



## FLUVANNA COUNTY BOARD OF SUPERVISORS

### REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

March 4, 2015, at 4:00 pm

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#### TAB AGENDA ITEMS

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#### 1 – CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

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#### 2 – ADOPTION OF AGENDA

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#### 3 – COUNTY ADMINISTRATOR'S REPORT

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#### 4 – BOARD OF SUPERVISORS' UPDATES

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#### 5 – PUBLIC COMMENTS #1 (5 minutes each)

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#### 6 – PUBLIC HEARING

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None

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#### 7 – ACTION MATTERS

- X Appointment to the Social Services Board, Fork Union District—Kelly Belanger Harris, Clerk to the Board
  - YZ FY16 Health Insurance Plan – Gail Parrish, HR Manager
  - A James River Water Authority (JRWA) Service Agreement – Steve Nichols, County Administrator
  - B Zion Crossroads Water & Sewer System Engineering Design – Department of Corrections (DOC) Option – Steve Nichols, County Administrator
  - C Confirmation of Declaration and Rescindment of Local Emergency Declaration—Cheryl Elliott Wilkins, Emergency Services Coordinator
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#### 8 – PRESENTATIONS (normally not to exceed 10 minutes each)

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- D Crofton Park Proposal – Jason Smith, Director of Parks and Recreation, and Marvin Moss, Fluvanna Historical Society
  - E Subdivision Requirements—Jason Stewart, Planning and Zoning Administrator
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#### 9 – CONSENT AGENDA

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- F Minutes of the February 11, 2015 Work Session Meeting—Kelly Belanger Harris, Clerk to the Board
- G Minutes of the February 18, 2015 Regular Meeting—Kelly Belanger Harris, Clerk to the Board
- H Proclamation Celebrating the 40<sup>th</sup> Anniversary of JABA—Jason Smith, Director of Parks and Recreation
- I Project Lifesaver Program—Eric Hess, Sheriff
- J VDOT Secondary Street Acceptance Request—Zion Industrial Park—Bobby Popowicz, Director of Community Development
- K Capital Reserve Maintenance Fund Request: Fluvanna Middle School Track—Chuck Winkler, FCPS Assistant Superintendent
- L Information Technology Internal Budget Transfer – Jonathan McMahon, IT Director
- M Capital Reserve Maintenance Fund Request: Work Space Renovation and Space Utilization CIP Project (Formerly MACAA Relocation Project)—Wayne Stephens, Public Works Director & County Engineer

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N Capital Reserve Maintenance Fund Request: Utility Trailer—Wayne Stephens, Public Works Director & County Engineer

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**10 – UNFINISHED BUSINESS**

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TBD

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**11 – NEW BUSINESS**

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TBD

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**12 – PUBLIC COMMENTS #2** (5 minutes each)

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**13 – CLOSED MEETING**

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Real Estate, Investment of Funds, and Legal Matters

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**14 – ADJOURN**

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County Administrator Review

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

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

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## PLEDGE OF ALLEGIANCE

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

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### ORDER

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

### PUBLIC HEARING RULES OF PROCEDURE

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

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**FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM**

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	Appointment to the Social Services Board, Fork Union District, replacing Laura Giles.				
<b>MOTION(s):</b>	<b>I move to appoint _____ to the Social Services Board, Fork Union District, replacing Laura Giles, with a term to begin immediately and to terminate June 30, 2015.</b>				
<b>CATEGORY</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		<b>X</b>			
<b>STAFF CONTACT(S):</b>	Kelly Harris				
<b>PRESENTER(S):</b>					
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Normal				
<b>DISCUSSION:</b>	Applicants who have shown an interest in this position are: Deborah Johnson				
<b>FISCAL IMPACT:</b>	None				
<b>POLICY IMPACT:</b>	None				
<b>LEGISLATIVE HISTORY:</b>	None				
<b>ENCLOSURES:</b>	Boards and Commissions Applications				
<b>REVIEWS</b>	Legal	Finance	Purchasing	HR	Other

**Interest in Social Services Board**

**Fork Union**

<b>Last Name</b>	Johnson	<b>First Name</b>	Deborah T.	<b>Date Recieved</b>	2/23/2015		
<b>Mailing Address</b>	4588 Shores Road	<b>City</b>	Palmyra	<b>State</b>	VA	<b>Postal Code</b>	22963-
<b>Home Phone</b>	(434) 842-3708	<b>Work Phone</b>		<b>Cell Phone/Other</b>	(434) 981-0372		
<b>Fax</b>		<b>Email Address</b>					
<b>Physical Address</b>		<b>City</b>		<b>State</b>		<b>Postal Code</b>	

**Education and Experience:**

High School/Comp Grade 12

**Civic Activities and Committee Memberships:**

New Fork Baptist Church, President of Women's missionary

**Interest in Committee:**

I have been an advocate for the people of my community and my church for 20 years, worked closely with the Director of MACAA, Ms. Bertha Armstrong, and to serve on your board would help fulfill part of my calling and that is being a servant. My father, Willis Thomas, also served on this board.

**Comments:**

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	FY16 Health Insurance Plan				
<b>MOTION(s):</b>	<p><b>I move the Board of Supervisors accept the Anthem/Blue Cross Blue Shield FY16 The Local Choice Health Plan proposal to be effective July 1, 2015, and authorize the County Administrator to execute the plan and offer to eligible employees the Key Advantage 250, Key Advantage 500, and High Deductible Health Plan with the County contributing up to:</b></p> <ul style="list-style-type: none"> <li>• \$490 for an Employee only plans,</li> <li>• \$685 for a Dual person plans, and</li> <li>• \$890 for a Family plans.</li> </ul> <p><b>I move the Board of Supervisors approve a County contribution of \$76 per month into the Health Savings Accounts of each employee enrolled in the Employee Only High Deductible Health Plans.</b></p>				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		<b>XX</b>			
<b>STAFF CONTACT(S):</b>	Gail Parrish, Human Resources Manager				
<b>PRESENTER(S):</b>	Gail Parrish, Human Resources Manager				
<b>RECOMMENDATION:</b>	Accept the proposed plan and authorized the County Administrator to sign off on the agreement for coverage for the plan year July 1, 2015 – June 30, 2016				
<b>TIMING:</b>	Effective July 1, 2015 ; must have the agreement sent no later than April 1, 2015				
<b>DISCUSSION:</b>	<ul style="list-style-type: none"> <li>• Proposed rates from the Anthem/The Local Choice Health benefits program             <ul style="list-style-type: none"> <li>○ Propose not to change plans or contribution amounts.</li> <li>○ No increase for KA250 or KA500 plans, 6% decrease for HDHP plans.</li> <li>○ Must have decision prior to April 1, 2015.</li> </ul> </li> <li>• Health plans now offer choice of current comprehensive dental plan or new basic preventative dental plan.             <ul style="list-style-type: none"> <li>○ New plan decreases the KA250 and KA500 plans premium cost by 2% and the HDHP plan by 9%</li> </ul> </li> <li>• The County will be offering a Health Savings Account option for</li> </ul>				

	<p>employees enrolled in the HDHP plans.</p> <ul style="list-style-type: none"> <li>• Propose a County contribution of \$76 monthly to employees HAS who are enrolled in the Employee Only HDHP plans. <ul style="list-style-type: none"> <li>○ \$76 is the difference between the premium cost and the maximum contribution County makes for employee only plans.</li> </ul> </li> </ul>				
<b>FISCAL IMPACT:</b>	<ul style="list-style-type: none"> <li>• No impact for health insurance plans.</li> <li>• Maximum of \$2,750 annual cost for the Employer Contribution to the HSA plan.</li> </ul>				
<b>POLICY IMPACT:</b>	Minimal				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Presentation				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
		<b>XX</b>		<b>XX</b>	



# **FY16 HEALTH CARE PLAN PROPOSAL**

**GAIL PARRISH, HUMAN RESOURCES MANAGER**

**March 4, 2015**



# **Anthem/BlueCross BlueShield**

## **- The Local Choice Health Care Plans**

- **Per the plan agreement the County may offer 2 Key Advantage plans plus the HDHP, each with 2 different dental options.**
- **The three plans offered by Fluvanna County are highlighted below:**
  - Key Advantage Expanded
  - **Key Advantage 250 (KA250)**
  - **Key Advantage 500 (KA500)**
  - Key Advantage 1000 (KA1000)
  - **TLC High Deductible Health Plan (HDHP)**



# New – FY16 Plan Year Changes

- **Applied Behavioral Analysis**
  - \$35K annual plan year limit has been removed.
- **Dental Benefits**
  - Now includes 2 options
- **LiveHealth Online**
  - See a doctor from computer webcam or mobile device app.
- **PCORI/CER Fee**
  - IRS treats the CER fee as an excise tax. The County will now have to complete and file Form 720 by July 31, 2017 and paid to IRS directly. (estimated cost of \$500 – \$600 for FY16)
- **ID Cards**
  - All members will receive new cards this plan year due to changes in prescription drugs tiers.
- **Key Advantage Plans:**
  - Out-of-pocket maximums increased
  - Prescription drugs and pediatric routine vision will now count towards out-of-pocket
  - Prescription Copayments will now be 4 Tiered
- **HDHP Plans:**
  - Deductible now embedded
  - Out-of-Network Benefits added
  - Out-of-Pocket and Deductible increased
  - Routine Vision Plan added



# Information Used To Calculate Renewal Rates

- **Enrollment**
  - Very little change from last year
- **Credibility**
  - Used 58% current County experience & 42% pool experience for this year
- **Impact**
  - Experience and demographic factors in comparison to the pool.
- **Large Claimants**
  - Very little change in experience over past two years, in particular, no claims exceeding the \$90,000 pooling point.
- **Trend**
  - A 6% medical approximated increase in costs was used over an 18 months trend review.



# Renewal Rates and Costs

TLC Health Insurance Plan	Cat.	Number Enrolled	Expected 20% enrollment to Prev Dental	FY15 PLAN
				Monthly Premiums
<b>HDHP</b>	Single	3	0	<b>\$440</b>
HDHP w/Prev Dental	Single		3	
<b>KA 500</b>	Single	53	42	<b>\$531</b>
KA 500 w/Prev Dental	Single		11	
<b>KA 250</b>	Single	22	18	<b>\$574</b>
KA 250 w/Prev Dental	Single		4	
<b>HDHP</b>	Dual	0	0	<b>\$814</b>
HDHP w/Prev Dental	Dual		0	
<b>KA 500</b>	Dual	13	10	<b>\$982</b>
KA 500 w/Prev Dental	Dual		3	
<b>KA 250</b>	Dual	11	9	<b>\$1,062</b>
KA 250 w/Prev Dental	Dual		2	
<b>HDHP</b>	Family	2	1	<b>\$1,188</b>
HDHP w/Prev Dental	Family		1	
<b>KA 500</b>	Family	11	9	<b>\$1,434</b>
KA 500 w/Prev Dental	Family		2	
<b>KA 250</b>	Family	6	5	<b>\$1,550</b>
KA 250 w/Prev Dental	Family		1	

FY16 PLAN COSTS Rates effective 7/1/15			
Monthly Premiums	Premium Change	County Contributes	Employee Pays Monthly
<b>\$414</b>	-6%	<b>\$490</b>	\$0
<b>\$401</b>	-9%		\$0
<b>\$531</b>	0%		\$41
<b>\$518</b>	-2%		\$28
<b>\$574</b>	0%		\$84
<b>\$561</b>	-2%		\$71
<b>\$766</b>	-6%	<b>\$685</b>	\$81
<b>\$742</b>	-9%		\$57
<b>\$982</b>	0%		\$297
<b>\$958</b>	-2%		\$273
<b>\$1,062</b>	0%		\$377
<b>\$1,038</b>	-2%		\$353
<b>\$1,118</b>	-6%	<b>\$890</b>	\$228
<b>\$1,083</b>	-9%		\$193
<b>\$1,434</b>	0%		\$544
<b>\$1,399</b>	-2%		\$509
<b>\$1,550</b>	0%		\$660
<b>\$1,515</b>	-2%		\$625



# Health Savings Account (HSA) for HDHP Participants





# Benefits in Offering an HSA Plan

- 1. HSA – Compatible Health Plans Cost Less.**
  - If some of the savings in premiums are transferred to employees in the form of contributions to HSAs, the employer is ultimately offering a richer benefits package.
- 2. HSAs tend to change employee behaviors toward making healthier choices.**
- 3. Very little Administrative Costs – only responsible for managing the contribution and sending to trustee.**
- 4. HSAs help employees to save for retirement, such as purchasing a policy to supplement Medicare.**
- 5. Contributions and Employee Contributions lower tax expenses.**



# County Contribution to the HAS Proposal

- **Recommend contribution of \$76 per month for employees enrolled into the HDHP single plan (\$912 annually).**
  - About 35% of the total deductible of \$2,800
  - Premium savings : \$490 less \$414 (or \$401) = \$76 (or \$89) per month.
  - Would be an additional cost over last year of about \$2,250 to \$2,750 depending on the dental plan.
  - There would be no additional cost if an employee changed from a Key Advantage Plan to the HDHP plan since the County currently pays the full \$490 toward the premium.
- **Employees can make their own monthly pre-tax contributions up to a total of \$3,350 annually for an employee only plan or \$6,650 for dual or family HDHP plans.**
  - Resulting in less taxes for both employer and employee.



