



**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING AGENDA**

Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
January 20, 2021

Budget Work Session – Non Profit Presentations 4:00pm
Regular Meeting 7:00 pm

Due to the continuing Public Health Emergency, Board of Supervisors Meetings continue to meet with modifications. **Physical (in-person) access to meetings has been suspended.** Those wishing to participate via Zoom may call Fluvanna Clerk to the Board, Caitlin Solis, at (434) 591-1910 or email her at: csolis@fluvannacounty.org no later than 1 hour prior to the meeting or may go to FluvannaCounty.org to find the Zoom link on the Board of Supervisors meeting page.

TAB AGENDA ITEMS

A CALL TO ORDER

B PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

C NON-PROFIT PRESENTATIONS

- Central Virginia Partnership for Economic Development
- Virginia Career Works – Piedmont Region
- Piedmont Housing Alliance
- PVCC - Piedmont Virginia Community College
- Region Ten
- Rivanna Conservation Alliance
- SARA – Sexual Assault Resource Agency
- Shelter for Help in Emergency
- Southeast Rural Community Assistance Project (SERCAP)
- Thomas Jefferson Soil & Water Conservation District
- Thomas Jefferson EMS Council
- TJPDC – Thomas Jefferson Planning District Commission
- JAUNT

13 – CLOSED MEETING AND DINNER RECESS

RECESS – DINNER BREAK

RECONVENE AT 7:00PM

1 - CALL TO ORDER

2 - PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3 – ADOPTION OF AGENDA

4 – COUNTY ADMINISTRATOR’S REPORT

5 – PUBLIC COMMENTS #1 (5 minutes each)

6 – PUBLIC HEARING

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

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

None.

7 – ACTION MATTERS

- A CRA Project Agreement # 5 - Fork Union Fire Training Building – Design – Cyndi Toler, Purchasing Officer
 - B Draper Aden Project Agreement # 8 - Fork Union Property Site Development – Cyndi Toler, Purchasing Officer; Bryan Rothamel, Economic Development Coordinator
 - C A Resolution Amending Temporary Emergency Personnel Policy to Address Covid-19 and Cares Act Sick Leave – Donna Snow, Human Resources Manager & Eric Dahl, County Administrator
-

7A – APPOINTMENTS

None.

8 – PRESENTATIONS (normally not to exceed 10 minutes each)

None.

9 – CONSENT AGENDA

- D Minutes of January 6, 2021 – Caitlin Solis, Clerk to the Board
 - E Accounts Payable Report for December 2020 – Mary Anna Twisdale, Finance Director
 - F Freedom of Information Act (FOIA) Policy Updates – Eric Dahl, County Administrator
 - G Personnel Policy Updates – Eric Dahl, County Administrator
 - H Procurement Policy Updates – Eric Dahl, County Administrator
-

10 – UNFINISHED BUSINESS

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

11 – NEW BUSINESS

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

14 – ADJOURN



County Administrator Review

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PLEDGE OF ALLEGIANCE

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

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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FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Central Virginia Partnership for Economic Development	\$ 13,519	\$ -	\$ -
Address:	1001 Research Park Blvd, Suite 301, Charlottesville VA 22911	Contact E-mail:	hcauthen@centralvirginia.org	
Contact:	Helen Cauthen, President	Contact Phone:	434-979-5610 ext 100	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Regional Economic Development	\$ 13,519	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				

The Central Virginia Partnership for Economic Development is a public/private partnership that brings together local governments, higher education, and the private sector to advance innovative strategies for regional economic prosperity. Funds are used to support the Partnership's Program of Work, which includes three primary categories: marketing and business attraction; regional collaboration; and partner support (which includes supporting your economic development office). Marketing/Business Attraction: The Partnership promotes the region as a premier location for business and markets directly to site selectors and companies in our target markets to promote Central Virginia. We were pleased to support the attraction of Silk City Printing to the County - an exciting reuse for the former Thomasville building and \$5.7 million in capital investment and 93 new jobs! Regional Collaboration: The Partnership serves as the lead support organization for GO Virginia in Region 9, which includes Fluvanna County and ten other jurisdictions. Site readiness is a priority including the Alexander/Williams site and others in the County. We recently received GO Virginia funding for a Workforce Recovery Initiative through which we connected a closing Fluvanna company to other local manufacturers to help ensure the displaced workers could find new jobs quickly. Partner Support: We serve as "back office" support for your economic development efforts. For example, funds are used to subscribe to economic databases. The information from these databases is used to help existing businesses make decisions about future growth and to respond to information requests from companies considering a new location. In summary, Fluvanna County and the Central Virginia Partnership work collaboratively to foster economic growth, create and retain jobs for Fluvanna County's citizens and improve the tax base for essential county services.

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Central Virginia Partnership for Economic Development	\$ 13,519	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
<p>The Central Virginia Partnership receives funding from a variety of local sources including about 60 private sector companies, the University of Virginia, Piedmont Virginia Community College, Germanna Community College, and Fluvanna County and eight other localities. Fifty cents per capita is requested from each local government. For FY 2022, we are requesting the following amounts based upon Weldon Cooper Center population estimates published in January 2020: Fluvanna County - \$13,519; Albemarle County - 54,861; Charlottesville - \$24,590; Culpeper County - \$25,999; Louisa County - \$18,310; Orange County - \$17,960; Greene County - \$10,048; Madison County - \$10,000; and Nelson County - \$10,000 (\$10,000 is the minimum).</p>				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
<p>Regional economic development is a long-term, strategic process; therefore, short-term effects of underfunding are difficult to measure. The Partnership performs functions that benefit from multiple communities acting in unison, such as research and marketing. As a Partnership supporter, Fluvanna County is recognized as an important regional leader. Eric Dahl serves on the Partnership's Board of Directors and plays a key role in overseeing and setting policy for regional economic development. Bryan Rothamel is a very active member of our ED Partners team. Also, the Partnership actively promotes the region and all of its localities when meeting with consultants and businesses. If Fluvanna County did not participate in the Partnership, the County would not be part of this marketing outreach. Without access to research and the professional economic development staff at the Partnership, Fluvanna County would not be have access to important information that has been used to support existing businesses and strategically plan for the County's future. The Partnership supported all of our localities with COVID-19 response and recovery. For example, we held twice a week and then weekly meetings for local economic developers to discuss challenges, opportunities and solutions to help localities respond to COVID and develop recovery plans. Also, we led a weekly roundtable of local economic developers, six Chambers (including</p>				
Section 6 - ADDITIONAL INFORMATION				
<p>We greatly appreciate Fluvanna County's support and active participation. Thank you very much for your consideration of the Partnership's FY 2022 request.</p>				

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Virginia Career Works-Piedmont Region	\$ 4,055	\$ -	\$ -
Address:	1001 Research Park Blvd, Suite 301, Charlottesville VA 22911	Contact E-mail:	smorton@vcwpiedmont.com	
Contact:	Sarah Morton, Workforce Development Director	Contact Phone:	434-976-5610 ext 102	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Virginia Career Works - Piedmont Region (formerly Piedmont Workforce Network)		\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				

- Virginia Career Works-Piedmont Region (VCW-Piedmont) is one of 15 local workforce development areas in the Commonwealth of Virginia committed to helping citizens understand their merit, value and worth, while building community wealth. Additionally, VCW-Piedmont continues to provide services to unemployed, underemployed, businesses, individuals with disabilities, Veterans, youth, and many other diverse groups to mitigate workforce gaps and barriers, workplace inequities, lack of economic equity, and cultural competence, while building community wealth.
- VCW-Piedmont serves as a convener to build collaborative partnerships to mitigate duplicative workforce efforts across the region.
- VCW-Piedmont manages the Virginia Career Works-Charlottesville Center, a comprehensive "one-stop" center bringing together partners in workforce development for the greater Charlottesville/Albemarle area population. It serves as a centralized origin for workforce development services throughout the entire region.
- VCW-Piedmont offers 2 affiliate centers in the larger Piedmont region and works closely with local satellite centers, including the Albemarle County Career Services Center and the Charlottesville Downtown Job Center. The American Job Center (One-Stop Center) provides supportive services to all citizens across the community to include: career readiness, soft skill training, skill development, job coaching, training, veteran services, job matching, apprenticeships, work-based learning opportunities and subsidized on the job training. Lastly, The VCW-Piedmont provide supports to local business in developing and building a multigenerational workforce.
- Initiatives are intended to enhance talent and skill development for businesses and industries across the region. By using the Target Markets Report, labor market information, and the GO Virginia Growth and Diversification Plan, VCW-Piedmont will build a strategic path forward with a focus on response, recovery, and thriving. The need to emerge from response to the recovery phase is imperative to bridge the immediate demands of the crisis with the new normal and to ensure our communities emerge stronger - equitably and consistently.

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Virginia Career Works-Piedmont Region	\$ 4,055	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
<p>Funding is received annually from the U.S. Department of Labor's Employment and Training Administration to administer the Workforce Innovation and Opportunity Act (WIOA) programs. These programs assist eligible job seekers in participating in education and skills development activities (including occupational skills training and work experiences) in order to develop skills to obtain self-sufficient employment. The federal funding provided to VCW-Piedmont is limited in scope and does not provide comprehensive workforce development services throughout the region. Locality funds are requested each year from the region's jurisdictions to conduct activities that are not considered allowable expenditures under federal guidelines. 2. At the request of the Council of elected officials, VCW-Piedmont requests 15 cents per capita from each locality. For FY 2022, those amounts are: Albemarle County \$16,458, Charlottesville City \$7,377, Culpeper County - \$7,779; Greene County - \$3,014; Louisa County - \$5,493; Madison County - \$1,987; Nelson County - \$2,219; Orange County - \$5,388; Rappahannock County - \$1,092 and Fauquier County - \$10,587.</p>				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
<p>In FY 2020, the Virginia Career Works-Charlottesville Center welcomed 13,361 individual visits including 691 residents of Fluvanna County. For FY 2021, Virginia Career Works-Piedmont Region received another decrease in federal funding, resulting in our region receiving the third lowest amount of federal workforce funding in the Commonwealth. Since 2015, funding has been reduced from \$1.248 million to \$755,328 – a decrease of 65%! If federal funds continue to decrease, the organization may have a limited ability to operate the Virginia Career Works Centers or Satellite Operations and may not be able to provide funding for occupational skills training and employment search assistance to job seekers. Also, decreasing funding provides it more difficult to serve as a resource to provide a qualified workforce with the skills and training necessary to grow and sustain local businesses. Although we did receive several COVID-related grants this year, that money is for the current year only. Thus, locality funds are very important for FY 2022. The Virginia Career Works Council, which is comprised of local elected officials from each locality, including the Honorable Tony O'Brien from Fluvanna County, would designate how the locality allocation is used to ensure the funding is appropriate and beneficial.</p>				
Section 6 - ADDITIONAL INFORMATION				

VCW- Piedmont Goals and Objectives:

- Leverage resource to create a workforce system that connects and align job seekers with employers and employers to job seekers.
- Connect job seekers with fast track education and training opportunities to ensure effectiveness in their desired career.
- Build community wealth and economic equity by connect job seekers with financial and programmatic services.
- Collaborate with economic development representatives in Fluvanna County to assist employers with current and future employment needs.
- Investigate and provide solutions to workforce challenges by recruiting and screening potential employees, conducting hiring events, connecting employers to customized training, offering incentives for hiring WIOA participants.
- Develop strategic and collaborative partnerships to leverage workforce resources in Fluvanna County to drive a robust business-driven workforce system.

Thank you for your continued support and the commitment to the body of work. Your time and consideration is appreciated.

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Piedmont Housing Alliance	\$ 2,500	\$ -	\$ -
Address:	682 Berkmar Circle, Charlottesville, VA 22901	Contact E-mail:	smathon@piedmonthousing.org	
Contact:	Sunshine Mathon	Contact Phone:	434-817-0661	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Comprehensive Housing Counseling and Asset-Building Services	\$ 2,500	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				
<p>Offering housing counseling, financial education and asset building services to low-income households has been at the heart of Piedmont Housing Alliance's work for almost four decades. Through these services, Piedmont Housing has assisted over 1,000 individuals and families buy a home, and helped thousands more improve and building their financial skills and work toward their housing goals. requests support from Fluvanna County to serve local residents seeking to build and improve their financial skills and make progress on their housing goals. Whether to improve their housing stability, build/repair credit, prepare for first-time home ownership, or keep a home in the face of foreclosres, clients come to Piedmont Housing as a trusted partner in the region. Through our housing counseling and asset-building services last year (FY20 – July 2019 –June 2020):</p> <ul style="list-style-type: none"> • 25 Fluvanna County residents met with a Piedmont Housing counselor for one—on-one counseling; of the total 25, 19 residents received pre-purchase counseling, two were counseled on default/foreclosure, three on rental housing, and one on financial capability (budget/credit). • Four Fluvanna community members participated in our financial and housing group education workshops. • Two community members purchased homes in Fluvanna County, using our down payment loan program. 				

