



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Fluvanna County Library, 214 Commons Blvd.

Palmyra, VA 22963

September 2, 2020 at 4:00 pm

Physical (in-person) access to the meeting will be limited to the first 20 members of the public who sign up in advance to attend. **Those wishing to attend must call Fluvanna Clerk to the Board, Caitlin Solis, at (434) 591-1910 or email her at: csolis@fluvannacounty.org with your name, address and phone number no later than 1 hour prior to the meeting.** Proof of identification will be required upon arrival and facemasks will be required.

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3	ADOPTION OF AGENDA
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6	PUBLIC HEARING
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B	FY21 CARES Act Budget Transfer – Space Utilization – Mary Anna Twisdale, Director of Finance
C	Ratify advertisement to hold a Public Hearing on an Ordinance Amendment to Reduce the Penalty for Late Payment of Taxes on Tangible Personal Property – Eric Dahl, County Administrator
7A	APPOINTMENTS
8	PRESENTATIONS (normally not to exceed 10 minutes each)
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E	VDH/TJHD COVID-19 Pandemic Metrics – Ryan L. McKay, MPA, Senior Policy Analyst, Thomas Jefferson Health District
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F	Minutes of August 19, 2020 – Caitlin Solis, Clerk to the Board
G	FY21 REPP (Radiological Emergency Preparedness Program) Grant Application – Debbie Smith, Emergency Management Coordinator
10	UNFINISHED BUSINESS
H	Youth Outdoor Gym Program Proposal – Aaron Spitzer, CPRP Director of Parks and Recreation
I	Local Allocations for Federal CARES Coronavirus Relief Funds – Eric Dahl, County Administrator
11	NEW BUSINESS
	TBD
12	PUBLIC COMMENTS #2 (5 minutes each)

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

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:	September 2, 2020					
AGENDA TITLE:	FY21 CARES Act Budget Transfer – Space Utilization					
MOTION(s):	<p>I move that the Board of Supervisors approve a budget transfer of \$663,592 from the FY21 CARES Act Contingency line to the following FY21 CARES Act lines to complete the Administration Building Basement renovation.</p> <p>Contract Services: Remediation \$20,000</p> <p>Construction: Construction and Audio/Visual \$548,165</p> <p>Furniture: Board and Conference Room Furniture \$45,500</p> <p>Contingency: \$49,927</p>					
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, Finance Director					
PRESENTER(S):	Mary Anna Twisdale, Finance Director Eric Dahl, County Administrator					
RECOMMENDATION:	Approval					
TIMING:	Effective Immediately					
DISCUSSION:	<p>Renovate the Administration Building Basement into a Multipurpose Room</p> <p>Scope of Work: Renovate the basement of the Administration Building into a Multipurpose meeting room to serve functions such as the Board of Supervisors Meeting. Construction will include infill of existing overhead door openings, small vestibule addition, interior finished, lighting, sound system, HVAC system and renovated toilet rooms. This will allow for social distancing in public meetings.</p> <p>This amount is in addition to the \$68,210 that was approved by the Board on August 19, 2020 for Architectural & Engineering Design.</p> <p>Estimated Total Cost of Project: \$731,802</p>					
FISCAL IMPACT:	Allocate CARES Act Funding within CARES Budget Current CARES Act budget balance prior to this request \$2,699,972					
POLICY IMPACT:	NA					
LEGISLATIVE HISTORY:	NA					
ENCLOSURES:	N/A					
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other	

		X			
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★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

July 30, 2020

Re: Additional CARES Act Grant Information

Good day to all,

I wanted to provide an update to some questions that have been asked and provide some additional guidance on allowable charges.

Question: When will the grant funding be released?

For localities who have submitted their certification, we are currently planning to release their funding the first week of August. The release date is dependent on our actual receipt of the federal funds. Methods of funding will be transmitted to localities based on how they are set up in the state accounting system. For example, if you receive your annual reimbursement electronically, then the grant funding will be sent the same way.

Purpose and Use of Funds. The CARES Act makes clear that grant funds are for additional costs associated with the national emergency related to coronavirus, and are to be spent “*to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle.*”

Allowable uses include, but are not limited to:

- Printing of additional ballots and envelopes for anticipated higher levels of absentee by mail voting
- Registration list activities to improve the accuracy of registrant addresses
- Additional mailing and postage costs, including ballot-tracking software
- Acquisition of additional voting equipment, including high speed or central count tabulators
- Installation and security for absentee or mail drop-boxes
- Temporary elections office staffing
- Cleaning supplies and protective masks and equipment for staff and poll workers in early voting, vote center, or Election Day polling places (please note that ELECT will be providing certain PPE)

- Overtime salary and benefit costs for elections staff and poll workers
- Training of poll workers on sanitization procedures for in-person voting
- Public communication of changes in registration, ballot request options, or voting procedures, including information on coronavirus precautions being implemented during the voting process.
- Mailings to inform the public on changes or determination of procedures of coronavirus precautions, options in voting and other voting information.
- Pre- and post-election deep cleaning of polling places
- Leasing of new polling places when existing sites must be closed
- Additional laptops and mobile IT equipment
- Additional automated letter opening equipment

This list is not exhaustive and states/localities may encounter other costs. ELECT will determine allowable costs within the parameters of the CARES Act.

Additional Information

- Costs charged to the grant must be paid by 11/30/2020 so that federal reporting can be completed by December 30, 2020
- Any unexpended funds must be returned to ELECT by a TBD date in December
- You will be asked to put your expenses in one of the categories listed below for reporting:
 - Voting Processes, including additional costs for printing and mailing ballots, ballot tracking software, high speed scanners and letter opening equipment, mail drop boxes, hardware and software associated with signature comparison of returned ballots
 - Staffing: Additional poll workers, election office staff diverted to pandemic response, temporary staff
 - Security and Training: Security for additional absentee or mail drop-boxes, pre- and post election cleaning of polling places, staff and poll worker training on prevention processes
 - Communications: Notifying public of changes in registration, ballot request options, precautions or voting procedures
 - Supplies: Additional laptops, mobile IT equipment, cleaning supplies, masks

- ELECT will also request the amount of interest earned on the funding received. Interest earned can also be spent as part of the award.

I hope this additional information will help as you go through the process of spending the CARES Act funding and prepare for final reporting. If there are additional questions, please contact me at Kevin.Hill@elections.virginia.gov or call 804-864-8950. Stay safe and cool.

