

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Carysbrook Performing Arts Center
8880 James Madison Hwy, Fork Union, VA 23055
February 2, 2022
Regular Meeting 5:00pm**

MEMBERS PRESENT: John M. (Mike) Sheridan, Columbia District, Chair
Tony O'Brien, Rivanna District, Vice Chair
Mozell Booker, Fork Union District (*Absent*)
Patricia Eager, Palmyra District
Chris Fairchild, Cunningham District

ABSENT: None.

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

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

At 5:03pm, Chair Sheridan called to order the Regular Meeting of February 2, 2022. 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 2, 2022 Regular Meeting of the Board of Supervisors, as presented.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Dahl reported on the following topics:

Announcements and Updates

Fluvanna County Community Senior Centers' Senior Valentine's Day Dance

- Feb 16th from 10:30am-1:00pm
- At the Carysbrook Gym
 - 8880 James Madison Hwy, Fork Union, VA 23055

Fluvanna 4-H Member Receives Virginia 4-H Youth in Action Award

- On January 20, Fluvanna 4-H member Brayden Jones received the *Virginia 4-H Youth in Action Award*.
- Brayden is a Horse 'N' Around 4-H Club member and a Virginia 4-H Horse Ambassador that credits his 4-H involvement in helping him overcome personal challenges. He has been in 4-H for six years.
 - "Given all I have had to overcome with my own disabilities, it is important to me to help others with disabilities. I want to inspire them to join 4-H, empower them to not be held back by their own challenges."
- You can read more about Jones as well as the three other winners here:
<https://vtx.vt.edu/articles/2022/01/ext-4-H-youth-in-action-awards.html>

The Fluvanna County Department of Social Services had another successful Christmas Sponsor program.

- 132 children and 23 seniors were matched with sponsors this year
- There were 35 gift sponsors and 5 food sponsors totaling 20 food baskets
- A big thanks to all of our sponsors and to Jane Wilson who does a phenomenal job coordinating the program every year!

The AARP Foundation TaxAide program in Central Virginia will open its Fluvanna County Public Library site for APPOINTMENT ONLY beginning February 5.

- AARP will NOT take any "walk-in" taxpapers.

- This site will be open Mondays and Saturdays from 9am-1pm. Appointments can be made by calling (434) 214-0572 and leaving a message (they will get back to you as soon as possible).
 - BEFORE you come to your appointment, please pick up a packet of information and forms at the Fluvanna County Public Library. The forms MUST be filled out BEFORE you come to your appointment. If you cannot get to the Library to pick up a packet, leave a message at (434) 214-0572.
 - Due to the covid pandemic Tax-Aide is a dropoff tax return preparation process. The dropoff appointment process begins with ID verification, document review and an interview with a tax counselor. Your tax documents will be retained at the site for return preparation and quality review. You will get a phone call when your taxes are done and ready to be picked up. All tax documents will be returned to you upon completion.

Spotlight on Business

Devoted Hair Salon

- Ribbon Cutting held Saturday, January 22, celebrating their expansion into a storefront - 68 Heritage Drive, Palmyra
- 4 new employees
- Expanded services now include spa treatments

Ribbon Cuttings – Saturday, February 5

- Lakelady Therapeutics, 10:00 am at 6440 Thomas Jefferson Parkway, Suite E, Palmyra
- D'Mary Store & Deli, 11:30 am at 3417 Thomas Jefferson Parkway, Palmyra

Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Feb 9	7:00 PM	BOS Budget Work Session – Constitutional Officer Budget Briefs	Performing Arts Center
Wed	Feb 16	5:00 PM	BOS Budget Work Session – FCPS FY23 Adopted Budget Presentation	Performing Arts Center
Wed	Feb 16	7:00 PM	Regular Meeting	Performing Arts Center

5 - PUBLIC COMMENTS #1

At 5:11pm, 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 5:11pm.

6 - PUBLIC HEARING

At 7:00pm

7 - ACTION MATTERS

Polling Place Location Direction and Authorization to Advertise a Public Hearing – Kelly Harris, Assistant County Administrator

Designation of Polling Place for Palmyra District

- Board Adopted Redistricting Ordinance Dec 15, 2021
 - Changes become effective upon receipt of Certification of No Objection by the Attorney General's Office
 - Attorney General's Office confirmed receipt of submission on January 6, 2022
- Palmyra Precinct Polling Place no longer in the Palmyra District
 - Formerly the Palmyra Fire House
- § 24.2-310. Requirements for polling places
- § 24.2-306. Changes not to be enacted within 60 days of general election; notice requirements

The two potential polling locations are

- Beaver Dam Baptist Church, 1794 Richmond Rd. , Troy, VA 22974
- Three Chopt Community Center, 2366 Oliver Creek Rd. Troy, VA 22974

Next Steps

- Tonight: Request authorization to hold a Public Hearing
- February 10 & 17, 2022: Advertisement of Public Hearing in Fluvanna Review
- March 2, 2022: Special Public Hearing to consider the designation of a polling place for the Palmyra District Precinct 101

- Since the Palmyra and Cunningham voting precincts are no longer in those districts, Mr. Fairchild asked staff to look into when the polling places could be renamed.

MOTION:	Authorize County Staff to advertise a public hearing as required by Virginia Code § 24.2-306, to consider an ordinance designating Beverdam Baptist Church as the polling place for the Palmyra District 101 Voting Precinct.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion		Second	
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

7A – BOARDS AND COMMISSIONS

None.