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Piedmont Housing Alliance	\$ 2,500	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
<p>The funding sources for Piedmont Housing Alliance's comprehensive housing counseling and asset-building services include: U.S Department of Housing and Urban Development, Virginia Housing (formerly VHDA), City of Charlottesville, Albemarle County, Fluvanna County, Louisa County, and corporate foundations and individuals.</p>				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
<p>Piedmont Housing Alliance relies on a broad range of support from local, state, federal and private sources to fund its services to the regional community. Several of these sources have reduced their available funding. As a result, funding from Fluvanna County is more important than ever, and will enable us to continue to provide important financial and housing counseling services to meet the strong demand from Fluvanna County residents for assistance in purchasing homes, saving their homes from foreclosure, and successfully managing their family finances to afford housing along with other basic needs. Without local funding, we would face limitations on our ability to provide the services and financing that support housing stability, asset-building, and home ownership.</p>				
Section 6 - ADDITIONAL INFORMATION				
Empty space for additional information				

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Peidmont Virginia Community College	\$ 7,179	\$ -	\$ -
Address:	501 College Drive, Charlottesville, VA 22902	Contact E-mail:	bcopeland@pvcc.edu	
Contact:	Dr. Benjamin Copeland	Contact Phone:	(434) 961-5207	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Operating Funds Budget	\$ 7,179	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				
<p>* Local funds operating budget supports program expenses that are not paid for by the state funds. These include site work expenses, student support activities, informational services, and learning initiatives designed to improve access to citizens in our service delivery area. Local funds are budgeted separate from state funds, and the plan for the expenditure of local funds is subject to the review and approval of the PVCC College Board, which is appointed by the local governments.</p> <p>* Funds help to moderate the cost of attending PVCC for area residents because student fees and auxiliary charges would otherwise need to be increased to raise necessary revenue.</p> <p>* Amount requested from each locality is proportional to its respective share of enrollment. Fluvanna County currently accounts for 12.2% of PVCC's service region credit enrollment. Relative to other colleges in the Virginia Community College (VCCS), PVCC ranks slightly below average for all Virginia community colleges in the local appropriation it receives per full-time equivalent (FTE) student.</p>				

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Piedmont Virginia Community College	\$ 7,179	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
<p>PVCC receives funding from the localities served by the college. For FY21, locality requests are as follows:</p> <p>Albemarle County - \$24,529</p> <p>City of Charlottesville - \$12,564</p> <p>Greene County - \$5,983</p> <p>Louisa County - \$5,983</p> <p>Nelson County - \$2,393</p> <p>Buckingham County - \$1,197</p>				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
<p>* Local funds help to moderate the cost of attending PVCC for area residents, because student fees and auxiliary charges would otherwise need to be increased to raise the necessary revenue. A reduction in local government funding for operations, however modest, would result in reduced services to students, increased charges to student, or a combination of the two.</p>				
Section 6 - ADDITIONAL INFORMATION				
<p>If you need additional information, please do not hesitate to contact me.</p> <p>Dr. Benjamin Copeland, Vice President for Finance & Administrative Services</p> <p>Piedmont Virginia Community College</p>				

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Region Ten Community Services Board	\$ 129,000	\$ -	\$ -
Address:	500 Old Lynchburg Road, Charlottesville, VA 22903	Contact E-mail:	kathy.williams@regionten.org	
Contact:	Kathy Williams, Senior Director of Administrative Services	Contact Phone:	434-972-1816	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Comprehensive Services	\$ 129,000	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				
<p>Region Ten's system of mental health, intellectual disabilities and substance use disorders treatment and prevention services provides a continuum of services which enables persons to remain in their home communities and receive treatment in the least restrictive environment. The core services provided by Region Ten include: outpatient, case management, emergency, day support, residential, prevention and early intervention. Funds received from Fluvanna County in conjunction with funds from State, Federal Block Grants and Fees (mostly Medicaid) are blended and braided to provide the necessary supports to assure that both the quality and quantity of services exist to meet the needs of persons needing services in your community.</p>				

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Region Ten Community Services Board	\$ 129,000	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
State Department of Behavioral Health and Developmental Services, the localities of Albemarle, Charlottesville, Greene, Louisa, and Nelson, and the Department of Medical Assistance (DMAS) are the primary sources of funding.				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
Due to the complex funding mix that support the wide array of services provided we would need to restructure our deployment of services to give priority to grants and jurisdictions where funding is provided to proportionate to expenses incurred by Region Ten.				
Section 6 - ADDITIONAL INFORMATION				

REGION TEN COMMUNITY SERVICES BOARD

FY22 Local Shares Report

FY20 Services By Locality

		Total	Albemarle	Charlottesville	Fluvanna	Greene	Louisa	Nelson
		003	540	65	79	109	125	
24 Hour Emergency	UNITS	15,435	4,119	3,910	895	824	4,649	1,038
	CLIENTS	1,985	622	660	163	136	259	145
	COST	2,208,805	682,572	673,832	138,297	120,474	438,539	155,091
O/P Case Mgmt.	UNITS	133,950	35,080	42,137	10,263	7,872	23,107	15,491
	CLIENTS	6,502	1,697	1,876	645	562	1,143	579
	COST	15,577,568	3,674,887	5,077,388	1,157,643	974,707	2,730,949	1,961,994
Day Support	UNITS	365,422	88,705	98,360	17,883	22,788	52,896	84,790
	CLIENTS	912	223	278	54	71	138	148
	COST	6,481,134	2,103,750	1,901,606	237,317	330,009	903,316	1,005,136
Residential - Beds	UNITS	459,792	99,028	317,436	3,277	2,596	20,619	16,836
	CLIENTS	451	128	174	25	16	31	77
	COST	9,491,031	2,006,586	4,882,115	99,076	225,910	321,645	1,955,699
Residential - Hours	UNITS	45,221	9,599	30,530	299	192	2,730	1,871
	CLIENTS	233	41	142	3	4	27	16
	COST	3,811,417	824,885	2,332,102	45,489	43,798	409,230	155,913
Mohr Center	UNITS	1,335	399	841	29	46	20	
	CLIENTS	71	20	46	2	2	1	
	COST	730,887	218,445	460,431	15,877	25,184	10,950	
City Drug Treatment	UNITS	13,084	4,787	5,385	957	646	832	477
	CLIENTS	623	217	282	40	31	39	14
	COST	690,189	260,292	290,223	47,978	29,930	38,562	23,204
Grand Total:	UNITS	1,034,239	241,717	498,599	33,603	34,964	104,853	120,503
	CLIENTS	10,777	2,948	3,458	932	822	1,638	979
	COST	38,991,031	9,771,417	15,617,697	1,741,677	1,750,012	4,853,191	5,257,037
Albemarle/Chv. Prg Adjustment			(478,737)	(750,654)				
		TOTAL	ALB	CHV	FLUV	GREENE	LOUISA	NELSON
Net Value of Services for 2022 formula		37,761,640	9,292,680	14,867,043	1,741,677	1,750,012	4,853,191	5,257,037
PERCENT SERVICES FOR 2022 FORMULA		100%	24.6%	39.4%	4.6%	4.6%	12.9%	13.9%
POPULATION (WELDON COOPER STATE 2019 POPULATION EST		257,452	109,722	49,181	27,038	20,097	36,620	14,794
		100%	42.6%	19.1%	10.5%	7.8%	14.2%	5.7%
FY2022 FORMULA PERCENT SHARES		100%	33.6%	29.2%	7.6%	6.2%	13.5%	9.8%
FY2022 FORMULA PERCENT SHARES		1,664,254	559,416	486,576	125,771	103,521	225,308	163,662
FY2021 Actual Local Appropriation		1,632,187	573,612	587,977	129,000	106,012	135,000	100,586
FY2022 REQUESTED INCREASE		32,067	(14,196)	(101,401)	(3,229)	(2,491)	90,308	63,076
HOLD HARMLESS SHARE		121,317	14,196	101,401	3,229	2,491	-	-
FY22 ADJUSTED REQUEST		1,785,571	573,612	587,977	129,000	106,012	225,308	163,662
% change from prior year appropriation		9.4%	0.0%	0.0%	0.0%	0.0%	66.9%	62.7%
\$ change from prior year appropriation		153,384	-	-	-	-	90,308	63,076
Return on Investment		21:1	16:1	25:1	14:1	17:1	22:1	32:1

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Rivanna Conservation Alliance	\$ 4,000	\$ -	\$ -
Address:	1150 River Road, Suite 1, Charlottesville, VA 22901	Contact E-mail:	exec@rivannariver.org	
Contact:	Lisa Wittenborn, Executive Director	Contact Phone:	434-977-4837	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Water Quality Monitoring Program	\$ 4,000	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				

RCA coordinates volunteer water quality monitoring programs throughout the Rivanna River Watershed, including in Fluvanna County. RCA is the only nonprofit in Virginia certified at the highest level of data quality (Level III) by the VA Department of Environmental Quality (VADEQ) for both bacteria and benthic macroinvertebrate monitoring. RCA (formerly as StreamWatch) has conducted benthic monitoring since 2003 and currently samples 50 representative sites twice annually throughout the Rivanna River Watershed. Twelve of these sites are in Fluvanna County. RCA has monitored E. coli bacteria levels since 2012 and currently samples 18 long-term sites either monthly or weekly. RCA reports bacteria levels to the public to help protect the health of recreational river users. Two of RCA's bacteria sites are located at the Palmyra and Crofton boat launches. In FY22, RCA will expand its collection of chemical data at sites along the mainstem of the Rivanna River.

RCA generates a significant amount of useful data for a minimal investment of resources by integrating trained volunteers into the monitoring program. Many volunteers come from Fluvanna County and receive advanced training in monitoring and laboratory techniques. RCA's data are equivalent in quality to data collected by VADEQ and are used by localities, the public, community partners, VADEQ, and USEPA for many essential water quality tracking, decision-making, and problem-solving functions.

The funding requested from Fluvanna County will support RCA's monitoring program, helping cover required supplies, equipment, and other direct program costs. With this support, RCA and its volunteers will be able to:

- Continue sampling 12 long-term benthic sites in Fluvanna County twice annually.
- Continue monitoring and publicly reporting E. coli bacteria levels at the Crofton and Palmyra sites.
- Initiate chemical monitoring on the Rivanna River including in Fluvanna County.
- Provide Fluvanna County with data from the above sites for use by county planners and the environmental protection manager.
- Provide Fluvanna County with RCA's latest Stream Health Reports.
- Continue to recruit and rigorously train volunteers from Fluvanna County in scientific data collection and analysis to provide job skills and to ensure the program meets all quality control measures as set forth by VADEQ.
- Be available to Fluvanna County officials and departments to assist with water quality issues that may arise.

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Rivanna Conservation Alliance	\$ 4,000	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
<p>The Rivanna Conservation Alliance has nine formal partners and a Science Advisory Committee to assist the organization with the Water Quality Monitoring Program: the Counties of Fluvanna, Albemarle, and Greene; the City of Charlottesville; the Rivanna River Basin Commission; the Rivanna Water and Sewer Authority; The Nature Conservancy; the Thomas Jefferson Soil and Water Conservation District; the Thomas Jefferson Planning District Commission; and the University of Virginia.</p> <p>The City of Charlottesville, the Counties of Albemarle and Fluvanna, Rivanna Water and Sewer Authority, the Virginia Environmental Endowment, and a private foundation all support the program financially. Other partners provide significant in-kind contributions and technical support.</p>				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
<p>Consistent funding is essential to the viability of this program and the important service it provides to Fluvanna County, the public, and other partners. A reduction in funding would require RCA to cut back the number of sites monitored and the communication of collected data to those who need it. The amount of important information flowing to the localities, community partners, and the public would be reduced. Data would be lacking for watershed cleanup plans. Our community’s long-term stream health dataset would be disrupted at a time that it is becoming even more important to track environmental changes. Also, the public would lack information about dangerous E. coli levels at swimming areas in the Rivanna River.</p> <p>RCA’s request of \$4,000 represents approximately 4% of the monitoring budget for FY 2022. Fluvanna County's FY21 contribution of \$1,750 represents about 1% of the FY 2021 monitoring budget. In contrast, 20% of RCA’s monitoring effort is directed to Fluvanna County sampling sites. A lack of funding by Fluvanna County could potentially compromise RCA’s ability to continue providing water quality data to Fluvanna County, the Rivanna Watershed community, VADEQ, and the public.</p>				
Section 6 - ADDITIONAL INFORMATION				
<p>RCA’s Water Quality Monitoring Program is managed by a full-time professional staff scientist. She works in close collaboration with VADEQ and RCA’s Board of Directors and Science Advisory Committee to ensure that data collection, analysis, interpretation, and reporting is sound, rigorous and meets the scientific standards. RCA’s Benthic and Bacteria Monitoring Programs maintain Quality Assurance Project Plans, approved by VADEQ. Twice per year, staff members from VADEQ verify the quality of RCA’s sampling protocols and lab identification. The RCA Science Advisory Committee and local partners review the data, sites, and procedures as needed, and VADEQ reviews the database annually.</p>				

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Sexual Assault Resource Agency	\$ 1,500	\$ -	\$ -
Address:	335 Greenbrier Drive, Suite 102, Charlottesville, VA 22901-1695	Contact E-mail:	director@saracville.org	
Contact:	Renee Branson, Interim Executive Director	Contact Phone:		
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Survivor Services	\$ 1,500	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				
<p>Funding from Fluvanna County will be used for crisis and direct services to victims of sexual violence residing in or assaulted in Fluvanna County. These services will include:</p> <ul style="list-style-type: none"> * 24-hour hotline * 24-hour advocacy support and accompaniment at the UVA Emergency Department * advocacy and support to survivors and their family/friends * therapy * accompaniment to court proceedings and advocacy for other services as needed * information and referral * staff support at Multi-Disciplinary Team and Sexual Assault Response Team meetings <p>During this current fiscal year, we have expanded our outreach program and are working with incarcerated survivors at the Fluvanna Correctional Center for Women. We hope to provide training for staff of FCCW in 2020. We have also hired a Rural Advocate who will focus solely on the rural counties in our jurisdiction and provide support more directly in the community to reduce barriers to access created by geography. The funding for this position requires a local match, so we would appreciate consideration of a small increase.</p>				

*		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Sexual Assault Resource Agency	\$ 1,500	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
*Virginia Department of Criminal Justice Services Charlottesville *Albemarle County *Local foundations *Individual donations. *City of				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
Survivor Services: Survivors of sexual violence experience a range of concerns in the aftermath of a sexual assault. At no cost to them, our clients receive crisis intervention, counseling, and safety planning. We work to reduce the impact of trauma and receive high rates of satisfaction for our services. The survivor's ability to receive the needed services ensures a quicker recovery and greater ease in returning to work, family life, and/or school. The survivor's ability to resume a normal life has an overall positive impact on the community. SARA works with other victim service providers in the community, and we are frequently called on for information, training and support. A reduction in funding will reduce our ability to serve residents of Fluvanna County.				
Section 6 - ADDITIONAL INFORMATION				
Thank you for your consideration and past commitment to survivors.				