Thank you,

Kevin A. Hill/Business Manager

Virginia Department of Elections

Kevin.Hill@elections.virginia.gov

Washington Building | 1100 Bank Street, Richmond, VA 23219



FENCE/
VEGETATIVA
SCREEN

SIDEWALK

WOOD
GUARDRAIL



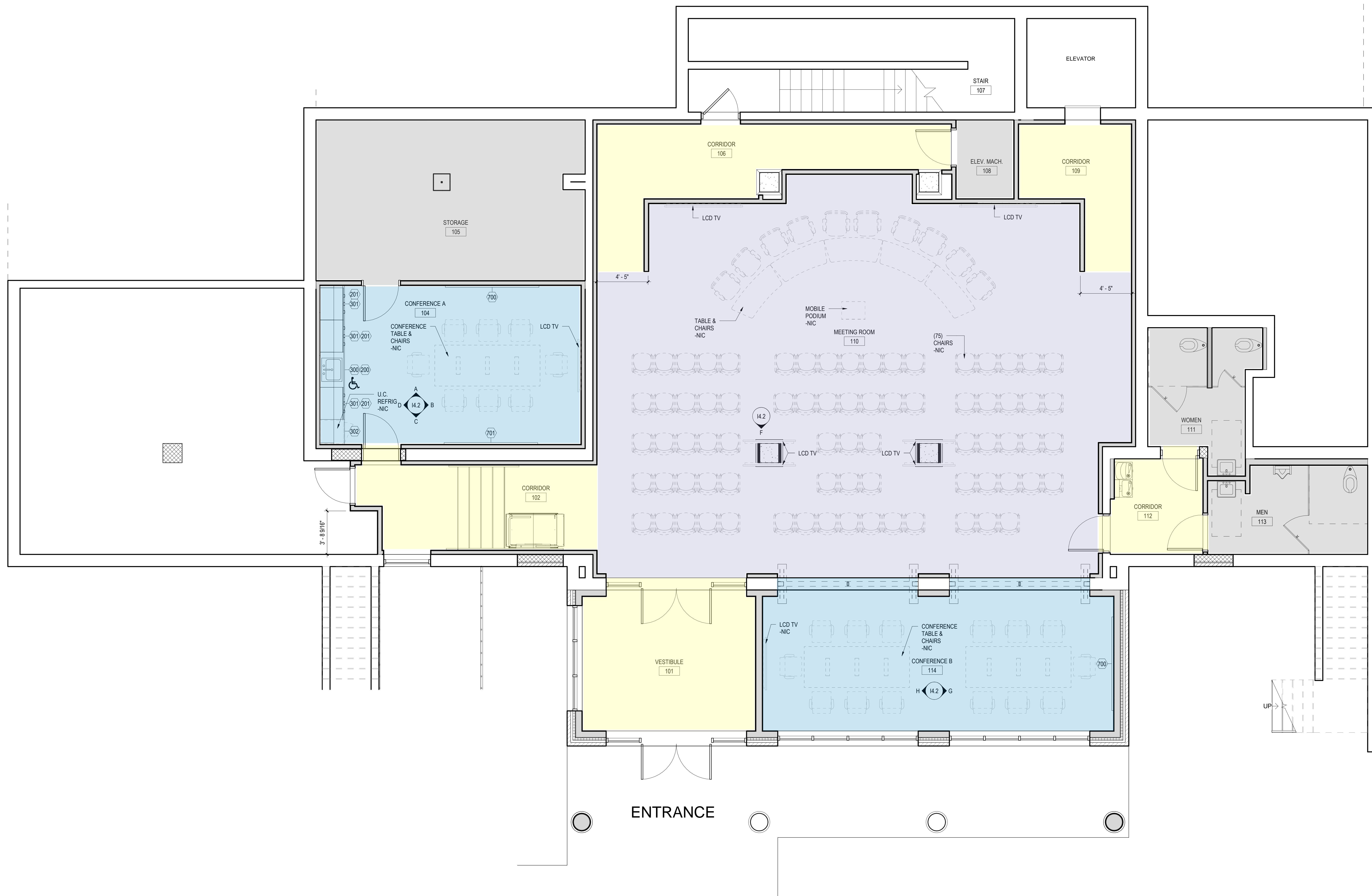
CRABTREE ROHRBAUGH & ASSOCIATES - ARCHITECTS

250 WEST MAIN STREET, SUITE 200
CHARLOTTESVILLE VA 22902
434-975-7262

MECHANICSBURG, PENNSYLVANIA
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WHITE SULPHUR SPRINGS, WEST VIRGINIA
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FLUVANNA COUNTY- MULTIPURPOSE RENOVATION

C 1.0



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OPTION 1



OPTION 2

A 1.2

FLUVANNA COUNTY- MULTIPURPOSE RENOVATION

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FLUVANNA COUNTY- MULTIPURPOSE RENOVATION

A 1.3

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

MEETING DATE:	September 2, 2020				
AGENDA TITLE:	FY21 CARES Act Funding for Elections Supplemental Appropriation				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$54,519.00 to the FY21 Registrar CARES Elect Budget				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Liz McIver, Management Analyst				
PRESENTER(S):	Liz McIver, Management Analyst				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Immediate				
DISCUSSION:	<ul style="list-style-type: none"> The Department of Elections is notifying local voter registration offices that they will be receiving separate CARES Act funding, that may be used for a number of expenses related to COVID-19 for the November 2020 federal elections only. These funds may be used toward any expenditures related to the protection of the health and safety of poll workers, staff, and voters during the federal election as well as those resulting from anticipated increased demand for absentee ballots by mail costs (e.g. printing ballots, printing envelopes, postage, etc.), equipment and temporary staff. Local voter registration offices may also utilize the funding for voter outreach to include mailings, public service announcements, etc. Funds cannot be utilized for items that would be needed regardless of the COVID-19 pandemic. 				
FISCAL IMPACT:	<ul style="list-style-type: none"> Fluvanna County received \$54,519 These funds must be spent by November 30, 2020 and are for additional election expenditures related to COVID19 				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	ELECT – CARES Act Grant Information				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

MEETING DATE:	September 2, 2020				
AGENDA TITLE:	Ratify advertisement to hold a Public Hearing on an Ordinance Amendment to Reduce the Penalty for Late Payment of Taxes on Tangible Personal Property.				
MOTION(s):	I move the Board of Supervisors ratify a Public Hearing advertisement to be held on September 16, 2020 in order to receive public comment on a proposed amendment of Sec. 20-1-2.1 of the Fluvanna County Code, with the ads running on September 3 rd & 10 th 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:	The previous late fee penalty for outstanding personal property taxes greater than thirty days was twenty-five percent. This amendment allows taxpayers failing to pay real estate and tangible personal property taxes on June 5 or December 5, as applicable, shall incur a penalty of ten percent of the tax past due.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Advertisement with Proposed Amendment to Sec. 20-1-2.1 of the Fluvanna County Code				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				



FLUVANNA COUNTY NOTICE OF PUBLIC HEARING

BY ORDER OF THE FLUVANNA COUNTY BOARD OF SUPERVISORS

Pursuant to Virginia Code Sec. 15.2-1427, the Board of Supervisors of Fluvanna County, Virginia (the “County”) will hold a public hearing at 7:00 p.m. on Wednesday, September 16, 2020, in the meeting room of the Fluvanna County Library in Palmyra, Virginia, located at 214 Commons Blvd., Palmyra, Virginia, 22963 for citizens of the County to have the opportunity to be heard by the Board of Supervisors for the following items:

AN ORDINANCE TO REDUCE THE PENALTY FOR LATE PAYMENT OF TAXES ON TANGIBLE PERSONAL PROPERTY

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS that Sec. 20-1-2.1 of the Fluvanna County Code be, and it is hereby, AMENDED, as follows:

Sec. 20-1-2.1. - Same—Penalty for failure to pay on time.

