



FLUVANNA COUNTY BOARD OF SUPERVISORS

ADJOURNED MEETING AGENDA

Morris Room, Fluvanna Administration Building

April 29, 2020 – 4:00 pm

TAB	AGENDA ITEMS
	1 - CALL TO ORDER
	2 - PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
	3 – RECONVENE MEETING OF APRIL 15, 2020
	4 – PUBLIC COMMENTS #1 (5 minutes each)
	10 – UNFINISHED BUSINESS
A	FY21 Budget Discussion – Eric Dahl, County Administrator
RECESS – DINNER BREAK	
RECONVENE	
	11 – NEW BUSINESS
B	Fiscal Year 2021 Operations Budget and Tax Rates – Mary Anna Twisdale, Director of Finance Fiscal
C	Year 2021 – 2025 Capital Improvements – Mary Anna Twisdale, Director of Finance
D	Authorization to Advertise to Hold a Public Hearing for a Temporary Ordinance for the Postponement of Penalty and Interest on the First Half Taxes of 2020 – Eric Dahl, County Administrator
	12 – PUBLIC COMMENTS #2 (5 minutes each)
	13 – CLOSED MEETING
	TBD
	14 – ADJOURN

County Administrator Review

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*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.*

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.

GENERAL RULES OF 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 defamatory or abusive language directed at any member of the Board or other person, to create excessive noise, or in any way incite persons to use such tactics. The Chair shall be the judge of such breaches, however, the Board may by majority vote of the Board members present and voting to overrule the judgment of the Chair.
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.

RULES OF PROCEDURE FOR PUBLIC HEARINGS

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 STAFF REPORT					
MEETING DATE:	April 15, 2020				
AGENDA TITLE:	Fiscal Year 2021 Operations Budget and Tax Rates				
MOTION(s):	I move the Board of Supervisors adopt the resolution entitled “A Resolution to Adopt the FY21 Operations Budget, Set the Tax Rates and Appropriate Funds”.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Mary Anna Twisdale, Director of Finance				
PRESENTER(S):	Mary Anna Twisdale, Director of Finance				
RECOMMENDATION:	<p>Approve the resolution to set the tax rates with a revised Real Property tax rate of \$____per \$100, a Personal Property tax rate of \$____per \$100, a Business Personal Property Tax Rate of \$____ per \$100, a Machinery & Tools tax rate of \$____ per \$100 and adopt the FY21 Operations Budget.</p> <p>General Fund Operations \$ _____ Capital Improvements Plan \$ _____ Enterprise Funds \$ _____ TOTAL: \$ _____</p>				
TIMING:	Effective Immediately				
DISCUSSION:	This action will allow adequate time to prepare for the June 5 th tax billing cycle. The Code of Virginia, § 15.2-2503, requires the governing body to approve the budget and set a tax rate for the budget year no later than the date on which the fiscal year begins.				
FISCAL IMPACT:	Adoption of the FY2021 operational budget and tax rates will establish authorization for receipt of revenues and disbursements of expenses.				
POLICY IMPACT:	Required by state code.				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	“A Resolution to Adopt the FY21 Operations Budget, Set the Tax Rates and Appropriate Funds”				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 17-2020

**A RESOLUTION TO ADOPT THE FY21 OPERATIONS BUDGET,
SET THE TAX RATES AND APPROPRIATE FUNDS**

WHEREAS, it is the responsibility of the Fluvanna County Board of Supervisors to approve and control the County’s fiscal plan for FY21; and,

WHEREAS, the Board of Supervisors has received numerous staff reports; received comments from residents at a duly advertised public hearing on April 8, 2020; and has reviewed each request for funding;

NOW, THEREFORE, BE IT RESOLVED by the Fluvanna County Board of Supervisors this 15th day of April 2020, that the Fluvanna County budget totaling **\$83,220,343** is adopted and the tax rates for FY21, the period July 1, 2020 through June 30, 2021, are set as given below:

COUNTY TAX RATES

Real Estate	\$0.945 per \$100 of assessed value
Mobile Homes	\$0.945 per \$100 of assessed value
Public Service Corps.	\$0.945 per \$100 of assessed value
Personal Property (Residential)	\$4.35 per \$100 of assessed value
Personal Property (Business)	\$2.90 per \$100 of assessed value
Personal Property (Public Utilities)	\$2.90 per \$100 of assessed value
Machinery & Tools	\$1.90 per \$100 of assessed value

BE IT FURTHER RESOLVED that the Board of Supervisors does hereby budget and appropriate to the COUNTY OPERATING BUDGET the following revenues and expenditures; this appropriation is also conditioned on the understanding that, with regard to the operating budget for the School system, revenues received from the Commonwealth will be expended prior to local dollars:

GOVERNMENTAL REVENUES

Local	\$44,872,637
State	31,104,303
Federal	<u>2,740,142</u>
TOTAL	\$78,717,082

GOVERNMENTAL EXPENDITURES

General Government Administration	\$ 3,119,909
Judicial Administration	1,227,692
Public Safety	8,920,013
Public Works	2,679,516
Health and Welfare	6,535,882
Education	43,043,255
Parks and Recreation	1,053,925
Community Development	1,229,998
Non-Departmental	192,535

Debt Service	9,395,242
TOTAL	\$ 77,397,967

BE IT FURTHER RESOLVED that for budgeting and accounting purposes, the adopted budget revenues and expenditures for the Capital Improvements fund are set as follows:

Capital Fund Revenues*	
Local Use of General Fund Balance	\$ 374,000
Grants	113,000
Proceeds from Indebtedness	<u>1,905,000</u>
TOTAL	\$2,392,000

Capital Fund Expenditures	
Community Services	\$ 113,000
Public Works	705,399
Public Safety	1,028,000
Schools	<u>1,054,398</u>
TOTAL	\$2,900,797

*Capital fund revenues are supplemented by transfers from the General Fund.

FINALLY BE IT RESOLVED that for budgeting and accounting purposes the adopted budget revenues and expenditures for the Enterprise funds are set as follows:

	Expenditures	Revenues
School Food Service	\$1,597,046	\$1,597,046
Fork Union Sanitary District	416,324	416,324
Palmyra Sewer*	249,831	25,000
ZXR**	<u>658,378</u>	<u>72,891</u>
TOTAL	\$ 2,921,579	\$2,111,261

**Utility fund & ZXR revenues are supplemented by transfers from the General Fund.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the annual Organizational Meeting of the Board held on the 15th day of April, 2020;

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District						
Patricia B. Eager, Palmyra District						
Anthony P. O’Brien, Rivanna District						
John M. Sheridan, Columbia District						
Donald W. Weaver, Cunningham District						

Attest:

John M. Sheridan, Chairman

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB C

MEETING DATE:	April 15, 2020				
AGENDA TITLE:	Fiscal Year 2021 – 2025 Capital Improvements Plan				
MOTION(s):	I move the Board of Supervisors adopt the resolution entitled “Adoption of the FY2021-2025 Capital Improvements Plan”.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Mary Anna Twisdale, Director of Finance				
PRESENTER(S):	Mary Anna Twisdale, Director of Finance				
RECOMMENDATION:	Approval of the resolution to adopt Fiscal Year 2021-2025 Capital Improvements Plan as outlined.				
TIMING:	Effective Immediately				
DISCUSSION:	N/A				
FISCAL IMPACT:	FY21 Capital Improvements Plan outlines expenditures that are included in the FY21 budget. FY22-25 Capital Improvements Plan items are approved as planning projects only.				
POLICY IMPACT:	This action will allow administration and staff to plan projects and resources accordingly.				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Resolution entitled “Adoption of FY2021-2025 Capital Improvements Plan”				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 18-2020

A RESOLUTION TO ADOPT THE FY21-25 CAPITAL IMPROVEMENTS PLAN

At a meeting of the Fluvanna County Board of Supervisors held in the Fluvanna County Administration Building at 7:00 PM on Wednesday, April 15, 2020, the following resolution was adopted by the Board of Supervisors, the vote being as shown below and recorded in the minutes of the meeting.

