2013

SUBJECT:	Adoption of the Fluvanna County Board of Supervisors work session meeting minutes.
MOTION(s):	I move the work session meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, March 13, 2013 be adopted.
STAFF CONTACT:	Mary L. Weaver, Clerk to the Board of Supervisors
RECOMMENDATION:	Approval
TIMING:	Routine
DISCUSSION:	None
FISCAL IMPLICATIONS:	N/A
POLICY IMPLICATIONS:	N/A
LEGISLATIVE HISTORY:	None
ENCLOSURES:	Draft minutes for March 13, 2013

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
March 13, 2013, 7:00 p.m. Work Session
(March 6, 2013 rescheduled meeting)**

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

CONSTITUTIONAL OFFICERS PRESENT: Mel Sheridan, Commissioner of Revenue
Linda Lenherr, Treasurer
Jeff Haislip, Commonwealth Attorney
Ryant Washington, Sheriff
B.E. Peterson, Clerk

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Kenney called the meeting of Wednesday, March 13, 2013, to order at 7:00 p.m., in the Circuit Courtroom in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairman Kenney called for a moment of silence.

COUNTY ADMINISTRATOR’S REPORT

Mr. Nichols reported on the following topics:

- Sheriff’s Office Grant Update, \$150,000 E911 grant approved and awarded by VITA. Received \$2,000.00 towards training for E911 personnel. Thanks to Andrea Gaines and CenturyLink
- Pleasant Grove Trail Clean Up was Saturday, March 9th. Fluvanna Parks and Recreation partnered with Charlottesville Area Mountain Bike Club and cleaned up about 6 miles of trails. Volunteer hours saved the county approximately \$550.75.
- Fluvanna Extension Office won two of the five 2013 Virginia Cooperative Extension Northern District Programming Awards: Interdisciplinary and Program Impact.
- Emergency Services Coordinator, Robert Truoccolo, resigned effective Monday, March 11, 2013.
- Columbia Public Hearings St. James Revitalization, CDBG and Shared county Town Planning Commission were rescheduled for March 20, 2013.
- Take time to register with the County’s emergency notification system CodeRED High-Speed Notification Messaging System.
- Fireworks at Pleasant Grove would cost \$8,000, if approved, and would occur on Saturday, June 8, in conjunction with the annual Carnival.

- The Flying Club Memorandum of Understanding expires in June, and is under review.
- State may be providing a 3% raise for State employees; still determining if the increase would apply to Department of Social Services staff.

PUBLIC COMMENTS #1

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

- Mr. Scott Valentine, Fluvanna Chamber of Commerce President – addressed the Board in regards to the proposed Special Event/Rental Fee Structure.

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

PUBLIC HEARING

None

ACTION MATTERS

Parks & Recreation Activities, Events, and Equipment Rental Fee Structure - Mr. Jason Smith, Parks and Recreation Director, addressed this request to amend the fee structure for Parks and Recreation activities and events. The Board discussed the various fees.

MOTION:

Mr. Ullenbruch moved approve the proposed fee structure for Parks and Recreation with change of \$1.00 per youth participant for Fluvanna Youth Sports Leagues activities and events with all proposed fees to be effective immediately, with the exception of the youth sports fees, which will be effective July 1, 2013. Mr. Weaver seconded. The motion failed, with a vote of 3-2. AYES: Ullenbruch and Weaver. NAYS: Kenney, Booker and Chesser. ABSENT: None.

The **Board directed staff** to advertise the Parks & Recreation Activities, Events, and Equipment Rental Fee Structure for citizen review and brought back for discussion at the April 3, 2013 meeting.

Appointment/Economic Development Authority (EDA) –

MOTION:

Mr. Chesser moved to appoint Ms. Shelley Murphy, to the Economic Development Authority (EDA) At-Large Position, with a term to begin immediately and to terminate June 30, 2016. Mr. Weaver seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

PRESENTATIONS

Clerk of the Circuit Court Budget Brief – Mr. Bouson Peterson, Clerk to the Circuit Court, reviewed with the Board the duties of the Circuit Court office, his staff salaries and the increase of court activity. Mr. Peterson requested to retain all his staff and would like to salary increases for his staff.

