

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
February 17, 2021
Budget Work Session 4:00pm
Regular Meeting at 7:00 pm**

MEMBERS PRESENT: John M. (Mike) Sheridan, Columbia District, Chair (entered meeting at 5:31pm)
Tony O’Brien, Rivanna District, Vice Chair
Mozell Booker, Fork Union District (entered meeting at 4:17pm)
Patricia Eager, Palmyra District*
Donald W. Weaver, Cunningham District

ABSENT: None.

ALSO PRESENT: Eric M. Dahl, County Administrator
Fred Payne, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors

**Due to health concerns, Mrs. Eager is attending the meeting virtually/by telephone
- Patricia Eager, (Calling from 1107 Mechunk Creek Drive)*

WORK SESSION – CALL TO ORDER

At 4:03pm Vice Chair O’Brien called to order the Work Session of February 17, 2021. After the recitation of the Pledge of Allegiance, a moment of silence was observed

WORK SESSION WITH FLUVANNA COUNTY SCHOOL BOARD

Fluvanna County Public Schools Superintendent Chuck Winkler presented the FY21 FCPS Adopted Budget. Highlights of Mr. Winkler’s presentation included:

- Points of Pride
- Per Pupil Expenditure
- Local Composite Index
- Enrollment
- Enrollment Projections
- Benefits
- Categorical Budget
- Funding Changes FY2022

RECESS FOR DINNER AND CLOSED SESSION

CLOSED MEETING

MOTION:	At 6:02pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.5, A.6, & A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Prospective Industry, Investment of Funds, and Public Safety.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 7:05pm, move 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.”				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

RECONVENE

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

At 7:06pm Chair Sheridan called to order the Regular Meeting of February 17, 2021. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the February 17, 2021 Regular Meeting of the Board of Supervisors.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:

Announcements and Updates

- NEW Employees
 - Craig Cook, II, Deputy Sheriff, Sheriff’s Office, Started February 1st
 - Ethan Whaley, Communications Officer, E911, Started February 8th
- Vaccinate Virginia
 - Website: www.vaccinate.virginia.gov
 - Call center: 877-VAX-IN-VA (877) 829-4682 (English and Spanish)
- 2020 Census
 - Data will not be available until September 30, 2021

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Feb 24	7:00 PM	BOS Budget Work Session – County Agency Briefs Set Max RE Tax Rate for Advertising	Library
Wed	Mar 3	4:00 PM	Regular Meeting	Library
Wed	Mar 3	7:00 PM	BOS Budget Work Session – County Department Briefs/CIP Review	Library
Wed	Mar 10	7:00 PM	BOS Budget Work Session –	Library

5 - PUBLIC COMMENTS #1

At 7:14pm Chair Sheridan opened the first round of Public Comments. With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:14pm.

6 - PUBLIC HEARING

ZMP 20:03 Joseph F. & Vonda Sue Crane – Jason Overstreet, Senior Planner

Rezoning Request Summary

- Rezone from I-1, Limited Industrial to A-1, General Agricultural Zoning District
- Return the 8.9 acres to agricultural and residential land uses within this area
- Request complies with 2015 Comp Plan

Location



Zoning



- At 7:24pm, Chair Sheridan opened Public Comments. With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:24pm.

MOTION:	Approve ZMP 20:03, a request To amend the Fluvanna County Zoning Map with respect to 8.9 +/- acres of Tax Map 12, Section 18, Parcel 4, to rezone the same from I-1, Industrial, Limited to A-1, Agricultural, General zoning.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7 - ACTION MATTERS

None.

7A – BOARDS AND COMMISSIONS

None.

8 - PRESENTATIONS

Historic Courthouse – Historic Structures Report – Calvin Hickman, Public Works Director

Historic Structures Report:

The County of Fluvanna is seeking to engage the services of a qualified architectural team to provide a Historic Structures Report for the Fluvanna County Courthouse.