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Shelter for Help in Emergency	\$ 10,500	\$ -	\$ -
Address:	PO Box 1013, Charlottesville, VA 22902	Contact E-mail:	mshifflett@shelterforhelpinemergency.org	
Contact:	Melissa Shifflett	Contact Phone:	434-963-4676, ext 2	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Residential Client Services	\$ 5,250	\$ -	\$ -
Program 2:	Outreach and Community Services	\$ 5,250	\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				
<p>Funding will be used to support the extensive array of Shelter services provided to victims of domestic violence: 24-hour hotline (which serves as a bridge to other Shelter services and is a critical step on a path to a violence-free life), emergency safe shelter in our residential facility, individual and/or group counseling, legal advocacy, court accompaniment, and children's programs. Services focus on healing the damage inflicted by abuse, restoring a victim's sense of self-efficacy and hope, providing safety, encouraging positive relationships and social connection, promoting good physical and emotional health, assisting access to community resources including employment assistance and housing, and ensuring that children feel safe and are able to succeed in school. Our Outreach and Community services team reaches individuals experiencing DV who need supportive services and information, but do not need or request the safety of our residential facility. The Lethality Assessment Program (LAP) works with local police and sheriff departments, connecting high risk victims of DV with a hotline advocate to provide immediate support, safety planning, information and referral at the scene of a DV incident. The Fluvanna County Sheriff's Office actively participates in the LAP program, enabling greater access to services for high risk victims of domestic violence in Fluvanna County. The Prevention Services program reaches into our local schools and youth groups providing education and support to the area's child and teenage population, utilizing evidence-based curriculum and activities to engage youth and enable them to identify abusive behaviors & understand that there are alternatives to violence. This program seeks to address the need to educate and support our community to move beyond intervention services into preventative action.</p>				
AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Shelter for Help in Emergency	\$ 10,500	\$ -	\$ -

Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)

Our programs are supported with funding from each jurisdiction in Planning District 10: City of Charlottesville, Counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson. We also receive federal & state funding from the Virginia Department of Social Services and the Department of Criminal Justice Services. Financial support from the community, including individuals, organizations, and corporations, plays a very significant role in our budget as well. Typically we sponsor multiple events and activities each year to raise community awareness of domestic violence and increase funds for our programs by way of donations at these events; however, due to the COVID-19 pandemic we had to cancel some events and were able to move some to a virtual platform.

Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)

Public health and safety are core, essential provisions for local government. The Shelter is well-positioned to address these for Fluvanna County in a cost-efficient and effective way. Fluvanna County government funds are a critical resource to the Shelter enabling us to extend our programs and services to the whole of Fluvanna County. Domestic violence takes a significant toll on individual lives and the community as a whole not only in terms of well-being, but also with regard to financial burdens and resources. Left unaddressed, the impact of DV in the community spreads across a wide variety of resources. The County experiences cost savings by working with an established group such as the Shelter whose expertise is centered on family safety and well-being. The provision of trauma-informed comprehensive services through the Shelter offers a specialized, cost-effective and affordable response to DV.

The Shelter's program provides both individual and community cost saving benefits on a short and long-term basis. Our Residential Program offers immediate refuge from actual or imminent assault helps women avoid additional assaults and homelessness, reducing the number of DV crimes and resulting injuries that occur. This reduces the need for police, court, corrections and health system interventions. The provision of safe shelter in times of acute crisis and emergency serve to protect against not only repeated abuse and injury, but also from loss of life. For children who witness violence in their homes, our residential program offers a stable and supportive environment where both mother and child can be safe and start a process of healing to halt a cycle of generational violence. Trauma-informed counseling and support offers a significant benefit to both the individual and community by providing support services to low-income residents, who would otherwise be unlikely to obtain these services or be adding to the already substantial mental health waiting list. Shelter services reduce the level of stress and injury that contribute to a substantial loss of work productivity. Decreased productivity ultimately leads to loss of wages and loss of employment, and with it the subsequent decline in tax revenue. Through our rural advocacy and support services, we provide an invaluable resource to victims during court appearances, decreasing reliance on court personnel for information and assistance. Interventions provided through our programs serve to reduce the potential need for later long-term, high-cost services such as mental health interventions, health care, repeat law-enforcement response and juvenile justice interventions. Your support for these services is vital to the Shelter and will ensure a sustained and comprehensive response to victims of domestic violence in Fluvanna County.

Section 6 - ADDITIONAL INFORMATION

During FY20, the Shelter received 82 calls to our 24-hour emergency hotline from Fluvanna residents. Emergency shelter was provided to 18 residents of Fluvanna, for a total of 205 nights of safety. Support services were provided on an outreach basis to 23 additional clients from Fluvanna who didn't want or need emergency shelter, but did access some of the other Shelter services such as court accompaniment, legal advocacy, counseling, etc. The Shelter's Prevention Services Coordinator tabled multiple times at Fluvanna County High School during Teen Dating Violence Awareness Month (February) and made great connections with students. Some students had began discussing the idea of putting together a peer led program related to healthy relationships and creating a culture of support at the school, but school closings brought that momentum to a halt temporarily with COVID-19.

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Southeast Rural Community Assistance Project, Inc. (SERCAP)	\$ 5,000	\$ -	\$ -
Address:	347 Campbell Ave., SW, Roanoke, VA 24016	Contact E-mail:	lmason@sercap.org	
Contact:	Lauren Mason, Planning Manager	Contact Phone:	540-345-1184 ext. 125	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Water/Wastewater/Housing Assistance to Fluvanna County Residents	\$ 5,000	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				

SERCAP provides water, wastewater, and housing assistance to low-to-moderate income (LMI) residents across the Commonwealth of Virginia, in order to ensure that they have clean, safe drinking water, environmentally sound wastewater facilities, and housing that is warm, safe, and dry. If awarded funds by Fluvanna County, SERCAP will use the funds to provide Essential & Critical Needs Grants and/or Housing Grants to LMI residents of Fluvanna County, and/or Facilities Development Grants to small communities within Fluvanna County for critical water, wastewater, and/or housing needs.

Projects may include: Repair/Replacement of Wells/Septic Systems, Connection to Public Water/Wastewater Systems, Financial and Technical Assistance to Fluvanna County Public Water/Wastewater Facilities, installation of needed handicap ramps or other universal design features to support aging residents or those living with a disability, needed housing rehabilitation services, etc.

Ultimately, projects funded by the Fluvanna County Budget appropriation will contribute to the strengthening of the County's water and wastewater infrastructure and/or the local housing market. Strong Water/Wastewater Infrastructure is a key element to any County's success and viability because without clean, safe drinking water and environmentally sound wastewater facilities there can be no people and no economic growth. Providing funds to SERCAP for water, wastewater, and housing needs will strengthen Fluvanna County's livability and viability for small business growth and larger economic development projects.

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Southeast Rural Community Assistance Project, Inc. (SERCAP)	\$ 5,000	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
<p>SERCAP's other Funding Sources include a combination of Federal, State, Local, and Private Foundation Grants; Local Contract Services; Program Fees; and Private Donations. Current Funding Sources, are: USDA Rural Development, US EPA, US Department of Health & Human Services' (HHS) Office of Community Services (OCS), Budget Appropriation from the Virginia General Assembly, the Virginia Department of Housing & Community Development (DHCD), Virginia Department of Social Services' (DSS) Community Services Block Grant (CSBG), County Budget Appropriations from Counties across Virginia, Local Contracts for Housing Rehabilitation Services for Community Development Blocak Grant (CDBG) Projects, Truist Bank, Wells Fargo, other Private Foundations, and Private Donors.</p>				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
<p>If funding is not approved by Fluvanna County, SERCAP's Programs and Services will still be able to operate across the Commonwealth of Virginia, however SERCAP will have less funding to support projects in Fluvanna County, and as a result some citizens may go without needed water/wastewater services if SERCAP has already obligated the funds available for the year, forcing individuals onto the waiting list. Potentially citizens may go without Water for several months before additional funds become available.</p>				
Section 6 - ADDITIONAL INFORMATION				
<p>SERCAP's programs and services provide water and wastewater infrastructure services to the communities the organization serves. Infrastructure is an appropriate use of taxpayer dollars as it impacts all citizens of a given area, improving Quality of Life, Environmental Health, and Economic Self-sufficiency. Water and wastewater services are especially important because water is a necessity and if clean, safe drinking water is not available then it can cause citizens to become sick, or even force people out of the area causing a decrease in tax revenue, and even economic depression in an already rural community. Strong water/wastewater infrastructure and reliable access to clean, safe drinking water encourages citizens to remain, small businesses to open, and even longer term economic growth that would not be possible without strong water/wastewater infrastructure.</p>				

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Thomas Jefferson EMS Council	\$ 16,095	\$ -	\$ -
Address:	400 Martha Jefferson Drive, Ste. 100, Charlottesville, VA 22911	Contact E-mail:	tjoyce@vaems.org	
Contact:	Thomas Joyce	Contact Phone:	434-295-6146	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Local Government funding of Regional EMS Council	\$ 16,095	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				

The Thomas Jefferson Emergency Medical Services Council, Inc. (TJEMS) is an integral part of the emergency medical services (EMS) system in Central Virginia - functioning to identify, assess, plan, and implement an effective and efficient regional EMS delivery system in partnership with the Virginia Office of EMS (OEMS), the Governor's EMS Advisory Board and the local EMS and governmental agencies within Planning Districts 9 and 10. The population of our service area has increased from 257,560 to 260,218 in an area of 2468 square miles. We partner with over 1,540 EMS personnel from 40 licensed EMS agencies and two hospitals to provide a coordinated emergency care system for the citizens of the region.

TJEMS provides a collaborative environment for regional EMS planning and coordination, including but not limited to, trauma triage planning, multiple casualty incident and disaster planning, performance improvement program for the regional EMS, critical incident stress management, and both initial and continuing EMS education.

TJEMS has launched a new virtual CE program allowing providers to obtain CE either in groups or in their home.

TJEMS will continue to assemble a robust selection of unique offerings. This is part of a renewed plan to increase the level of educational services. However, these courses require the continued support of the localities and other stakeholders in order to be possible. Direct provision of education classes is not provided for in our contract with the Commonwealth. Review of current operational practices. TJEMS is in the process of conducting a comprehensive review of all practices within the Council. This review is being conducted to assure that all monies received are being used in the most efficient way, and to assure that best practices are being utilized. A new process for increased financial monitoring and improved accounting practices has been implemented. A review of all staff position descriptions will begin shortly. It is anticipated that review of our educational process and practices will begin after these other reviews have been completed.

Regional Coordination with Stakeholders.

TJEMS has met with county officials, who mutually agree that TJEMS is a value-added service and provides the following items to Fluvanna County above what is required and therefore advise continued financial support, particularly for EMS education.

These services include:

- Regional Medical Director. TJEMS maintains and compensates a regional medical director. Should an agency not be able to contact their Operating Medical Director, or he/she decides to resign as an agency's OMD, that agency will be covered by the TJEMS regional medical director until an agency OMD is found. This allows agencies to continue to operate should this occur.
- EMS entry-level and continuing education. TJEMS provided approximately 260 hours of entry level EMT Class instruction this past year. TJEMS coordinates testing sites for EMS providers and compensates the evaluators and patients to provide this service. TJEMS provides training to EMT's on continually reviewed and updated regional guidelines, which is not required by contract. TJEMS could make this training available at the office, however prefer to provide it locally so that providers are not inconvenienced. We also provide updates regarding state level decisions that directly impact a provider's certification. In March 2017, TJEMS hosted an EMS CE day that covered a variety of topics for the enhancement of EMS knowledge and the facilitation of recertification.
- Protocol smartphone apps. To provide access to regional protocols, we have launched a new iPhone and Android smartphone app for our protocols. This app is updated frequently and has been provided at no cost to providers with smartphones. The app gives providers immediate up-to-date, on-scene access to regional protocols. The cost associated with development and maintenance of this item is funded with locality contributions.
- Rescue Squad Assistance Fund Grant (RSAF) Grading. TJEMS offers grant-writing assistance to all agencies in the region in addition to grading of grants with targeted feedback prior to submission. TJEMS then attends Financial Assistance Review Committee meetings through OEMS to advocate for grant approval to secure resources for regional agencies to aid in agency-level initiatives and compliance with continually updated OEMS requirements.
- Performance Improvement Program and Regional EMS Plans. TJEMS has a compensated QA/QI person who reviews calls in the region for systemic problems, coordinates multiple Performance Improvement committees that include Trauma, Stroke, and STEMI PI. This individual works with various hospitals to get follow-ups on patient outcomes which in turn is provided in a HIPAA compliant manner to providers in the regional system. TJEMS also develops and maintains Regional EMS Plans, which are available for use at no cost to regional agencies or jurisdictions and which undergo continuous review and improvement. Licensed Clinicians and team members are compensated for mileage. Should a representative of the Council use their own personal vehicle to perform CISM, they are paid the allowable mileage rate, currently \$0.545 per mile as established by the Commonwealth of Virginia.