Any taxpayer failing to pay real estate and tangible personal property taxes on June 5 or December 5 as applicable shall incur a penalty of ten percent of the tax past due, ~~or, in the case of delinquent tangible personal property tax more than thirty (30) days past due, 25 percent of the tax past due on such tangible personal property, or \$10.00, whichever is greater,~~ which shall be added to the amount of taxes or levies due from such taxpayer.

(Comp. 1974, ch. 23; Ord. 6-17-87; Ord. 10-21-98)

Complete information concerning this ordinance is available in the County Administration Office, located at 132 Main Street, Palmyra, Virginia 22963, between 8:00 a.m. and 4:30 p.m., Monday through Friday. Persons requiring accommodation to facilitate participation are encouraged to contact the Office of the County Administrator at 132 Main Street, Palmyra, Virginia 22963 or at (434) 591-1910, at least five days prior to the meeting.

TO: Fluvanna Review THRU: County Administration

Advertise on the following date(s): Thursday, September 3, 2020 and September 10, 2020

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

**TO BE PUBLISHED IN THE FLUVANNA REVIEW NO LATER THAN September 3,
2020**

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

MEETING DATE:	September 2, 2020				
AGENDA TITLE:	Regional Legislative Programs				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	David C. Blount, Deputy Director/Director of Legislative Services				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	David Blount with the Thomas Jefferson Planning District Commission will be discussing the regional legislative program and a few legislative issues.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

MEETING DATE:	September 2, 2020				
AGENDA TITLE:	VDH/TJHD COVID-19 Pandemic Metrics				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Ryan L. McKay, MPA, Senior Policy Analyst, Thomas Jefferson Health District				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	Ryan L. McKay, MPA, Senior Policy Analyst, Thomas Jefferson Health District, will be discussing COVID-19 pandemic metrics from the Virginia Department of Health and the Thomas Jefferson Health District.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					x

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

MEETING DATE:	September 2, 2020				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors August 19, 2020 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday, August 19, 2020, be adopted.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Minutes for August 19, 2020.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
Regular Meeting 7:00pm**

MEMBERS PRESENT:

John M. (Mike) Sheridan, Columbia District, Chair
Tony O’Brien, Rivanna District, Vice Chair (*Entered meeting at 7:05pm*)
Mozell Booker, Fork Union District*
Patricia Eager, Palmyra District*

ABSENT:

Donald W. Weaver, Cunningham District

ALSO PRESENT:

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

**Due to health concerns, Mrs. Booker and Mrs. Eager are attending the meeting virtually/by telephone*
- Mozell Booker, (*Calling from 258 Bass Lane*)
- Patricia Eager, (*Calling from 1107 Mechunk Creek Drive*)

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

At 7:01pm Chair Sheridan called to order the Regular Meeting of August 19, 2020. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

- Mr. Dahl mentioned that the Local Allocations for Federal CARES Coronavirus Relief Funds needed to be added to the agenda.

MOTION:	Accept the Agenda, for the August 19, 2020 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Absent	Yes	Absent
RESULT:	3-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:

Announcements and Updates:

- Current Fluvanna COVID Cases
 - Total Cases: 204
 - Hospitalizations: 33
 - Fatalities: 9

Fluvanna COVIDWISE App Campaign, working with TJHD to develop content for:

- Fluvanna Review – full page, color ad – \$380/week
- Fluvanna Review – weekly, “Did you know?” 1/8 page ad - \$63/week
- Rural Virginian – Rural Virginia cost:
 - Full page 6 col (9.89”) x 19.75” \$1,185
 - Half page 6 col (9.89”) x 10” \$600
- Potentially some radio spot PSAs – ??
- Banners - 2.5 feet by 6 feet; ~\$125 for two
- Postcard mailer to every household in Fluvanna – ~11,500 homes; rough estimate only - \$1700 + cost of printing (waiting on quote)

Rough Estimates: \$2800 + cost of printing postcard (~\$2K-\$3K)

- Two week run of full page, full color ad in the Fluvanna Review
- Four weeks of 1/8 page ad in Fluvanna Review
- Direct Mail
- 2 Banners

The Fluvanna County Registrar’s Office will relocate to the Jefferson Centre Shopping Center, 265 Turkeysag Trail, Suite 115, effective Monday, August 24, 2020.

- The move was precipitated by the no-excuse early voting legislation that went into effect July 1, 2020.
- The Registrar’s Office, currently located at 211 Main Street, Palmyra, VA, will close Thursday, August 20 and Friday, August 21, 2020 in order to make the move.

Board of Supervisors Minutes

August 19, 2020

- The office will be open from 8:30am – 5:00pm, Monday through Friday, and can be reached at (434) 589-3593.
- Mr. O’Brien asked for weekly ads to be run communicating the Registrar’s Office move and early voting.

Spotlight on Business

Amo Gelato Caffé

- Opened in July 20th.
- Located at the Jefferson Centre on Turkeysag Trail.
- Open 10 am – 9 pm every day.
- Delicious dessert options!

5 - PUBLIC COMMENTS #1

At 7:16pm 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 7:17pm.