Commissioner of the Revenue Budget Brief – Mr. Mel Sheridan, Commissioner of the Revenue, reviewed with the Board the duties of his office and his request for training funds for his new employees.

Commonwealth’s Attorney Budget Brief – Mr. Jeff Haislip, Commonwealth’s Attorney, reviewed with the Board his budget and request for additional funds for a new software program.

Sheriff’s Budget Brief – Sheriff Ryant Washington, reviewed with the Board the priorities of his department and his request for additional funding for two new programs and an educational stipend for staff.

Treasurer’s Budget Brief – Ms. Linda Lenherr, Treasurer, reviewed with the Board her request for part-time personnel.

CONSENT AGENDA

The following items were approved under the consent agenda:

MOTION:

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

- Minutes from February 20, 2013.
- Minutes of February 27, 2013.
- Capital Reserve maintenance Request for new School Signage.

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

ACCOUNTS PAYABLE AND BUDGET REPORT

Ms. Barbara Horlacher, Finance Director addressed the Board regarding the Accounts Payable Report.

MOTION:

Mr. Weaver moved the Accounts Payable and Payroll be ratified for the period January 26, 2013 through February 22, 2013 in the amount of \$1,862,222.84. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker Ullenbruch, Weaver and Chesser. NAYS: None. ABSENT: None.

General Fund	\$1,154,167.54
Capital Improvements	\$ 262,007.19
Debt Service	<u>\$ 3,150.00</u>
Total Expenditures by Fund	<u>\$1,419,324.73</u>
 Payroll	 \$ 442,898.11
 Total Payables & Payroll	 <u>\$1,862,222.84</u>

UNFINISHED BUSINESS

None

NEW BUSINESS

Mr. Steven Nichols, County Administrator, updated the Board on the status of the draft water agreement from Department of Corrections and the PPEA from Aqua Virginia. Mr. Fred Payne explained to the Board what the next steps would be for a PPEA contract.

The Thomas Jefferson Partnership for Economic Development is having a Branding event on March 21, 2013 at 10:30am.

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 round of public comments.

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING:

At 10:01 p.m., Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed session, pursuant to the Virginia Code Section 2.2-3711-A-1, 2.2-3711-A-3, 2.2-3711-A-6 and 2.23711-A-7 for discussion of Personnel Matters, Real Estate, Investment of Funds and Legal Matters. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

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

At 10:38 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

MOTION:

At 10:39 p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, March 13, 2013, on motion of Mr. Weaver, seconded by Mrs. Booker, and carried by the following vote of 5-0. AYES: Kenney, Ullenbruch, Weaver, Booker and Chesser. NAYS: None. ABSENT: None.

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

GENERAL BUDGET DISCUSSION

Mr. Nichols requested from the Board a general sense of what items they would like to discuss in the budget to prepare for advertising the proposed FY14 budget and tax rate at the March 20, 2013, meeting.

EXTEND MEETING

MOTION:

Mr. Weaver moved to extend the Board of Supervisors meeting to 12:00am. Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Chesser, Booker and Weaver. NAYS: None. ABSENT: None.

The Board discussed the non-profit departments and salary raises along with different options to move money around. The Board would like to have a budget discussion after the Joint Work Session with Louisa on Tuesday, March 19, 2013.

ADJOURN

MOTION:

At 11:43 p.m., Mr. Chesser moved to adjourn the meeting of Wednesday, March 13, 2013. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Chesser, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Mary L. Weaver, Clerk

Shaun V. Kenney, Chairman

DRAFT

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: March 20, 2013

SUBJECT:	Resolution Recognizing John Michael Marshall as an Eagle Scout.
MOTION(s):	I move the Fluvanna County Board of Supervisors adopt the resolution entitled "Recognizing John Michael Marshall Award of Eagle Scout Status".
STAFF CONTACT:	Mary L. Weaver, Clerk to the Board of Supervisors
RECOMMENDATION:	Approve
TIMING:	Routine
DISCUSSION:	John has completed all the requirements and has been examined by an Eagle Scout Board of Review and deemed worthy of the Eagle Scout award.
FISCAL IMPLICATIONS:	N/A
POLICY IMPLICATIONS:	N/A
LEGISLATIVE HISTORY:	N/A
ENCLOSURES:	Resolution "Recognizing John Michael Marshall Award of Eagle Scout Status"