8 - PRESENTATIONS

Fluvanna County Arts Council MOU Status Update – Kelly Harris, Assistant County Administrator

Use of Carysbrook Performing Arts Center

- WHAT?
 - Review and renew a Memorandum of Understanding (MOU) between the County of Fluvanna and the Fluvanna County Arts Council (FCAC) regarding the use and management of Carysbrook Performing Arts Center
- WHY?
 - Outline the roles and responsibilities of each entity
 - Allow for expanded use of the Performing Arts Center without adding County Staff
- WHY NOW?
 - MOU with Fluvanna County Arts Council has not been renewed/reconsidered since 2008
 - The County has a greater need for meeting space
 - Clarifying roles and responsibilities vital to collegial space-sharing
 - Board of Supervisors no longer have the Circuit Courtroom available as a meeting space
 - Access to FCAC-owned equipment positively impacts resident engagement
 - Lighting
 - Audio/visual equipment
 - Drop down screen/projector
 - Increased arts offerings
 - FCAC would like to expand its programming
 - COVID-friendly events, outdoors at Pleasant Grove

Board of Supervisors Meeting Space

- March 15, 2020 – Governor Ralph Northam issues Executive Order #Fifty-One, Declaration of a State of Emergency Due to Novel Coronavirus COVID-19
- March 16, 2020 – Supreme Court of Virginia issues order declaring a judicial emergency for all district and circuit courts of the Commonwealth, suspending all non-essential and non-emergency court proceedings, and closing the court to all non-judicial actions. The order of judicial emergency was last extended on January 20, 2022.
 - Board of Supervisors could no longer meet in the Circuit Court Room
- March 2020 – Board of Supervisors meeting location moved to the Morris Room in County Administration Building
- April 2020 – Board of Supervisors meeting location moved to the Fluvanna County Library in order to accommodate social distancing accordance with mandates related to the Public Health Emergency
- October 2021 – Board of Supervisors meeting location moved to the Carysbrook Performing Arts Center
 - Library Book Sale in October 2021 (there was no Book sale in 2020)
 - Larger venue needed to accommodate anticipated resident attendance at Public Hearings

Historical Agreements

- May 1, 1996
 - Agreement for Management of Carysbrook Performing Arts Center
- Jun 17, 1999:
 - Memo of Understanding between the Fluvanna Arts Council and the Fluvanna County Department of Park and Recreation for the Management of Carysbrook Performing Arts Center
- Feb 6, 2008:
 - Resolution on the Use of Carysbrook
- Mar 5, 2008:
 - Policy for the Use of the Carysbrook Performing Arts Center

- Oct 2, 2008:
 - Carysbrook Performing Arts Center Ownership Exception (added inventory to the Policy)
- Mar 7, 2018:
 - Policy 9.4 - Carysbrook Performing Arts Center Use - Policy format updated; no changes made to substance of policy

Proposed Revisions

- Necessitate changes to the Policy 9.4 – Carysbrook Performing Arts Center Use (*adopted by the Board March 7, 2018*)
- Grant Fluvanna County Arts Council expanded authority over scheduling use of the Performing Arts Center, subject to provisions of proposed revisions
- Proposes a collaborative relationship regarding events at Pleasant Grove Park Stage

Concerns

- Scheduling
 - County space needs
 - Fluvanna County Arts Council calendar
 - Community use of the Performing Arts Center
- Security of Building
 - Access to the building
 - State requirements for the Department of Social Services
 - Log out/log in system for building keys

Fork Union Commerce Park Master Plan Report – Eric Dahl, County Administrator and Jennifer Schmack, Economic Development Director

Carolyn Howard, Draper Aden & Associates, presented the Master Plan for the Fork Union Commerce Park including; the site’s current zoning, maps of existing conditions, waters of the U.S., phase one, phase two, phase three, and phase 4 build sites, and Order of Magnitude (OOM) Estimates for the site. Ms. Howard also discussed other considerations such as wastewater service, intersection improvements with US Rte. 15, and community amenities.

- Mr. Dahl asked for direction from the Board to rezone the three adjoining parcels to the existing I-1 of the proposed business park. The Board agreed the rezoning would be beneficial.

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for February 2, 2022:

- *Minutes of January 19, 2022* – Caitlin Solis, Clerk to the Board
- *Local Law Enforcement Block ("LOLE") Grant Program- FFY 19* – David Wells, Chief Deputy

MOTION:	Approve the consent agenda, for the February 2, 2022 Board of Supervisors meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

10 - UNFINISHED BUSINESS

County Participation in Virginia Opioid Settlement

Mr. Payne updated the Board on the Virginia Opioid settlement. He received a message from the Attorney General’s Office stating the amount awarded will depend on the number of localities participating and the process is proceeding as expected.

11 - NEW BUSINESS

Mr. O’Brien mentioned the Fiscal Year 2023 Drinking Water State Revolving Fund (DWSRF) and Fiscal Year 2022 Bipartisan Infrastructure Law (BIL) as potential ways to fund Fluvanna County utility projects, which provides assistance for drinking water infrastructure financing needs.

12 - PUBLIC COMMENTS #2

At 6:34pm, 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 6:34pm.

13 - CLOSED MEETING

MOTION:	At 6:34pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Legal Matters – Construction of Zion Crossroads water and sewer system.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

MOTION:	At 7:16pm, 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. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

PUBLIC HEARING

Public Hearing for the Issuance of \$5,231,500 Lease Purchase Debt – Eric Dahl, County Administrator
 Issuance of Lease Purchase Debt

- In the FY22 budget, \$4,760,000 was budgeted for athletic field lighting, fire trucks and ambulances, public works equipment and a storage facility for such equipment, and vehicles for use by County staff and the Sheriff’s Office, and to pay costs of issuance.
- In September 2021, the board increased the amount for fire and rescue apparatus by \$471,500 due to price increases from Manufacturers.
- The new total of approved funding is \$5,231,500.
- An RFP was issued on November 12 for \$5,231,500 in financing for the following items:

Department	Purchase	Amount	Years
Parks & Rec – Pleasant Grove Park	14-15 Athletic Field Lighting	\$685,000	10
Fire & Rescue	1 Engine 1 Tanker 1 Ladder Truck 1 Brush Truck 1 Ambulance 1 Fire Chief Truck	\$3,443,500	10
Public Works Equipment Building	Major Equip. Storage Building	\$93,000	10
Public Works - Major Equipment	1 Tractor 1 Skidsteer 1 Backhoe 1 Trailer	\$320,000	10
Public Works - Major Equipment	3 Mowers	\$35,000	7
Sheriff’s Vehicles	7 Patrol Vehicles	\$300,000	7
County Vehicles	7-8 Trucks/Vehicles	\$325,000	7
Total		\$5,201,500	

- The RFP Closed on December 8, 2021 with a total of 11 Responses, one of those being disqualified.
- On December 15, 2022 all proposals were presented to the Board (interest rates ranged from 1.37% to 2.299%) and the Board determined JPMorgan Chase Bank was the best proposal with an interest rate of 1.37% for 10 years.
- The original proposal was good through 1/27/22 and due to some timing issues on our part, JPMorgan Chase Bank allowed a no cost extension on the closing date to today (February 2, 2022).
- The County Bond Counsel, County Attorney and our Financial Advisor have reviewed the Master Lease-Purchase Agreement, together with all related documents, addenda, riders and attachments.

At 7:21pm, Chair Sheridan opened the public hearing. With no one wishing to speak, Chair Sheridan closed the public hearing at 7:21pm.

MOTION:	approve that “RESOLUTION APPROVING A PLAN OF LEASE/PURCHASE FINANCING WITH JPMORGAN CHASE BANK, N.A. IN AN AMOUNT NOT TO EXCEED \$5,231,500” with Schedule A, Description of Property, attached thereto, for Master Lease-Purchase Financing in the amount of \$5,231,500 for the acquisition of certain assets, including athletic field lighting, fire trucks and
----------------	---

	ambulances, public works equipment and a storage facility for such equipment, and vehicles for use by County staff and the Sheriff's Office, and to pay costs of issuance, with the following terms: (i) the term of the 2022 Master Lease-Purchase Agreement shall be ten (10) years; (ii) the interest rate for the 2022 Master Lease-Purchase Agreement shall be a fixed rate of 1.37%; and all those related and required lease purchase agreement financing documents including, without limitation, a Lease Purchase Agreement, together with all related documents, addenda, riders and attachments and further authorize the County Administrator to execute the financing and related documents, with such documents subject to approval as to form by the County Attorney and the County Bond Counsel as more specifically set forth in the Resolution.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

BUDGET WORK SESSION

County Administrator's FY23 Budget Proposal and FY24-27 Projected Budgets (The Five-Year Financial Plan) – Eric Dahl, County Administrator

Acknowledgements

- Process included the active participation and collaborative efforts of the Constitutional Officers, Agency Heads, Directors, and Department Heads.
- Special recognition to:
 - Management Analyst, Victoria Melton
 - Commissioner of the Revenue, Mel Sheridan, and staff

Budget Development

- Carefully review revenue projections from all existing revenue sources to minimize the need for tax rate increases.
- Perform a detailed review of all expenditure budgets requested.
- Incorporate essential personnel requests to best support Fluvanna's service, expansion and technical needs.
- Support staff with an adequate compensation and benefits plan.
- Identify any potential funding shortfalls for further discussion during the budget process.
- Determine any service gaps or new services needed.
- Refine and update the future years planning budget projections.

Budget Pressures

- New and expanding water and sewer infrastructure needs in our designated growth areas to support economic development.
 - Access to non-County funding sources may be available.
- Increased costs for providing public safety (Sheriff' Office, E-911, Fire and Rescue Services):
 - A new state-mandated implementation of Emergency Medical Dispatch (EMD) in E-911 costing over ~\$300K in FY2022 and FY2023
 - Aging Sheriff's Office patrol vehicles and Fire & Rescue apparatus.
- Aging facilities, fleet and equipment that require significant maintenance.
 - The County and Schools combined have over 33 buildings with HVAC and ~300 vehicles.
- The increasing cost of goods and services.
 - Over the last 12 months, the Consumer Price Index (CPI) increased 7.0%.
- Maintaining competitive salaries and benefits for our County and School System staff.
- Our high existing debt load.

FY23 Budget Proposal Highlights

- Budget totals \$96,290,691
 - Real Estate tax rate of \$0.884
 - Results in no tax increase for the average homeowner.
 - No change to the Personal Property tax rate (Remains at \$4.35 per \$100 of assessed value)
 - No change to the Business and Public Utility Personal Property tax rates (Remains at \$2.90 per \$100 of assessed value)
 - No change to the Machinery & Tools tax rate (Remains at \$1.90)
- Overall decrease in total County expenditures by \$16.7 million, a 14.8% decrease from the FY22 amended budget
 - Reduction of almost \$2.9 million from the FY22 Operating and Capital budget requests.

Revenues

- Projected total revenues will decrease by \$16.7 million above the FY22 amended budget amount. The most significant contributing factors are:
 - Decrease of \$21.2m for CIP project funding, since the Board of Supervisors authorized significant funding in the previous fiscal year
 - Net decrease of \$554K in Debt Service revenue, due to the lowered amount of Use of Fund Balance needed to cover the \$25,000,000 approved debt issuance.
 - Increase of \$1.0m in tax and local operating revenue.
 - Net increase of \$3.9m in Schools state/federal/other local revenue, not including the County contribution.
 - Net increase of \$30K in Social Services state/federal revenue.
 - Net increase of \$102K in Enterprise Funds.