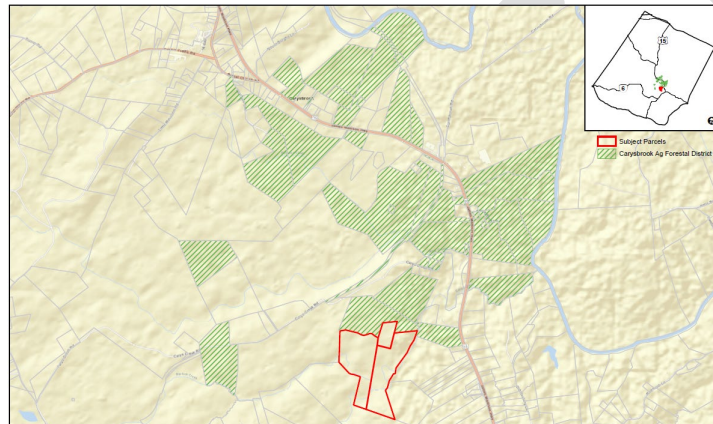
6 - PUBLIC HEARING

AFD 19:02 – Patsy P. Griffin LE Et Al – Addition to Carysbrook – Brad Robinson, Senior Planner

Overview:

- 3 parcels proposed for addition (41-A-45, 41-A-45B and 51-A-128A) for a total of 136.664 acres
- Applicant has 41-A-45A already enrolled in Carysbrook AFD
- Carysbrook AFD totals 1504.0676 acres
 - Renewed August 2019
 - 43 parcels

Location:



- The AFD Advisory Committee met on February 4, 2020 and recommended approval with a vote of 5-0
- The Planning Commission held a public hearing on July 14, 2020 and recommended approval with a vote of 5-0

Conclusion:

- Request is to add parcels into an existing AFD;
- Two of the subject parcels were formerly part of the Carysbrook AFD;
- Request appears to meet all County Code requirements.

At 7:20pm Chair Sheridan opened the Public Comments.

With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:22pm.

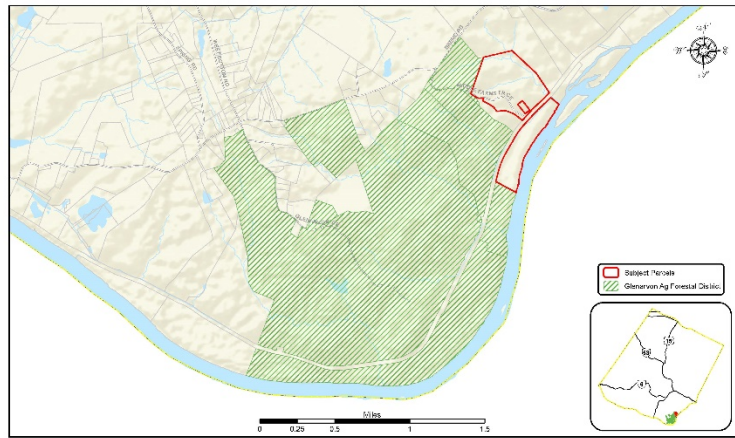
MOTION:	Approve the proposed addition of Tax Map Parcels 41-A-45, 41-A-45B and 51-A-128A totaling 136.664 acres to the Carysbrook Agricultural and Forestal District.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:					

AFD 19:03 – Allison & Ronald Unnerstall – Addition to Glenarvon Farm – Brad Robinson, Senior Planner

Overview:

- Two parcels proposed for addition (60-A-21 and 60-A-21D) for a total of 140.65 acres
- Parcels were previously enrolled in the Riverside AFD before it was terminated in 2012
- Glenarvon Farm AFD totals 1,730.362 acres
 - Renewed January 2020
 - 6 parcels

Board of Supervisors Minutes
Location:



- The AFD Advisory Committee Met on March 9, 2020 and recommended approval with a vote of 5-0
- The Planning Commission held a public hearing on July 14, 2020 and recommended approval 5-0

Conclusion:

- Request is to add parcels into an existing AFD;
- Subject parcels were formerly part of an AFD and are directly adjacent to the Glenarvon Farm AFD;
- Request appears to meet all County Code requirements.

At 7:26pm Chair Sheridan opened the Public Comments.

With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:27pm.

MOTION:	Approve the proposed addition of Tax Map Parcels 60-A-21 and 60-A-21D totaling 140.65 acres to the Glenarvon Farm Agricultural and Forestal District.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion		Second		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

7 - ACTION MATTERS

FCPS FY21 CARES Act Budget Transfer – Liz McIver, Management Analyst

- The Schools have requested a Supplemental Appropriation of \$45,990 from the CARES funds to help cover the cost of 200 Verizon Hotspots and 4 months of the monthly data plan.
- Shentel is planning on donating an additional 50 hotspots.
- The Hotspots will be used for students and staff who may not have internet access due to cost or inaccessibility, but have cellular service.

MOTION:	Approve a budget transfer of \$45,990 from the FY21 CARES Act Contingency line to the Fluvanna County Public Schools FY21 budget.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

FY21 CARES Act Budget Transfer – Liz McIver, Management Analyst

- \$4,400 is requested to install a Plexiglas window at the registrar’s office similar to what has been installed at other locations to provide protection to staff when interacting with the public and a door to prevent the public from entering the back office area unescorted
- \$17,500 is requested to cover the cost of renovating the Planning department to provide a safe environment for staff to interact with the public.
- \$7,000 is requested to cover the cost of new furniture in the Planning Department for the two new office spaces
- \$2,400 is requested to cover new chairs that can easily be disinfected after use for the Library and DSS in their public spaces.

MOTION:	Approve a transfer of \$31,300 from FY21 CARES Act Contingency line to CARES Act lines below: A. Site Improvements \$21,900 B. Furniture & Fixtures \$9,400
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MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

FY21 BOS Contingency Budget Transfer- Registrar’s Office Relocation – Liz Mclver, Management Analyst and Eric Dahl, County Administrator

- During the July 1, 2020 Board meeting, \$20,000 was transferred from BOS Contingency for the Registrar’s Office move.
- An Additional \$5,400 is needed to complete the relocation

Anticipated costs of move

- Electrical - \$2,400
- IT set up, equipment and connections additional - \$3,000

The following FY21 budget changes will be made:

- Decrease: BOS Contingency Budget - \$5,400
- Increase: Facilities & IT budgets totaling - \$5,400
- The FY21 BOS Contingency balance is \$130,000 prior to this action

MOTION:	Approve a budget transfer of \$5,400 from the FY21 BOS Contingency budget to: FY21 Facilities budget - \$2,400 FY21 Information Technology budget - \$3,000 for the Registrar’s Office Relocation.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

Municode Intranet Implementation – Cyndi Toler, Purchasing Officer

- Due to the emergency workplace safety standard §16VAC25-220 Infectious Disease Prevention, and new CDC guidelines for mitigating exposure to the coronavirus, the county is required to provide training to staff regarding the new standard, risk of potential exposure, and mitigation efforts in place.
- This Intranet site provides staff with a private and secure online environment that is only accessible by county employees, for the purposes of providing the required training and tracking completion rates.
- Alternative solutions would require the procurement of a new and separate software program, which would incur greater expense for the County and would not be implemented in a timely manner to meet the Virginia OSHA requirements.
- Because this fills a need related to COVID19, the initial expenses will be covered by the CARES act funding. Future year costs will need to be budgeted.