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

RESOLUTION

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, March 20, 2013, in Palmyra, Virginia, the following action was taken:

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

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

RESOLUTION

Recognizing John Michael Marshall Award of Eagle Scout Status

WHEREAS, John Michael Marshall has completed all the requirements for becoming an Eagle Scout; and

WHEREAS, John has been examined by an Eagle Scout Board of Review and deemed worthy of the Eagle Scout award; and

WHEREAS, Boy Scout Troop 138 will be convening a Eagle Scout Court of Honor on April 7, 2013 at 3:00 p.m. at Saints Peter and Paul Catholic Church, Palmyra, Virginia;

NOW, THEREFORE BE IT RESOLVED that the Fluvanna County Board of Supervisors joins John's family and friends in congratulating him on his achievements and the award of Eagle Scout status.

Adopted this 20th, day of March 2013
by the Fluvanna County Board of Supervisors

ATTEST:

Shaun V. Kenney, Chairman

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: 3/20/13

SUBJECT:	FY13 Budget Supplement for Registrar's Voting Equipment
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$15,000 to the FY13 Registrar's budget to reflect reimbursement from the State Board of Elections for Voting Equipment.
STAFF CONTACT:	Eric Dahl, Budget Analyst
RECOMMENDATION:	Approve
TIMING:	Routine
DISCUSSION:	The Board of Supervisors approved a \$10,212 carryover from FY12 to FY13 for the Registrar's office, which \$4,200 of that amount was for the purchase of voting equipment. The voting equipment's upfront cost was \$19,200, with the County to receive reimbursement of \$15,000 from the State Board of Elections. The County received the \$15,000 reimbursement on 2/8/13.
FISCAL IMPLICATIONS:	The FY13 General Fund budget revenues and expenditures will increase by \$15,000.
POLICY IMPLICATIONS:	None
LEGISLATIVE HISTORY:	N/A
ENCLOSURES:	N/A

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: 03/20/13

SUBJECT:	FY13 Board Contingency Budget Transfers
MOTION(s):	<p>#1: I move the Board of Supervisors approve a budget transfer for \$79,750 from Miscellaneous Non-Departmental Board Contingency to the Board of Supervisors Professional Services budget for the Davenport Case.</p> <p>#2: I move the Board of Supervisors approve a budget transfer for \$10,000 from Miscellaneous Non-Departmental Board Contingency to the Board of Supervisors Professional Services budget for the Zion Crossroads ROI Study.</p>
STAFF CONTACT:	Eric Dahl, Budget Analyst
RECOMMENDATION:	Approve
TIMING:	Routine
DISCUSSION:	<p>#1: The remaining funds reappropriated for the Davenport Case from FY12 to FY13 were \$70,021. Currently, the Board of Supervisors Professional Services line for the Davenport Case is over budget by \$33,265. The invoice amount for the County in the next billing cycle is going to be \$18,682. It is recommended that the Board of Supervisors approve a budget transfer from Miscellaneous Non Departmental Board Contingency line in the amount of \$79,750 to bring Davenport Professional Services line under budget, as well as leave an available budget for future invoices. The remaining budget for FY13 will then be \$27,803.</p> <p>#2: On the 02/06/13 Action Report, the Board of Supervisors authorized an ROI study with TJPDC for the Zion Crossroads area, not to exceed \$10,000. In order to have an available budget to cover the expenditure, a budget transfer of \$10,000 from Miscellaneous Non-Departmental Board Contingency to the Board of Supervisors Professional Services line is recommended.</p>
FISCAL IMPLICATIONS:	<p>#1: The FY13 Miscellaneous Non-Departmental Board Contingency budget will decrease \$79,750 and the Board of Supervisors budget will increase \$79,750.</p> <p>#2: The FY13 Miscellaneous Non-Departmental Board Contingency budget will decrease \$10,000 and the Board of Supervisors budget will increase \$10,000. The Board Contingency available balance would be \$30,000 with both actions.</p>
POLICY IMPLICATIONS:	N/A
LEGISLATIVE HISTORY:	N/A
ENCLOSURES:	N/A