WHEREAS, it is the responsibility of the Fluvanna County Board of Supervisors to approve the County’s Capital Improvements Plan; and,

WHEREAS, the Capital Improvements Plan recommends the initiation and completion of numerous capital projects based upon staff recommendations and citizen input; and,

WHEREAS, the Board of Supervisors held a public hearing on the proposed Capital Improvements Plan on April 8, 2020; and,

WHEREAS, the Board of Supervisors has approved the FY2021 Capital Improvements Budget as part of the overall Fluvanna County Budget;

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors that the FY 2021-2025 Capital Improvements Plan hereby be approved.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the annual Organizational Meeting of the Board held on the 15th day of April, 2020;

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District						
Patricia B. Eager, Palmyra District						
Anthony P. O’Brien, Rivanna District						
John M. Sheridan, Columbia District						
Donald W. Weaver, Cunningham District						

Attest:

John M. Sheridan, Chair
Fluvanna County Board of Supervisors

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB D

MEETING DATE:	April 29, 2020				
AGENDA TITLE:	Authorization to Advertise To Hold a Public Hearing for a Temporary Ordinance for the Postponement of Penalty and Interest on the First Half Taxes of 2020				
MOTION(s):	I move the Board of Supervisors authorize staff to advertise a Public Hearing to be held on May 6, 2020 for "A TEMPORARY ORDINANCE TO PROVIDE FOR CERTAIN RELIEF FROM PENALTY AND INTEREST FOR LATE PAYMENT OF TAXES FOR THE FIRST HALF OF 2020."				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	This ordinance is designed to be temporary in nature and therefore will only apply to the payment of the first half taxes. It extends the time at which penalty and interest will be imposed until June 30 but not beyond. It does NOT extend the time for payment of taxes beyond June 5, merely suspending the penalty and interest. It will expire according to its terms after June 30. Since it is temporary in nature, it is not intended to be set out in the County Code.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	A TEMPORARY ORDINANCE TO PROVIDE FOR CERTAIN RELIEF FROM PENALTY AND INTEREST FOR LATE PAYMENT OF TAXES FOR THE FIRST HALF OF 2020				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				

A TEMPORARY ORDINANCE TO PROVIDE FOR CERTAIN RELIEF FROM PENALTY AND INTEREST FOR LATE PAYMENT OF TAXES FOR THE FIRST HALF OF 2020

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS as follows:

WHEREAS the Commonwealth of Virginia and the County of Fluvanna are currently subject to a pandemic infection of the virus commonly known as COVID 19; and

WHEREAS the citizens of Fluvanna County have been greatly inconvenienced by the consequences of the said pandemic, including a significant disruption of their lives and economic activities; and

WHEREAS it is anticipated that such inconveniences will not be remedied prior to the date due for payment of real and tangible personal property taxes on June 5, 2020, as required by County Code Section 20-1-2; and

WHEREAS the Board of Supervisors has determined that, it is appropriate to postpone the imposition of penalty and interest for late payment of such taxes until June 30, 2020;

NOW THEREFORE BE IT ORDAINED

- (1) that the penalty and interest provisions for failing to pay real estate and tangible personal property taxes on June 5, 2020, as set out in Chapter 20, Article 1, Sec. 2.1, of the Fluvanna County Code shall not apply to the payment of such taxes made after June 5, 2020, but not later than June 30, 2020: provided that payment of such taxes after June 30, 2020, shall thereafter be subject to the penalty and interest provisions as set out in Chapter 20, Article 1, Sec. 2.1.
- (2) The foregoing amendment shall expire and shall be of no further effect after June 30, 2020.