**QUESTIONS?**

**FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM**

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	JRWA Service Agreement				
<b>MOTION(s):</b>	<b>I move that the Board of Supervisors approve the James River Water Authority Service Agreement, subject to County Attorney approval as to form.</b>				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
<b>STAFF CONTACT(S):</b>	Steve Nichols, County Administrator				
<b>PRESENTER(S):</b>	Steve Nichols, County Administrator				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Immediate				
<b>DISCUSSION:</b>	<p>Fluvanna County has been studying water/sewer infrastructure options for more than two decades.</p> <p>Board of Supervisors’ actions over the past two years have led to the renewed efforts of the James River Water Authority (JRWA).</p> <ul style="list-style-type: none"> <li>a. The JRWA is proceeding with efforts to have the 3M gal/day DEQ water withdrawal permit reissued for withdrawal in the Columbia area near the confluence of the James and Rivanna Rivers.</li> <li>b. The JRWA has also engaged in a PPEA process to select a contractor to design and build the JRWA intake, pump station and pipeline. That process appears to be on track for permit issuance this spring and for subsequent start of construction.</li> <li>c. The JRWA project will provide a long-term supply of bulk raw water to both Fluvanna and Louisa Counties to support residential and business development needs for decades to come.</li> <li>d. Louisa County is also proceeding with a plan to build a raw water pipeline from the JRWA pipeline near Columbia along the eastern portion of Fluvanna County and to a planned Water Treatment Plant in Louisa County near Ferncliff.</li> <li>e. Plans are to then supply bulk treated water to the Zion Crossroads area, among other needs.</li> </ul> <p>This Service Agreement between the JRWA, Fluvanna County, and Louisa County specifies terms and procedures for:</p>				

	<ul style="list-style-type: none"> <li>• Construction, operation and financing of raw water intake system</li> <li>• Provision of services</li> <li>• Payments by the participating jurisdictions</li> <li>• Annual budgeting requirements</li> </ul>				
<b>FISCAL IMPACT:</b>	<p>It is estimated that cost of for JRWA design and construction will be approximately \$5,000,000 - \$5,500,000, with the costs split by Fluvanna and Louisa Counties.</p> <p>Fluvanna’s estimated debt service costs for the JRWA project design and construction have been included in FY17 and beyond planning budgets.</p> <p>In addition, estimated annual system operating costs for the Fluvanna portion of the JRWA Project are included in the FY17 and out year budget proposals.</p>				
<b>POLICY IMPACT:</b>	The County is currently pursuing a clear vision for the development of public utilities in the Community Planning Areas. The design and construction of the JRWA project is an essential long-term part of implementing that vision.				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	JRWA Service Agreement between JRWA, Fluvanna County, and Louisa County				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	XX	XX	XX		

**SERVICE AGREEMENT**

**THIS SERVICE AGREEMENT** (this “Agreement”), made and entered into as of February \_\_\_, 2015, by and among the **JAMES RIVER WATER AUTHORITY** (the “Authority”), and the **COUNTY OF FLUVANNA, VIRGINIA**, and the **COUNTY OF LOUISA, VIRGINIA** (the “Counties” or individually the “County”).

**RECITALS:**

**WHEREAS**, the Authority is a public body politic and corporate created in 2009 upon agreement of the governing bodies of the Counties, and in accordance with the Virginia Water and Waste Authorities Act, Virginia Code § 15.2-5100, et seq. (the “Act”), for the purpose of servicing the water needs of the Counties; and

**WHEREAS**, the County of Fluvanna, Virginia and the County of Louisa, Virginia are counties and political subdivisions of the Commonwealth of Virginia (the “Commonwealth”);

**WHEREAS**, the Counties entered into a Memorandum of Understanding executed on March 30, 2004 stating their mutual intention to enter into a formal contract for the development of a joint water supply and service utilizing the James River (the “MOU”); and

**WHEREAS**, the Authority, the Counties and the Louisa County Water Authority (“LCWA”) entered into an agreement (the “2013 Interjurisdictional Agreement”) dated October 1, 2013 to reflect the desire to move the James River intake from Bremo Bluff to Columbia, Virginia and to set forth the parties’ respective rights and duties with respect to a James River Pipeline Project; and

**WHEREAS**, the Authority and the Counties desire to enter into this Agreement to provide for, among other things, the development of a System for the supply of raw water by the Authority to the Counties, the sale of raw water by the Authority to the Counties, the allocation of the Authority’s capacity to the Counties and the method for fixing and collecting rates and charges for the use by the Counties of the Authority’s water system.

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

**ARTICLE I  
DEFINITIONS**

**“Bond Fund”** shall mean the Bond Fund established in the Trust Agreement.

**“Bonds”** shall mean, collectively, any series of bonds, notes, debt, capital leases or other obligations issued by the Authority.

**“Capital Costs”** shall mean the debt service payments required to pay any Bonds issued by the Authority and other capital improvement costs, including required payments to the Operating Fund, required payments to the Debt Service Reserve Fund, and required payments to any Bond Fund.

**“Consulting Engineer”** shall mean the Consulting Engineer retained by the Authority s referenced in the Trust Agreement.

**“Debt Service Reserve Fund”** shall mean the Debt Service Reserve Fund established in the Trust Agreement.

**“Fiscal Year”** shall mean in respect to the Authority the twelve months beginning on July 1 and ending on June 30, or such other twelve month period as may be determined by the Authority.

**“Fixed Operating and Maintenance Costs”** shall mean any Operating and Maintenance Costs that are incurred by the Authority in the absence of or regardless of the amount of System water flow to the Counties.

**“Gross Revenues”** shall mean all moneys received by the Authority in connection with or as a result of its ownership or operation of the System.

**“MGD”** shall mean million gallons per 24 hour day.

**“Month” or “Monthly”** shall mean calendar month, unless this Agreement specifies otherwise.

**“Operating and Maintenance Costs”** shall mean all current expenses directly or indirectly attributable to the ownership or operation of the System, including, without intending to limit or restrict any proper definition of such expenses under any applicable laws or generally accepted accounting principles, reasonable and necessary usual expenses of administration, operation, maintenance and repair, costs for billing and collecting the rates, fees and charges for the use of or the services furnished by the System, insurance and surety bond premiums and other charges and fees necessary for the maintenance of adequate insurance coverage for the Authority and the System, legal, engineering and auditing expense, expenses and compensation of the Trustee, and other current expenses of the Authority required to be paid by law or under the Trust Agreement, but shall not include Capital Costs.

**“Operating Fund”** shall mean the Operating Fund established in the Trust Agreement.

**“Replacement Fund”** shall mean the Replacement Fund established in the Trust Agreement.

**“System”** shall mean the raw water intake, raw water pump station, booster pump stations, raw water storage facilities, raw water pipelines and all associated appurtenances necessary for a complete and functional installation, all plants, systems, facilities, equipment or

property owned, operated or maintained by the Authority and used in connection with the supply, storage or distribution of raw water, including, without limitation, dams, water supply systems, water distribution systems, reservoirs, wells, intakes, mains, laterals, pumping stations, standpipes, filtration plants, purification plants, hydrants, meters, valves and equipment and apparatus, all properties, rights, easements and franchises relating thereto. The raw water intake and raw water pump station shall be constructed along the James River in the vicinity of the Town of Columbia in the County of Fluvanna. The raw water pipeline shall proceed northward from the intake facility to a point near Route 6 and the Columbia Community Planning Area (“CPA”), as the CPA is shown on the Fluvanna County Comprehensive Plan as of the date of the execution of this Agreement, and shall include “T” connections and valves to allow the Counties to connect to the System. Booster pump stations, raw water storage facilities and associated appurtenances shall be constructed as required along the pipeline route on Authority owned and/or leased property.

“**Trust Agreement**” shall mean the Agreement of Trust, or any similar agreement, if any, between the Authority and the Trustee designated therein, entered into for the purpose of allowing the Authority to issue Bonds, as supplemented and amended from time to time.

“**Trustee**” shall mean the Trustee or its successor serving as such under the Trust Agreement.

“**Variable Operating and Maintenance Costs**” shall mean any Operating and Maintenance Costs that are incurred by the Authority attributable to the amount of water flowing from the System to each County.

## **ARTICLE II CONSTRUCTION, OPERATION AND FINANCING OF RAW WATER INTAKE SYSTEM**

**Section 2.1 Agreement to Construct.** The Authority, subject to obtaining financing therefor, agrees to construct and operate the System.

**Section 2.2 Agreement to Finance.** The Authority anticipates financing the costs of designing, constructing, and equipping the System, including expenses associated with the financing, as well as the acquisition of property, through the issuance of Bonds. Any issuance of Bonds by the Authority shall require the approval of the governing bodies of each County.

## **ARTICLE III PROVISION OF SERVICES**

### **Section 3.1 Supply of Raw Water**

(a) The Counties, subject to subsection (c), shall each have an allocation of 50% of the raw water provided by the System.

(b) The Authority shall use its best efforts to remain in a position to furnish raw water as herein provided to the Counties, but its obligation shall be limited to the amount of raw water available.

(c) A County may temporarily or permanently reallocate any portion of its allocated capacity to the other County on such terms as may be mutually agreeable. The County shall give the Authority written notice of any such transfer and the Authority shall change the capacity allocations on its books and records. However, these reallocations shall not alter the obligations of each County unless agreed to by the parties.

(d) The Authority will not sell raw water to any governmental entity, person, firm, or corporation that is not a party to this Agreement without the prior approval of the Counties.

(e) Notwithstanding any other provisions of this Agreement, a County may assign its capacity allocation to anyone without consent of the other County or the Authority.

(f) The raw water allocation above shall supersede the provisions of the 2013 Interjurisdictional Agreement contained in Paragraph 1.3(a) therein.

**Section 3.2 Purchase of Raw Water.**

(a) Each County shall have the right to purchase from the Authority raw water for use and/or for resale up to their respective allocation.

(b) In the event the Authority is unable to furnish all of the raw water required under this Agreement, each County shall have the right to construct, acquire, utilize, purchase, procure or take water from any facilities other than the System constructed by the Authority.

**Section 3.3 Expansion of System.**

(a) Either County may request an expansion of the capacity of the System and issue bonds to finance the cost of such expansion. The County requesting such an expansion shall be solely responsible for all capital costs of the expansion, and shall promptly reimburse the Authority for any additional costs incurred by the Authority occasioned by the construction necessary for such an expansion as such costs are incurred. The County requesting such an expansion shall be allocated the entire additional capacity created through the expansion.

(b) If both of the Counties simultaneously request an expansion of the capacity of the System, the provision of this subsection shall apply to each in proportion to the capacities each has requested. Following completion of an expansion, any resulting increases in routine Operating Expenses shall be paid for by the Counties according to their proportional interest in the System as provided for in Article IV.

(c) The Authority must approve any such expansion.

## **ARTICLE IV PAYMENTS**

### **Section 4.1 Payments for Variable Operating and Maintenance Costs**

The Variable Operating and Maintenance Costs which can be attributed to water flows shall be proportionally split between the Counties based on actual water flow to each Party. The Authority will invoice each County on the tenth day of each month for its proportionate share of the Variable Operating and Maintenance Costs based on actual usage during the previous month. Within 90 days after the end of each Fiscal Year, the payments from each County for Variable Operating and Maintenance Costs shall be adjusted to account for any excess or deficit in the amount of Variable Operating and Maintenance Costs actually paid by the County during such Fiscal Year. Each County that has paid Variable Operating and Maintenance Costs to the Authority in an amount less than its share of total Variable Operating and Maintenance Costs shall promptly pay to the Authority for deposit directly into the Operating Fund from any funds legally available to it on a subject to appropriation basis the amount of such deficit. If a County has paid Variable Operating and Maintenance Costs in excess of its share of total Variable Operating and Maintenance Costs for the Fiscal Year, then the Authority shall credit such County with the amount of the excess against future Variable Operating and Maintenance Costs becoming due under Section 4.1 of this Agreement.