Revenue Category	FY22 Budget (Amended)	FY23 COAD Proposed	Percent Change
GENERAL FUND OPERATING REVENUE	\$53,142,403	\$54,118,698	1.8%
SCHOOLS	\$28,417,210	\$32,367,317	13.9%
SOCIAL SERVICES	\$2,188,445	\$2,218,404	1.4%
DEBT SERVICE	\$1,971,478	\$1,417,279	-28.1%
CAPTIAL IMPROVEMENT PLAN (CIP)	\$25,100,000	\$3,890,700	-84.5%
ENTERPRISE	\$2,176,473	\$2,278,223	4.7%
REVENUES TOTAL	\$112,996,009	\$96,290,621	-14.8%

Expenditures

- Departments, Constitutional Officers and Agency budgets have been reviewed in detail and funded at reasonable levels to cover day-to-day operational requirements
 - The County has not received Fluvanna County Public School’s formal funding request, since the FY2023 Budget Request has not yet been adopted by the School Board.
 - The School System’s full budget request will be presented to the Board of Supervisors on February 16, 2022.
- Public Safety
 - Sheriff’s Office - \$119,988 total: \$83,553 for (1) new deputy Sheriff position, including needed equipment and the remaining for operational increases for fuel, supplies and vehicle maintenance.
 - E-911 - \$220,539 total: \$110,994 for (2) new Communication Officer positions to finish implementing a state-mandated Emergency Medical Dispatch Program. The remaining is for increases with the E911/Radio System Maintenance Services (\$73,714) and an E911/Radio System “Core” upgrade (\$40,000). Of the total increase this fiscal year, the E911/Radio System “Core” upgrade of \$40,000 will be a one-time cost.
 - Fire and Rescue - \$126,092 total: \$37,917 for a 6% increase over last fiscal year funding for volunteer fire and rescue organizations, \$31,075 for a countywide maintenance contract for testing equipment (apparatus pump testing, hose testing, Cascade system testing and MSA airpack hydro testing), \$20,500 for ImageTrend Software, and the remaining for increases for insurance (general liability, vehicles, accident, Line of Duty) and telecommunications for Surface Pros.
- Public Works
 - Facilities - \$72,390 total: \$30,000 for increased maintenance projects, \$35,000 for additional equipment and supplies and the remaining for repairs and maintenance for County vehicles
 - Convenience Center - \$120,473 total: \$25,373 to convert a Convenience Center Worker position from part-time to full-time, \$34,600 to reflect actual costs for trash hauling services and \$55,000 associated with costs for building and site improvement.
- Non Departmental
 - Staff Pay Plan and Health Insurance - \$484,371 total net cost

Expenditure Category	FY22 Budget (Amended)	FY23 COAD Proposed	Percent Change
GENERAL GOVERNMENT	\$3,105,994	\$3,163,928	1.9%
JUDICIAL ADMINISTRATION	\$1,280,213	\$1,320,035	3.1%
PUBLIC SAFETY	\$9,895,674	\$10,325,098	4.3%
PUBLIC WORKS	\$2,754,700	\$2,997,231	8.8%
HEALTH AND WELFARE	\$6,726,366	\$6,592,624	-2.0%
PARKS, RECREATION & CULTURAL	\$1,102,289	\$1,115,542	1.2%
COMMUNITY DEVELOPMENT	\$1,247,223	\$1,271,902	2.0%
NON-DEPARTMENTAL	\$535,789	\$869,371	62.3%
SCHOOLS	\$47,075,566	\$51,025,673	8.4%
DEBT SERVICE	\$10,608,096	\$10,064,899	-5.1%
CAPITAL IMPROVEMENT PLAN (CIP)	\$25,509,546	\$4,340,700	-83.0%
ENTERPRISE	\$3,154,553	\$3,203,618	1.6%
EXPENDITURES TOTAL	\$112,996,009	\$96,290,621	-14.8

- Employee Compensation
 - Maintain competitive compensation to attract and retain high quality employees.
 - 5% COLA for all County staff \$550K (1% = \$110K).
 - \$154K state/fed funding for a 5%
 - The Compensation Study draft should be ready in March 2022.
- Virginia Retirement System
 - Combined employer contribution rates will decrease from 8.95% for FY2022 to 8.55% for FY2023 and FY2024, for a \$35,000 reduction.
- Health Insurance
 - Health insurance cost increases have been significant fiscal influences every year.
 - \$84K to cover a potential 6.5% increase (1% = \$13K).

Year	Effective Date	Employee Pay Raises	
FY13	1-Jul-12	None	5.28% VRS Change
FY14	1-Jul-13	2.00%	Targeted up to 20%
FY15	1-Jul-14	1.50%	Targeted up to 13%
FY16	1-Sep-15	1.50%	
FY17	1-Dec-16	2.00%	Targeted up to 10%
FY18	1-Jan-18	2.00%	
FY19	1-Jul-18	2.00%	Targeted up to 10%
FY20	1-Jul-19	3.00%	Targeted up to 10%
FY21	1-Jul-20	1.00%	\$500/\$250 Bonuses Mid-Year
FY22	1-Jul-21	5.00%	\$3,000/\$1,500/\$750/\$375 Hazard Pay Bonuses Mid-Year & Mid-Year Targeted Raises for Sheriff's Office and E911

Health Insurance Premium Change	
Year	% Rate Change
FY14	13.00%
FY15	-2.20%
FY16	-2.00%
FY17	7.00%
FY18	10.69%
FY19	16.33%
FY20	18.00%
FY21	-14.00%
FY22	8.40%

• New Positions

Position	Department	Notes
Included in FY2023 Budget Proposal (planned for July 2022)		
Communications Officer (EMD)	E-911	New FT Position
Communications Officer (EMD)	E-911	New FT Position
Sheriff's Deputy	Sheriff's Office	New FT Position
Human Resource Generalist (convert PT to FT)	Human Resources	Position Upgrade
Convenience Center Worker (convert PT to FT)	Convenience Ctr.	Position Upgrade
Not Included in FY2023 Budget Proposal (planned for July 2022)		
Carpenter	Facilities	New FT Position
Fleet Apprentice	Facilities	New FT Position
Sheriff's Deputy	Sheriff's Office	New FT Position
Sheriff's Deputy	Sheriff's Office	New PT Position