The County wishes to procure a Historic Structure Report to document the history, significance, and current condition of the building. The report will be used to guide current and future preservation activities. The delivered report must address the following items:

- Evaluation of Building
- Survey Existing Conditions
- Document Building
- Develop Preservation and Repair Recommendations
- Budget Estimate: \$25-30,000

The Building:



Evaluation of Building:

Examine archival documentation/Assess existing research. A large compendium of material is not required, but the final report will need to include the following items

- Historical information that establishes the significance of the building;
- The history of the buildings, to include original construction and later modifications;
- Historic images and photographs

Survey Existing Conditions:

An investigation of the building is necessary to document and assess the material condition of their construction and design. This step will also identify and evaluate architectural elements and character defining features. The extent of this survey will need to include the following:

- Exterior materials

- Interior materials (the focus of the project is on the exterior, through the interior should be investigated to a lesser degree)
- Architectural features
 - o Note: detailed structural systems evaluation; mechanical, electrical, and plumbing systems; fire detection and suppression systems; and security systems are NOT included in this scope. If issues are identified, during investigation, engineers may be brought in for additional investigation and/or recommendations may be made for future work.
 - o *We recommend the addition of an evaluation of structural systems to this scope.*

Document Building:

The County is in the process of identifying existing architectural drawings. The County is also in the process of procuring a 3D building scan. The scan will be provided to the selected architectural team. The County may also procure existing conditions drawings, to be developed from the 3D building scan. The extent of architectural drawings to be produced will include:

- From the provided point cloud, the selected architectural team will produce plans of all floors and roof, four elevation drawings, and two sections
 - o *If the County procures existing drawing separately, this scope section will be modified accordingly, or eliminated.*

Develop Preservation and Repair Recommendations:

Develop preservation treatment plan. Recommendations should be ranked, and an opinion of probable cost provided for each recommendation.

- *The treatment plan should be specific as to the areas that require treatment and the recommended treatment should be detailed sufficiently for the County to acquire competitive bids for remedial actions required.*

Colonial Circle – Coves at Monticello Multifamily Housing – William Park, Pinnacle Construction and Development Corp.

Site Location:



Conceptual Site Plan:

Project Summary:

- 124 garden-style apartment units
 - o 92 2-bedroom units
 - o 32 3-bedroom units
- Community Building with leasing office, community meeting room, fitness center
- Maintenance Building
- 42 units will be reserved for households with incomes no more than 50 % of the Area Median Income.



- 44 units will be reserved for households with incomes no more than 60 % of the Area Median Income.
- 38 units will be reserved for households with incomes no more than 70 % of the Area Median Income.

Area Median Income:

Fluvanna County

MSA: Charlottesville, VA HUD Metro FMR Area

Median Income: \$93,900.00

Percentage	One	Two	Three	Four
30%	\$19,750.00	\$22,550.00	\$25,350.00	\$28,150.00
40%	\$26,320.00	\$30,080.00	\$33,840.00	\$37,560.00
50%	\$32,900.00	\$37,600.00	\$42,300.00	\$46,950.00
60%	\$39,480.00	\$45,120.00	\$50,760.00	\$56,340.00
80%	\$52,600.00	\$60,100.00	\$67,600.00	\$75,100.00

Target Workforce Population:

The following is a sample of local employees who would qualify for the affordable workforce housing:

Job Title	Annual Wages	Source
DSS Human Services Asst	\$25,904	Fluvanna County Jobs
Deputy Sheriff @\$17/hr	\$35,360	Fluvanna County Jobs
911 Communications Officer @15.50/hr	\$32,240	Fluvanna County Jobs
1 st Year Teacher	\$46,000	Fluvanna County Public Schools Salary Scale
Maintenance(Tier 1)	\$33,500	Fluvanna County Public Schools Salary Scale
School Nurse	\$31,500	Fluvanna County Public Schools Salary Scale
Corrections Officer	\$33,394	Fluvanna Correctional Center

Zoning:

This project is a part of the Colonial Circle R-3 Residential Planned Community located on Tax Map 8-A-A14A In June 2020, the Fluvanna County Board of Supervisors approved the rezoning to RPC (Residential Planned Community) with a Special Use Permit, which allows up to 325 units within the R-3 mixed-use project

Comprehensive Plan Map:

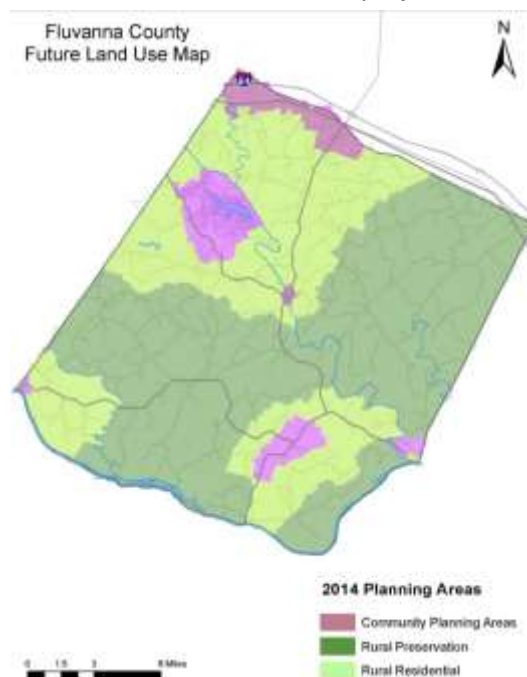
Development located in the Rivanna Community Planning Area, a designated growth area in the Palmyra District.