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Thomas Jefferson EMS Council	\$ 16,095	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
All EMS Councils receive partial funding from the OEMS which, combined with local funding, constitutes the TJEMS operating budget.				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
The operation of the TJEMS Council is dependent on support from the localities that it serves. The present fiscal climate continues to be extremely challenging for TJEMS, and the other 10 councils within the Commonwealth. The Council has begun a comprehensive review of all practices in an effort to assure that we continue to be good stewards of public funds. However, without the existing partnership and continued support of the local governments the present level of service will be increasingly difficult to provide. ☒				
Section 6 - ADDITIONAL INFORMATION				
TJEMS has operated with locality-level funding for the past several years; however, the Virginia Office of EMS has mandated several new contract deliverables that impact all EMS personnel and agencies in the region, such as pandemic planning. It is imperative that we receive the continued financial support of the County of Fluvanna in order to continue to serve our constituents, the career and volunteer fire and rescue personnel and their agencies, so that they may serve the County's citizens and visitors. To accomplish our vital mission and in light of the current economic conditions, we are requesting level funding for this FY in the amount of \$16,095. ☒				

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Thomas Jefferson Soil & Water Conservation District	\$ 21,630	\$ -	\$ -
Address:	705 Dale Ave, Charlottesville, VA 22903	Contact E-mail:	anne.coates@tjswcd.org	
Contact:	Anne Coates and Amy Moyer	Contact Phone:	434-975-0224 x100	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Non-Point Source Pollution Control Services	\$ 21,630	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				
<p>100% of the funding from Fluvanna County is used to support staff for the following services within our non-point source pollution control program. (Details provided on "TJSWCD Programs" tab/sheet.) This support is often used as matching contributions for grants awarded to the TJSWCD:</p> <ul style="list-style-type: none"> - Agricultural technical assistance - Implementation/administration of agricultural cost-share programs - Education & outreach - Support and administrative services for elected Directors - Residential and development-related technical assistance - Implementation/administration of cost-share program for non-agricultural conservation practices - Implementation/administration of TJSWCD Easement Program - General natural resource-related information & technical assistance to citizens, local staff, and public officials 				

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Thomas Jefferson Soil & Water Conservation District	\$ 21,630	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
<p>Virginia Department of Conservation & Recreation: FY21 committed \$397,157 for Operations and Technical Assistance and \$1,398,348 in Cost-Share funding for Agricultural BMPs Implementation.</p> <p>Albemarle County: FY21 committed \$121,980 (includes \$75,194 in-kind staff position), plus contracts for MS4 program support, ACAP, and Agricultural Program Outreach.</p> <p>Louisa County: FY21 committed \$48,938, plus contract for E&SC plan reviews paid at hourly rate.</p> <p>Nelson County: FY21 committed \$33,075</p> <p>City of Charlottesville: FY21 committed \$13,049, plus contracts for IDDE & CCAP</p> <p>Other grants as available</p>				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
<p>Fluvanna County's contribution to the District is returned many times over through our success in acquiring funding from other sources such as agricultural cost-share funds and other grants. This funding cannot be utilized effectively without adequate staff to administer and implement these conservation programs. This funding would not be available without local matching contributions. For FY21, we received state cost-share funding to implement agricultural and residential best management practices throughout our SWCD. It is projected that we will continue to receive a high level of funding through FY22. We need sufficient resources to maintain a trained and professional staff to provide landowners with technical and financial assistance. If unfunded or underfunded, we will continue to prioritize our staff resources to best support the services and localities from which we have adequate funding. It should be noted that every locality in Virginia is responsible for a portion of the required improvements to the Chesapeake Bay. With our ability to leverage funds, and with our long-standing technical capabilities, our services are likely the most cost-effective way to achieve these goals on the local level.</p>				
Section 6 - ADDITIONAL INFORMATION				
<p>Agricultural and residential conservation work reduces pollution in runoff flowing to local waterways and, ultimately, to the Chesapeake Bay. Detailed information for all of the services of the TJSWCD and their benefits are described on the "TJSWCD Programs" tab/sheet in this packet. Quantitative summaries of accomplishments from 1998 through FY20 have been included with this budget request. The TJSWCD has been, and will continue to be, a resource for information, technical assistance, and support to citizens, local staff, and public officials regarding the Chesapeake Bay initiatives and other water quality concerns.</p>				

TJSWCD Program Descriptions

The TJSWCD provides **Conservation Leadership**, serving as a focal point for, and providing coordination to, governmental and non-governmental organizations involved in water quality issues. Members of the District represent our localities on many local and state steering committees, technical advisory committees and other community natural resource groups, providing technical expertise and guidance. We work in partnership with local, state, and federal natural resource-related organizations, providing coordination, communication and cost-efficiencies that the individual organizations alone would not achieve. District representatives serve on DCR's BMP Clearinghouse Committee, DCR's Agricultural Cost-Share Program Advisory Committee, the VASWCD VCAP Steering Committee, and DEQ's Nutrient Credit Trading Advisory Committee. Board members of the TJSWCD are elected in the general election and serve (without pay) as liaisons between local citizens and local, state, and federal officials.

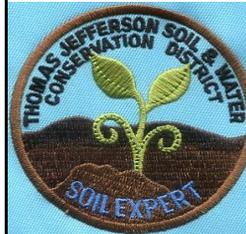
The TJSWCD is the primary source of natural resource-related **Educational Services** in this area. Local officials, schools, community organizations and the general public rely on the TJSWCD for workshops, "field days," presentations, school events, and technical information. Classroom presentations and teacher workshops support grade-specific Standards of Learning. The District coordinates the National Envirothon Program locally (a nationwide, team-based environmental competition). Each year, the TJSWCD provides funding to send two students to a weeklong Youth Conservation Camp held at VA Tech. The TJSWCD also provides an annual scholarship for individuals wanting to pursue a degree in a natural resource-related field. **Mackenzie Fain of Palmyra was awarded one of our scholarship awards.** Throughout her high school years she demonstrated outstanding scholastic accomplishments, leadership development and a passion for soil & water conservation. It is our privilege to help sponsor the education of such a promising individual. Due to the COVID-19 pandemic, many of our traditional educational programs came to a halt. However, TJSWCD has responded to the school shutdown and virtual learning by providing support to teachers, students and families with a wide variety of **educational resources available on our website**. In addition to online resources, TJSWCD education staff are available for live Enviroscapes demonstrations. **The Enviroscapes model demonstrates to students the daily impact we have on our watershed and encourages ways in which we all we all can do better to protect and conserve our nature resources.**

Soon to be announced, a **TJSWCD patch program will be introduced to teachers and students in Fluvanna County.** Teachers will be invited to share with their students & parents an opportunity to learn and earn a **Soil Expert patch and/or a Living In Your Watershed patch.** These patches will give the students something tangible in their hands to remind them of their achievement during this virtual learning. Teachers and others in the community participated in an all-day workshop of professional development with a Project WILD workshop. "Project WILD provides wildlife-based conservation and environmental education that fosters responsible actions toward wildlife and related natural resources." Activities, curriculum material and a guidebook were taken back to the classroom and the community. "All curriculum materials are backed by sound educational practices and theory, and represent the work of many professionals within the fields of education and natural resource management from across the country."

Agricultural Programs of the TJSWCD provide financial and technical assistance to the agricultural community. Services include technical assistance to landowners for farm planning and the design and installation of agricultural best management practices (BMPs); financial assistance to landowners for the installation of BMPs; local implementation of the Virginia Agricultural Stewardship Act; and general conservation planning assistance. Historically, the District's agricultural programs focused on traditional "production farming." However, the program has kept pace with changing times to serve smaller "farmettes" and large "estate farms." Since 1998, the TJSWCD provided cost share dollars and tax credits of **over \$1.9 million directly to Fluvanna County farmers.** In addition, **landowners in Fluvanna contributed an additional match of over \$600,000 of their own funds.** An upward trend for FY22 in conservation work is expected to continue as the Chesapeake Bay Cleanup Program puts increased emphasis on incentive-based programs to help localities meet necessary pollution reductions. **For FY21, as of November 2020 we already have \$221,935 approved and currently under construction** in Fluvanna County. Since projects are required to be maintained for ten years, TJSWCD staff will be continuing to monitor and spot check those projects to ensure the water quality goals are being met. TJSWCD also received an anonymous grant to assist Equine properties with water quality issues. Two projects in Fluvanna were awarded over **\$32,000 and contributed an additional \$11,000 of their own funding.**

Residential/Suburban/Urban Services provide support and technical assistance to the non-agricultural community and to local staffs and public officials. Services include: technical support to some localities for implementation of Erosion and Sediment Control and Stormwater Programs (Fluvanna does not currently utilize this TJSWCD service); technical assistance to the community for the design and installation of "low impact development" practices (such as rainwater harvesting, rain gardens, and riparian buffers); and technical assistance to developers to help them meet local, state, and federal environmental requirements. **The TJSWCD led a statewide effort to acquire funding for a cost-share program to support conservation on non-agricultural lands.** This has now become a popular Bay-wide program in Virginia. The TJSWCD also acquired funding to provide homeowners with financial assistance to repair or replace failing septic systems. The District continues to provide each locality with the specific services it requests to address issues related to water quality and quantity in the built environment. These programs will take on added urgency as the Chesapeake Bay Cleanup initiative will put more emphasis on local administration of these programs. The TJSWCD is positioned to provide the support, information, and technical assistance that is needed in each locality.

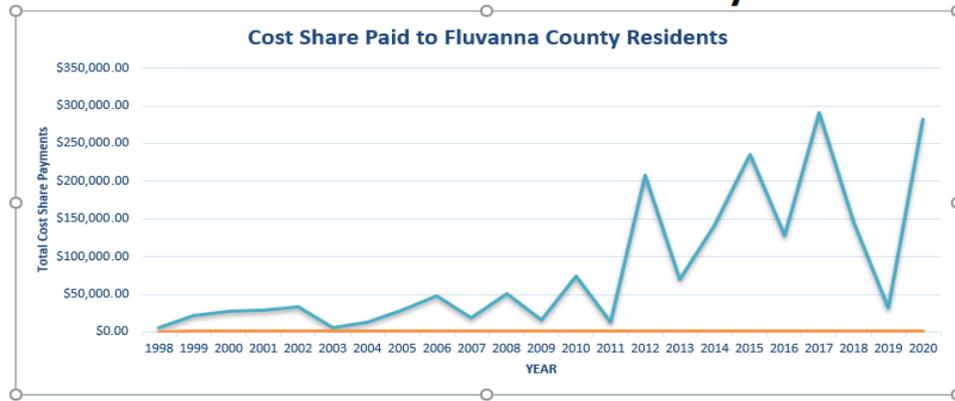
The TJSWCD **Easement Program** was developed to provide a means for protecting land areas that contribute to the improvement and protection of water quality. Other easement programs protect land for historic, recreational, or aesthetic purposes, and usually are limited to larger acreages. The TJSWCD program focuses on the acquisition of riparian easements, which protect in perpetuity forest buffers along streams. Many of these easements are granted by developers who utilize it as a cost-effective way to mitigate the water-related impacts of development, and help meet stormwater management requirements. Others are donated voluntarily by landowners wishing to protect the integrity of their streamside areas. The costs of any Easement Program are twofold: (1) short-term costs of providing information and negotiating easements, and (2) long-term costs of custodial responsibilities (monitoring, enforcement). Funds requested from member localities are used to offset the short-term costs. In order to ensure that program resources will be available to meet the long-term responsibilities of holding perpetual easements in perpetuity, the TJSWCD formed a subsidiary 501c3 Foundation (Thomas Jefferson Water Resources Protection Foundation) to administer funds for the long-term costs. The Foundation accepts fees and contributions to ensure that funds will be available to cover the long-term responsibilities. Our most recent easement was placed on a Fluvanna County development (Houchens Place - Habitat for Humanity housing) that utilized our easement program to help meet their stormwater management requirements. The District now holds and monitors five easements on 389 acres and includes the protection of 6,010 feet of forested stream buffers in Fluvanna.



Please See Extra Tabs at the Bottom for Additional Information

TJSWCD Ag Program 1998-2020	Fluvanna Ag Census 2017 Snapshot	Type & Location of AG Projects	TJSWCD Cover Crop for FY21	TJSWCD Equine Program
	TJSWCD Septic Program	Website Library - Ag Resources	Website Library - Education Res	

TJSWCD Contribution to Fluvanna County 1998-FY2020



31 miles of Stream Protected in Fluvanna County since 1998

Total Completed Agriculture Best Management Projects (BMP's) 1998 thru 2020								
Completion FY	Number of BMPs Installed	Total Stream Bank Protected (Feet)	Total Calculated Buffer (Acres)	Total Farm Acres	Total Funding from Partner Agencies	Total Cost Share Payments From TJSWCD	Total Landowner Contribution	Total State Tax Credit Issued
1998	5	10.2	0.00	60.80	\$0.00	\$6,128.60	\$1,017.86	\$382.33
1999	9	22.45	0.00	124.90	\$0.00	\$21,577.35	\$5,473.36	\$989.05
2000	6	3700	0.00	226.27	\$5,540.00	\$27,310.25	\$13,884.81	\$2,477.95
2001	10	4138	0.00	152.10	\$61,122.00	\$28,789.34	\$0.00	\$2,657.41
2002	15	11858.5	27.20	253.40	\$39,767.88	\$32,983.37	\$21,525.50	\$3,006.70
2003	14	771	0.35	347.70	\$34,636.00	\$5,804.65	\$37,523.25	\$8,374.77
2004	16	4832.5	2.51	122.10	\$32,228.20	\$12,413.25	\$35,778.93	\$3,935.42
2005	16	10226.5	4.42	233.80	\$40,174.20	\$28,515.36	\$25,376.87	\$3,935.34
2006	13	9340	12.06	279.80	\$21,155.00	\$48,532.74	\$53,716.37	\$7,468.89
2007	3	107.5	0.00	215.00	\$0.00	\$18,547.31	\$5,588.28	\$1,397.06
2008	17	2577	6.43	101.00	\$8,941.20	\$50,131.80	\$31,346.45	\$4,306.29
2009	6	4199	9.19	132.00	\$28,534.00	\$15,611.21	\$10,531.91	\$1,659.35
2010	18	10906.5	18.17	108.00	\$768.00	\$74,725.22	\$83,544.61	\$6,697.94
2011	4	2395.5	3.85	63.50	\$9,344.00	\$13,237.07	\$8,930.09	\$1,424.72
2012	39	10853	17.56	1,274.30	\$62,473.00	\$208,243.69	\$53,275.95	\$7,353.60
2013	26	490	1.61	208.10	\$9,207.00	\$70,166.40	\$12,294.01	\$3,167.92
2014	7	18318.5	85.16	365.40	\$7,739.90	\$141,351.33	\$88,372.14	\$2,921.12
2015	8	13371	27.95	265.21	\$55,955.30	\$234,879.17	\$14,699.39	\$9,036.44
2016	6	4887.5	7.85	123.50	\$7,312.85	\$128,381.19	\$28,315.55	\$0.00
2017	10	13707	22.76	316.30	\$31,935.05	\$289,959.78	\$13,545.55	\$0.00
2018	5	7465	12.59	119.40	\$0.00	\$145,141.68	\$30,076.53	\$5,262.93
2019	8	9545	15.34	154.20	\$41,597.93	\$31,662.32	\$7,757.65	\$1,177.61
2020	16	19876.5	54.41	349.00	\$29,103.00	\$281,659.50	\$20,060.29	\$226.47
Total	277	163,598.15	329.42	5,595.78	\$527,534.51	\$1,915,752.58	\$602,635.35	\$77,859.31

FY21	Projects Currently Under Construction				
Current	Number of BMPs Under Construction	Total Stream Bank Protected (Feet)	Total Farm Acres	Total Approved Cost Share Payments From TJSWCD	Total Tax Credit Approved
Total	12	13,656.65	279.8	\$221,935.82	\$2,621.97

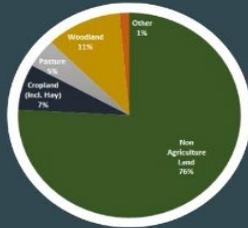
Agriculture in Fluvanna County

Source: 2017 USDA Census of Agriculture

There are 273 farms in Fluvanna County and 99% are family farms.