MOTION:	Approve a budget transfer of \$5,100 from the FY21 CARES Act Contingency line to the FY21 CARES Act ADP Supplies line.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

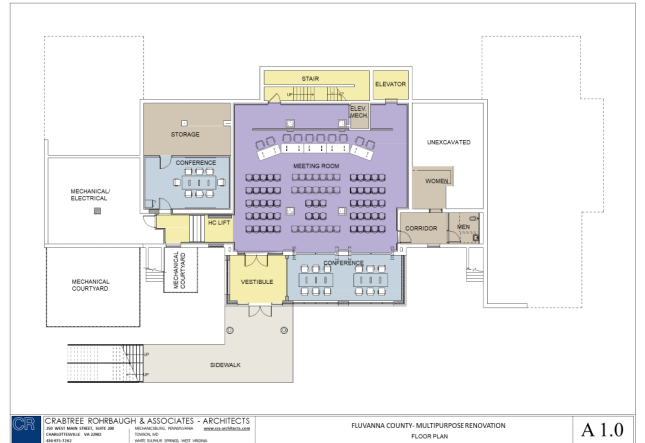
MOTION:	Approve Addendum # 1 between Fluvanna County and Municode to complete the Intranet implementation with a onetime cost of \$4,000.00 and annual fees of \$3,200.00, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

CRA PROJECT AGREEMENT # 4 - Renovate the Administration Building Basement – Cyndi Toler, Purchasing Officer

- There is a significant need for meeting space to allow social distancing and public attendance for the Board of Supervisors, Planning Commission and other County meetings.

Board of Supervisors Minutes

- Currently the Courts are not available for County meetings. Due to backlogged cases and COVID issues it is unknown when or if the Courts will become available again for County meetings.
- Prior to today the Board of Supervisors meetings were held in the Morris room which only allows for 10 people to be present due to social distancing requirements.
- The Library is a temporary option but cannot be used permanently.
- At the board meeting on August 5 the board voted to move forward with Option 1: Renovate the Administration Building Basement into a Multipurpose Room to serve functions such as the Board of Supervisors Meetings.
- This task order is for the A/E portion of the project.



MOTION:	Approve a budget transfer of \$68,210 from the FY21 CARES Act Contingency line to the FY21 CARES Act Professional Services line.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

MOTION:	Approve Project Agreement # 3 between Fluvanna County and Crabtree, Rohrbaugh & Associates, Inc. to complete the project Renovate the Administration Building Basement into a Multipurpose Room totaling \$68,210.00, for the purpose of providing adequate meeting space and social distancing for all public meetings and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney.
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MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

Fork Union Broadband Expansion – Eric Dahl, County Administrator

- Mrs. Booker asked how many children live in the projected broadband expansion.

MOTION:	Approve up to \$520,000 of the \$4.758 million Fluvanna County received from the Commonwealth of Virginia, as part of The Coronavirus Aid, Relief, and Economic Security (CARES) Act, to be allocated to the Economic Development Authority of Fluvanna County (the "EDA") related to a broadband expansion project in an unserved and underserved territory in the southern portion of the County near Fork Union as such project has been presented (the "Broadband Project"), to assist with social distancing, distance learning, teleworking, telehealth for our residents and businesses, and utilizing the EDA under Section 15.2-4900 et seq. of the Code of Virginia "through the promotion of their safety, health, welfare, convenience, or prosperity", in response to the COVID-19 disruption, subject to approval by the County Administrator and the County Attorney of an appropriate agreement consistent with this resolution between Fluvanna County and the EDA on the Broadband Project, and further authorize the County Administrator to execute such agreement subject to the County Attorney's approval as to form; and further subject to approval by the EDA, the County Administrator and the County Attorney of an appropriate agreement related to Firefly Fiber Broadband services and the Broadband Project consistent with this resolution between the EDA and Central Virginia Services, Inc., a Virginia corporation, d/b/a Firefly Fiber Broadband, and a subsidiary of the Central Virginia Electric Cooperative, and further authorize the County Administrator to approve and if necessary execute such agreement subject to the County Attorney's approval as to form.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

7A – BOARDS AND COMMISSIONS

None

8 - PRESENTATIONS

Parks and Recreation Fall Youth Day Program Update – Aaron Spitzer, Director of Parks and Recreation

Parks & Recreation Fall Day Program and Family Support Update

Background:

- On August 12, 2020 the Fluvanna County School Board voted to keep school facilities closed to students and implement 100% K-12 virtual instruction through at least November 2, 2020.
- This decision was based on the premise that students congregating at 50% capacity indoors, created too much of a health risk for the community. Keeping with the School Board's decision, Fluvanna County is unable to run interactive indoor programming with groups of students until November 2, 2020 or later.

Family Resource Assistance:

- Parks and Recreation could open two of its facilities for WIFI availability for child school work weekday nights, Monday through Friday from 6:30pm - 8:30pm.
 - Fluvanna County Community Center (Fork Union)
 - We can safely get 10 tables in the Stage Room while following social distancing protocols.
 - We can safely get 6 tables in the Senior Room while following social distancing protocols.
 - P&R Carysbrook Gym (Carysbrook Sports Complex)
 - We can safely get 20 tables in the Gymnasium while following social distancing protocols.
 - Beaver Dam Baptist Church (Troy)
 - We can safely get 20 tables in the two areas we are allotted to use while following social distancing protocols.

Staffing Concerns:

- Parks and Recreation can staff the three locations with CARES funding.

Board of Supervisors Minutes

- One staff member at each location.
- P&R staff will sanitize the tables and chairs before leaving each evening.
- Public Works will be asked to clean each facility the following morning before full-time staff shows up at 8am to work.
- This program should cost no extra money than what is currently in each department's budget, P&R and PW!
 - Operational costs and cleaning supplies may be eligible for CARES funding reimbursement

Operating Guidelines:

- Temperature checks will be required for everyone before entering the facility.
- Mask will be required to be worn at all times while in the facility.
- We will require everyone entering the facility to use hand sanitizer.
- We will only allow two siblings and one parent at each table per location.
- Parents will have to stay with their child(ren) while in the facility.
- Parents must pre-register their child(ren) for a table at least a day in advance.
 - All registrations will go through our online registration program, RecDesk.
 - If a parent has no internet capabilities, they can call one of our offices and we can register them for the table.
- All child(ren) and parents are required to bring their own materials to use.
- If a child(ren) cannot stay at their table or abide by P&R guidelines, the family will be asked to leave the facility immediately.