Capital Projects Fund

Project	Department/ Agency	\$ Included	\$ NOT Included
PG Spray Ground Park	P&R		\$206,950
PG Park Soccer Fields Fencing	P&R	\$60,000	
	Subtotal	\$60,000	\$206,950
Capital Reserve Maintenance Fund	Public Works	\$250,000	
Public Works Major Equipment	Public Works	\$405,000	\$215,000
Courthouse HVAC and Lighting Controls	Public Works	\$285,000	
Carysbrook Equipment Storage Shed	Public Works		\$80,000
Library HVAC Replacement	Public Works	\$145,000	
Energy Recovery Unit – Public Safety Bldg.	Public Works	\$200,000	
Social Services Vehicle	Public Works	\$24,540	
Paving Administration/Public Safety Lots	Public Works		\$700,000
County Vehicles	Public Works	\$275,000	\$100,000
	Subtotal	\$1,584,540	\$1,095,000
Sheriff Vehicles	Sheriff's Office	\$308,160	
	Subtotal	\$308,160	\$0

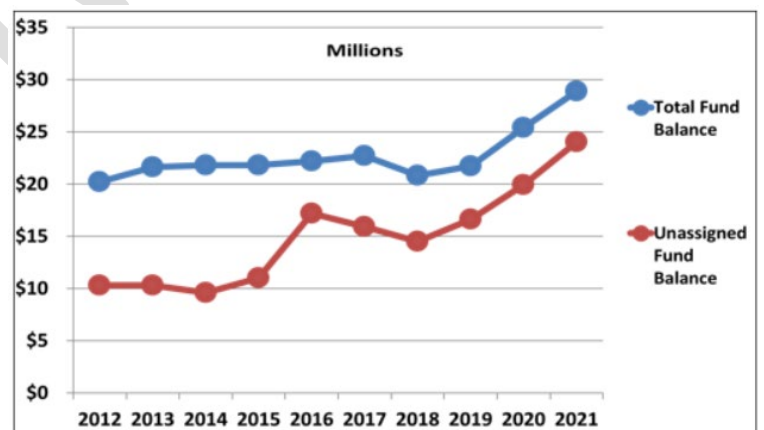
Tanker 20 – Fork Union	Fire & Rescue	\$604,000	
Ambulance 49 - Palmyra	Fire & Rescue	\$350,750	
Ambulance 553 - LMVRS	Fire & Rescue	\$350,750	
Response 5 - LMVRS	Fire & Rescue	\$101,500	
Car 30 – Kents Store	Fire & Rescue	\$86,000	
	Subtotal	\$1,493,000	\$0
Capital Reserve Maintenance Fund	Schools	\$200,000	
Technology – FCHS Wireless Network	Schools		\$300,000
School Safety Vestibules	Schools	\$90,000	
Paving and Resurfacing	Schools		\$225,000
FMS Athletic Field Lights	Schools	\$150,000	
FMS Annex Floor & Bleachers	Schools		\$175,000
Schools Buses	Schools	\$330,000	\$220,000
Student Transport/Facility Vehicles	Schools	\$125,000	
	Subtotal	\$895,000	\$920,000
	Grand Total	\$4,340,700	\$2,221,950

Capital Projects Fund

- The County has made a practice of using unassigned fund balance to fund one-time expenditures.
- Many requested projects of less urgency were delayed until later fiscal years to avoid affecting the tax rates, fund balance or debt service funding requirements.
- Cannot continue to defer essential maintenance, facilities, equipment, and vehicles; before long they will be beyond effective life, potentially compromise safety, or fail at a critical time of use.
- Debt service financing may be required to maintain adequate and safe service levels for the

Fund Balance

- Fluvanna continues to adhere to a conservative fund balance policy that maintains unassigned restricted fund balance at a minimum of 12% of General Fund revenues and the School Fund revenues, less the County’s funding portion from the General Fund.
- As of June 30, 2021:
 - Unassigned restricted fund balance is \$9,959,654.
 - Unassigned unrestricted fund balance is currently \$13,835,655 (use toward capital projects).



Economic Factors

- Annual Unemployment Rate
 - US 8.1%, VA 6.2% & Fluvanna 5.3%
 - Fluvanna Monthly Unemployment Rate
 - Nov. 2021: 2.3%
- Sales Tax
 - 2019 to 2020 increased 18.4%
 - Changes implemented for online retailers making more than \$100,000 in annual gross sales to collect and pay sales tax starting July 1, 2019.
 - Another reason for the County seeing the Local Option Sales Tax increase is due to residents shopping locally during the coronavirus pandemic.
- Population Growth
 - 2000 to 2010 increased 28.2%
 - 25,691

- 2010 to 2020 increased 6.1%
 - 27,249
- Total Building Permits
 - 2018: 408
 - 2019: 609 (49%)
 - 2020: 624 (3%)
 - 2021: 631 (0.6%)
- Permits for new home construction
 - 2018: 121
 - 2019: 119 (-2%)
 - 2020: 191 (60%)
 - 2021: 183 (-4%)