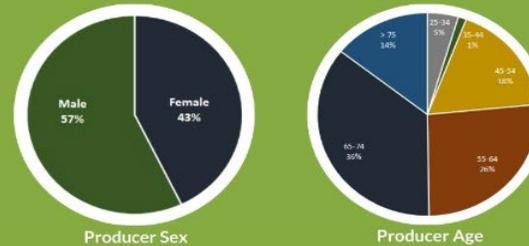
*Family farms are defined as any farm organized as a sole proprietorship, partnership, or family corporation.

Land in Farms by Use and Non-Ag Land

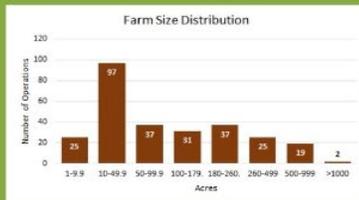


24% or 44,414 acres of land in Fluvanna County is in farms.

Demographics of Producers



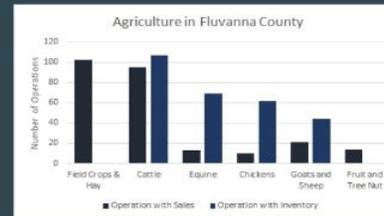
Size of Farms in Fluvanna County



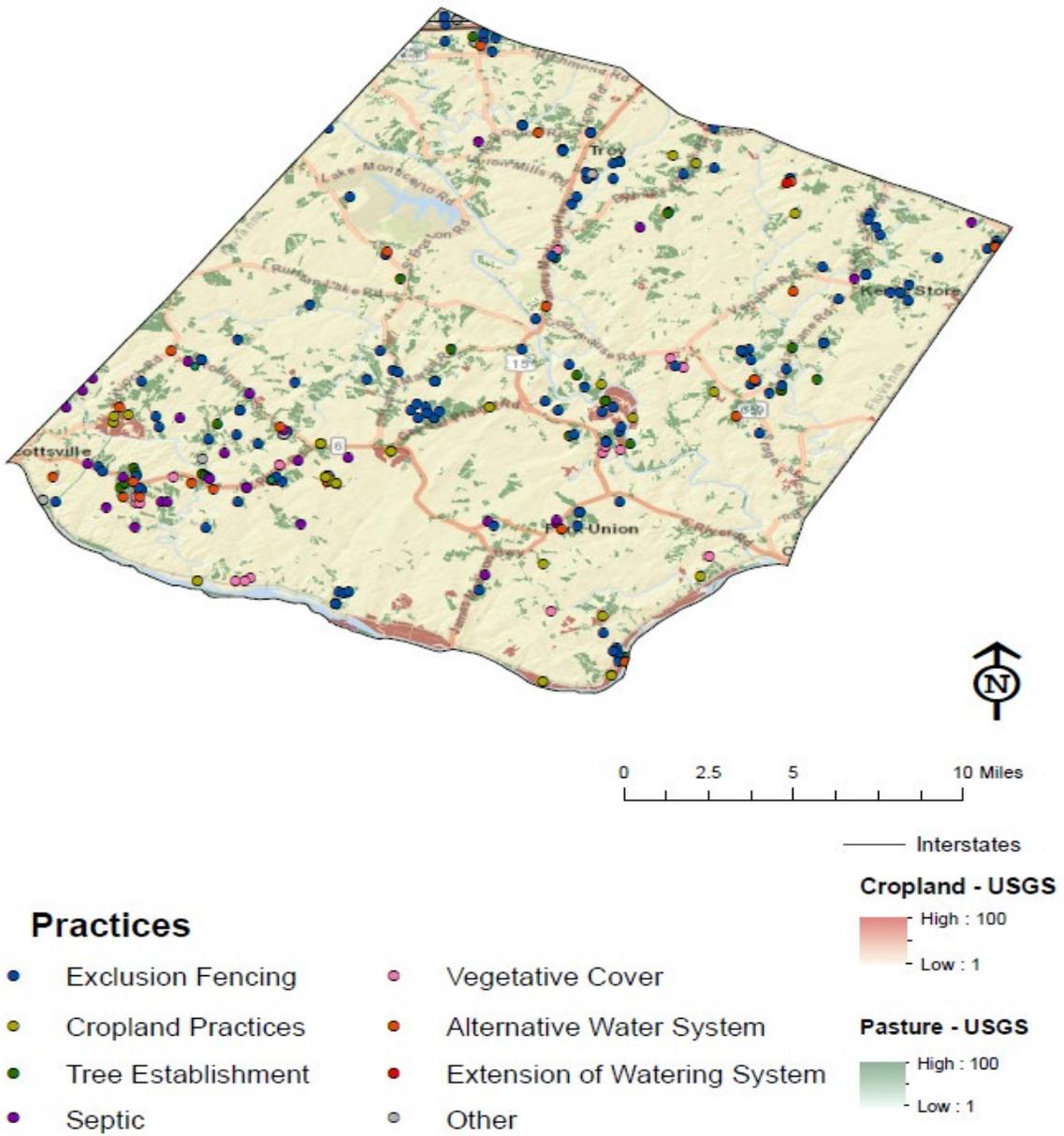
55% of farm operations are greater than 50 acres. The average farm size is 163 acres.

Top Agriculture Operations

Field crops & hay have the greatest number of operations in Fluvanna County based on sales.



TJSWCD Practices Implemented in Fluvanna County 1998 - Current



Created by Marie Abowd at TJSWCD
November 17th, 2020

Source: USGS Land Cover

Fluvanna County 2021 Cover Crop Sign-ups

4 Landowners Signed Up
For Cover Crops

1,473 Acres of Cover Crops
Signed Up

\$72,724 of Cost Share
Approved for Cover Crops

20 Small Grain and Mixed Cover Crop (SL-8B)
0 Harvestable Cover Crop (SL-8H)
0 Protective cover for specialty crops (SL-8)

TJSWCD Equine Conservation Program

The TJSWCD Equine Conservation Program provides cost share assistance to residents in Fluvanna County to construct best management practices on horse farms. This program is made possible through the generous support of an anonymous donor.

2 Projects Completed

\$32,836.98 Total Cost Share Paid to Landowners

\$11,107.92 Total Landowner Match

TJSWCD Total Completed Septic Projects-Fluvanna 2017 thru 2020

The TJSWCD Septic Program provides cost share assistance to residents throughout Fluvanna County for pump outs, repairs and replacement of failing septic systems.

31 Septic Projects Completed

\$57,498.70 Total Cost Share Paid

\$37,441.30 Total Landowner Match

<https://www.tjswcd.org/agriculture-resources/>

<https://www.tjswcd.org/agriculture-resources/>



We have just launched our Agriculture Resource Library on the TJSWCD website! There are over 40 curated resources in the library, with more resources continually being added.

The resource library allows viewers to search for documents by keywords or categories to find the information they need.

<https://www.tjswcd.org/agriculture-resources/>

	<p>5 Easy Steps to Compost</p>	<p>Interested in managing your horse's manure through composting? This guide provides information on how to build and use a horse manure composting system. A small download fee applies for this document.</p>	<p>Horses</p>	<p>Manure Management</p>	<p>Horses for Clean Water</p>
	<p>Adding Legumes to Predominantly Grass Pastures</p>	<p>Learn how to incorporate legumes into a predominantly grass pasture; including legume seeding rates.</p>	<p>Cattle</p>	<p>Forage Management</p>	<p>NRCS</p>
	<p>Agronomy Handbook</p>	<p>This handbook is packed full of information on Virginia crops (including forage) and soils, hay recommendations (inc. seeding and storage), information on pasture and nutrient management, and more.</p>	<p>Cattle, Crops, Hay, Horses, Small Ruminants</p>	<p>Forage Management, Grazing Management, Hay Making, Soil Testing</p>	<p>VCE</p>

<https://www.tjswcd.org/education-resources/>

<https://www.tjswcd.org/education-resources/>



We recently launched our Education Resource Library on the TJSWCD website! There are over dozens of curated resources in the library, with more resources continually being added.

<https://www.tjswcd.org/education-resources>



Backyard B-I-N-G-O

EYES WIDE OPEN...LOOK, BUT DON'T TOUCH. Looking for a fun outdoor activity? It's amazing how many different things you can spot in your own backyard. Print out these Backyard Bingo sheets and head outside to see what you can identify and find! Courtesy of the Virginia Department of Game and Inland Fisheries.



K-12 Soil Science Teacher Resource

Teachers, here it is! A bank of many lessons and hands-on activities all about soils and topics related to soils. You can search for materials by grade level and/or subject and/or type of lesson.



Where Would We BEE Without Pollinators?

Participate and Celebrate in Stewardship Week, April 26-May 3. The National Association of Conservation Districts (NACD) established Stewardship Week 65 years ago to educate the public on the importance of soil health, water quality, pollinator habitat and other conservation topics.

Now here's the buzz...NACD takes flight to foster education and awareness of pollinators in this activity-packed guide. The Pollinator Field Day Curriculum Guide provides interactive learning opportunities for students in K-8 grades. This is a free, downloadable PDF for local printing. You must complete a survey to download the document. For more information and to get started go to the [NACD webpage](#).

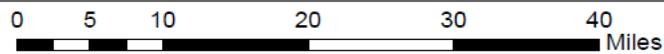
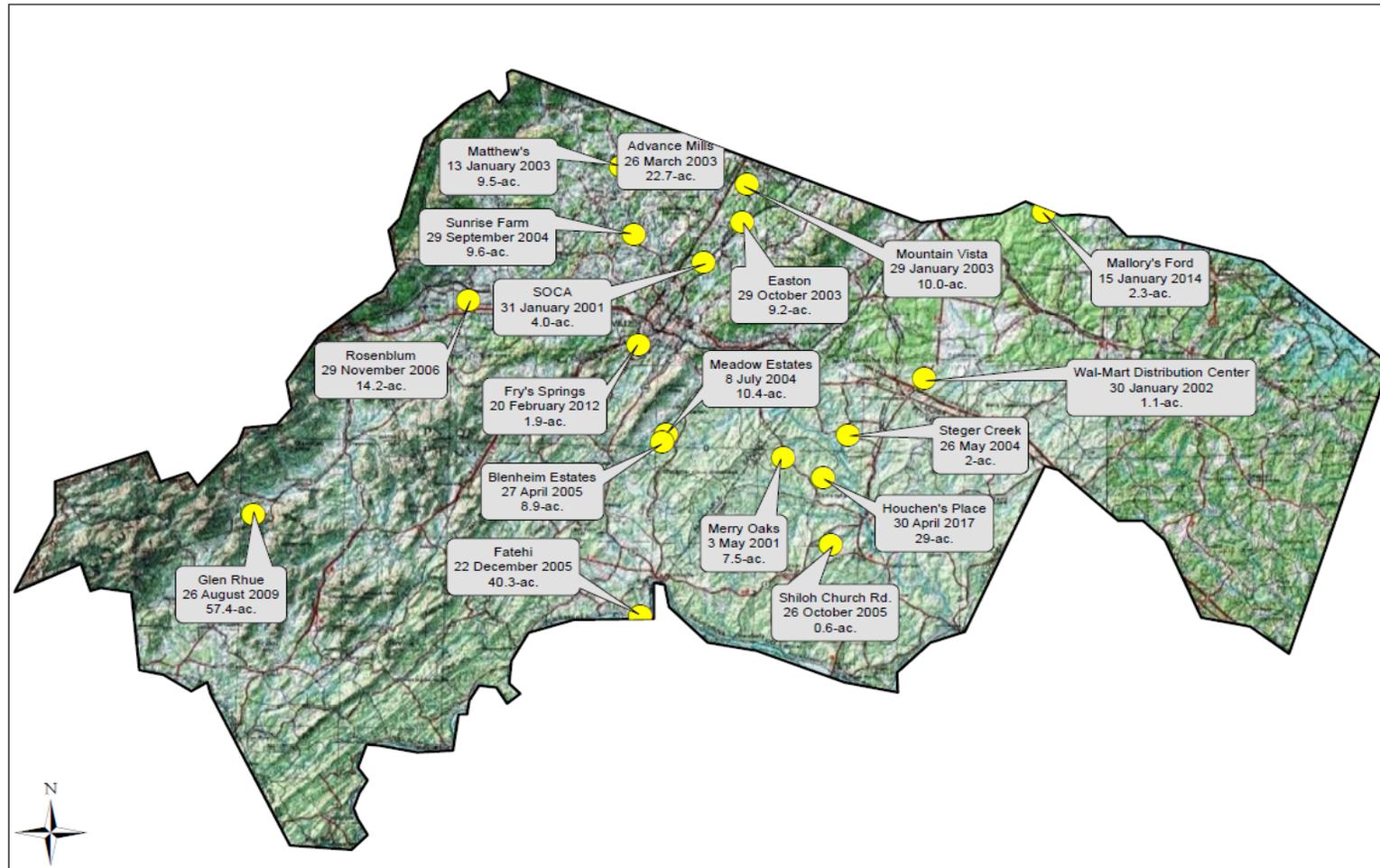
"Stewardship Week helps to remind us all of the power each person has to conserve natural resources and improve the world."



The Water Cycle

Where does water come from and where does it go? This interactive lesson from Project Wet will help you find your way from beginning to end again and again.