Comprehensive Plan:

The Comprehensive Plan encourages affordable housing for the Rivanna CPA. *Chapter 2, pages 51, 54*

"To remain sustainable and livable, the community needs diverse and affordable housing. Affordable housing serves homes making 80 percent or less of the area median income (AMI)." *Executive summary, page 6*

The Comprehensive Plan specifically highlights that **“partnerships are critical to the effective provision of affordable housing....Local government action in collaboration with developers...makes for stronger, more cohesive, and more sustainable housing programs.”** *Chapter 8, page 121* Community Development, Planning Commission, and Staff are tasked with the ongoing work to **“offer incentives for building mixed-income housing,** with an emphasis of workforce and affordable housing, in the community planning areas to maximize the use of existing transportation corridors, creating the level of density needed for attracting mixed-use development and creating vibrant, diverse, and healthy neighborhoods.” *Goals and Strategies, page 161*



Project Summary:

- Total Development Costs: \$21,082,000
- Low Income Housing Tax Credit (LIHTC) Reservation Application submitted to VHDA for 4% tax-exempt bond financing.
- Green certification through National Green Building Standard.
- Located in Difficult to Develop Area (2020).
- Single-purpose entity: Monticello Coves Realty Partners LP. General Partner: Monticello Coves Apartments LLC. Managed by Park Properties Management Co., a VHDA Certified Management Agent.

Financial Incentive/Performance Agreement:

- 15-year Financial Incentive to provide Affordable Workforce Housing through a Performance Agreement:
- Project pays full amount of assessed taxes after *pro rata* increase in years 16-20.
- County provides Financial Incentive (difference between taxes based on estimated value at stabilization and current valuation) to Project.
- Similar Performance Agreements have been a widely accepted resource in partnering with localities to meet workforce housing needs.
- 30-year Extended Use Agreement to keep Project affordable. **Deed restriction runs with the land.**

Financial Incentive Calculations:

Real Estate Taxes Only

As-Is		Completion with Performance Agreement		Difference
Current valuation	\$1,500,000	Estimated value at stabilization	\$12,276,000	\$10,776,000
Current taxes	\$13,875	Estimated taxes at stabilization	\$113,553	\$99,678
Total Taxes Years 1-30	\$416,250	Total Taxes Years 1-30	\$1,684,314	\$1,268,064

Additional Economic Impacts:

Initial Effect

- Jobs created by the construction
- Real Estate Taxes
- Water & Sewer/ Utilities Fees
- Personal Property Taxes
- Permits

Ripple Effect

- Local income from Initial Effects spent on other local goods and services.
- Generates income, which is spent on more locally produced goods and services.

Stabilized Effect

- Provides housing to support local jobs
- Income & taxes generated as a result of the project being occupied.

9 - CONSENT AGENDA

The following items were discussed before approval:

E - Accounts Payable Report for January 2021 – Liz Mclver, Management Analyst

F - FY21 Facilities Department Insurance Claim –2016 Chevrolet Express Van VIN#9403 – Liz Mclver, Management Analyst

The following items were approved under the Consent Agenda for February 17, 2021:

- *Minutes of February 3, 2021* – Caitlin Solis, Clerk to the Board
- *Accounts Payable Report for January 2021* – Liz Mclver, Management Analyst
- *FY21 Facilities Department Insurance Claim –2016 Chevrolet Express Van VIN#9403* – Liz Mclver, Management Analyst
- *Convenience Center Attendant Position Description* – Donna Snow, Human Resources Manager
- *FY21 CARES Act Supplemental Appropriation* – Mary Anna Twisdale, Finance Director
- *Bremo Recess Agricultural/Forestral District Review and Renewal* – Jason Overstreet, Senior Planner
- *Dobby Creek Agricultural/Forestral District Review and Renewal* – Jason Overstreet, Senior Planner
- *Lower Bremo Agricultural/Forestral District Review and Renewal* – Jason Overstreet, Senior Planner
- *Shores-Hardware Agricultural/Forestral District Review and Renewal* – Jason Overstreet, Senior Planner

MOTION:	Approve the consent agenda, for the February 17, 2021 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for January 2021, in the amount of \$2,838,581.07.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - UNFINISHED BUSINESS

Local Allocations for Federal CARES Coronavirus Relief Funds – Eric Dahl, County Administrator

11 - NEW BUSINESS

FY22 CIP Budget Proposal – Debt Service – Eric Dahl, County Administrator

Mr. Dahl gave a brief overview and examples of using debt service to fund some CIP items due to the low interest rates available at the moment. After a brief discussion, the Board agreed to explore options in more detail.