### **Section 4.2 Payments for Fixed Operating and Maintenance Costs and Bonds**

(a) The Fixed Operating and Maintenance Costs incurred in the absence or regardless of flow, and the monthly debt service charges for Bonds issued by the Authority for purposes of constructing the Authority's System, improving or repairing the System or refunding any outstanding series of Bonds issued for such purpose, shall be divided evenly between Counties.

(b) The Authority will invoice each County on the tenth day of each month for its half of the Fixed Operating and Maintenance Costs for the previous month. The Counties each shall pay, on a subject to appropriation basis, to the Authority, at least ten (10) days in advance of each payment date on any series of Bonds, their half of the monthly debt service charges sufficient to pay when due the principal of, premium, if any, and interest on the Bonds and provision for any reserves therefor. All such monthly debt service charges shall be calculated based on the period of the debt service payment by the Authority. For example, if the Authority is obligated to make semiannual payments on a debt, the corresponding advance Monthly debt service charges payable by each County concerning that debt shall be one-sixth of each County's share of the semiannual payment.

### **Section 4.3 Annual Reserve Payments**

On the first day of each Fiscal Year, the Authority shall bill to each County, and each County agrees to pay to the Authority, its proportionate share (as determined pursuant to Section 6.4) of an Operating and Maintenance reserve payment equal to sixty (60) days of its projected Annual Budget less Capital Costs and the funds on hand in the operating fund.

**Section 4.4 Invoices**

Except as otherwise provided in this Agreement, on the tenth day of each Month, the Authority shall prepare and submit invoices to the Counties for payment of all charges and surcharges payable to the Authority by the Counties hereunder. The Counties shall pay the amount invoiced within 30 days after receipt of such invoice. Failure to pay in full any uncontested amounts within 30 days of the date of receipt shall cause the County to be liable for interest on the unpaid amount at a rate of one (1) point above the prime interest rate announced from time to time by the bank with which the Authority maintains its primary banking relationship.

**Section 4.5 Payment Disputes**

If any County disputes any portion of the charges billed to it by the Authority, it shall so notify the Authority within 10 days of receipt of the invoice. If the payment dispute is unresolved within 30 days of the date of the County's receipt of the invoice, the County shall be liable for interest on the unpaid amount at a rate of one (1) point above the prime interest rate announced from time to time by the bank with which the Authority maintains its primary banking relationship if the amount in question is determined to have been appropriately billed to the County. The Authority may make such other rules as it deems appropriate for resolution of payment disputes.

**Section 4.6 Payment from Participating Jurisdictions**

Each County agrees to promptly pay from any funds legally available to it on a subject to appropriation basis, all amounts required by this Agreement. Each County hereby directs its County Administrator to include in each annual budget submitted to the governing body of his or her County or in an amendment thereto, sufficient funds to cover the County's payment obligations required by this Agreement. If at any time the revenues available to the Authority shall be insufficient to pay in a timely fashion any of the Fixed Operating and Maintenance Costs, Variable Operating and Maintenance Costs, or Capital Costs, the Authority shall notify each County of the amount of such insufficiency and the County Administrator of the County shall request a supplemental appropriation from the governing body of the County for its share of the amount necessary to make such payment. Nothing in this Agreement shall be deemed to constitute a pledge of the faith and credit or the taxing power of either County. The obligations herein of each County are independent and no County shall have any obligation to pay any amounts owed to the Authority by any other County.

**ARTICLE V  
METERS**

**Section 5.1 Installation of Meters**

In order to permit the delivery to the Participating Jurisdictions of raw water sold to each County, the Authority shall permit the Counties or an authority created under the Act by the County to connect its system with the raw water supply mains maintained by the Authority, the

specific location of such connection to be designated by the Authority in a location or locations not inconsistent with the 2013 Interjurisdictional Agreement and reasonably acceptable to the Counties. The volume of raw water delivered to such County shall be determined by a meter or meters installed by the Authority.

**Section 5.2 Failure of Meters to Register**

In the event the meter or meters so installed shall fail to register correctly the flow of raw water for any period of time, the amount of raw water supplied by the Authority shall be determined by the average daily consumption of raw water over a period of 30 days preceding the date when such meter or meters failed to register the correct flow.

**ARTICLE VI  
ANNUAL BUDGET**

**Section 6.1 Budget Request and Adoption of Annual Budget**

By February 1st each year, the Authority shall submit its budget request to the Counties for the operation of the System for the ensuing Fiscal Year, which shall be called the Annual Budget. The Annual Budget shall be adopted by June 30 of each year.

**Section 6.2 Report of Consulting Engineer and Estimate of Water Usage**

Prior to making its budget request and preparing the Annual Budget, the Authority shall obtain a report from an engineer giving advice and making recommendations as to the proper maintenance, repair and operation of the Authority's System, including any capital expenditures, during the ensuing Fiscal Year and estimating the amount necessary for such purposes. In addition each County shall give the Authority an estimate of total water usage during the ensuing Fiscal Year.

**Section 6.3 Details of Annual Budget**

The budget request and Annual Budget shall be prepared in such manner as to show in reasonable detail all rates, fees and other charges to be derived by the Authority to pay, in the ensuing Fiscal Year (i) all Operating Expenses expected to be incurred in connection with the ownership or operation of the Authority's System, (ii) any amount required to be paid, if any, into the Replacement Fund, (iii) the amount of principal of a premium, if any, and interest on the Bonds, that shall become due, including any amount necessary to be paid into the Debt Service Reserve Fund to restore the balance therein to the amount of the Debt Service Reserve, and (iv) any other lawful costs and expenses the Authority deems necessary or desirable.

**Section 6.4 Amendments to Annual Budget**

The Authority may amend the Annual Budget at any time during the Fiscal Year.

**Section 6.5 Delay in Adoption of Annual Budget**

If for any reason an Annual Budget has not been adopted within the time required by Section 6.1 of this Article VI, the last previously adopted Annual Budget will be deemed to provide for and regulate and control expenditures during such Fiscal Year until an Annual Budget for such Fiscal Year has been adopted.

## **ARTICLE VII MISCELLANEOUS**

### **Section 7.1 Sale or Transfer of System**

Each County agrees not to sell, transfer or dispose of its water system unless:

- (a) The transferee agrees to comply with the terms of this Agreement to the extent applicable to raw water delivered by the Authority;
- (b) The transferee agrees to fix and collect rates and charges sufficient to satisfy the obligation of the transferring County under Article IV above, to the extent such County does not fix and collect such rate and charges; and
- (c) The transferee agrees to make payments to the Authority required to be made by the transferring County to the extent such payments are not made by the County.
- (d) In addition, each County agrees not to sell, transfer or dispose of more than five percent (5%) of the book value of its water system in any one year (excluding obsolete, unnecessary or unused parts of its water system unless:
  - (i) such transfer is to another governmental unit within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended; and
  - (ii) the sale, transfer or other disposal is approved by the Authority.
- (e) Notwithstanding the foregoing, no such sale, transfer or disposition shall release the transferring County from any obligation or liability under this Agreement or affect any County agreement or understanding between the County and the transferee.

### **Section 7.2 Amendments**

This Agreement may be changed or modified only with the consent of the Authority and each of the Counties. Such modification may be requested by any party, in which event a joint meeting of such governing bodies shall be held not less than 90 days after giving such notice, at which joint meeting the requested changes or modifications shall be considered and discussed. No such change or modification may be made which will affect adversely the prompt payment when due of all moneys required to be paid, by each of the Counties under the terms of this Agreement and no such change shall be effective that would cause a violation of any provision of the resolution authorizing or the indenture securing the bonds.

**Section 7.3 Compliance with Laws**

This Agreement shall be subject to all valid rules, regulations and laws applicable hereto passed or promulgated by the United States of America, the Commonwealth, or any governmental body or agency having lawful jurisdiction or any authorized representative or agency of any of them.

**Section 7.4 Distribution Upon Dissolution**

At such time as it shall become necessary to determine the respective interests of the Counties in the assets of the Authority for the purpose of distributing or otherwise disposing of the same, unless otherwise required under Section 15.2-5109 of the Act, the interest of each County shall be in the ratio that the capacity of the System allocated to such County at such time bears to the entire capacity of the System.

**Section 7.5 Rates Charged by Participating Jurisdictions**

Nothing in this Agreement shall in any way affect the rights and obligations of the Counties to charge such rates as it may determine for the use of water and other facilities and services supplied by its System, as now existing or hereafter extended and enlarged.

**Section 7.6 Audit of Authority Books and Records**

The Authority agrees to have made an annual audit of the books and records of the Authority and to deliver to each of the Counties a copy of the annual audit within 10 days after receiving the annual audit.

**Section 7.7 Term of Agreement**

This Agreement shall continue in force and effect for a period from the date hereof and for so long as the Authority shall remain in existence.

**IN WITNESS WHEREOF**, the parties caused this Service Agreement to be signed by their respective officers thereunto duly authorized, and this Agreement to be dated as of the date and year first above written.

**JAMES RIVER WATER AUTHORITY**

By: \_\_\_\_\_  
Chairman

Approved as to Form

\_\_\_\_\_  
JRWA Attorney

**COUNTY OF FLUVANNA, VIRGINIA**

By: \_\_\_\_\_  
Chair, Board of Supervisors

Approved as to Form

\_\_\_\_\_  
Fluvanna County Attorney

**COUNTY OF LOUISA, VIRGINIA**

By: \_\_\_\_\_  
Chair, Board of Supervisors

Approved as to Form

\_\_\_\_\_  
Louisa County Attorney

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	Zion Crossroads Water and Sewer System Engineering Design (DOC Option)				
<b>MOTION(s):</b>	<p><b>I move that the Board of Supervisors implement Recommendations 7.1, 7.5, 7.9, and 7.11 for development of the Zion Crossroads Water and Sewer System from the “<i>Preliminary Engineering for Water and Wastewater Services to Zion Crossroads Planning Area (PER) Report</i>” prepared by Rummel, Klepper &amp; Kahl (RK&amp;K) consulting engineers and dated January 2015;</b></p> <p><b>And further direct the County Administrator to begin the process for negotiating a final design of the infrastructure described in the recommendations named above and to begin developing policies and procedures for the operation of the new water and sewer systems for Board of Supervisors’ review and approval.</b></p>				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		<b>XX</b>			
<b>STAFF CONTACT(S):</b>	Wayne Stephens, Director of Public Works				
<b>PRESENTER(S):</b>	Wayne Stephens, Director of Public Works				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Immediate				
<b>DISCUSSION:</b>	<p>Fluvanna County has been studying water/sewer infrastructure options for more than two decades.</p> <ol style="list-style-type: none"> <li>1. The proposed actions begin the initial steps to facilitate economic development along our Hwy 250 and 15 Zion Crossroads Community Planning Area, by providing necessary water and sewer system infrastructure.</li> <li>2. These Zion Crossroads Water and Sewer System proposed actions by the Board of Supervisors will implement an initial phase of our long-term water/sewer infrastructure plan.               <ol style="list-style-type: none"> <li>a. This action will lead to the design and construction of a water/sewer system connected to the Women’s Correctional Facility on Hwy 250.</li> <li>b. Fluvanna County has a formal agreement with the Department of Corrections (DOC) for them to supply up to 75K gal/day of treated</li> </ol> </li> </ol>				

	<p>water and up to 100K gal/day of sewer treatment services from their existing Fluvanna plants.</p> <ul style="list-style-type: none"> <li>c. Water and sewer resources will be acquired at a cost for each of \$1.50 per 1,000 gallons.</li> <li>d. Fluvanna County is also continuing to develop plans for additional long-term water and sewer capacity to augment this initial resource from the DOC.</li> </ul> <p>3. Board of Supervisors' actions over the past two years have also led to the renewed efforts of the James River Water Authority (JRWA).</p> <ul style="list-style-type: none"> <li>a. The JRWA is proceeding with efforts to have the 3M gal/day DEQ water withdrawal permit reissued for withdrawal in the Columbia area near the confluence of the James and Rivanna Rivers.</li> <li>b. The JRWA has also engaged in a PPEA process to select a contractor to design and build the JRWA intake, pump station and pipeline. That process appears to be on track for permit issuance this spring and for subsequent start of construction.</li> <li>c. The JRWA project will provide a long-term supply of bulk raw water to both Fluvanna and Louisa Counties to support residential and business development needs for decades to come.</li> <li>d. Louisa County is also proceeding with a plan to build a raw water pipeline from the JRWA pipeline near Columbia along the eastern portion of Fluvanna County and to a planned Water Treatment Plant in Louisa County near Ferncliff.</li> <li>e. Plans are to then supply bulk treated water to the Zion Crossroads area, among other needs.</li> </ul>
<p><b>FISCAL IMPACT:</b></p>	<p>It is estimated that cost of the final design for the Phase 1 water and sewer systems and associated infrastructure will be approximately \$300,000.</p> <p>The estimated debt service cost for the ZXR system design and construction has been included in FY17 and beyond planning budgets.</p> <p>In addition, estimated system operating costs of \$250,000 per year for the ZXR Water/Sewer System and the Fluvanna portion of the JRWA Project are included in the FY17 and out year budget proposals.</p>
<p><b>POLICY IMPACT:</b></p>	<p>The County is currently pursuing a clear vision for the development of public utilities in the Community Planning Areas. The design of the Phase 1 water and sewer systems for Zion Crossroads is a critical part of implementing that vision.</p> <p>It is also important for the County to begin developing policies and procedures for the operations of the new water and sewer systems.</p>
<p><b>LEGISLATIVE HISTORY:</b></p>	<p>N/A</p>

<b>ENCLOSURES:</b>	RK&K Preliminary Engineering Report for Water and Wastewater Services to Zion Crossroads Planning Area - Recommendations				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	<b>XX</b>	<b>XX</b>	<b>XX</b>		



## 7.0 **RECOMMENDATIONS**

Based on the information provided in this report, the following recommendations are offered for Fluvanna County in order to establish a water and wastewater system for the Zion Crossroads Area.