Thomas Jefferson Soil and Water Conservation District Conservation Easement Map



1 in = 8 miles

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Thomas Jefferson Planning District Commission (TJPDC)	\$ 34,845	\$ -	\$ -
Address:	401 E. Water St, PO Box 1505, Charlottesville, VA 22902-1505	Contact E-mail:	cboyles@tjpd.com	
Contact:	Chip Boyles, executive Director	Contact Phone:	434-422-4821	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Per Capita Member Assessments General Regional & Local Projects	\$ 16,764	\$ -	\$ -
Program 2:	Per Capita Member Assessments Legislative Liaison	\$ 10,815	\$ -	\$ -
Program 3:	RideShare	\$ 3,999	\$ -	\$ -
Program 4:	Solid Waste	\$ 1,370	\$ -	\$ -
Program 5:	Rivanna River Basin Commission (RRBC)	\$ 1,897	\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				

- Per Capita Member Assessments are based on the most recent population figures from the Weldon Cooper Center (Fluvanna 27,038 population) and the unchanged per capita rate of \$0.62. Member assessments provide the required match for rural transportation and Chesapeake Bay Watershed Program and fund regional and locality work without outside funding. Using these funds, the TJPDC anticipates carrying out direct local assistance for Fluvanna County of approximately 46 hours. TJPDC is currently assisting the County with a land use and transportation planning project for Zion Crossroads area. With recent economic development announcements regarding Fork Union, the TJPDC would like to explore a CDBG Planning Grant for redevelopment planning and implementation.
- Legislative Liaison: This funds the regional staff position housed at and supervised by the TJPDC. The Legislative Liaison works directly for member localities. The Liaison compiles the TJPDC Legislative Program, monitors state legislative activities, advocates for locally-requested legislation, attends meetings of the Boards of Supervisors, issues a monthly newsletter, and hosts an annual legislative forum. The Legislative Liaison has added a part time assistant to provide additional General Assembly reporting and on-site committee coverage.
- RideShare is the region's Travel Demand Management (TDM) program. RideShare encourages commuters to exercise their transportation options. Services include carpool and vanpool matching, a toll-free commuter information line, Park & Ride lot marketing/development/inventory, a neighborhood trip reduction program, a Guaranteed Ride Home Program, and customized planning for employers to improve commuter choices for their employees. There are two of the region's 20 Park & Ride lots located in Fluvanna.
- Solid Waste: TJPDC prepares, updates and monitors the Regional Solid Waste Management Plan, and submits the annual recycling report to fulfill state regulations on behalf of localities in the Solid Waste Planning Unit.
- RRBC provides guidance for the stewardship and enhancement of the water and natural resources of the Rivanna River Basin. RRBC serves as a forum in which local governments and citizens can discuss issues affecting the Basin's water quality and quantity and other natural resources. TJPDC staff are currently developing a Rivanna River Corridor Plan from Albemarle County to the James River.

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Thomas Jefferson Planning District Commission (TJPDC)	\$ 34,845	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
<p>For Per Capita general, other funds include \$142,856 from other localities; Federal funding of \$1,155,169 including pass-through HOME funds to the Fluvanna/Louisa Housing Foundation; state funds of \$254,300; local funding for projects of \$320,022 and miscellaneous funds of \$20,000 (interest & rent) and an estimated \$96,280 use of operating reserves. Legislative Liaison is funded entirely by the localities at a per capita rate of \$0.40, with \$92,166 from the other five jurisdictions. For RideShare, other funds include \$33,813 from other localities and state funds of \$139,358 through the Department of Rail and Public Transportation (DRPT). For Solid Waste, other localities in the Solid Waste Planning Unit (Charlottesville, Albemarle, and Greene) provide \$9,135. Requests to other localities (Charlottesville, Albemarle and Greene) for RRBC total \$8,603.</p>				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
<p>Local funds provide required match for federal and state funding for transportation programs (Rural Transportation and RideShare) and fully fund the Solid Waste program, Legislative Liaison, and RRBC. A reduction in funding from any one locality threatens the ongoing state and federal funding and the viability of local projects. A reduction from the requested amount for Fluvanna County would create inequities among the funding provided by the six member localities. The allocation of assessments by population among the six localities is intended to create an equitable distribution of costs for TJPDC services. Reduction in any funding of the General Per Capita funding would prevent participation by Fluvanna on the Commission Board per the TJPDC by-laws.</p>				
Section 6 - ADDITIONAL INFORMATION				
<p>FY20, FY21 and FY22 local project funding will include special projects directly beneficial to Fluvanna County: Zion Crossroads Corridor Plan and Rivanna River Corridor. While the TJPDC has budgeted for a use of operational reserves, we do not expect to have to use. WE have several upcoming projects that should provide adequate administrative funding to cover any shortfalls: continuation of the Regional Rental and Mortgage Relief Program where we expect to provide over \$2,000,000 of rental and mortgage financial assistance to families across the region negatively affected by COVID; development of a Regional Comprehensive Economic Development Strategy (CEDS); and a grant to develop a Regional Transit Visioning Plan that will include Fluvanna County.</p>				

FY22 NON-PROFIT AGENCY FUNDING REQUEST

Fluvanna County

Section 1 - AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Jaunt, Inc.	\$ 85,000	\$ -	\$ -
Address:	104 Keystone Place, Charlottesville, VA 22902	Contact E-mail:	brads@ridejaunt.org	
Contact:	Brad Sheffield	Contact Phone:	434-296-3184	
Section 2 - FUNDING REQUESTS BY PROGRAM AREA		FY22 Prog Rqst	FY22 COAD	FY22 BOS
Program 1:	Fluvanna County Public Transportation	\$ 85,000	\$ -	\$ -
Program 2:			\$ -	\$ -
Program 3:			\$ -	\$ -
Program 4:			\$ -	\$ -
Program 5:			\$ -	\$ -
Program 6:			\$ -	\$ -
Program 7:			\$ -	\$ -
Section 3 - DESCRIPTION AND JUSTIFICATION OF FUNDING NEEDS (Briefly describe how the funding would be used. <u>Bullets preferred.</u>)				
<p>Jaunt is a Virginia Public Service Company established in 1982 by regional localities, including Fluvanna County, to provide regional rural public transportation. A Fluvanna County resident, Harold Morgan, serves on Jaunt's Board of Directors as a representative for Fluvanna County. For FY22, Jaunt requests \$85,000 in local funding to match \$251,894 in federal and state grants to perform rural public transportation services.</p> <p>This service is open to all residents of Fluvanna County and do not require a prequalification. Under this service residents can call a day ahead to request to be picked up at their home to be taken to work, school and other social activities. Local assistance is required as matching funds to drawdown the federal and state grants. For FY22, Jaunt is not requesting an increase over FY21's apportionment. This funding will allow Jaunt to maintain the existing level of service.</p>				

AGENCY INFORMATION		FY22 Total Rqst	FY22 COAD	FY22 BOS
Agency:	Jaunt, Inc.	\$ 85,000	\$ -	\$ -
Section 4 - OTHER FUNDING SOURCES (Please list any other source(s) of funding for the program(s).)				
<p>With Fluvanna County's local match funding for its public transportation program, Jaunt will be able to match the \$85,000 local funds with \$3,929 in passenger fare revenues, \$100,864 in federal/state operating assistance, A16\$79,266 in federal/state capital assistance, and \$5,307 in other funding. Total cost for services for FY22 is \$251,894, of which the local match of \$85,000 represents 34%.</p>				
Section 5 - IMPACT IF NOT FUNDED BY FLUVANNA COUNTY (Briefly explain the impact on each program area if not funded by Fluvanna County.)				
<p>Local funding is required in order to receive the correlating federal and state funds. If no or less funds are provided, Jaunt will need to eliminate or reduce services to balance the final budget.</p> <p>Jaunt provides services to residents without any other means of transportation to access jobs, shopping, social activities, medical appointments, dialysis treatments and similar services. FY20 was a unique year with the impact of COVID19 in March to June. However, 32% of the trips we provide are for people with disabilities, 83% are for seniors (some of whom also have disabilities).</p>				
Section 6 - ADDITIONAL INFORMATION				
Empty space for additional information				

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB A

MEETING DATE:	January 20, 2021				
AGENDA TITLE:	CRA Project Agreement # 5 - Fork Union Fire Training Building – Design				
MOTION(s):	<p>Motion #1: I move the Board of Supervisors approve a supplemental appropriation of \$22,460 from the (BOS Contingency/ Unassigned Fund Balance) to the CIP project budget for the F&R BURN BUILDING, to increase the funds necessary for Project Agreement 5.</p> <p>Motion #2: I move the Board of Supervisors to approve Project Agreement # 5 between Fluvanna County and Crabtree, Rohrbaugh & Associates, Inc. to complete the Fork Union Fire Training Building - Design totaling \$22,460.00, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.</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):	Cyndi Toler, Purchasing Officer				
PRESENTER(S):	Cyndi Toler, Purchasing Officer				
RECOMMENDATION:	Recommend approval				
TIMING:	Routine				
DISCUSSION:	<ul style="list-style-type: none"> ❖ IFB using the original design recommended by Fire Programs resulted in a low bid of \$987,721.00 ❖ The Burn Building Committee has since been made aware of a building completed in Harrisonburg using the same grant. ❖ The final cost on this building was approximately \$650,000. ❖ Part of the Committee took a tour of the facility and was able to see how it functioned during a training activity. ❖ While the design is different from the one provided by Fire Programs, it still meets all the strict specifications of the grant. ❖ In an effort to save money in the overall construction cost, the Committee would like to change the design to the more economic version as done by Harrisonburg. ❖ To date, the County has spent \$44,860 on this project. This includes Soil Testing, Site Plans, and the original Design. ❖ \$30,000 of this cost is covered under the grant. ❖ Changing the design at this point will mean the County will come out of pocket an additional \$22,460 for this design cost. 				
FISCAL IMPACT:	Reduce (BOS Contingency/ Unassigned Fund Balance) and increase CIP Project for the Burn Building by \$22,460				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	CRA PROJECT AGREEMENT # 5 - FORK UNION FIRE TRAINING BUILDING – Design				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X		X		

**TERM CONTRACT BETWEEN COUNTY AND ARCHITECT/ENGINEER FOR
PROFESSIONAL SERVICES**

FORK UNION FIRE TRAINING BUILDING – DESIGN

This Project Agreement #5 (the “Project Agreement”) made this _____ day of _____, 2021, between Fluvanna County, Virginia (the “County”), a political subdivision of the Commonwealth of Virginia, and Crabtree, Rohrbaugh & Associates, Inc. (the “Consultant”), a Pennsylvania corporation authorized to transact business in Virginia, is an addendum to that TERM CONTRACT BETWEEN COUNTY AND ARCHITECT/ENGINEER FOR PROFESSIONAL SERVICES dated the 25th day of October, 2018 (including all exhibits, and as modified by any amendments or addendums thereto the “Agreement”). All defined terms in the Agreement shall have the same meaning in this Project Agreement unless the context used herein requires otherwise.

Whereas, pursuant to the Agreement the County shall issue written task orders to the Consultant as services are needed;

Whereas, the Agreement is for a term of one-year beginning on the date the County executed the Agreement, and subject to (4) additional one-year renewals by the County pursuant to the Agreement;

Whereas, the Consultant submitted a Proposal for “A/E proposal for fire burn building” dated December 28, 2020, (“the Proposal”) which is attached hereto as Exhibit 1 and incorporated by reference herein as a material part of this Project Agreement;

Whereas, the County desires that the Consultant complete all those services listed in the Proposal, including, but not limited to, those services and associated deliverables described in the Proposal, and as more specifically set forth herein (the “Task order Services” or the “Services”);

Whereas, the Consultant desires to accept the work and complete the Task Order Services and all work necessary and related thereto (the “Task Order”).

For good and valuable consideration, the parties hereby agree as follows:

ARTICLE I: THE AGREEMENT

The foregoing recitations are incorporated by reference into this Project Agreement.

This Project Agreement is an addendum to and made a material part of the Agreement. The parties hereto agree that except as specifically and expressly modified hereby that Agreement remains in full force and effect and the provisions of the Agreement are incorporated herein and are a material part hereof.

ARTICLE II: TASK ORDER

Consultant shall provide all work and services necessary or desired to complete Services to design the Burn Building on the Task Order consistent with all provisions of this Project Agreement, Exhibit 1 and the Agreement. The Burn Building must be designed, constructed and administered in accordance with the Grant, NFPA 1403 and the VDFP Policy, VDFP's "Agency Practices, Policies" and the "Burn Building Project Manual." All documents are available on VDFP's website at www.vafire.com under the Grants and Local Aid: Bum Building link. The Consultant’s Services on this Task order include the creation of an initial schematic design, consultation and

modification based on County comments and further design development as needed or requested by the County, and a final design for the burn building consistent with the grant requirements, similar to that design for the City of Harrisonburg, Fire Live Training Structure, Project Manual dated September 26, 2018, consistent with that site plan which is attached hereto as Exhibit 2 and incorporated herein by reference as a material part hereof, and consistent with the specifications set forth herein. The design must be based on a metal building comprised of steel structural elements with steel panel sidings. The building will have an approximately 1280 sq. ft. foot print, two stories with a flat roof that also has a smaller dimension sloped roof with a chop panel for ventilation practices. The floors and roof coverings should be made of concrete panels with water protection and engineered for the required floor loading. There is to be one interior steel grate stair system and one exterior steel grate stair system. A heat monitoring and recording system for the structure with visual and sound type alarms. There will be a 15-foot concrete apron with drainage around all 4 sides of the building. The building will offer the following training modules:

- 2- burn rooms with thermal protection-one room on each floor.
- Multiple room design for the interior of the building.
- A dry standpipe and sprinkler system with FDC (fire department connection) and control valves.
- Vertical rescue through a manhole type arrangement from the second floor to the first floor.
- Rappelling tie-offs on the roof.
- Ground Ladder and aerial ladder practice.
- Smoke generating machine for use without fires in the burn rooms.

Consultant must produce a full set of construction-ready plans and specifications necessary to construct the Burn Building in accordance with the requirements of this Project Agreement. Such plans are subject to approval by the County and any necessary approvals of the Commonwealth of Virginia, and any departments thereof, relating to the grant and funding of the Burn Building Project; and the Consultant agrees to revise and modify the plans as requested by both the County or the Commonwealth of Virginia, or department thereof, from time to time, until both the County and the Commonwealth have approved and accepted the same. The final design plans: (i) will be delivered to the County in electronic and hard copy format (3 copies of each); (ii) will be the property of the County; and (iii) must be final, complete, inclusive and ready for inclusion in an Invitation for Bids to go out to contractors for construction of the Burn Building. The Burn Building design must include all design and engineering elements necessary to conform to Applicable law and grant requirements.