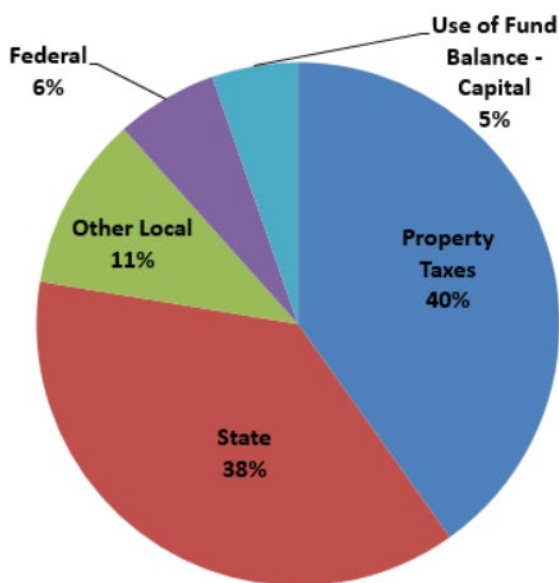
New Revenue Sources

- Staff continues to review and investigate other potential new and existing revenue sources. New sources would include:
 - Meals Tax: A new local taxing authority was passed by the General Assembly that allows Counties to now implement a meals tax without a referendum, effective July 1, 2020. The Board considered the option of implementing a meals tax in our County (as in most surrounding counties) and put the referendum question to the voters in November 2018, but it failed to pass. The new legislation includes that a County may not impose a meals tax until six years after a referendum failed. With this language, Fluvanna is prohibited from adopting a meals tax ordinance until 2024. A very conservative estimate shows that a meal tax could generate \$300K-\$600K annually, which equates to 1-2 cents of real estate tax.
 - Cigarette Tax: Legislation passed in the 2020 General Assembly session that authorizes counties to levy cigarette taxes at a maximum rate of 40 cents per pack, beginning July 1, 2021. Fluvanna County joined seven other localities and created the Blue Ridge Cigarette Tax Board, which administers the tax for the seven participating localities in the region. This tax became effective January 1, 2022 and the proposed FY2023 budget includes \$200,000 for estimated revenue.

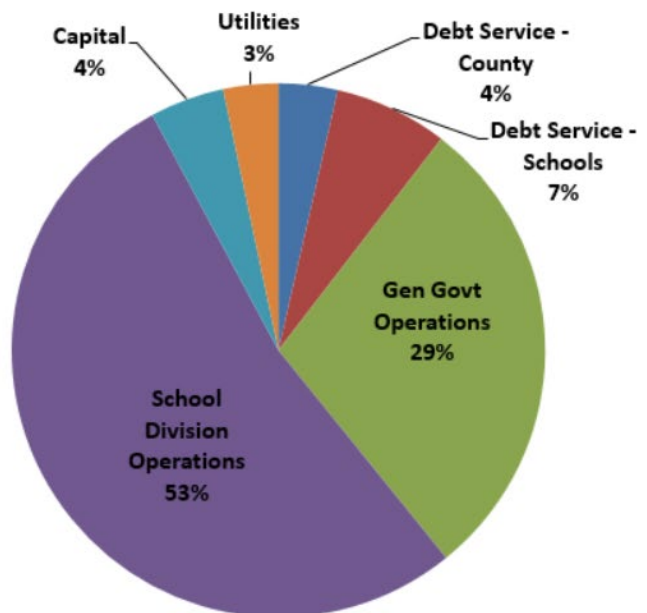
FY23 Revenues and Expenditures – Eric Dahl, County Administrator

FY23 COAD Proposed Budget - \$96,290,691

Revenues



Expenditures



General Fund Revenue Summary – FY21-23

Revenue Source	FY21 ACTUAL	FY22 Amended Budget	FY23 COAD	FY23 to FY22 Budget (Inc/Dec)
General Property Tax	\$37,379,857	\$38,630,661	\$39,132,140	\$501,479
Other local taxes	4,549,518	4,867,307	5,248,000	\$380,693
Permits and fees	417,196	377,201	411,050	\$33,849
Fines and forfeitures	62,325	55,800	50,800	(\$5,000)
Use of money	127,126	140,000	140,000	\$0
Charges for services	712,117	1,002,420	968,620	(\$33,800)
Miscellaneous	568,266	126,112	52,500	(\$73,612)
Recovered Cost	156,390	83,700	181,712	\$98,012
Commonwealth	8,293,015	8,368,190	8,586,367	\$218,177
Federal	5,218,310	1,708,042	1,589,892	(\$118,150)
Total	\$57,484,120	\$55,359,433	\$56,361,081	\$1,001,648

Top Four Local Revenue Sources

Revenue Source	FY21 Actual	FY22 Amended	FY23 COAD	FY23 to FY22 Inc/Dec
Real Estate Taxes	\$24,813,669	\$24,436,334	\$24,653,026	\$ 216,692
Personal Property Taxes	7,897,774	8,125,620	8,496,230	370,610
Public Service Corporation	4,242,195	4,206,656	4,155,410	(51,246)
Local Sales Taxes	2,336,399	2,172,307	2,400,000	227,693

Commonwealth of VA Revenue

PPTRA	\$2,996,570
Compensation Board	\$2,186,994
CSA	\$1,908,475
Social Services	\$734,397
Miscellaneous	\$605,931
TOTAL	\$8,432,367

Real Estate Tax

#	Category	FY23 Residential	FY23 Commercial	Final Date
1	Total Assessed Real Estate Value	\$3,441,011,700	\$116,771,100	Supplements thru Oct.
2	Non-Taxable Real Estate Value	-\$316,892,100	\$0	
3	Total Taxable Real Estate Value	\$3,124,119,600	\$116,771,100	Supplements thru Oct.
4	Land Use, Conservation Easements, and Open Space Agreements (Est.)	-\$301,953,300	N/A	April
5	Tax Relief for Elderly/Veterans (Est.)	-\$78,625,779	N/A	April 1
6	Revised Taxable Real Estate Value	\$2,743,540,521	\$116,771,100	
7	Divided By	100	100	
8	Times Tax Rate	\$0.884	\$0.884	
9	Taxable Real Estate Revenue	\$24,252,898	\$1,032,257	
10	Collection Rate	97.5%	97.5%	
11	FY22 Budget Real Estate Tax	\$23,646,576	\$1,006,450	6