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: 3/20/13

SUBJECT:	Advertisement of the Proposed Fiscal Year 2014 Operations Budget, Capital Improvement Plan and Tax Rates.								
MOTION(s):	I move the Board of Supervisors authorize staff to advertise the FY14 Budget, the Tax Rate and the Capital Improvement Plan (CIP) for Public Hearings on April 10, 2013; the proposed budget amount for FY14 is \$ _____ and the advertised real property tax rate is \$0. _____ per \$100 and the advertised personal property tax rate is \$ _____ per \$100.								
STAFF CONTACT:	Eric Dahl, Budget Analyst								
RECOMMENDATION:	<p>Approve advertisement of public hearings to set the tax rates with a real property tax rate of \$0. _____ per \$100.00, a personal property tax rate of \$ _____ per \$100.00 and adopt the FY14 operations budget:</p> <table style="margin-left: 40px; border: none;"> <tr> <td style="padding-right: 20px;">General Fund Operations</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Capital Improvements Program</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>Enterprise Funds</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td style="text-align: right; padding-right: 20px;">TOTAL:</td> <td style="text-align: right;">\$ _____</td> </tr> </table>	General Fund Operations	\$ _____	Capital Improvements Program	\$ _____	Enterprise Funds	\$ _____	TOTAL:	\$ _____
General Fund Operations	\$ _____								
Capital Improvements Program	\$ _____								
Enterprise Funds	\$ _____								
TOTAL:	\$ _____								
TIMING:	To meet the advertising deadline for the Fluvanna Review on March 21 st , 2013 for publication in the Fluvanna Review on March 28 th , 2013 and April 4 th , 2013, in accordance with Virginia Code Section 15.2-2506.								
DISCUSSION:	N/A								
FISCAL IMPLICATIONS:	Setting Operational Budget and Capital Improvement Plan for FY14								
POLICY IMPLICATIONS:	This action will allow adequate time to hear public comments on April 10 th , 2013 and adopt the budget on April 17 th , 2013, in accordance with Virginia Code Section 15.2-2503; then proceed with preparing for the June 5 th tax billing cycle.								
LEGISLATIVE HISTORY:	N/A								
ENCLOSURES:	Draft Public Hearing notices for setting the Tax Rate, Setting the Operational and CIP Budgets.								

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

In accordance with Virginia Code Section 15.2-2506, notice is hereby given that the Board of Supervisors of Fluvanna County, Virginia, proposes to adjust the County's tax rate on real estate and public service corporations from the rate previously set at \$.5981 per \$100 to a new rate of \$0.____ per \$100, effective for the tax year 2013.

The Board of Supervisors will hold a public hearing on Wednesday, April 10th, 2013, beginning at 7:00 p.m. at the Circuit Court Room, Fluvanna Courts Building, Palmyra, Virginia, at which time citizens of the County will be given an opportunity to appear before, and be heard by, the Board of Supervisors on the subject of the proposed increase.

Anyone needing special assistance or accommodation due to a disability in order to attend the hearing should contact the County Administrator's office, at 591-1910, not later than 5 p.m. on April 8th, 2013. Additional information about the budget or the proposed tax rates can be obtained by calling the County Administrator's office at 591-1910. A copy of the Proposed Budget is available in the County Administrator's Office, the Fluvanna County Library and on the County website at www.fluvannacounty.org/budget.

Fluvanna County
Board of Supervisors

TO: Fluvanna Review

THRU: County Attorney

Advertise on the following dates: **Thursday, March 28th, 2013**
Thursday, April 4th, 2013

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

(Seal)
**NOTICE OF FY 2014
BUDGET PUBLIC HEARING
FLUVANNA COUNTY
BOARD OF SUPERVISORS**

Pursuant to Virginia Code Sec. 15.2-2506 a public hearing on the proposed FY 2014 County of Fluvanna budget will be held on Wednesday, April 10th, 2013, beginning at 7:00 p.m. at the Circuit Court Room, Fluvanna Courts Building, Palmyra, Virginia, at which time citizens of the County will be given an opportunity to appear before, and be heard by the Board of Supervisors on the subject of the Fiscal Year 2014 Budget. The budget totals \$ _____ in revenues and expenditures, which represents a ____% (increase/decrease) from FY 2013. The proposed budget calls for the County's tax rate on real estate and public service corporations to increase from \$0.5981 to \$0._____ per \$100 of assessed value, and the personal property tax rate to remain at \$4.15 per \$100 of assessed value, effective for the tax year 2013.