The County's project manager for technical inquiries relating to this Project Agreement shall be:

Mr. Ben Powell
Project Manager
132 Main Street
Palmyra, VA 22963
Phone: (434) 591-1930
E-mail: bpowell@fluvannacounty.org

Billing inquiries should be directed to Cyndi Toler, Purchasing Officer, whose contact information appears below in Article VI.

ARTICLE III: EXHIBITS AND RESOLVING CONFLICTS

The rights and duties of the County and Consultant applicable to the County's projects under this Project Agreement are set forth in the following Agreement Documents:

- (i) This Project Agreement;
- (ii) Exhibit 1 hereto; and
- (iii) The Agreement including exhibits thereto.

Whenever possible, the terms of the above Agreement Documents shall be read together, however in the event of a conflict, the order of preference above shall govern which Agreement Document will control. In other words, (i) shall control over (ii) to (iii) above, and (ii) shall control over (iii).

ARTICLE IV: FEES

Notwithstanding anything to the contrary contained in Exhibit 1 hereto, the Consultant shall be paid hourly for their work based upon the **rates set forth in Exhibit 3 to the Agreement** and up to the following not-to-exceed estimated fees for the Task Order Services:

- SEVEN THOUSAND EIGHT HUNDRED SIXTY NO/100 DOLLARS (\$7,860.00) for that part of the Additional Services described as the "Schematic Design"; and
- FOURTEEN THOUSAND FIVE HUNDRED FORTY AND NO/100 DOLLARS (\$14,540.00) for that part of the Additional Services described as the "Design Development / Construction Documents";

Notwithstanding the estimated not-to-exceed fees and hours indicated above and on Exhibit 1, **the actual hourly fees charged by the Contactor for the Services will be based on the rates set forth on Exhibit 3 to the Agreement and will vary based upon the person completing the Services (for example, \$65 per hour for "Architectural Staff", and \$155 per hours for a "Senior Project Manager") up to the not to exceed fee.**

The estimated total fees are not-to exceed amounts. The actual hourly fees worked up to the not-to-exceed total per task shall be payable by the County upon proper invoice by the Consultant as described herein. Portions of an hour shall be prorated based on the Consultant's standard billing practice, however the billing increments must be no larger than ¼ hour (such that 15 minutes would be billed at ¼ the hourly rate, 30 minutes would be billed at ½ the hourly rate, and so forth; however, if the standard billing increment is 0.1/hour, then 6 minutes would be billed at 1/10 the hourly rate and so forth). No invoice may be provided by the Consultant to the County until the Task Order is complete and all items or services purchased have been delivered to, inspected by and accepted by the County, including but not limited to, those deliverables described in this Project Agreement. The Consultant may invoice the County only when the entire Task Order is complete. The Consultant will be paid within forty-five (45) days of receipt of a proper invoice following final acceptance of all work on the Task Order by the County in its sole

discretion. The flat fee includes all fees, costs and charges of any kind to perform all the services and work, including supplying at its own cost and expense any necessary tools, equipment or materials, necessary or desirable for completion of the task specified.

ARTICLE V: TERM

Consultant shall with due diligence and dispatch assiduously pursue this Task Order to completion, but in any event such Services and work being a part of the Task Order must be completed to the sole satisfaction of the County on or before the 31st day of March, 2021. Time being of the essence.

ARTICLE VI: MISCELLANEOUS

As appropriate to the context, the singular will include the plural and vice versa, and reference to one gender will include the others. This Project Agreement may be executed in one or more counterparts, each of which will be considered the Project Agreement for all purposes of proof. In addition to allowing electronic signatures upon an electronic copy of this Project Agreement, as provided by Virginia law, facsimile signatures upon any signature page will be considered to be original signatures. This Project Agreement contains the entire understanding of the parties with respect to the subject matter hereof and is to be modified only by a writing signed by the parties to this Project Agreement. This Project Agreement will be binding upon and inure to the benefit of the respective parties and their successors. This Project Agreement is not assignable by either party, except by operation of law. The legal address for the County and for the Consultant and the addresses for delivery of Notices and other documents related to the administration of this Project Agreement are as follows:

County

ATTN: Cyndi Toler, Purchasing Officer
Fluvanna County
P.O. Box 540
Palmyra, VA 22963
Telephone (434) 591-1930
FAX (434) 591-1911

Consultant

Crabtree, Rohrbaugh & Associates, Inc.
ATTN: Joshua C. Bower, AIA, LEED AP BD+C, GGP
250 West Main St Suite 200
Charlottesville, VA 22902
Telephone (866) 458-0272

Any party may substitute another address for the one set forth above by giving a notice in the manner required. Any notice given by mail will be deemed to be received on the fifth (5th) day after deposit in the United States mail. Any notice given by hand will be deemed to be received when delivered. Notice by courier will be deemed to have been received on the date shown on any certificate of delivery.

In witness whereof the undersigned duly authorized representatives have executed this Project Agreement on the dates set forth beside their respective signatures.

Consultant:
Crabtree, Rohrbaugh & Associates, Inc.

County:
Fluvanna County

By: _____ Date: _____ By: _____ Date: _____

Name: _____ Name: _____

Title: _____ Title: _____

Approved as to form:

Fluvanna County Attorney, by Kristina M. Hofmann, Assistant Fluvanna County Attorney


Crabtree, Rohrbaugh & Associates - Architects

250 West Main Street, Suite 200
 Charlottesville, VA 22902
 Maryland • Pennsylvania • Virginia • West Virginia

December 28, 2020

County of Fluvanna
 c/o Cyndi Toler
 Purchasing Officer
 132 Main St
 Palmyra, VA 22963

Re: A/E proposal for fire burn building

Dear Cyndi,

Crabtree, Rohrbaugh & Associates is pleased to submit a proposal for professional Architectural and Engineering Services for the design of the Fire Burn Building. Below is a breakdown of the design fees by phase and discipline:

Schematic Design

Architecture

Project Manager	\$140/hr x 4.42 hours	\$620.00
Project Coordinator	\$120/hr x 25 hours	\$3,000.00

Structural Engineer

Project Manager	\$140/hr x 8.57 hours	\$1,200.00
Project Coordinator	\$120/hr x 17.33 hours	\$2,080.00

Electrical Engineer

Project Manager	\$140/hr x 6.85 hours	\$960.00
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Subtotal	\$7,860.00
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Design Development / Construction Documents

Architecture

Project Manager	\$140/hr x 17.71 hours	\$2,480.00
Project Coordinator	\$120/hr x 20.83 hours	\$2,500.00

Structural Engineer

Project Manager	\$140/hr x 12.85 hours	\$1,800.00
Project Coordinator	\$120/hr x 17.33 hours	\$2,080.00

Electrical Engineer		
Project Manager	\$140/hr x 18.28 hours	\$2,560.00
Project Coordinator	\$120/hr x 26 hours	\$3,120.00
Subtotal		\$14,540.00

Total Architectural and Engineering Services = \$22,460.00

If you have any questions or comments, please feel free to contact me at any time.

Sincerely,

CRABTREE, ROHRBAUGH & ASSOCIATES



Joshua C. Bower, AIA, LEED AP
Principal | Senior Project Manager

GENERAL NOTES

1. THE CONTRACTOR SHALL SECURE ALL NECESSARY PERMITS FOR THIS PROJECT FROM FLUVANNA COUNTY.
2. AS DISTURBANCE IS LESS THAN 1.0 AC, A VSMF PERMIT IS NOT REQUIRED.
3. ANY PERMITS WHICH MUST BE OBTAINED SHALL BE THE CONTRACTOR'S RESPONSIBILITY AND AT HIS EXPENSE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ABIDING BY ALL CONDITIONS AND REQUIREMENTS OF THE PERMITS.
4. ALL PAVING MATERIALS AND DRAINAGE STRUCTURES SHALL BE BUILT AND INSTALLED IN ACCORDANCE WITH VIRGINIA DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS, EXCEPT WHERE NEEDED OTHERWISE.
5. THE LOCATION OF EXISTING SEWER, WATER OR GAS LINES, CONDUITS OR OTHER STRUCTURES ACROSS, UNDERNEATH, OR OTHERWISE ALONG THE LINE OF PROPOSED WORK ARE NOT NECESSARILY SHOWN ON THE PLANS, AND IF SHOWN ARE ONLY APPROXIMATE. CONTRACTOR SHALL VERIFY LOCATION AND ELEVATION OF ALL UNDERGROUND UTILITIES SHOWN ON THE PLANS IN AREAS OF CONSTRUCTION PRIOR TO STARTING WORK. CONTACT ENGINEER IMMEDIATELY IF LOCATION OR ELEVATION IS DIFFERENT FROM THAT SHOWN ON THE PLANS, IF THERE APPEARS TO BE A CONFLICT, OR UPON DISCOVERY OF ANY UTILITY NOT SHOWN ON THE PLANS. FOR ASSISTANCE IN LOCATING EXISTING UTILITIES CALL "MISS UTILITY", 1-800-552-7001.
6. ALL WATER CONSTRUCTION AND MATERIALS SHALL CONFORM WITH THE LATEST STANDARDS AND SPECIFICATIONS OF FORK UNION SANITATION DISTRICT.
7. DAMAGE TO UTILITIES (INCLUDING UNDERGROUND) OR PROPERTY OF OTHERS BY CONTRACTOR DURING CONSTRUCTION SHALL BE REPAIRED TO PRE-CONSTRUCTION CONDITIONS BY CONTRACTOR AT NO COST TO OWNER.
8. EXISTING PAVEMENT AND OTHER SURFACES DISTURBED BY CONTRACTOR (WHICH ARE NOT TO BE REMOVED) SHALL BE REPAIRED TO LIKE-NEW CONDITION.
9. THE CONTRACTOR IS REQUIRED TO MAINTAIN ALL DITCHES, PIPES, AND OTHER DRAINAGE STRUCTURES FREE FROM OBSTRUCTION UNTIL WORK IS ACCEPTED BY THE OWNER. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGES CAUSED BY FAILURE TO MAINTAIN DRAINAGE STRUCTURE IN OPERABLE CONDITION.
10. THE CONTRACTOR SHALL HAVE A SET OF APPROVED PLANS AVAILABLE AT THE SITE AT ALL TIMES WHEN WORK IS BEING PERFORMED.
11. ALL PROPOSED UTILITIES ARE TO BE INSTALLED UNDERGROUND INCLUDING ELECTRIC, TELEPHONE AND CATV.
12. ALL UNDERGROUND UTILITIES (WATER, SANITARY SEWER, ELECTRICITY, TELEPHONE, ETC.) SHALL BE INSTALLED AND TESTED SATISFACTORILY PRIOR TO COMMENCING ANY PAVING OPERATIONS WHERE SUCH UTILITIES ARE WITHIN THE LIMITS OF PAVEMENT.
13. THE CONTRACTOR SHALL NOTIFY FLUVANNA COUNTY AT LEAST 24 HOURS PRIOR TO STARTING WORK ON THIS PROJECT.
14. ALL GROUND COVER AND LANDSCAPING SHALL BE PROPERLY MAINTAINED IN A HEALTHY CONDITION AT ALL TIMES. DEAD PLANT MATERIALS SHALL BE REMOVED IN A REASONABLE TIME AND REPLACED DURING THE NORMAL PLANTING SEASON.
15. UNLESS OTHERWISE NOTED, ALL CONCRETE PIPE SHALL BE REINFORCED CONCRETE PIPE, CLASS III.
16. ALL EXCAVATION FOR UNDERGROUND PIPE INSTALLATION MUST COMPLY WITH OSHA STANDARDS FOR THE CONSTRUCTION INDUSTRY (29 CFR PART 1926).
17. VERIFY THE PROPOSED LAYOUT WITH ITS RELATIONSHIP TO THE EXISTING SITE SURVEY. ALSO VERIFY ALL DIMENSIONS, SITE CONDITIONS, AND MATERIAL SPECIFICATIONS. AND NOTIFY THE OWNER AND ENGINEER OF ANY ERRORS, OMISSIONS, OR DISCREPANCIES BEFORE COMMENCING OR PROCEEDING WITH WORK.
18. DEVIATIONS FROM, OR CHANGES TO THESE PLANS WILL NOT BE ALLOWED, UNLESS OTHERWISE APPROVED BY THE OWNER & ENGINEER.
19. MAKE EXPLORATORY EXCAVATIONS AND LOCATE EXISTING UTILITIES SUFFICIENTLY AHEAD OF CONSTRUCTION TO PERMIT REVISIONS TO THE PLANS IF NECESSARY. THE EXISTENCE AND/OR LOCATION OF UTILITIES SHOWN ON THESE PLANS MAY BE ONLY APPROXIMATELY CORRECT. TAKE PRECAUTIONARY MEASURES TO PROTECT THE UTILITIES SHOWN HEREON AND ANY OTHER EXISTING UTILITIES NOT OF RECORD OR NOT SHOWN ON THESE PLANS. REPAIR AT YOUR OWN EXPENSE, ANY EXISTING UTILITIES DAMAGED DURING CONSTRUCTION. IF A UTILITY IS DAMAGED DURING CONSTRUCTION, STOP WORK IMMEDIATELY AND NOTIFY THE ENGINEER.
20. PROPERLY SECURE THE CONSTRUCTION AREA AT ALL TIMES AGAINST UNAUTHORIZED ENTRY AND ADEQUATELY PROTECT EQUIPMENT, MATERIALS, AND COMPLETED WORK FROM THEFT AND VANDALISM. THE OWNER IS NOT RESPONSIBLE FOR THE LOSS OF ANY MATERIAL STORED AT THE SITE.
21. ALL TURF AREAS THAT ARE IMPACTED OR DISTURBED BY VEHICLES, EQUIPMENT, OR ACTIVITY SHALL BE REPAIRED, REGRADED, AND RESEEDED TO THE SATISFACTION OF THE OWNER. ANY AREAS COMPACTED BY CONSTRUCTION TRAFFIC SHALL BE TILLED PRIOR TO SEEDING.
22. PERFORM ALL WORK USING DIMENSIONS SHOWN ON THESE PLANS. DO NOT USE SCALES, RULERS, DIVIDERS, MAP WHEELS OR OTHER MEASURING DEVICES TO DETERMINE SPATIAL RELATIONSHIPS ON THESE DRAWINGS.
23. ALL UNSUITABLE MATERIAL AS DETERMINED BY OWNER'S INSPECTOR SHALL BE REMOVED FROM THE CONSTRUCTION LIMITS OF PAVED AREAS.