Youth Outdoor Gym Program Proposal

Background:

- On August 12, 2020 the Fluvanna County School Board voted to keep school facilities closed to students and implement 100% K-12 virtual instruction through at least November 2, 2020.
- This decision was based on the premise that students congregating at 50% capacity indoors, created too much of a health risk for the community.
- Fluvanna County Parks and Recreation department would like to offer a free all outdoor gym program geared towards 1st through 8th grade levels from September 8 - October 29, since nothing like it is currently offered.

Possible Program Participants And Activities:

- Parks and Recreation can handle 100 children from each grade, 1st - 8th
 - Children will be divided into four stations, up to 25 children per station.
 - Each station will have 8'x8' individual area with 6' between each area.
 - Can be accomplished on a football field and track at a Fluvanna school facility.
 - Can possibly be accomplished at the carnival/rodeo area at Pleasant Grove Park.
- Outdoor Gym Program Activities

P&R is willing to work with school gym teachers to offer programs that satisfy weekly requirements.

- All stations will stretch at the same time (10 minutes).
- One station will be walking/running around a track (25 minutes).
- One station will be calisthenics with no equipment (25 minutes).
- One station will be yoga (25 minutes).
- One station will be mental exercises (25 minutes).

Potential Outdoor Gym Program Grade Schedule:

- Mondays
 - First Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Fifth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- Tuesdays
 - Second Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Sixth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- Wednesdays
 - Third Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Seventh Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- Thursdays
 - Fourth Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Eighth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.

Staffing Needs:

- P&R will need 5 - 6 employees to run this program
 - 1 to 2 full-time staff employees.
 - Composed of current staff.
 - 2 to 5 part-time staff employees will be needed to be hired.
 - Program will run 31 days and require two, three hour shifts.
 - Staff would work morning shift, afternoon shift, or both shifts.
 - Cost for five part-time staff for 930 hours = ~\$12,090.00

- Currently have 920 hours available that were not used from Summer Camp Counselor staff.
- No additional funds will be required to hire and schedule staff to offer this program as it can be funded by the current P&R part-time salary budget.

Operating Guidelines:

- Temperature checks will be required for all children before entering the facility.
 - Mask will be required to be worn at all times while in transition at the facility.
 - We will require everyone entering the facility to use hand sanitizer.
 - We will only allow one child at each 8’x8’ location.
 - Parents will not be able to go inside or stay at the facility during the program.
 - Parents must pre-register their child(ren) for the program no later than the Friday prior.
 - All registrations will go through our online registration program, RecDesk.
 - If a parent has no internet capabilities, they can call one of our offices and we can register them for the table.
 - All child(ren) are required to bring their own water bottle/mat.
 - If a child(ren) cannot stay at their area or abide by P&R guidelines, the parent will be contacted immediately to pick up the child from the facility.
- After a lengthy discussion, the Board of Supervisors asked Mr. Spitzer to present the Youth Outdoor Gym Program Proposal at a later date when all members are present.

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for August 19, 2020:

- *Minutes of August 5, 2020* – Caitlin Solis, Clerk to the Board
- *EMSMC Inc. Amendment 2* – Cyndi Toler, Purchasing Officer
- *FY20 Social Services Supplemental Appropriation* – Kim Mabe, Social Services Director
- *Accounts Payable Report for July 2020* – Liz, McIver, Management Analyst
- *FY20 Convenience Center Supplemental Appropriation* – Liz McIver, Management Analyst
- *CRMF - FCPS - FCHS Cooling Tower* – Don Stribling, FCPS
- *FCPS FY20 to FY21 FCPS State and Federal Grant Carryover* – Brenda Gilliam, Executive Director for Instruction and Finance
- *Phone System Maintenance for E911* – Cyndi Toler, Purchasing Officer

MOTION:	Approve the consent agenda, for the August 19, 2020 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for July 2020, in the amount of \$8,798,318.88.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

10 - UNFINISHED BUSINESS

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

- Paid day program for Fluvanna County Staff’s school aged children
 - Mr. O’Brien asked how many employees must be in the office to perform their duties
- Mr. Sheridan brought up the compressor at Company #3 that is the incorrect model for the bottles that were ordered and asked how long it will take to replace with the correct model.
- Mrs. Eager brought up the letter sent by the Talley’s regarding the waterline. The Board asked for clarification
- Mrs. Eager brought up a citizen that contacted her regarding paint disposal that is not allowed at van der Linde Recycling or the County landfill but said that Rivanna waste is having hazardous waste disposal days in September but requires vouchers for Fluvanna County citizens.

11 - NEW BUSINESS

Mr. O’Brien mentioned drop boxes are needed for ballots at the Registrar’s office

12 - PUBLIC COMMENTS #2

At 10:02pm, 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 10:02pm.

13 - CLOSED MEETING

MOTION:	At 10:02pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.5, & A.6 of the
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	Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Prospective Industry, and Investment of Funds.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

MOTION:	At 11:15pm, 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:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

- At 11:16pm, a motion was made to extend the Board of Supervisors meeting.

MOTION:	Approve a motion to extend the August 19, 2020 Regular Board of Supervisors meeting to 12:00am.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

14 - ADJOURN

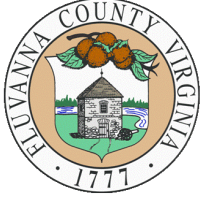
MOTION:	Adjourn the regular meeting of Wednesday, August 19, 2020 at 11:17pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

ORDINANCE No. 23-2020

**AN ORDINANCE APPROVING AN ADDITION TO THE
CARYSBROOK AGRICULTURAL/FORESTAL DISTRICT**

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Carysbrook Agricultural/Forestal District on August 7, 2019; and

WHEREAS, the owner of land identified as Tax Map Parcels 41-A-45, 41-A-45B and 51-A-128A has submitted a request to add these parcels to the District; and

WHEREAS, in accordance with Chapter 3.1 of the County Code, the Fluvanna County Planning & Community Development Department referred the request to the Agricultural and Forestal District Advisory Committee and the Fluvanna County Planning Commission for their recommendations; and

WHEREAS, the said Committee and Commission, after public notice, public hearing and due deliberation, all in accordance with law, have both recommended that such addition to the District be approved; and

WHEREAS, the Board of Supervisors, after public notice, public hearing and due deliberation in accordance with law, has determined that the proposed addition to the District was appropriate and in the public interest and should be approved; and

NOW, THEREFORE BE IT ORDAINED by the Fluvanna County Board of Supervisors, in accordance with Virginia Code Section 15.2-4309 and County Code Chapter 3.1, that the action of the Board taken on August 19, 2020 adding Tax Map Parcels 41-A-45, 41-A-45B and 51-A-128A totaling 136.664 acres to the Carysbrook Agricultural and Forestal District, BE, AND IT IS HEREBY, APPROVED AND ADOPTED as of August 19, 2020; and

BE IT FURTHER ORDAINED that the conditions of the said District shall be as set forth in Chapter 3.1 of the County Code, with the next review set for July 21, 2029.