Anyone needing special assistance or accommodation due to a disability in order to attend the hearing should contact the County Administrator's office, at 591-1910, not later than 5 p.m. on April 8th, 2013. Additional information about the budget or the proposed tax rates can be obtained by calling the County Administrator's office at 591-1910. A copy of the Proposed Budget is available in the County Administrator's Office, the Fluvanna County Library and on the County website at www.fluvannacounty.org/budget.

Fluvanna County
Board of Supervisors

TO: Fluvanna Review

THRU: County Attorney

Advertise on the following dates: **Thursday, March 28th, 2013**
Thursday, April 4th, 2013

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

(Seal)
**NOTICE OF FY 2014
CAPITAL IMPROVEMENT PLAN HEARING
FLUVANNA COUNTY
BOARD OF SUPERVISORS**

Notice is hereby given that the Board of Supervisors will hold a public hearing on Wednesday, April 10th, 2013, beginning at 7:00 p.m. at the Circuit Court Room, Fluvanna Courts Building, Palmyra, Virginia, at which time citizens of the County will be given an opportunity to appear before, and be heard by, the Board of Supervisors on the subject of the FY14-FY18 Capital Improvements Plan. The Capital Improvements Plan will be submitted in conjunction with the Fiscal Year 2014 Fluvanna County Budget. The Capital Improvements Plan indicates planned expenditures for capital items as well as methods of financing these projects. The full text of the Capital Improvements Plan is on file in the County Administrator's Office, at the Fluvanna County Public Library or at www.fluvannacounty.org/budget. The public is invited to attend the public hearing.

Anyone needing special assistance or accommodation due to a disability in order to attend the hearing should contact the County Administrator's office, at 591-1910, not later than 5 p.m. on April 8th, 2013. Additional information about the budget or the proposed tax rates can be obtained by calling the County Administrator's office at 591-1910.

Fluvanna County
Board of Supervisors

TO: Fluvanna Review

THRU: County Attorney

Advertise on the following dates: **Thursday, March 28th, 2013**
Thursday, April 4th, 2013