Real Estate Tax Rate Comparison

COUNTY/CITY	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22
Albemarle	0.762	0.766	0.799	0.819	0.839	0.839	0.839	0.854	0.854	0.854
Buckingham	0.44	0.44	0.50	0.50	0.55	0.55	0.55	0.55	0.55	0.55
Charlottesville	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Cumberland	0.68	0.68	0.74	0.74	0.78	0.78	0.78	0.78	0.77	0.75
Fluvanna	0.5981	0.795	0.88	0.899	0.917	0.907	0.939	0.925	0.925	0.884
Goochland	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53
Greene	0.69	0.69	0.72	0.75	0.775	0.775	0.775	0.82	0.82	0.82
Louisa	0.65	0.65	0.68	0.72	0.72	0.72	0.72	0.72	0.72	0.72
Nelson	0.60	0.60	0.72	0.72	0.72	0.72	0.72	0.72	0.72	0.72
Average	0.656	0.678	0.724	0.736	0.753	0.752	0.756	0.761	0.761	0.753

Real Estate Penny Calculation

Real Estate (Residential) Value/100	\$27,435,405
Real Estate (Commercial) Value/100	\$1,167,711
Public Utilities Value/100	\$4,700,690
Mobile Homes Value/100	\$20,355
Total Value/100	\$33,324,161
Times \$0.01	\$0.01
Revenue generated by each \$0.01 increase in tax rate (100% Collection Rate)	\$333,241
Per Penny Amount (Collection Rates: 97.5% Real Estate, 100% Public Utilities, and 97.5% Mobile Homes)	\$326,086

General Fund Expenditure Summary – FY21-23

Expenditure	FY21 Actual	FY22 Amended Budget	FY23 COAD	FY23 to FY22 Budget (Inc/Dec)
General Govt	\$2,923,640	\$3,105,994	\$3,163,928	\$57,934
Judicial Admin	1,240,251	1,280,213	1,320,035	\$39,822
Public Safety	10,150,623	9,895,674	10,325,098	\$429,424
Public Works	2,570,114	2,754,700	2,997,231	\$242,531
Health & Welfare	6,248,509	6,725,366	6,592,624	(\$132,742)
Education	17,312,299	18,658,356	18,658,356	\$0
Parks, Rec. & Library	859,219	1,102,289	1,115,542	\$13,253
Comm. Development	1,013,061	1,247,223	1,271,902	\$24,679
Non-departmental	74,250	535,789	869,371	\$333,582
Debt Service	8,960,799	10,608,096	10,064,899	(\$543,197)
Total	\$51,352,765	\$55,913,700	\$56,378,986	\$465,286

FY23 Debt Service

County Projects	\$3,445,321
School Projects	\$6,619,578
FY23 Debt Service (Non-Enterprise)	\$10,064,899
Enterprise Funds (FUSD, Sewer & ZXR)	\$855,000
Total FY23 Debt Service (Inc. Enterprise Funds)	\$10,919,899

Fund Balance

FY21 Year End Audited Total Fund Balance:	\$28,926,830
Nonspendable & Restricted	\$59,520
Unassigned – Reserved (12%)	\$9,959,654
Committed (CIP Projects)	\$4,832,001
Unassigned Fund Balance – Excess Above Policy Target:	\$14,075,655
Less: FY21/22 County Carry Over Request – 12.01.21	- \$87,074
Less: Sheriff’s Office Recruitment, Retention and Compression Pay – 10.06.21	- \$240,000
Current Unassigned – Unreserved Fund Balance (as of Feb 2, 2022)	\$13,835,655

- Mr. Sheridan requested a history of proposed tax rates and adopted tax rates from the last five years for a year-to-year comparison.

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, February 2, 2022 at 8:39pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion		Second	
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

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. 03-2022

**RESOLUTION APPROVING A PLAN OF LEASE/PURCHASE FINANCING
WITH JPMORGAN CHASE BANK, N.A.
IN AN AMOUNT NOT TO EXCEED \$5,231,500**

WHEREAS, Fluvanna County, Virginia (the "County") is a political subdivision of the Commonwealth of Virginia (the "Commonwealth") and is duly organized and existing pursuant to the Constitution and laws of the Commonwealth; and

WHEREAS, the Board of Supervisors (the "Board") constitutes the governing body of the County, and as such is authorized to cause the County to acquire, dispose of and encumber real and personal property, including without limitation, rights and interests in property, leases and easements necessary to the functions or operations of the County; and

WHEREAS, the Board has determined that the County should proceed with a plan to acquire certain items of personal property, including without limitation rights and interests in property, and leases of property, that is appropriate and necessary to the functions and operations of the County, all as further described on Schedule A hereto (the "Property"); and

WHEREAS, with the assistance of the County's financial advisor, Raymond James & Associates, Inc. (the "Financial Advisor"), the Board issued Request for Proposal #2022-02 “ **\$5,231,500.00 TAX-EXEMPT VEHICLE/EQUIPMENT LEASE PURCHASE FINANCING**” and has solicited proposals from qualified financial institutions with respect to a lease-purchase arrangement for the Property, and has received the advice of its Financial Advisor that JPMorgan Chase Bank, N.A. (the "Lessor") has provided the most favorable terms for one or more lease-purchase agreements (the "Equipment Leases") for the Property; and

WHEREAS, the County has determined to proceed with the Equipment Leases with the Lessor, in a maximum principal amount not to exceed \$5,231,500 (the "Principal Amount") the purpose of acquiring the Property at an annual interest rate of no more than 1.37% for a term of ten (10) years for payable in annual lease payment installments of principal and semiannual payments of interest in arrears; and

WHEREAS, the County, in its capacity as lessee under the Equipment Leases (in such capacity, the "Lessee") may pay certain capital expenditures in connection with the Property prior to its receipt of proceeds of the Equipment Leases (the "Lease Purchase Proceeds") for such expenditure and such expenditures will not exceed the Principal Amount; and