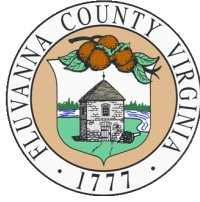
THE FOREGOING WAS ADOPTED by the Fluvanna County Board of Supervisors at a Regular Meeting held on the 19th of August, by the following vote:

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

Attest:

John M. Sheridan, Chair

Fluvanna County Board of Supervisors



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

ORDINANCE No. 24-2020

**AN ORDINANCE APPROVING AN ADDITION TO THE
GLENARVON FARM AGRICULTURAL/FORESTAL DISTRICT**

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Glenarvon Farm Agricultural/Forestal District on January 8, 2020; and

WHEREAS, the owner of land identified as Tax Map Parcels 60-A-21 and 60-A-21D has submitted a request to add these parcels to the District; and

WHEREAS, in accordance with Chapter 3.1 of the County Code, the Fluvanna County Planning & Community Development Department referred the request to the Agricultural and Forestal District Advisory Committee and the Fluvanna County Planning Commission for their recommendations; and

WHEREAS, the said Committee and Commission, after public notice, public hearing and due deliberation, all in accordance with law, have both recommended that such addition to the District be approved; and

WHEREAS, the Board of Supervisors, after public notice, public hearing and due deliberation in accordance with law, has determined that the proposed addition to the District was appropriate and in the public interest and should be approved; and

NOW, THEREFORE BE IT ORDAINED by the Fluvanna County Board of Supervisors, in accordance with Virginia Code Section 15.2-4309 and County Code Chapter 3.1, that the action of the Board taken on August 19, 2020 adding Tax Map Parcels 60-A-21 and 60-A-21D totaling 140.65 acres to the Glenarvon Farm Agricultural and Forestal District, BE, AND IT IS HEREBY, APPROVED AND ADOPTED as of August 19, 2020; and

BE IT FURTHER ORDAINED that the conditions of the said District shall be as set forth in Chapter 3.1 of the County Code, with the next review set for November 17, 2029.

THE FOREGOING WAS ADOPTED by the Fluvanna County Board of Supervisors at a Regular Meeting held on the 19th of August, by the following vote:

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District	X				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		

Attest:

John M. Sheridan, Chair

Fluvanna County Board of Supervisors

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

MEETING DATE:	September 2, 2020				
AGENDA TITLE:	FY21 Radiological Emergency Preparedness Program (REPP) Grant				
MOTION(s):	<p><u>Motion #1.</u> I move the Board of Supervisors ratify the application for the FY21 REPP in the amount of \$700 for supporting local emergency management preparedness.</p> <p><u>Motion #2</u> I further move the Board of Supervisors approve a supplemental appropriation of \$700 to the VDEM REPP Budget in FY21, with funding to come from this state grant award.</p>				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Debbie Smith, Emergency Management Coordinator Liz McIver, Management Analyst				
PRESENTER(S):	Debbie Smith, Emergency Management Coordinator				
RECOMMENDATION:	Approve				
TIMING:	Now				
DISCUSSION:	<ul style="list-style-type: none"> Grant funds will help in establishing, maintaining and operating such emergency plans, programs and capabilities to deal with nuclear accidents as are required by the Nuclear Regulatory Commission and the Federal Emergency Management Agency with respect to nuclear power stations 				
FISCAL IMPACT:	<ul style="list-style-type: none"> Grant award for Fluvanna County could be \$700 with no county match required. Once funds are awarded, they roll over up to 5 years at a maximum of \$3,500 or you lose it. We plan on spending the awarded \$700 this year and each year we receive the grant in the future. 				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	Last REPP Grant was applied for in and awarded in FY20.				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

MEETING DATE:	September 2, 2020				
AGENDA TITLE:	Youth Outdoor Gym Program				
MOTION(s):	I move to (approve/deny) the program entitled “Youth Outdoor Gym Program” as presented and discussed in the presentation for the grade levels (1st - 8th/3rd - 10th) by the Parks and Recreation Department to run September 14 - October 29, 2020, Monday - Thursday at the designated times on the Fluvanna High School football turf field and track.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		x			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		x	x		
STAFF CONTACT(S):	Aaron Spitzer, Director of Parks and Recreation				
PRESENTER(S):	Aaron Spitzer, Director of Parks and Recreation				
RECOMMENDATION:	Approval				
TIMING:	Current				
DISCUSSION:	<ul style="list-style-type: none"> This presentation is to get approval for a Youth Outdoor Gym Program to run September 14 - October 29, 2020, Monday - Thursday to allow children a way to get outdoors and exercise their bodies during the Fluvanna School District’s “All Virtual” start to the 2020-2021 school year. This program will follow all current CDC guidelines issued and will alter the program as these guidelines may change. 				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Youth Outdoor Gym Program Proposal PowerPoint				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					x

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

MEETING DATE:	September 2, 2020				
AGENDA TITLE:	Local Allocations for Federal CARES Coronavirus Relief Funds				
MOTION(s):	N/A				
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:	N/A				
TIMING:	N/A				
DISCUSSION:	<ul style="list-style-type: none"> • Congress passed and the President recently signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020. • This Act provides funding for a number of different programs to address the COVID-19 pandemic. • A primary component of the CARES Act is \$150 billion in assistance to state, local, territorial, and tribal governments for the direct impact of the COVID-19 pandemic through the establishment of the Coronavirus Relief Fund (CRF). <p>These funds may be used for qualifying expenses of state and local governments. The CARES Act provides that payments from the CRF only may be used to cover costs that:</p> <ol style="list-style-type: none"> 1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); 2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and 3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. <ul style="list-style-type: none"> • Each locality's allocation will be based on the proportion that the locality's population represents of the statewide total population. • Fluvanna County's allocation is <u>\$2,379,202</u> 				

Nonexclusive examples of eligible expenditures

Eligible expenditures include, but are not limited to, payment for:

1. Medical expenses such as:

- COVID-19-related expenses of public hospitals, clinics, and similar facilities.
- Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
- Costs of providing COVID-19 testing, including serological testing.
- Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
- Expenses for establishing and operating public telemedicine capabilities for COVID-19- related treatment.

2. Public health expenses such as:

- Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
- Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.

3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID- 19 public health emergency.

4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:

- Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
- Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
- Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
- Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
- COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
- Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.

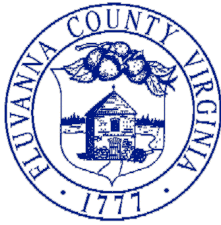
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:

- Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.