- 7.1 Source Water, Short Term** - It is recommended that the County proceed with the Agreement with the Department of Corrections to obtain up to 75,000 gallon per day of treated water. This is the most cost effective short term option and offers an established water source located within the central part of the proposed service area.
- 7.2 Source Water, Mid Term** - It is recommended that the County continue to investigate locations for supplemental ground water supply wells in the area of the DOC facility. Should a suitable yielding well(s) site be identified, these should be considered as a supply to the existing DOC impoundment. By increasing quantity to the impoundment, it is likely that the Virginia Department of Health will increase the permitted treatment capacity of the DOC facility, which may delay the need for a long term source.
- 7.3 Source Water, Long Term** – It is recommended that Fluvanna County discuss the opportunity to purchase long term potable water from the LCWA water treatment facility and transmission main that are planned for construction to serve the Zion Crossroads area.
- 7.4 Alternate Water Source Connections** – It is recommended that Fluvanna County discuss a possible connection to the LCWA system near Route 250 and Route 15. Even if the available quantity is initially limited by LCWA, it would serve as an emergency backup supply and would also provide suitable pressures and a reasonable level of fire protection should Fluvanna County need to delay the construction of a new storage tank. As the service area grows westward, it may also be beneficial to consider requesting a connection to Albemarle County. This could serve as a supplemental long term and emergency water source, should the primary County source have periodic issues.
- 7.5 Wastewater Treatment, Short Term** – It is recommended that the County proceed with the Agreement with the Department of Corrections to obtain up to 100,000 gallons per day of wastewater treatment. This is the most cost effective, short term option and offers a reliable wastewater treatment facility located within the central part of the proposed service area. The County should also consider requesting additional capacity even if per gallon costs increase, as this may help delay the need for a longer term option that is likely to be much more costly.
- 7.6 Wastewater Treatment Long Term** – there does not appear to be a clear, inexpensive option for wastewater treatment of the proposed service area as flows begin to exceed a few hundred thousand gallons. One option is to construct a regional facility in Palmyra, most likely near the site of the current 30,000 gallon per day facility. Due to the lack of nutrients (nitrogen and phosphorus) permitted for discharge, an added expense in addition to a very high level of treatment will be to purchase nutrient credits from an exchange bank or the County may be able to create their own nutrient credits through other County owned property/projects. The other option



is to request capacity from Louisa County Water Authority and their Spring Creek WWTP. This facility is capable to be expanded significantly (up to 1.5 MGD), so it is possible that some capacity could be purchased by Fluvanna County.

- 7.7 Alternative Wastewater Treatment Options** – It is recommended that the County conduct an evaluation to determine the feasibility of utilizing alternative wastewater treatment and disposal systems (in the next couple of years). Since discharging large flows to a stream or river will continue to have stringent permitting requirements, alternative treatment systems should be considered to manage a portion of the service area flow. Alternative treatment systems typically still require a reasonable level of treatment, but in lieu of discharging to a stream or river, they discharge to the subsurface such as a drainfield, drip irrigation system, or injection type system.
- 7.8 Water Reuse** - It is recommended that the County conduct a water reuse feasibility study in order to reduce the amount of wastewater needed for surface discharge (in the next couple of years).
- 7.9 Distribution System, Phase 1** - In order to provide suitable water service to the initial target area for development (Service Area 1), it is recommended that the water distribution system along Route 250 and Route 15 be constructed (see Figure 11). A water booster station will also be necessary at DOC property to pump from their existing water tank to the new system (which will be at a higher pressure). It is also recommended that a 500,000 gallon elevated storage tank be constructed, should budgeting allow. See recommendation 7.3 for a possibility to delay storage for a short period. The initial estimated project cost for this system is \$4.9 Million.
- 7.10 Storage Tank Site Locations** - There are many land parcels in Service Area 1-D suitable for an elevated tank location. It is recommended that these sites be explored by the County before further development might limit options.
- 7.11 Sewer System, Phase 1** - In order to provide suitable sewer service to the initial target area for development (Service Area 1), it is recommended that a sewer force main system along Route 250 and Route 15 be constructed (see Figure 12). This represents approximately 23,000 linear feet of force main (6 inch thru 10 inch), with an initial project cost estimate of \$2.0 Million. This does not include any initial pump stations or gravity sewer.
- 7.12 Future Phases, Water and Sewer Systems** – once the initial water and sewer infrastructure becomes available, development interests should increase throughout the service area. As development plans and/or rezoning requests are submitted to the County, the expansion of the water and sewer systems should be considered.
- 7.13 Interim Operation and Maintenance** – until the flows in the system reach a reasonable level of capacity (25% and above), it will be necessary to maintain the new infrastructure in a proactive manner to maintain water quality and sewer reliability. An Interim Operations and Maintenance Plan should be developed with during the preliminary engineering phase of the project.

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	Confirmation of Declaration and Rescindment of Local Emergency Declaration				
<b>MOTION(s):</b>	<p><b>I move to confirm the decision to correct the typographical date error for the local emergency declaration within Fluvanna County in response to a significant winter storm event, making the declaration to be effective 4 p.m. on February 16, 2015, and to be ended, effective retroactively as of midnight, February 27, 2015.</b></p>				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		x			
<b>STAFF CONTACT(S):</b>	Cheryl Elliott Wilkins, Emergency Services Coordinator				
<b>PRESENTER(S):</b>	Cheryl Elliott Wilkins, Emergency Services Coordinator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Immediate				
<b>DISCUSSION:</b>	<p>This resolution corrects the beginning date of the emergency declaration and ends the declaration as of <b>Friday, February 27</b>. In order to take advantage of any state/federal mutual aid and/or reimbursements for costs incurred during this snow event, a local declaration must be in place.</p>				
<b>FISCAL IMPACT:</b>	<p>Personnel overtime and supply costs will be incurred during the event in order to respond to the snow removal needs at the public facilities, including the fire and rescue stations and Sheriff's office complex, and potentially costs for operating shelters, if necessary. If Virginia does not meet thresholds for the event, local reimbursements will not be available and the cost will be fully bore by Fluvanna County.</p>				
<b>POLICY IMPACT:</b>	<p>This action is consistent with the requirements of the Code of Virginia Emergency Services and Disaster Law.</p> <p style="text-align: center;"><b>Code of Virginia § 44-146.21. Declaration of local emergency.</b></p> <p>(a) A local emergency may be declared by the local director of emergency management with the consent of the governing body of the political subdivision. In the event the governing body cannot convene due to the disaster or other exigent circumstances, the director, or in his absence, the deputy director, or in the absence of both the director and deputy director, any member of the governing body may declare the existence of a local emergency, subject to confirmation by the governing</p>				

	body at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration, whichever occurs first. The governing body, when in its judgment all emergency actions have been taken, shall take appropriate action to end the declared emergency.				
<b>LEGISLATIVE HISTORY:</b>	The last local emergency declaration was in response to a winter storm event March 20, 2013				
<b>ENCLOSURES:</b>	<b>Fluvanna County Resolution for Declaration and End of Local Emergency</b>				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	x				

## **Resolution for the Declaration and End of Local Emergency**

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

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

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

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

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

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

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

**BE IT FURTHER RESOLVED** pursuant to Virginia Code Section 44-146.21, that the local emergency heretofore declared within Fluvanna County effective 4 p.m. on February 16, 2015, be, and it is hereby, **DECLARED TO BE ENDED**, effective retroactively as of midnight, February 27, 2015.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mozell H. Booker  
Chair, Board of Supervisors  
Fluvanna County

Attest:

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

**FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM**

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	Parks and Recreation presentation on Crofton Park/Barnerdsburg site opportunity				
<b>MOTION(s):</b>	N/A				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			<b>X</b>		
<b>STAFF CONTACT(S):</b>	Jason Smith, Parks and Recreation Director				
<b>PRESENTER(S):</b>	Jason Smith and Marvin Moss (Heritage Trail Foundation)				
<b>RECOMMENDATION:</b>	N/A				
<b>TIMING:</b>	N/A				
<b>DISCUSSION:</b>	The Heritage Trail Foundation is in support of funding \$5,000 to be used towards the initial park design plan. Staff would also like to provide an update on the development of the Crofton Park/Barnerdsburg historical site adjacent to the Rivanna River neighboring the Aqua water treatment facility to include the possible benefits of this partnership moving forward.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Map of Crofton location and town of Barnerdsburg history				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other

## Barnerdsburg

The land swap in 2011 between the county and the LMOA provided LMOA 35 acres it gave to the county at the organization's inception to build an elementary school. In the transfer, the county gained 80-plus acres of land that fronts the Rivanna River.

Barnardsburg (locally called Barnesburg) was the second town in Fluvanna, created by the Legislature in 1796 on 25 acres of land owned by Allen Bernard. Much of the early settlement was on the Rivanna River near today's Crofton Bridge, but little remains today.

In 1802 "Barnerd's (sic) Warehouse," a state tobacco storage and inspection facility, was built here. There were stores and shops and the first flour mill on the Rivanna. It is said that the men who built the canal, locks and boat basin for the Rivanna Navigation Company lived in caves with log fronts. According to one woman's account in 1826 a stone fort stood on the point of the hill and was later used as a jail. She remembered hearing the bugle call at the fort, and seeing the local militia drill on the flat near the gallows tree.