WHEREAS, the Lessee desires to declare its official intent under U.S. Treasury Department regulations (the "Treasury Regulations") to be reimbursed for capital expenditures for Property from the Lease Purchase Proceeds; and

WHEREAS, the County now desires to approve and authorize the execution and delivery by the County of the Equipment Leases, an Escrow Agreement between the County and Deutsche Bank, N.A. as escrow agent (the "Escrow Agreement"), and all other instruments, agreements, certificates and other documents described in or contemplated by the Equipment Leases (collectively, the Equipment Leases and such other documents are hereinafter referred to as, the "Documents"); and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF FLUVANNA, VIRGINIA:

1. The County Administrator (the "Authorized Representative") acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver the Documents in substantially the forms set forth in the documents presently before the Board, with such completions, omissions, insertions and changes as may be approved by the Authorized Representative, in consultation with the County Attorney or bond counsel, his execution to constitute conclusive evidence of approval of any such completions, omissions, insertions and changes. The Authorized Representative acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver such other documents relating to the Equipment Leases and the Escrow Agreement as the Authorized Representative deems necessary and appropriate. All other related contracts and agreements necessary and incidental to the Equipment Leases and the Escrow Agreement are hereby authorized and approved.

2. By a written instrument signed by any Authorized Representative, such Authorized Representative may designate specifically identified officers or employees of the Lessee to execute and deliver agreements and documents relating to the Equipment Leases on behalf of the Lessee.

3. The aggregate original principal amount of the Equipment Leases shall not exceed the Principal Amount and shall bear interest as set forth in the Equipment Leases and the Equipment Leases shall contain such options to purchase by the Lessee as set forth therein.

4. The Lessee's obligations under the Equipment Leases shall be subject to annual appropriation or renewal by the Board as set forth in each Equipment Lease and the Lessee's obligations under the Equipment Leases shall not constitute general obligations of the Lessee or indebtedness under the Constitution or laws of the Commonwealth. That the obligations of the Board under the Equipment Lease shall be limited obligations payable solely from funds to be appropriated by the Board and shall not constitute a debt of Fluvanna County or the Board within the meaning of any constitutional or statutory limitation or a pledge of the faith and credit of the Board beyond any fiscal year for which moneys may be lawfully appropriated from time to time by the Board. Nothing herein or in the Equipment Lease shall constitute a debt of the County within the meaning of any constitutional or statutory limitation or a pledge of the faith and credit or taxing power of the County.

5. The Board anticipates that the Lessee may pay certain capital expenditures in connection with the Property prior to the receipt of the Lease Purchase Proceeds for the Property. The Board hereby declares the Lessee's official intent to use the Lease Purchase Proceeds to reimburse itself for Property expenditures. This section of the Resolution is adopted by the Board for the purpose of establishing compliance with the requirements of Section 1.150-2 of the Treasury Regulations. This section of the Resolution does not bind the Lessee to make any expenditure, incur any indebtedness, or proceed with the purchase of the Property.

6. The Board does not hereby designate its obligations under the Equipment Lease as a "bank qualified tax-exempt obligation" under Section 265 of the Internal Revenue Code of 1986, as amended. The Equipment Lease shall accordingly constitute a non bank-qualified obligation.

7. Any authorization herein to execute a document shall include authorization to deliver it to the other parties thereto and to record such document, where appropriate.

8. All other acts of the Authorized Representative and other officers of the County that are in conformity with the purposes and intent of this Resolution and in furtherance of the County's leasing and acquisition of the Property are hereby ratified and approved.

9. This Resolution shall take effect immediately upon its adoption and approval.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors of Fluvanna County on this 2nd day of February 2022.

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

Attest:

John M. Sheridan, Chair

Fluvanna County Board of Supervisors

SCHEDULE A - DESCRIPTION OF PROPERTY

FLUVANNA COUNTY, VIRGINIA
FY 2022 List of Vehicles and Equipment

Department	Purchase
Parks & Rec – Pleasant Grove Park	14-15 Athletic Field Lighting
Fire & Rescue	1 Engine 1 Tanker 1 Ladder Truck 1 Brush Truck 1 Ambulance 1 Fire Chief Truck
Public Works Equipment Building	Major Equip. Storage Building
Public Works - Major Equipment	1 Tractor 1 Skidsteer 1 Backhoe 1 Trailer
Public Works - Major Equipment	3 Mowers
Sheriff's Vehicles	7 Patrol Vehicles
County Vehicles	7-8 Trucks/Vehicles

Adopted: February 2, 2022

(SEAL)

A COPY TESTE:

Clerk to the Board of Supervisors

CERTIFICATE

The undersigned Clerk of the Board of Supervisors (the “Board”) of the County of Fluvanna, Virginia (the “County”) hereby certifies that:

1. A meeting of the Board was duly called and held on February 2, 2022 (the “Meeting”).
2. Attached hereto is a true, correct and complete copy of a resolution (the “Resolution”) of the Board entitled “**RESOLUTION APPROVING A PLAN OF FINANCING WITH JPMORGAN CHASE BANK, N.A.**” as recorded in full in the minutes of the Meeting and duly adopted by a majority of the members of the Board present and voting during the Meeting.
3. A summary of the members of the Board present or absent at the Meeting, and the recorded vote with respect to the Resolution, is set forth below:

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

4. The Resolution has not been repealed, revoked, rescinded or amended, and is in full force and effect on the date hereof.

Dated: February 2, 2022

WITNESS my signature and the seal of the Board of Supervisors of Fluvanna County, Virginia this ____ day of February, 2022.

 Clerk, Board of Supervisors of the County of Fluvanna, Virginia

[SEAL]