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

FLUVANNA COUNTY, VIRGINIA
Proposed Budget
for the Year Beginning
July 1, 2013

	Adopted Budget FY13	Proposed Budget FY14	Increase/ (Decrease)	%
				Change
GOVERNMENTAL REVENUES				
<i>Local</i>	\$ 31,279,496	\$ -	(31,279,496)	-100.0%
<i>State</i>	\$ 25,527,680	\$ -	(25,527,680)	-100.0%
<i>Federal</i>	\$ 2,913,807	\$ -	(2,913,807)	-100.0%
<i>Use of Fund Balance - General Fund</i>	\$ -	\$ -	-	#DIV/0!
<i>Proceeds from Indebtedness</i>	\$ -	\$ -	-	#DIV/0!
SUBTOTAL GOVERNMENTAL REVENUES	\$ 59,720,983	\$ -	\$ (59,720,983)	-100.0%
				-
EXPENDITURES				
<i>General Government Administration</i>	\$ 2,304,849	\$ -	(2,304,849)	-100.0%
<i>Judicial Administration</i>	\$ 983,669	\$ -	(983,669)	-100.0%
<i>Public Safety</i>	\$ 5,150,459	\$ -	(5,150,459)	-100.0%
<i>Public Works</i>	\$ 1,638,683	\$ -	(1,638,683)	-100.0%
<i>Health and Welfare</i>	\$ 4,731,854	\$ -	(4,731,854)	-100.0%
<i>Education</i>	\$ 33,668,540	\$ -	(33,668,540)	-100.0%
<i>Parks and Recreation and Library</i>	\$ 645,496	\$ -	(645,496)	-100.0%
<i>Community Development</i>	\$ 1,018,815	\$ -	(1,018,815)	-100.0%
<i>Nondepartmental</i>	\$ 741,845	\$ -	(741,845)	-100.0%
<i>Debt Service</i>	\$ 7,799,135	\$ -	(7,799,135)	-100.0%
SUBTOTAL GOVERNMENTAL EXPENDITURES	\$ 58,683,345	\$ -	\$ (58,683,345)	-100.0%
				-
CAPITAL FUND REVENUES				
<i>Fund Balance Appropriation</i>	\$ 4,000,000	\$ -	(4,000,000)	-100.0%
<i>Other Local Sources</i>	\$ 45,000	\$ -	(45,000)	-100.0%
<i>Federal and State Sources</i>	\$ -	\$ -	-	#DIV/0!
<i>Proceeds from Indebtedness</i>	\$ -	\$ -	-	#DIV/0!
SUBTOTAL CAPITAL REVENUES	\$ 4,045,000	\$ -	(4,045,000)	-100.0%
				-
CAPITAL FUND EXPENDITURES	\$ 4,955,774	\$ -	(4,955,774)	-100.0%
				-
ENTERPRISE FUND REVENUES				
<i>Fork Union Sanitary District</i>	\$ 424,256	\$ -	(424,256)	-100.0%
<i>Utility Fund</i>	\$ 137,615	\$ -	(137,615)	-100.0%
<i>School Food Service</i>	\$ 1,734,994	\$ -	(1,734,994)	-100.0%
SUBTOTAL ENTERPRISE REVENUES	\$ 2,296,865	\$ -	(2,296,865)	-100.0%
				-
ENTERPRISE FUND EXPENDITURES				
<i>Fork Union Sanitary District</i>	\$ 424,256	\$ -	(424,256)	-100.0%
<i>Utility Fund</i>	\$ 264,479	\$ -	(264,479)	-100.0%
<i>School Food Service</i>	\$ 1,734,994	\$ -	(1,734,994)	-100.0%
SUBTOTAL ENTERPRISE EXPENDITURES	\$ 2,423,729	\$ -	(2,423,729)	-100.0%
				-
GRAND TOTAL REVENUES	\$ 66,062,848	\$ -	(66,062,848)	-100.0%
GRAND TOTAL EXPENDITURES	\$ 66,062,848	\$ -	(66,062,848)	-100.0%

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

County staff will also provide an informational briefing on the budget and contemplated FY14 expenditures for the Capital Improvements Program.

A copy of the Board of Supervisors proposed budget is on file in the office of the County Administrator, the Fluvanna County Library and www.fluvannacounty.org/budget. Comments will be taken at the public hearing and written comments may be directed to the County Administrator, P.O. Box 540, Palmyra, VA 22963. Anyone needing special assistance or accommodation due to a disability in order to attend the hearing should contact the County Administrator's Office at (434) 591-1910, not later than 5:00 p.m. on April 8, 2013.



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

MEMORANDUM

TO: Board of Supervisors
FROM: Eric Dahl, Budget Analyst
SUBJECT: Contingency Balance
DATE: March 12, 2013

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

Board of Supervisors Contingency:

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

EMS Contract Services:

Beginning Budget:	\$150,000.00
LESS: Emergency Management Services Dept. 1.2.13	-\$110,000.00
Available:	\$40,000.00

Total Available Budget: Board of Supervisors Contingency Line

\$ 119,750.20



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MEMORANDUM

TO: Board of Supervisors
FROM: Eric Dahl, Budget Analyst
SUBJECT: Capital Reserve Balance
DATE: March 14, 2013

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

County Capital Reserve:

Beginning Budget:	\$156,026.00
LESS: Carysbrook Performing Arts Center Roof Replacement 11.7.12	-\$40,000.00
LESS: Public Safety Building Battery Replacement in Static UPS 1.2.13	-\$30,000.00
Available:	\$86,026.00

Schools Capital Reserve:

Beginning Budget:	\$169,748.00
LESS: Abrams School Handicap Ramp 11.7.12	-\$2,483.00
LESS: Fuel Site Computer System Replacement 11.20.12	-\$20,403.00
LESS: Replace Tube Bundle Heat Exchange Unit at Central Elementary 11.20.12	-\$5,180.00
LESS: Refurbish Original Lockers at Fluvanna Middle School 11.20.12	-\$7,400.00
LESS: Un-interruptible Power Supplies 12.19.12	-\$14,869.00
LESS: Carysbrook Elementary and Fluvanna Middle School Signage 3.13.13	-\$3,833.00
Available:	\$115,580.00