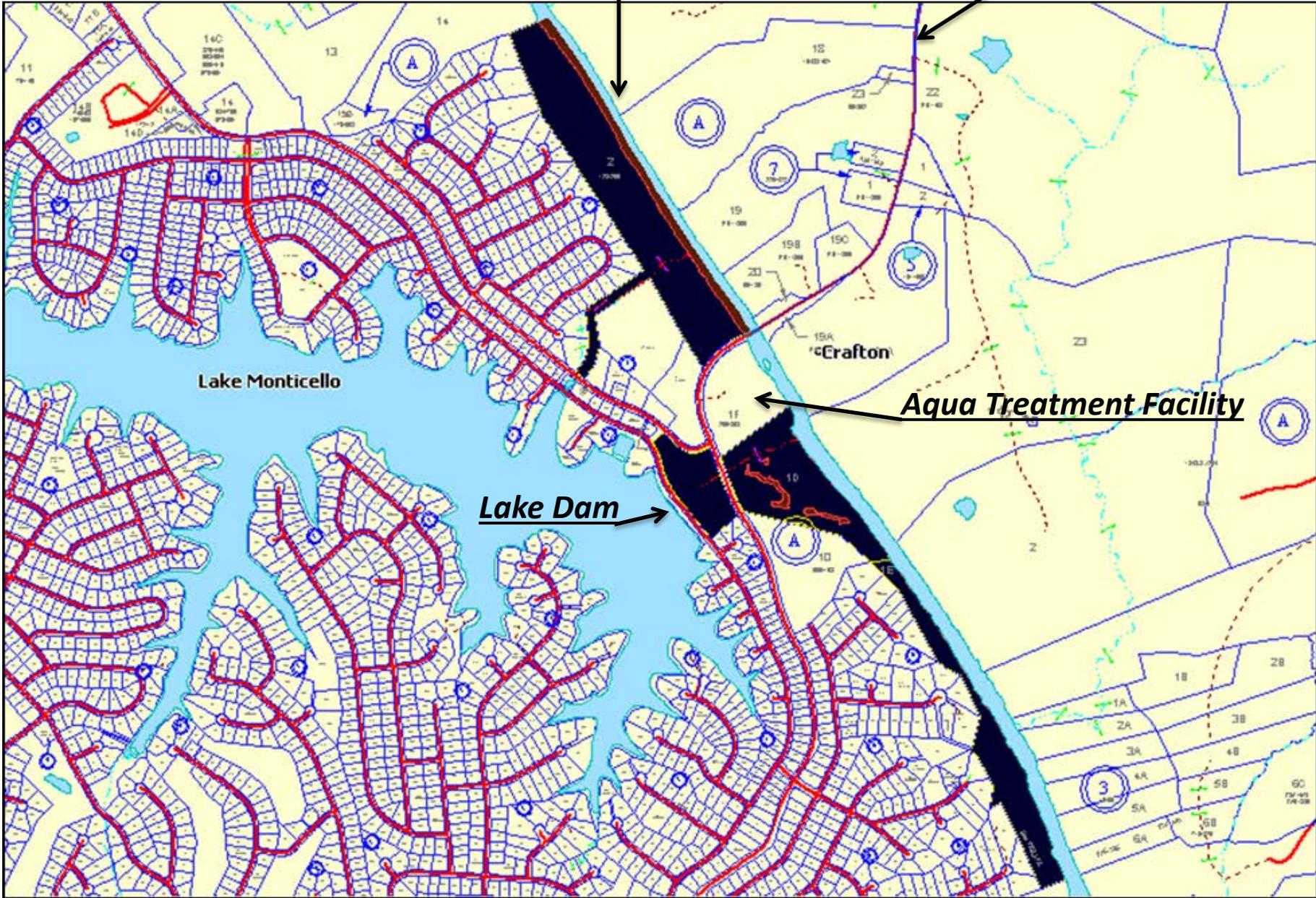
Also in 1826 Reuben H. Boston bought the Red Hills estates including what was left of the town. The Boston family operated the mill and store and were important figures in the development of this area of Fluvanna County.

Southeast of the house on a point overlooking the village of Barnerdsburg, was a fort, also built before the Revolution. There also was a mill in the town, which was run by the Boston family from around 1806. The town died out in the late 1800s as navigation on the Rivanna River and Canal slowed and the railroads took over. Most of the remains of the town eventually disappeared from decay, floods and scavenging and later on from construction of the Lake Monticello dam.

Two well-preserved canal locks still exist and have been uncovered during years of work by some dedicated Lake Monticello and Fluvanna County residents. There still is evidence of the mill and a few other buildings between State Route 600 and the Rivanna River, but many of the stones from the old buildings eventually were used for other construction.

*Park land = Navy blue area alongside river*

*Route 600 / S Boston Rd.*



Lake Monticello

*Aqua Treatment Facility*

*Lake Dam*



# **Fluvanna County Parks; Crofton Park Development**

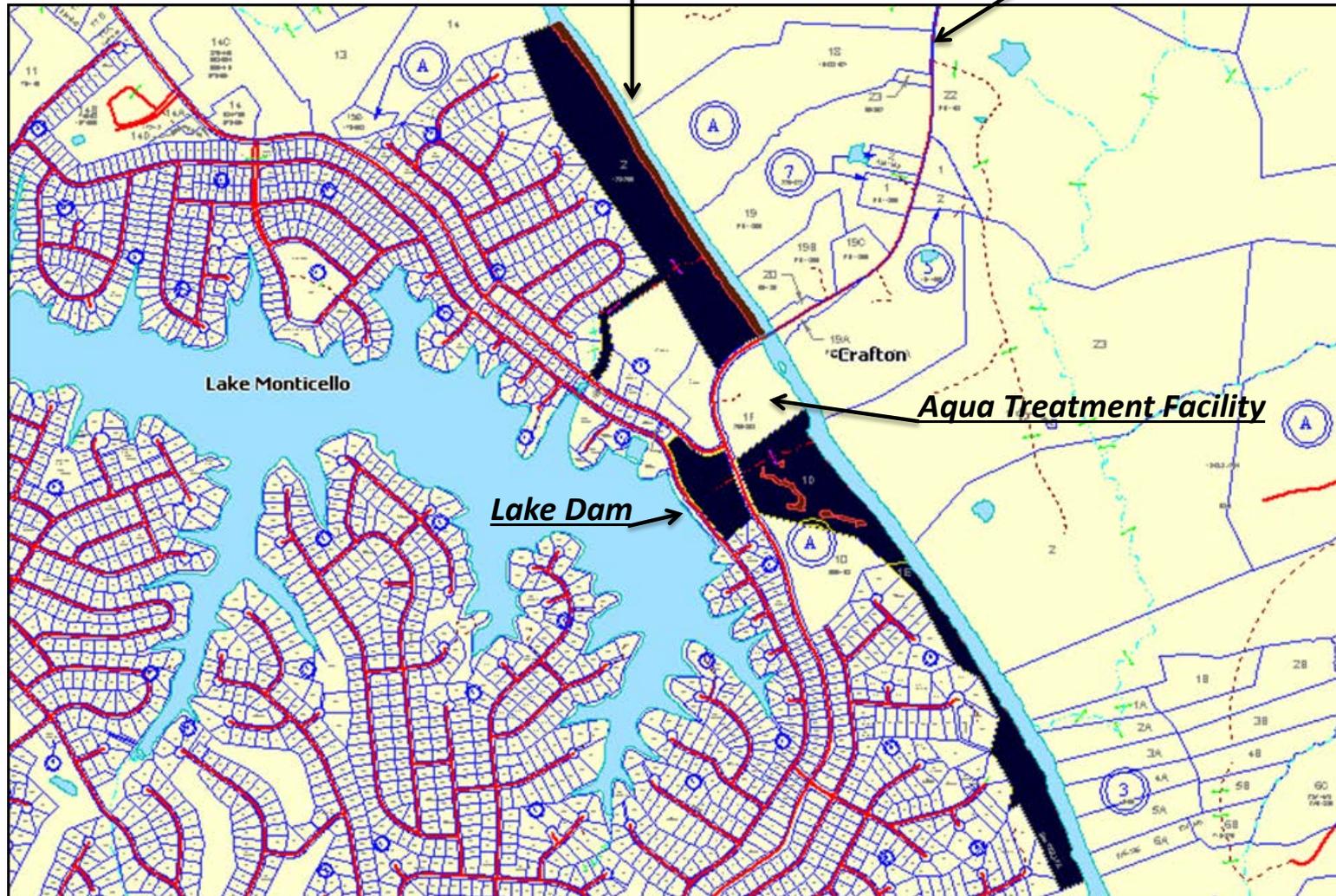
**March 4, 2015**



# Park Location

**Park land = Navy blue area alongside river**

**Route 600 / S Boston Rd.**





# Connecting our Community

- **Heritage Trail Foundation proposes to spend \$5,000 on a Park Plan for future use by the county.**
- Hiking and biking recreation trails.
- Promote historic county education through a series of signs along the trails discussing the Rivanna, the navigation system and the locks, the history of abandoned Bernardsburg, and some coverage of the flora and fauna of the park.
- Safe access to the park preferably from a location that does not require an easement from Aqua Virginia to cross its land by the treatment plant.
- The park would have a minimum of public facilities, such as a restroom (2 porta johns).
- The concept of the park would be integrated where possible with a recreation trail proposed by LMOA. The Heritage Trail Foundation has already touched base with them and they are anxious to collaborate.
- Since part of the historic fabric of the site lies in the flood plain, the concept plan would include suggestions for maintaining trails, historic sites, etc., lying in the flood plain.



# Area Pic's

Old Roadbed



Upper Lock



Gear from Mill



Lot off Rt. 600





Questions?

**FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM**

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	Subdivision Requirements				
<b>MOTION(s):</b>	N/A				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			<b>X</b>		
<b>STAFF CONTACT(S):</b>	Jason Stewart, Planning and Zoning Administrator				
<b>PRESENTER(S):</b>	Jason Stewart, Planning and Zoning Administrator				
<b>RECOMMENDATION:</b>	N/A				
<b>TIMING:</b>	N/A				
<b>DISCUSSION:</b>	Information presentation and discussion of Subdivision Requirements, especially developer requirements based on Planning Commission and BOS approvals and County ordinances.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>					
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	Adoption of the Fluvanna County Board of Supervisors Regular Meeting Minutes.				
<b>MOTION(s):</b>	<b>I move the meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, February 18, 2015 be adopted.</b>				
<b>CATEGORY</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				<b>XX</b>	
<b>STAFF CONTACT(S):</b>	Kelly Belanger Harris, Clerk to the Board				
<b>PRESENTER(S):</b>	Steven M. Nichols, County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	None				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	None				
<b>ENCLOSURES:</b>	Draft minutes for February 18, 2015				
<b>REVIEWS</b>	Legal	Finance	Purchasing	HR	Other

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Circuit Court Room  
February 11, 2015  
Work Session 7:00 pm**

**MEMBERS PRESENT:**

Mozell Booker, Fork Union District, Chairperson  
Bob Ullenbruch, Palmyra District, Vice-Chairperson  
Tony O'Brien, Rivanna District (*arrived at 7:10pm*)  
Mike Sheridan, Columbia District  
Donald W. Weaver, Cunningham District

**ALSO PRESENT:**

Steven M. Nichols, County Administrator  
Mary Anna Twisdale, Management Analyst  
Kelly Belanger Harris, Clerk to the Board of Supervisors

**CALL TO ORDER**

At 7:00 pm, Chairperson Booker called the Work Session Meeting of February 11, 2015 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**COUNTY ADMINISTRATOR'S REPORT**

- JRWA Service Agreement
  - Approved by JRWA Board on Feb 3, 2015, under further review by Fluvanna County.
- CAAR Local Leaders Luncheon
  - Wed, Feb 25th in Cville
  - COAD and a BOS Member invited
- Jail Board Budget Alternatives
  - Orange requesting meeting of BOS reps from each county
- Garden Lane – Wooden Rustic Guard Rail
  - Recommend a site visit
- Finance Board Update
  - VML/VACo Briefing
- SCC Public Hearings on Aqua Rate Increases
  - SCC declined to consider moving hearings to another location
  - Assessing alternatives to accommodate more people at the Courthouse
- Notification ongoing of Property Owners who may be affected by the James River Water Pipeline
- February 18<sup>th</sup> BOS Agenda
  - Work Session at 4:00 pm - RK&K Preliminary Engineering Report (PER) Brief
  - Two Public Hearings
  - Business License Fee Proposal—recommend deferring until after Budget season. Approved by BOS.

**PRESENTATIONS**

*Scottsville Rescue* – Chuck Stockton, Chief of Scottsville Rescue, gave an overview of the service area and number of calls in Fluvanna County, commented on compassionate billing—goes to general fund (Albemarle County); Mr. Weaver asking how much money the county is receiving from compassionate billing. Mr. Nichols noted that this amount can be requested from Albemarle County and reported at a later date.

*Piedmont Virginia Community College (PVCC)* – Stephen Parker, Vice President, noted the FY16 ask is less than for FY15. Dual-enrollment—Fluvanna 281 students. No discussion.

*Central VA Small Business Development Center* – Betty Hoge, Director, provided an overview of clients served, services provided, return-on-investment for money spent on Small Business Development, and noted that they request fewer funds from Fluvanna than any other locality. No discussion.

*Thomas Jefferson Planning District Commission* – Chip Boyles, Director, thanked the Board for their support, and noted that the TJPDC has been in existence for over 40 years. No discussion.

*Thomas Jefferson Soil & Water Conservation District* – Alyson Sappington, District Manager, noted that the THSWCD has asked for level funding this year because of above-average grant-funding. Ms. Sappington noted the range of services that TJSWCD provides Fluvanna County which includes new requirements for Erosion and Sediment, and Stormwater Runoff regulations, etc. No discussion.

*Jefferson Area Board for Aging (JABA)* – Marta Keane, highlighted JABA's 40<sup>th</sup> anniversary; noted, among others that: they have a level funding request, praised the partnership with Fluvanna County Parks and Recreation, and indicated that Fluvanna County has been listed as a new site for telemedicine. Mr. O'Brien: Has JABA been successful in partnering with Lake Community? Ms. Keane noted that many volunteers come from the Lake area.

*Region Ten* – Charles Fawcett, Director of Fluvanna Counseling Center, & Robert Johnson, Executive Director, recapped what the role of Region Ten in the community is. Mr. Nichols inquired about the changes to the FY16 budget; Mr. Johnson

indicated that they did not come prepared to discuss the budget request, rather to highlight what they do in the community. Mr. Johnson indicated that he could provide any information the Board would like.