	<ul style="list-style-type: none"> • Expenditures related to a State, territorial, local, or Tribal government payroll support program. • Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise. <p>6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund’s eligibility criteria.</p> <p><u>Nonexclusive examples of ineligible expenditures</u></p> <p>The following is a list of examples of costs that would not be eligible expenditures of payments from the Fund.</p> <ol style="list-style-type: none"> 1. Expenses for the State share of Medicaid.³ 2. Damages covered by insurance. 3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency. 4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds. 5. Reimbursement to donors for donated items or services. 6. Workforce bonuses other than hazard pay or overtime. 7. Severance pay. 8. Legal settlements. 				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:					
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
MEETING PACKAGE ATTACHMENTS**

Incl?	Item
<input checked="" type="checkbox"/>	BOS Contingency Balance Report
<input type="checkbox"/>	Building Inspections Report
<input checked="" type="checkbox"/>	Capital Reserve Balances Memo
<input checked="" type="checkbox"/>	CARES Fund Balance Memo
<input type="checkbox"/>	Fluvanna County Bank Balance and Investment Report
<input checked="" type="checkbox"/>	Unassigned Fund Balance Report
<input type="checkbox"/>	VDOT Monthly Report & 2020 Resurfacing List
<input type="checkbox"/>	CARES Act Memo to Localities - 1st Round
<input type="checkbox"/>	CARES Act Memo to Localities - 2nd Round
<input type="checkbox"/>	Updated CARES Act US Treasury Guidance
<input type="checkbox"/>	



COUNTY OF FLUVANNA

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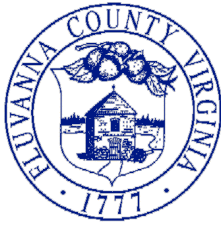
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MEMORANDUM

Date: September 2, 2020
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: FY21 BOS Contingency Balance

The FY21 BOS Contingency line balance is as follows:

Beginning Original Budget:	\$150,000
Less: Registrar's Office Relocation – 07.01.20	-\$20,000
Less: Registrar's Office Relocation – 08.19.20	-\$5,400
Available:	\$124,600



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MEMORANDUM

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Date: September 2, 2020
From: Liz McIver - Management Analyst
To: Board of Supervisors
Subject: FY21 Capital Reserve Balances

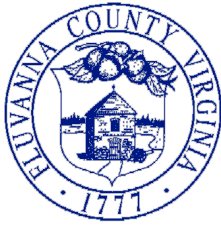
The FY21 Capital Reserve account balances are as follows:

County Capital Reserve:

FY21 Budget Allocation:	\$200,000
FY20 Carryover	\$267,970
Total FY21 Budget:	\$467,970
Add: FY20 Closed CRM Projects 6/26/20	\$11,308
Less: SCADA System Room HVAC – 07.01.20	-\$30,300
Less: Public Safety Building HVAC – 07.01.20	-\$9,325
FY21 Available:	\$439,653

Schools Capital Reserve:

FY21 Budget Allocation:	\$200,000
FY20 Carryover	\$224,903
Total FY21 Budget:	\$424,903
Less: FCHS Compressor Replacement – 07.01.20	-\$6,000
Less: FCHS HVAC Condenser Replacement – 08.05.20	-\$24,000
Less: FCHS Cooling Tower – 08.19.20	-\$10,975
FY21 Available:	\$383,928



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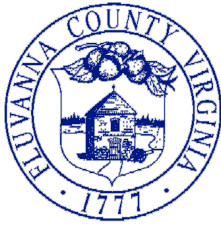
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MEMORANDUM

Date: September 16, 2020
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: CARES Fund Balance

CARES Fund Original Appropriation:	\$2,379,202
Less: Overtime Pay 06.17.20	-\$1,000
Less: Full-Time Salaries 06.17.20	-\$20,000
Less: Janitorial Supplies 06.17.20	-\$15,000
Less: Chemical Supplies 06.17.20	-\$2,000
Less: ADP Supplies 06.17.20	-\$2,000
Less: Emergency Supplies 06.17.20	-\$25,000
Less: General Material and Supplies 06.17.20	-\$5,000
Less: EDP Equipment 06.17.20	-\$20,000
Less: Site Improvements 06.17.20	-\$1,000
Less: Economic Development Grant – Local Business 06.17.20	-\$350,000
Less: Printing and Binding 06.17.20	-\$5,000
Less: Advertising 06.17.20	-\$1,000
Less: Economic Development Grant – Non-Profits 07.01.20	-\$100,000
Less: Machinery and Equipment (Clorox 360 machines) 07.01.20	-\$46,500
Less: FY20 Contract Services 08.05.20	-\$5,110
Less: FY20 Advertising 08.05.20	-\$530
Less: FY20 Chemical Supplies 08.05.20	-\$3,650
Less: FY20 Other Operating Supplies 08.05.20	-\$250
Less: FY20 Site Improvements 08.05.20	-\$8,675



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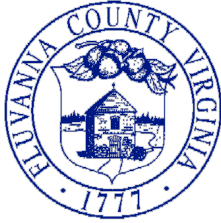
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Less: FY21 Emergency Supplies for Fire & Rescue 08.05.20	-\$15,000
Less: FY21 FCPS Supplies for Opening Prep 08.05.20	-\$301,017
Less: FY21 Advertising of COVIDWISE App 08.05.20	-\$5,000
Less: FY21 Economic Development Grant – Local Business Hand Sanitizer	-\$3,000
Less: FY21 Economic Development Grant – Local Business 08.05.20	-\$350,000
Less: FY21 Economic Development Grant – Non-Profits 08.05.20	-\$100,000
Add: CARES Funds Second and Final Round Funding – 08.12.20	+\$2,379,202
Less: FY21 FCPS Verizon Hotspots & 4 Months Data Plan – 08.19.20	-\$45,990
Less: FY21 Site Improvements & Furniture – 08.19.20	-\$31,300
Less: FY21 Fork Union Broadband Expansion – 08.19.20	-\$520,000
Less: FY21 Admin Building Basement Reno A&E – 08.19.20	-\$68,210
Less: FY21 Municode Intranet Implementation – 08.19.20	-\$7,200
Current CARES Fund Balance	\$2,699,972



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MEMORANDUM

Date: September 2, 2020
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

*FY20 Year End (Unaudited) Total Unassigned Fund Balance:	*\$5,274,084
Add: FY21 Reassessment Budget Transfer	\$66,515
Current (Unaudited) Unassigned Fund Balance	*\$5,340,599

* Audited FY20 Year End Unassigned Fund Balance will be available upon completion of the FY20 CAFR