12 - PUBLIC COMMENTS #2

At 9:18pm Chair Sheridan opened the second round of Public Comments.

With no one wishing to speak, Chair Sheridan closed the second round of Public Comments at 9:19pm.

14 - ADJOURN

MOTION:	Adjourn the Regular Meeting of Wednesday, February 17, 2021 at 9:22pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair

**BOARD OF SUPERVISORS**

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 04-2020

**A RESOLUTION TO AUTHORIZE RENEWAL OF THE BREMO RECESS
AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR
PERIOD TO EXPIRE JANUARY 17, 2031**

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Library at 4:00 p.m. on the 17th day of February 2021, 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:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Bremo Recess Agricultural/Forestal District on January 17, 2001 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Bremo Recess Agricultural/Forestal District on December 1, 2010; and

WHEREAS, the district will expire on January 17, 2021; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Bemo Recess Agricultural/Forestal District and advised them that the approved district would expire on January 17, 2021 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 17th day of February 2021 that the Fluvanna County Board of Supervisors hereby renews the Bremo Recess Agricultural/Forestal District for an additional ten-year period to expire on January 17, 2031.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 17th day of February, 2021;

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

Attest:

John M. Sheridan, Chair

Fluvanna County Board of Supervisors

**BOARD OF SUPERVISORS**

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 05-2020

**A RESOLUTION TO AUTHORIZE RENEWAL OF THE DOBBY CREEK
AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR
PERIOD TO EXPIRE JANUARY 17, 2031**

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Library at 4:00 p.m. on the 17th day of February 2021, 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:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Dobby Creek Agricultural/Forestal District on January 17, 2001 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Dobby Creek Agricultural/Forestal District on December 1, 2010; and

WHEREAS, the district will expire on January 17, 2021; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Dobby Creek Agricultural/Forestal District and advised them that the approved district would expire on January 17, 2021 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 17th day of February 2021 that the Fluvanna County Board of Supervisors hereby renews the Dobby Creek Agricultural/Forestal District for an additional ten-year period to expire on January 17, 2031.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 17th day of February, 2021;

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

Attest:

John M. Sheridan, Chair

Fluvanna County Board of Supervisors

**BOARD OF SUPERVISORS**

County of Fluvanna

Palmyra, Virginia

RESOLUTION No. 06-2020

**A RESOLUTION TO AUTHORIZE RENEWAL OF THE LOWER BREMO
AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR
PERIOD TO EXPIRE JANUARY 17, 2031**

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Library at 4:00 p.m. on the 17th day of February 2021, 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:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Lower BreMO Agricultural/Forestal District on January 17, 2001 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Lower BreMO Agricultural/Forestal District on December 1, 2010; and

WHEREAS, the district will expire on January 17, 2021; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Lower BreMO Agricultural/Forestal District and advised them that the approved district would expire on January 17, 2021 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 17th day of February 2021 that the Fluvanna County Board of Supervisors hereby renews the Lower BreMO Agricultural/Forestal District for an additional ten-year period to expire on January 17, 2031.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 17th day of February, 2021;

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

Attest:

John M. Sheridan, Chair

Fluvanna County Board of Supervisors

**BOARD OF SUPERVISORS**

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 07-2020

**A RESOLUTION TO AUTHORIZE RENEWAL OF THE SHORES-HARDWARE
AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR
PERIOD TO EXPIRE JANUARY 17, 2031**

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Library at 4:00 p.m. on the 17th day of February 2021, 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:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Shores-Hardware Agricultural/Forestal District on January 17, 2001 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Shores-Hardware Agricultural/Forestal District on December 1, 2010; and

WHEREAS, the district will expire on January 17, 2021; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Shores-Hardware Agricultural/Forestal District and advised them that the approved district would expire on January 17, 2021 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 17th day of February 2021 that the Fluvanna County Board of Supervisors hereby renews the Shores-Hardware Agricultural/Forestal District for an additional ten-year period to expire on January 17, 2031.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 17th day of February, 2021;

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

Attest:

John M. Sheridan, Chair

Fluvanna County Board of Supervisors