*JAUNT* – Brad Sheffield, Assistant Director, thanked the Board for the opportunity highlight the services that JAUNT provides and asked the Board to reconsider the decrease in proposed funding for FY16. Mr. O’Brien asked for student ridership numbers; Mr. Sheffield indicated he could provide those numbers at a later date. Mr. Ullenbruch clarified that the County Administrator recommendation is for level funding and inquired about the increase in budget request while the service will decrease. Mr. Sheffield noted that increases in compensation and benefits are driving the increases.

*Thomas Jefferson EMS (TJEMS) Council* – Gary Morris, Executive Director, TJEMS is one of 11 designated councils. TJEMS, as they are typically known, is mandated by the state of Virginia to plan, implement, coordinate an efficient EMS care delivery system. Mr. Morris highlighted several programs and services offered by TJEMS, including local on-site EMS training. Chair Booker asked about the increase in necessary certification hours; Mr. Morris noted that this is an attempt to follow the national standard curriculum, and an effort to increase potential revenue recovered. No discussion.

*Central Virginia Partnership for Economic Development* – Helen Cauthen, President, provided a quick overview of CVPED, the public-private partnership representing 8 counties plus the City of Charlottesville, one of 15 in the state; noted that Steve Nichols will be Chair starting July 1, 2015. Mr. O’Brien inquired about the comparison of regional and local statistics and demographics.

*Piedmont Housing Alliance* – Frank Grosch, Executive Director, thanked the Board prior support and noted that their request this year is a level funding request. Mr. Grosch highlighted the various program that PHA offers. Noted that Mr. Nichols has joined their board for a three year term. Mr. Weaver asked what percentage of foreclosures are avoidable with Mr. Grosch indicating that it is nearly 40%. Mr. O’Brien asked about the changes in foreclosures in the past few years; Mr. Grosch noted that there is still work to be done.

*Piedmont Workforce Network* – Morgan Romeo, Operations Manager, gave an overview of the work of the Piedmont Workforce Network, indicated that the budget request for FY16 is \$.15 per capita, based on population statistics from the Weldon Cooper Center. Mr. Weaver noted that there is no budget breakdown in the package and wonders how Fluvanna compares to the other localities in the Network. Ms. Romeo noted that federal money total approximately \$1.3 million per year with localities providing approximately \$60,000 per year total.

*CHIP* – Molly Fulton, Development Director, noted that Fluvanna CHIP has been serving Fluvanna since 1994. Noted that there is a modest increase in FY16; the amount of funds being asked for is approximately 1/3 of the amount being spent in the County. No discussion.

*Shelter For Help In Emergency* – Sarah Ellis, Fundraising and Development Coordinator, thanked the Board for the opportunity to present. Chair Booker asked for clarification: 296 individual counseling sessions or 206 individuals receiving services. Ms. Ellis indicated that there were 296 Fluvanna residents who received services. Mr. Weaver asked about the length of time residents may stay; residents typically stay up to 6 weeks, but no one is evicted.

*Legal Aid* – Erin Trodden, Managing Attorney, thanked the Board for the opportunity to speak. Ms. Trodden highlighted several cases that Legal Aid was able to close in Fluvanna County in the last year. No discussion.

*Sexual Assault Resource Agency (SARA)* – Becky Weybright, Executive Director, recounted the work that SARA is able to provide thanks in part to the funding that it receives from the County. No discussion.

*Fluvanna County Arts Council* – Adele Schaefer, President, offered sincere appreciation for the collaboration of Jason Smith, Director of Parks and Recreation, and Will Shaw, Assistant Director of Public Works. Ms. Schaefer noted that the cost of admission, in an effort to keep performances accessible, does not cover the cost of the performers.

*Fluvanna Historical Society* – Judith Mickelson, Executive Director, announced her retirement in March 2015, introduced the new director, Tricia Johnson. Also noted that this year will be the 20<sup>th</sup> Old Farm Day. Mr. Sheridan noted that the work of Fluvanna Historical Society volunteers have been recognized nationally through a commercial for Bank of America. Mr. O’Brien asked about the amount of revenue brought in by Old Farm Day; Ms. Mickelson noted that 2014 saw a decrease. The cost has been stable the past three years at approximately \$6,000; revenue last year was approximately \$5,000, down from a high of \$11,000-12,000 in years past.

*Fluvanna Leadership Development Program (FLDP)* – Kathy Swenson Miller, Treasurer, offered a brief history of the FLDP, noting that it was the brainchild of the Ruritan Club. Ms. Miller noted that there have been 11 graduating classes to date. Mr. O’Brien noted that this is the first year that the FLDP has undertaken a single class project.

*Fluvanna County Chamber of Commerce* – Bill Hughes, Vice President, thanked the Board for its continued support. Mr. Hughes noted that Chamber works closely with many of the agencies that presented earlier tonight and is looking forward to expanding its role in the County. No discussion.

#### **UNFINISHED BUSINESS**

*Regional Public Safety Collaboration Update* – Cheryl Wilkins, Emergency Services Coordinator, gave brief update of regional collaboration efforts. The Administrators of the counties of Madison, Greene, Orange, Louisa, Fluvanna, Albemarle, and the city of Charlottesville have been meeting regularly to work on regional collaboration issues, including potential

collaboration on E911 services. The Emergency Services Coordinators of these localities have been invited to further collaboration efforts. Current working projects include an update to regional emergency communication capabilities and the impact on the current RFP 2015-02 - VHF Simulcast P25 Public Safety Emergency Communications Radio System.

*FY16 Budget Update* – Steve Nichols, County Administrator, updated the Board on FY16 budget progressions. Discussion ranged from options for Rescue Revenue Recovery billing options, impacts and ramifications of proposed tax rates, and the procedure for advertising the proposed maximum tax rate.

**NEW BUSINESS**

None.

**CLOSED MEETING**

**MOTION TO ENTER INTO A CLOSED MEETING**

At 10:33pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel. Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

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

At 10:47pm, Mr. Weaver moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and “BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.” Mr. Sheridan seconded. The motion carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

**ADJOURN**

**MOTION:**

At 10:48pm Mr. Weaver moved to adjourn the Work Session meeting of Wednesday, February 11, 2015. Mr. Sheridan seconded and the motion carried with a vote of 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Kelly Belanger Harris  
Clerk to the Board

\_\_\_\_\_  
Mozell H. Booker  
Chairperson

**FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM**

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	Adoption of the Fluvanna County Board of Supervisors Regular Meeting Minutes.				
<b>MOTION(s):</b>	<b>I move the meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, February 11, 2015 be adopted.</b>				
<b>CATEGORY</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				<b>XX</b>	
<b>STAFF CONTACT(S):</b>	Kelly Belanger Harris, Clerk to the Board				
<b>PRESENTER(S):</b>	Steven M. Nichols, County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	None				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	None				
<b>ENCLOSURES:</b>	Draft minutes for February 11, 2015				
<b>REVIEWS</b>	Legal	Finance	Purchasing	HR	Other

**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Circuit Court Room**  
**February 18, 2015**  
**Work Session 4:00 pm**  
**Regular Session 7:00 pm**

**MEMBERS PRESENT:**

Mozell Booker, Fork Union District, Chairperson  
 Bob Ullenbruch, Palmyra District, Vice-Chairperson  
 Tony O'Brien, Rivanna District (*arrived at 4:05pm*)  
 Mike Sheridan, Columbia District  
 Donald W. Weaver, Cunningham District

**ALSO PRESENT:**

Steven M. Nichols, County Administrator  
 Fred Payne, County Attorney  
 Eric Dahl, Finance Director (*Work Session*)  
 Jeff Kapinos, Senior Manager, Municipal Engineering, RK&K (*Work Session*)  
 Robert Popowicz, Director of Community Development (*Work Session*)  
 Wayne Stephens, Public Works Director & County Engineer (*Work Session*)  
 Kelly Belanger Harris, Clerk to the Board of Supervisors

**WORK SESSION****CALL TO ORDER**

At 4:00 pm, Chairperson Booker called the Work Session Meeting of February 18, 2015 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

*RK&K Preliminary Engineering Report*—Mr. Jeff Kapinos, RK&K Senior Manager, Municipal Engineering, Mr. Wayne Stephens, Director of Public Works & County Engineer, Mr. Bobby Popowicz, Director of Community Development, Mr. Eric Dahl, Finance Director. As requested at the Board meeting on December 17, 2014, Mr. Kapinos returned to the Board to discuss the Preliminary Engineering Report on the Water and Wastewater Services to Zion Crossroads Planning Area. Primary discussion focused on the options available as suggested and outlined in the Preliminary Report, expected cost and water availability.

**Recess for Dinner and Closed Session****MOTION TO ENTER INTO A CLOSED MEETING**

At 6:04pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6 and A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Investment of Funds and Legal Matters. Mr. Sheridan seconded. The motion carried, with a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

**Reconvene in open session and Regular Meeting****MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION**

At 6:59pm, Mr. Weaver moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting." Mr. Sheridan seconded. The motion carried, with a roll call vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

**CALL TO ORDER**

At 7:00 pm, Chairperson Booker called the Regular Meeting of February 18, 2015 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**ADOPTION OF AGENDA**

After a brief discussion, it was moved by Mr. Weaver to adopt the agenda with the following changes: Presentations were moved ahead of Action Matters. Mr. O'Brien seconded and the motion carried 5-0. AYE: Booker, Ullenbruch, O'Brien, Sheridan, Weaver.

**COUNTY ADMINISTRATOR'S REPORT**

- Roxanne Carter-Johnston selected as First Community Volunteer Coordinator
  - Primary point of contact for volunteer program communications,
  - Works to raise staff and community awareness of the role and function of volunteers, and of community volunteer opportunities,
  - Promotes volunteerism (internally and externally) through recruitment and publicity strategies and campaigns,
  - Assists in maintaining volunteer opportunity postings on the County website and other relevant community volunteer recruitment sites,
  - Spearheads volunteer recruitment efforts for County programs and in support of community programs, and serve as a primary initial contact for all potential volunteers,
- Pleasant Grove Bathroom Facility

- Work completed by Roger Smith; Wayne Stephens design
- Booster pump, storage tank and associated plumbing installed 2/6/15.
- Functions exactly as designed in manual mode
- More control work left to do to allow automatic operation, on track for March 1 completion
- Recent Schools Project
  - Writing letters to our Sheriff's Deputies thanking them for their service
  - Part of a campaign to show support to our law enforcement officers
  - Cards displayed on Bulletin Board at the Sheriff's Office
- Illegal dump beside Andrew Street in Columbia
  - Cleaned up by Inmate Work Force
- Labor Sector Strategy Study
  - Conducted by Central Virginia Partnership for Economic Development
  - New tool will help Fluvanna and surrounding counties predict future labor needs of companies in the area
  - Study is broken down into market sectors that could show trends for each sector's need for new and replacement employees and/or waning sector employment trends.
- IT Staff completed migration of the AS/400 data to the new IBM Power7 server
  - Successfully tested, including Bright and CAMRA
- Columbia FEMA grant match
  - On July 2, 2014 the Board did recognize and incorporate the \$10,000 FEMA match as a debt listed under Exhibit 1, Assets of the Town of Columbia under Personal Property, and also referenced the obligation as part of the staff report.

### **BOARD OF SUPERVISORS UPDATE**

*O'Brien*—Piedmont Workforce Network on 2-19-15

*Ullenbruch*—Jail Authority accepted the Superintendent's FY16 Budget for consideration: Chamber: BPOL Q&A scheduled for February 26, 2015, at 7:30 pm..

*Weaver* – None.

*Sheridan*—Attended Legislative Day at the General Assembly.

*Booker*—YAC: visited Terrific Tuesdays at the Middle School, many participants.

### **PUBLIC COMMENTS #1**

Chair Booker opened the floor to public comments.

- Bill Sullivan, 38 Riverside Drive, offered congratulations on the Market Fluvanna campaign. Asked the Board to take a strong position on funding infrastructure and schools. Noted the low per-pupil spending Fluvanna students.

There being no one else wishing to speak, Chair Booker closed the first session of the Public Comments.

### **PUBLIC HEARINGS**

*ZMP 14-04 Green Springs Timber, LLC*—Mr. Steve Tugwell, Senior Planner, addressed the Board with a request to amend the Fluvanna County Zoning Map with respect to approximately 15.986 acres of Tax Map 5, Section 11, Parcel L5A, to rezone the same from A-1, Agricultural General, to I-2, Industrial, General.

Chair Booker opened the Public Hearing.

With no one wishing to speak, Chair Booker closed the Public Hearing and opened the floor to discussion among Supervisors.

With no discussion,

#### **MOTION:**

Mr. O'Brien moved that the Board of Supervisors approve ZMP 14-04 of the attached ordinance for ZMP 14-04, a request to amend the Fluvanna County Zoning Map with respect to 15.986 acres of Tax Map 5, Section 11, Parcel L5A to rezone the same from A-1, Agricultural, General, to I-2, Industrial, General. With a second by Mr. Ullenbruch the rezoning was approved on a vote of 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

*ZTA 15-01 Public Sign Ordinance*, Mr. Jay Lindsey, Planner, presented a proposed Public Sign Ordinance to amend the Fluvanna County Zoning Ordinance Subsections 22-17-4, 22-20-2, and 22-20-3 (Chapter 22, Article 17-4: Special Use Permits; Chapter 22, Article 20-2: Planning Commission – Public Hearings; Chapter 22, Article 20-3: Governing Body – Public Hearing) to provide the posting of signs to give additional notice of certain proposed zoning actions.

The proposed amendment:

- Requires applicants for a special use permit to provide public notice (in addition to the written public notice already required by Section 15.2-2204), by placing a sign of a type approved by the zoning administrator on the subject property at the nearest public road or its point of access; and
- Applies to public hearings of both the Planning Commission and the Board of Supervisors (Governing Body). The amendment will affect Sec. 22-17-4, Sec. 22-20-2, and Sec. 22-20-3 of the Fluvanna County Code.

Chair Booker opened the Public hearing.

With no wishing to speak, Chair Booker closed the Public Hearing and opened discussion among Supervisors.

There being no discussion,

#### **MOTION:**

Mr. Ullenbruch moved that the Board of Supervisors approve ZTA 15:01, a request to amend the Fluvanna County Zoning Ordinance (Chapter 22, Article 17-4: Special Use Permits; Chapter 22, Article 20-2: Planning Commission – Public Hearings; Chapter 22, Article 20-3: Governing Body – Public Hearing) to provide the posting of signs to give additional notice of certain proposed zoning actions as described therein, as initiated by the Planning Commission by resolution on January 28, 2015 and written in the attached ordinance. Mr. Weaver seconded and the motion carried 5-0. AYES: Booker, Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

**PRESENTATIONS**

*Nuisance Dog Barking*—Jay Lindsey, Planner, gave an overview of the how other localities approach nuisance barking. Chair Booker asked Sheriff Hess to comment. Sheriff Hess noted that Animal Control currently responds to all complaints, but has no enforcement ability as there is no policy or ordinance.

After brief discussion regarding the number of complaints and cost to enforce, and based on recommendations by Mr. Payne, the Board directed Planning Staff to return with a draft ordinance.

*FY15 Q2 Budget Update*—Mary Anna Twisdale, gave the second quarter FY15 Q2 report. There were no questions or discussion.

*Schools FY16 Budget Presentation*—Ms. Gena Keller, Superintendent, addressed the Board with regard to the FY16 Fluvanna County Public Schools Budget Request. Ms. Keller began her presentation by announcing that the school system has been awarded a \$3 million “Investing in Innovation (i3)” grant. Further budget discussion included teacher salary scales, per pupil expenditures, expanding services, and technology needs and updates.

Mr. O’Brien asked about the implications of receiving less than full funding. Ms. Keller indicated that we would see a widening gap between Fluvanna salaries and those in neighboring localities; needed additional staffing would not be hired, class sizes could be impacted, and staff professional development would have to be further curtailed.

**ACTION MATTERS**

*Declaration of Local Emergency*—Steve Nichols, County Administrator, presented a resolution for a Declaration of Local Emergency. This declaration allows the County to potentially recoup expenses attributable to the winter storm on February 16, 2015, and following efforts.

**Motion:**

Mr. Sheridan moved to confirm the decision to declare a local emergency on Tuesday, February 17, 2015, in response to a significant winter storm event. Mr. O’Brien seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

*Contract for Fork Union Streetscape*—Eric Dahl, Finance Director, gave a brief update on the status of the Fork Union Streetscape project. The first time the project was offered for bid there were no bidders. The second offering received bids from seven contractors. The winning bid was from S. Walker Construction. Mr. Weaver noted the contract states, as a General Price Reduction, if there are items that come in under estimated cost, the County will receive a rebate. Mr. Dahl confirmed that this falls under the General Terms and Contract and is standard procedure for public contracts.

**MOTION:**

Mr. Weaver moved to approve the Contract between the County of Fluvanna, Virginia and S. Walker Construction for Phase I of the Fork Union Streetscape Project in the amount of \$354,730.00.

Furthermore, the Board of Supervisors authorizes the County Administrator to execute the Contract contingent upon the Contract being approved as to form by the County Attorney.

Mr. Sheridan offered a second and the motion passed 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None

*Advertisement of the Proposed FY16 Real Property Tax Rate Increase*—Eric Dahl, Finance Director, presented the Board with the advertisement for the proposed tax rate to run in the Fluvanna Review prior to the Public Hearing to set the FY16 Real Property Tax Rate on April 1, 2015. Mr. Dahl reiterated that state code requires that in any year that sees a real estate reassessment increase greater than 1%, there must be at least 30 days between advertisement and Public Hearing; and further, the Tax Rate Public Hearing cannot happen at the same time as the required Budget Public Hearing. Chair Booker asked for clarity on items that might affect the tax rate if the rate were advertised later.

Mr. Nichols stated that the items that will affect the budget are items currently in discussion in the State Legislature, including proposed pay raises for Social Services, Constitutional Officers, and Teachers.

Mr. Ullenbruch outlined his suggestions for budget adjustments.

Broad-ranging discussion included: School budget request, Social Services staffing, CSA expenditures, JAUNT, and Region Ten’s increased request.

**MOTION:**

Mr. Ullenbruch moved the Board of Supervisors authorize staff to advertise the FY16 proposed real property tax rate for public hearing on April 1st, 2015; the advertised proposed real property tax rate is \$0.935 per \$100, effective for tax year 2015. Mr. O’Brien seconded and the motion passed 4-1. AYE: Booker, Ullenbruch, O’Brien, Sheridan. NAY: Weaver.

ABSENT: None.

**CONSENT AGENDA**

The following items were approved under the Consent Agenda, with no discussion:

- Minutes of February 4, 2015 Meeting—Kelly Belanger Harris, Clerk to the Board
- E911 Radio Console and Software Upgrade Grant Application—Andrea Gaines, Director of Communications
- FY15 Voluntary Contributions 1st Half—Mary Anna Twisdale, Management Analyst
- Accounts Payable Report—Mary Anna Twisdale, Management Analyst

**MOTION**

Mr. Weaver moved to approve the items on the Consent Agenda for February 18, 2014, and the Accounts Payable report for January 2015 in the amount of \$3,579,997.06, be ratified. Mr. O’Brien seconded and the motion passed 5-0. AYES: Booker, Ullenbruch, O’Brien, Sheridan, and Weaver. NAYS: None. ABSENT: None.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENTS #2**

Chair Booker opened the floor to public comments.

- Mr. Overton McGehee, 924 Courthouse Rd, commended County teachers and thanked the Board for their hard work.

There being no further comments, Chair Booker closed the second session of Public Comments.

**ADJOURN**

**MOTION:**

At 10:10pm Mr. Weaver moved to adjourn the meeting of Wednesday, February 18, 2015.

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

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

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Kelly Belanger Harris  
Clerk to the Board

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Mozell H. Booker  
Chairperson

DRAFT

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	Proclamation Recognizing the 40 <sup>th</sup> Anniversary of the Jefferson Area Board for Aging (JABA)				
<b>MOTION(s):</b>	<b>I move the Fluvanna County Board of Supervisors approve the proclamation recognizing the 40<sup>th</sup> Anniversary of the Jefferson Area Board for Aging (JABA.)</b>				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		<b>XX</b>			
<b>STAFF CONTACT(S):</b>	Jason Smith, Director of Parks and Recreation				
<b>PRESENTER(S):</b>	Jason Smith, Director of Parks and Recreation				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Normal				
<b>DISCUSSION:</b>	N/A				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Proclamation				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other



**County of Fluvanna  
Board of Supervisors  
Palmyra, Virginia**

**Proclamation**

Appreciation and Celebration on the occasion of the  
40<sup>th</sup> Anniversary of the Jefferson Area Board for Aging

**Whereas** the Jefferson Area Board for Aging (JABA) has, for 40 years, served the people of Fluvanna County by being a tireless advocate for healthy aging in community; and

**Whereas**, JABA has provided services that include an extensive information and assistance and options counseling network, socialization and nutrition at community centers, adult daycare services, health insurance counseling, and health services, home delivered meals, ombudsmen, and volunteer recruitment and coordination; and

**Whereas**, JABA had the vision to develop accessible and affordable senior housing, including Park View, Woods Edge, Ryan School Apartments, and Timberlake Place; and

**Whereas**, JABA recognized the importance of intergenerational programming at our Adult Care Centers co-located with preschools and joint programming at its community senior centers; and

**Whereas**, JABA has been recognized by numerous local, state and national organizations for their innovative work and achievements on behalf of the elderly and people of all generations;

**Now, therefore**, The County of Fluvanna, Board of Supervisors takes great pride and pleasure in recognizing and expressing profound gratitude to JABA for their vision, leadership and exemplary record of service on the occasion of their 40th Anniversary, and extends to JABA sincere best wishes for continued success.

Passed and adopted this 4th of March in the year 2015.

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Mozell H. Booker  
Chair, Fluvanna County Board of Supervisors

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	Project Lifesaver: Missing Alzheimer's Disease Patient Assistance Program Grant.				
<b>MOTION(s):</b>	1) I move to authorize submission of the Project Lifesaver: Missing Alzheimer's disease Patient Assistance Program application, and accept an award of new radio rescue equipment, valued at \$5,580.				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
<b>STAFF CONTACT(S):</b>	Jesse Ellis, Sheriff's Office Staff; Captain Von Hill, Sheriff Eric B. Hess				
<b>PRESENTER(S):</b>	Sheriff Eric B. Hess.				
<b>RECOMMENDATION:</b>	Ratify and accept the Project Lifesaver: Missing Alzheimer's Disease Patient Assistance Program Grant Award.				
<b>TIMING:</b>	One-time grant opportunity.				
<b>DISCUSSION:</b>	Project Lifesaver is a public safety program designed to protect and locate missing persons of Alzheimer's disease, dementia, and other cognitive conditions due to wandering. This program grant is funded by the Bureau of Justice Assistance, and the equipment awarded in the grant can be utilized by law enforcement officials to locate Alzheimer's and Dementia patients.				
<b>FISCAL IMPACT:</b>	<ul style="list-style-type: none"> <li>• The grant award is not allocated as a cash award; the award consists of radio rescue equipment valued at \$5,580.</li> <li>• No additional match funding is required.</li> <li>• No extensions are allowed.</li> </ul>				
<b>POLICY IMPACT:</b>	Grant funds will be used to purchase a "New Agency Starter Kit" which includes: 2 receivers w/attached yagi antennas; 2 omni-directional antennas; 2 headsets; 4 sixty day transmitters, 4 one-year supply of batteries wrist/ankle bands; 4 transmitter battery testers, 4 PAL Units with 6 months of service, and certified instructors will provide on-site instruction on the use of the equipment.				
<b>LEGISLATIVE HISTORY:</b>	None.				
<b>ENCLOSURES:</b>	None.				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other



# Agency Grant - Project Lifesaver

<b>Agency Name</b>	Fluvanna County Sheriff's Office
Principal Contact/Title	
Agency Type (Sheriff, Police etc)	Sheriff's Office
Address, City, State and Zip	160 Commons Boulevard P.O. box 113 Palmyra VA 22963
Phone (Cell, Office, Home, Fax, etc)	434-589-8211 ex 1204
E-mail	jellis@fluvannasheriff.com
Date of Application	21-Jan-14
<b>Locality Information</b>	
Population	28,691
Square Miles	282
Rural or Urban	rural
Persons per square mile	102
% of Population w/ Dementia/Alz.	15.7
Facilities specializing in Dementia/Alz	0
Military Bases	0
Amusement Parks	0
State & National Parks	1
Colleges	0
Wildlife Refuges	1
<b>Agency Information</b>	
Number of Personnel in Agency	34
Sworn & Support Staff	36
Satellite/Regional Offices	1
Precincts/Sub-Stations	1
Number of Departments	4
Number of full-time SAR personnel	0
<b>Computation - 31 to 33 done by PLI</b>	TO BE DONE BY PLI
Available SAR personnel (#29)	TO BE DONE BY PLI
Size of population x % of at risk pop	TO BE DONE BY PLI
At risk pop / available SAR personnel	TO BE DONE BY PLI
<b>Budget</b>	
Annual training budget	50,000
Annual equipment budget	30
<b>Search and Rescue (SAR)</b>	
# of SAR calls - past 5 years	30
Duration of SARs- past 5 years	unk
Recovery Rates of SAR's - past 5 yrs	unk
% of SARs for wanderers - past 5 yrs	20%
<b>Other Factors (optional)</b>	
Lack of caregiver education programs or other factors that may place burden on community	
<b>Please submit to:</b>	
Tommy Carter, COO tcarter@projectlifesaver.org Fax: 757-546-5503	
<b>Signature</b>	

This project was supported by Grant No. 2009-SJ-BX-K011 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the SMART Office, and the Office for Victims of Crime. Points of view or opinions in this document are those of the author and do not represent the official position or policies of the US Dept. of Justice.

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

**Meeting Date:** March 4, 2015

<b>AGENDA TITLE:</b>	VDOT Secondary Street Acceptance Request—Zion Industrial Park				
<b>MOTION(s):</b>	I move the Fluvanna County Board of Supervisors adopt the resolution entitled "Secondary Street Addition – Zion Industrial Park."				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				<b>X</b>	
<b>STAFF CONTACT(S):</b>	Kelly Belanger Harris, Clerk to the Board				
<b>PRESENTER(S):</b>	Bobby Popowicz, Community Development Director				
<b>RECOMMENDATION:</b>	Adoption of the Resolution				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	N/A				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>					
<b>ENCLOSURES:</b>	Resolution, VDOT Form AM-4.3				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other

In the County of Fluvanna

By resolution of the governing body adopted March 4, 2015

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): \_\_\_\_\_

**Report of Changes in the Secondary System of State Highways**

Project/Subdivision Zion Station

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

**Street Name and/or Route Number**

◆ Zion Station Road, State Route Number 1021

Old Route Number: 0

● From: Rte 250

To: east to Zion Station Court, a distance of: 0.13 miles.

Recordation Reference: PB 2 page 284,285

Right of Way width (feet) = 50

**Street Name and/or Route Number**

◆ Zion Station Court, State Route Number 1022

Old Route Number: 0

● From: Zion Station Road

To: NE to end of cul , a distance of: 0.10 miles.

Recordation Reference: PB 2 Pg 284,285

Right of Way width (feet) = 50

**Street Name and/or Route Number**

◆ Zion Station Road, State Route Number 1021

Old Route Number: 0

● From: Zion Station Court

To: east to end of cul de sac, a distance of: 0.06 miles.

Recordation Reference: PB 2 page 284,285

Right of Way width (feet) = 50



BOARD OF SUPERVISORS

County of Fluvanna  
Palmyra, Virginia

**RESOLUTION**

At a regular meeting of the Board of Supervisors of Fluvanna County held in the Fluvanna County Courts Building at 7:00 PM on Wednesday, March 4, 2015, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

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<u>Present</u>	<u>Vote</u>
Mozell H. Booker, Chairman	
Robert Ullenbruch, Vice Chairman	
Mike Sheridan	
Tony O'Brien	
Donald W. Weaver	

---

**A RESOLUTION TO TAKE STREETS IN THE ZION INDUSTRIAL PARK INTO THE SECONDARY SYSTEM OF HIGHWAYS IN FLUVANNA COUNTY, VIRGINIA**

**WHEREAS**, the eligible streets described on the attached VDOT AM-4.3 form, fully incorporated herein by reference, are shown on plats recorded in the clerk's office of the Circuit Court of Fluvanna County; and

**WHEREAS**, the streets described in the Zion Industrial Park have been developed in Fluvanna County and the developer has constructed the streets in accordance with the plans submitted to and approved by the Virginia Department of Transportation and the streets have been inspected by the Office of the Land Development Engineer and found to be acceptable in the State Highway System; and

**NOW, THEREFORE BE IT RESOLVED**, on this 4<sup>th</sup> day of March 2015, that the Fluvanna County Board of Supervisors hereby requests that the Virginia Department of Transportation add the described roads listed on the attached VDOT AM-4.3 form to the Secondary System of State Highways of Fluvanna County pursuant to Section 33.2-705 of the Code of Virginia, as amended, and the Subdivision Street Requirements; and

**BE IT FURTHER RESOLVED**, that the Fluvanna County Board of Supervisors guarantees a clear and unrestricted right-of-way, and any necessary easements for cuts, fills, and drainage; and

**BE IT YET FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Land Development Engineer for the Virginia Department of Transportation.

Adopted this 4<sup>th</sup> day of March 2015  
by the Fluvanna County Board of Supervisors

A Copy, teste:

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Kelly Belanger Harris, Clerk  
Board of Supervisors  
Fluvanna County, Virginia



## Capital Reserve Maintenance Fund Request

**MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:** Purchase and install materials to repair the track and field facility at Fluvanna Middle School to a usable and safe condition.

### Section 1 - REQUEST

Requesting Department/Agency	Dept/Agency Contact	Date of Request
FCPS	Chuck Winkler	2015/02/18
Phone	Fax	Fiscal Year
434-589-8208	434-589-2248	FY15

Reserve Fund Purpose Category: Unexpected facility repairs or replacements

Description of Project/Repair	Qty	Unit Price	Total Price
Patch Kits	20	\$270.00	\$5,400.00
Resin (Bucket)	10	\$109.00	\$1,090.00
Misc. Materials	20	\$50.00	\$1,000.00
<b>Total Request:</b>			<b>\$7,490.00</b>

Description and justification for proposed use.

The track at Fluvanna Middle School has several areas of concern that currently make it unusable. There is over 500 square feet of area that requires patching and rubberized material before our students can safely compete on the surface.

Department/Agency Head Name	Signature	Date
Fluvanna Co. Public Schools	Chuck Winkler <small>Digitally signed by Chuck Winkler DN: cn=Chuck Winkler, o=Fluvanna County Public Schools, ou=... Date: 2015.02.19 11:41:29 -0500</small>	2015/02/19

### Section 2 - REVIEW

Recommended?	County Finance Director	Date
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		2/20/15
Recommended?	County Administrator	Date
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		2/19/15

### Section 3 - BOARD OF SUPERVISORS

Approved?	Decision Date	Comments
<input type="checkbox"/> Yes <input type="checkbox"/> No		

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: 03/04/2015

<b>AGENDA TITLE:</b>	IT Internal Budget Transfer				
<b>MOTION(s):</b>	I move the Board of Supervisors approve a budget transfer for \$15,600 from the FY15 Information Technology ADP Services budget to the FY15 Information Technology EDP Equipment budget to reflect the realignment of funds used to provide IBM i 7 infrastructure.				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				<b>X</b>	
<b>STAFF CONTACT(S):</b>	Jonathan McMahon, Director of Information Technology				
<b>PRESENTER(S):</b>	Jonathan McMahon, Director of Information Technology				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	One time				
<b>DISCUSSION:</b>	The annual hardware maintenance cost for the IBM iSeries server (running the current CAMA system and the legacy Bright system) is \$12,500. In lieu of paying this annual maintenance renewal, IT replaced this system with a new IBM Power7 server with 3 years of hardware maintenance included for a total cost of \$15,564. This results in both a three-year savings of \$21,936 and a greatly improved hardware platform for CAMA/Bright. This budget transfer will move \$15,600 from "ADP Services" to "EDP Equipment" within the current IT budget to reflect this realignment.				
<b>FISCAL IMPACT:</b>	The FY15 Information Technology ADP Services budget will decrease \$15,600 and the FY15 Information Technology EDP Equipment budget will increase \$15,600. The total amount of the FY15 Information Technology budget will not change. This realignment will save the County \$21,936 over three years.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	N/A				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
		<b>X</b>			



# Capital Reserve Maintenance Fund Request

**MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:**

Provide \$25,000.00 from the Capital Reserve Maintenance Fund to pay the costs of:  
 Performing additional unforeseen work and accelerating the scheduled work at Gymnasium, former MACAA building, Community Center, Treasurer's Building basement and Administration Building in furtherance of the ongoing Renovation and Space Utilization CIP Project (formerly MACAA Relocation CIP Project).

## Section 1 - REQUEST

Requesting Department / Agency: Public Works		Dept / Agency Contact: Wayne Stephens		Date of Request: Mar 4, 2015	
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org		Fiscal Year: FY15	
Reserve Fund Purpose Category:					
Description of Project/Repair	Qty	Unit Price	Total Price		
Accelerated work and unforeseen work on Work Space Renovation and Space Utilization CIP Project (formerly MACAA Relocation Project)	1	\$25,000.00	\$25,000.00		
			<b>Total Request: \$25,000.00</b>		

### Description and justification for proposed use

The County's Five-Year CIP currently contains a \$75,000 allotment for completion of this project in FY2016. Despite a short schedule delay in MACAA actually moving in to the Gymnasium, the overall project is ahead of schedule. This, coupled with the necessity of performing some work which had not been originally foreseen at the start of the project have resulted in current FY2015 funds being nearly exhausted. An additional \$25,000 at this juncture will allow work on the project to continue apace, with the intent of offsetting some of these funds with a reduction in total FY2016 CIP spending. Unforeseen work performed to date includes: Rewiring of data & phone at the Community Center; re-tiling of entire tiled floor area in the main room at the Gymnasium instead of repair; asbestos flooring abatement in the Community Center; installation of an additional doorway at the Gymnasium; as well as several other smaller items which cropped up during the project.

Department / Agency Head Name: Wayne Stephens, Director of Public Works	Signature  <small>Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, email=wstephens@flucdomain.co.fluvanna.va.us, o=Microsoft Date: 2015.02.25 10:37:52 -0500</small>	Date 2015/02/25
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## Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director  <small>Digitally signed by Eric Dahl DN: cn=Eric Dahl, o=County of Fluvanna, ou=Finance Department, email=edahl@fluvannacounty.org, c=US Date: 2015.02.25 15:59:26 -0500</small>	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator 	Date 2/25/15

## Section 3 - BOARD OF SUPERVISORS

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date:	Comments:
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## Capital Reserve Maintenance Fund Request

**MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:**  
 Provide \$10,000.00 from the Capital Reserve Maintenance Fund to pay the costs of:  
 replacing a broken utility trailer with a new, heavy duty equipment trailer.

### Section 1 - REQUEST

Requesting Dept. / Agency: Public Works                      PW15-009		Dept / Agency Contact: Wayne Stephens	Date of Request: Mar 4, 2015	
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org		Fiscal Year: FY15
Reserve Fund Purpose Category: Unexpected equipment failure				
Description of Project/Repair	Qty	Unit Price	Total Price	
Replace broken utility trailer with heavy duty equipment trailer	1	\$10,000.00	\$10,000.00	
			<b>Total Request:            \$10,000.00</b>	

### Description and Justification for Proposed Use

For several years, the facilities and ground crews have been using a medium-duty utility trailer to transport the County's skidsteer loader (Bobcat) from site to site. This has been necessary because there is not a suitable heavy-duty equipment trailer in the County's equipment inventory. Recently the axle failed on the utility trailer and it is no longer usable without substantial repairs. Even with these repairs, though, this trailer was not designed to carry a piece of equipment as heavy as the Bobcat, and continued use will result in additional failure of the trailer's parts and components.

It is, therefore, recommended that the funding be provided for the Public Works Department to purchase an equipment trailer of suitable capacity to safely and efficiently transport the Bobcat skidsteer over the roads and highways of the County.

Department / Agency Head Name: Wayne Stephens, Director of Public Works	Signature  <small>Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, email=wstephens@fluvannacounty.org, o=Microsoft Date: 2015.02.26 08:22:03 -05'00'</small>	Date 2015/02/26
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### Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director  <small>Digitally signed by Eric Dahl DN: cn=Eric Dahl, o=County of Fluvanna, ou=Finance Department, email=edahl@fluvannacounty.org, c=US Date: 2015.03.02 08:27:16 -05'00'</small>	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator  Steven M. Nichols 2015.03.02 08:39:07 -05'00'	Date

### Section 3 - BOARD OF SUPERVISORS

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date:	Comments:
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# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

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

## MEMORANDUM

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

The FY15 Capital Reserve account balances are as follows:

### County Capital Reserve:

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



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# COUNTY OF FLUVANNA

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## Schools Capital Reserve:

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



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# COUNTY OF FLUVANNA

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## MEMORANDUM

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

---

The FY15 BOS Contingency line balance is as follows:

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