GENERAL LEGEND

EXISTING		PROPOSED
	CONTOURS	
	GROUND ELEVATION	
	TREE LINE	
	DECIDUOUS TREE	N/A
	FENCE	
	PROPERTY LINE/ROW	
	IRON ROD FOUND	N/A
	IRON ROD SET	N/A
	MONUMENT FOUND	N/A
	MONUMENT SET	N/A
	BUILDING SETBACK	
	100 YEAR FLOOD ZONE	N/A
	LIMITS OF CONSTRUCTION	
	BENCHMARK	N/A
	BUILDING	
	DEMOLITION KEY	
	BOLLARD	
	BOREHOLE	
	STORM SEWER	
	STORM CLEANOUT	
	STORM MANHOLE	
	STORM DRAINAGE INLET	
	STORM STRUCTURE KEY	
	WATER	
	GATE VALVE	
	LIGHT POLE	

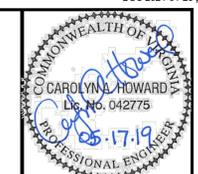
ABBREVIATIONS AND SYMBOLS

SYMBOLS

⊙	AT
⊕	CENTERLINE
⊖	PROPERTY LINE
⊗	DIAMETER
°	DEGREE

ABBREVIATIONS

A	AREA	GALV.	GALVANIZED
AC	ACRE(S)	GS	GROUND SHOT
AWWA	AMERICAN WATER WORKS ASSOCIATION	ID	INSIDE DIAMETER
BC	BOTTOM OF CURB	INV.	INVERT
BLDG.	BUILDING	JT.	JOINT
BOTT.	BOTTOM	LAT	LATERAL
CF	CUBIC FEET	LB	POUNDS
CG	CURB AND GUTTER	LBS	POUNDS
C.I.	CAST IRON	LF	LINEAR FOOT (FEET)
CI	CURB INLET	MAT'L	MATERIAL
CIP	CAST IN PLACE CONSTRUCTION JOINT	MAX.	MAXIMUM
CJ	CLEAR	MFR.	MANUFACTURER
CLR.	CLEAR	MH	MANHOLE
C.O.	CLEANOUT	MIN.	MINIMUM
CONC.	CONCRETE	M.J.	MECHANICALLY JOINED
CONT.	CONTINUOUS	O.C.	ON CENTER
CY	CUBIC YARD(S)	OD	OUTSIDE DIAMETER
D.B.	DEED BOOK	PB	PARCEL BOOK
D.I.	DUCTILE IRON	PL	PROPERTY LINE
DI	DROP INLET	PSI	POUNDS PER SQUARE INCH
DIA.	DIAMETER	PT	POINT OF TANGENCY
DS	DOWNSPOUT	PVC	POLYVINYL CHLORIDE
EA.	EACH	R	RADIUS
E.F.	EACH FACE	RCP	REINFORCED CONCRETE PIPE
ELEV.	ELEVATION	RD	ROOF DRAIN
EOP	EDGE OF PAVEMENT	REQ'D.	REQUIRED
EX.	EXISTING	R/W	RIGHT-OF-WAY
EXP.	EXPANSION	S	SLOPE
E.W.	EACH WAY	SAN.	SANITARY
FC	FACE OF CURB	SF	SQUARE FOOT (FEET)
FF	FINISHED FLOOR	SPEC	SPECIFICATION
FL	FLOW LINE	SPECS	SPECIFICATIONS
FT	FOOT (FEET)	SQ.	SQUARE
GA	GAUGE	STM	STORM
		STD.	STANDARD
		SW	SIDEWALK
		SWM	STORM WATER MANAGEMENT
		SY	SQUARE YARD(S)
		TC	TOP OF CURB
		TDC	TURNED DOWN CURB
		TEMP.	TEMPORARY
		TYP.	TYPICAL
		UNO	UNLESS NOTED OTHERWISE
		VAR.	VARIABLE
		VDOT	VIRGINIA DEPARTMENT OF TRANSPORTATION
		VESCH	VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK
		WV	WATER VALVE
		WWF	WELDED WIRE FABRIC



Draper Aden Associates
 Engineering • Surveying • Environmental Services

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 Blacksburg, VA
 Hampton Roads, VA
 Fayetteville, NC
 Northern Virginia
 Virginia Beach, VA

**GENERAL NOTES AND ABBREVIATIONS
 FORK UNION FIRE TRAINING
 BUILDING SITE
 FLUVANNA COUNTY, VIRGINIA**

DESIGNED BY:	BTC
DRAWN BY:	TSE
CHECKED BY:	CAH
SCALE:	NONE
DATE:	MAY 17, 2019
PROJECT NUMBER:	18060133-010301

C1.1

STATE MINIMUM STANDARDS FOR EROSION CONTROL

GENERAL EROSION AND SEDIMENT CONTROL NOTES

ES-1 UNLESS OTHERWISE INDICATED, ALL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL PRACTICES WILL BE CONSTRUCTED AND MAINTAINED ACCORDING TO MINIMUM STANDARDS AND SPECIFICATIONS OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK AND VIRGINIA REGULATIONS 9VAC25-840 EROSION AND SEDIMENT CONTROL REGULATIONS.

ES-2 THE PLAN APPROVING AUTHORITY MUST BE NOTIFIED ONE WEEK PRIOR TO THE PRE-CONSTRUCTION CONFERENCE, ONE WEEK PRIOR TO THE COMMENCEMENT OF LAND DISTURBING ACTIVITY, AND ONE WEEK PRIOR TO THE FINAL INSPECTION.

MINIMUM STANDARDS

A VESCP MUST BE CONSISTENT WITH THE FOLLOWING CRITERIA, TECHNIQUES AND METHODS:

MS-1 PERMANENT OR TEMPORARY SOIL STABILIZATION SHALL BE APPLIED TO DENUDEED AREAS WITHIN SEVEN DAYS AFTER FINAL GRADE IS REACHED ON ANY PORTION OF THE SITE. TEMPORARY SOIL STABILIZATION SHALL BE APPLIED WITHIN SEVEN DAYS TO DENUDEED AREAS THAT MAY NOT BE AT FINAL GRADE BUT WILL REMAIN DORMANT FOR LONGER THAN 14 DAYS. PERMANENT STABILIZATION SHALL BE APPLIED TO AREAS THAT ARE TO BE LEFT DORMANT FOR MORE THAN ONE YEAR.

THAT DOES NOT ADVERSELY AFFECT FLOWING STREAMS OR OFF-SITE PROPERTY. D. MATERIAL USED FOR BACKFILLING TRENCHES SHALL BE PROPERLY COMPACTED IN ORDER TO MINIMIZE EROSION AND PROMOTE STABILIZATION. E. RESTABILIZATION SHALL BE ACCOMPLISHED IN ACCORDANCE WITH THESE REGULATIONS. F. APPLICABLE SAFETY REGULATIONS SHALL BE COMPLIED WITH.

MS-17 WHERE CONSTRUCTION VEHICLE ACCESS ROUTES INTERSECT PAVED PUBLIC ROADS, PROVISIONS SHALL BE MADE TO MINIMIZE THE TRANSPORT OF SEDIMENT BY VEHICULAR TRACKING ONTO THE PAVED SURFACE. WHERE SEDIMENT IS TRANSPORTED ONTO A PAVED OR PUBLIC ROAD SURFACE, THE ROAD SURFACE SHALL BE CLEANED THOROUGHLY AT THE END OF EACH DAY. SEDIMENT SHALL BE REMOVED FROM THE ROADS BY SHOVELING OR SWEEPING AND TRANSPORTED TO A SEDIMENT CONTROL DISPOSAL AREA.

MS-18 ALL TEMPORARY EROSION CONTROL MEASURES SHALL BE REMOVED WITHIN 30 DAYS AFTER FINAL SITE STABILIZATION OR AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED, UNLESS OTHERWISE AUTHORIZED BY THE VESCP. TRAPPED SEDIMENT AND THE DISTURBED SOIL AREAS RESULTING FROM THE DISPOSITION OF TEMPORARY MEASURES SHALL BE PERMANENTLY STABILIZED TO PREVENT FURTHER EROSION AND SEDIMENTATION.

MS-19 PROPERTIES AND WATERWAYS DOWNSTREAM FROM DEVELOPMENT SITES SHALL BE PROTECTED FROM SEDIMENT DEPOSITION, EROSION AND DAMAGE DUE TO INCREASES IN VOLUME, VELOCITY AND PEAK FLOW RATE OF STORMWATER RUNOFF FOR THE STATED FREQUENCY STORM OF 24-HOUR DURATION IN ACCORDANCE WITH THE FOLLOWING STANDARDS AND CRITERIA.

- A. CONCENTRATED STORMWATER RUNOFF LEAVING A DEVELOPMENT SITE SHALL BE DISCHARGED DIRECTLY INTO AN ADEQUATE NATURAL OR MAN-MADE RECEIVING CHANNEL, PIPE OR STORM SEWER SYSTEM. FOR THOSE SITES WHERE RUNOFF IS DISCHARGED INTO A PIPE OR PIPE SYSTEM, DOWNSTREAM STABILITY ANALYSES AT THE OUTFALL OF THE PIPE OR PIPE SYSTEM SHALL BE PERFORMED. B. ADEQUACY OF ALL CHANNELS AND PIPES SHALL BE VERIFIED IN THE FOLLOWING MANNER: (1) THE APPLICANT SHALL DEMONSTRATE THAT THE TOTAL DRAINAGE AREA TO THE POINT OF ANALYSIS WITHIN THE CHANNEL IS ONE HUNDRED TIMES GREATER THAN THE CONTRIBUTING DRAINAGE AREA OF THE PROJECT IN QUESTION; OR (2)(A) NATURAL CHANNELS SHALL BE ANALYZED BY THE USE OF A TWO-YEAR STORM TO VERIFY THAT STORMWATER WILL NOT OVERTOP CHANNEL BANKS NOR CAUSE EROSION OF CHANNEL BED OR BANKS. (2)(B) ALL PREVIOUSLY CONSTRUCTED MAN-MADE CHANNELS SHALL BE ANALYZED BY THE USE OF A TEN-YEAR STORM TO VERIFY THAT STORMWATER WILL NOT OVERTOP ITS BANKS AND BY THE USE OF A TWO-YEAR STORM TO DEMONSTRATE THAT STORMWATER WILL NOT CAUSE EROSION OF CHANNEL BED OR BANKS; AND (2)(C) PIPES AND STORM SEWER SYSTEMS SHALL BE ANALYZED BY THE USE OF A TEN-YEAR STORM TO VERIFY THAT STORMWATER WILL BE CONTAINED WITHIN THE PIPE OR SYSTEM. C. IF EXISTING NATURAL RECEIVING CHANNELS OR PREVIOUSLY CONSTRUCTED MAN-MADE CHANNELS OR PIPES ARE NOT ADEQUATE, THE APPLICANT SHALL: (1) IMPROVE THE CHANNEL TO A CONDITION WHERE A TEN-YEAR STORM WILL NOT OVERTOP THE BANKS AND A TWO-YEAR STORM WILL NOT CAUSE EROSION TO THE CHANNEL THE BED OR BANKS; OR (2) IMPROVE THE PIPE OR PIPE SYSTEM TO A CONDITION WHERE THE TEN-YEAR STORM IS CONTAINED WITHIN THE APPURTENANCES; OR (3) DEVELOP A SITE DESIGN THAT WILL NOT CAUSE THE PRE-DEVELOPMENT PEAK RUNOFF RATE FROM A TWO-YEAR STORM TO INCREASE WHEN RUNOFF OUTFALLS INTO A NATURAL CHANNEL OR WILL NOT CAUSE THE PRE-DEVELOPMENT PEAK RUNOFF RATE FROM A TEN-YEAR STORM TO INCREASE WHEN RUNOFF OUTFALLS INTO A MAN-MADE CHANNEL; OR (4) PROVIDE A COMBINATION OF CHANNEL IMPROVEMENT, STORMWATER DETENTION OR OTHER MEASURES WHICH IS SATISFACTORY TO THE VESCP AUTHORITY TO PREVENT DOWNSTREAM EROSION. D. THE APPLICANT SHALL PROVIDE EVIDENCE OF PERMISSION TO MAKE THE IMPROVEMENTS. E. ALL HYDROLOGIC ANALYSES SHALL BE BASED ON THE EXISTING WATERSHED CHARACTERISTICS AND THE ULTIMATE DEVELOPMENT OF THE SUBJECT PROJECT. F. IF THE APPLICANT CHOOSES AN OPTION THAT INCLUDES STORMWATER DETENTION, HE SHALL OBTAIN APPROVAL FROM THE VESCP OF A PLAN FOR MAINTENANCE OF THE DETENTION FACILITIES. THE PLAN SHALL SET FORTH THE MAINTENANCE REQUIREMENTS OF THE FACILITY AND THE PERSON RESPONSIBLE FOR PERFORMING THE MAINTENANCE. G. OUTFALL FROM A DETENTION FACILITY SHALL BE DISCHARGED TO A RECEIVING CHANNEL, AND ENERGY DISSIPATORS SHALL BE PLACED AT THE OUTFALL OF ALL DETENTION FACILITIES AS NECESSARY TO PROVIDE A STABILIZED TRANSITION FROM THE FACILITY TO THE RECEIVING CHANNEL. H. ALL ON-SITE CHANNELS MUST BE VERIFIED TO BE ADEQUATE. I. INCREASED VOLUMES OF SHEET FLOWS THAT MAY CAUSE EROSION OR SEDIMENTATION ON ADJACENT PROPERTY SHALL BE DIVERTED TO A STABLE OUTLET, ADEQUATE CHANNEL, PIPE OR PIPE SYSTEM, OR TO A DETENTION FACILITY. J. IN APPLYING THESE STORMWATER MANAGEMENT CRITERIA, INDIVIDUAL LOTS OR PARCELS IN A RESIDENTIAL, COMMERCIAL OR INDUSTRIAL DEVELOPMENT SHALL NOT BE CONSIDERED TO BE SEPARATE DEVELOPMENT PROJECTS. HYDROLOGIC PARAMETERS THAT REFLECT THE ULTIMATE DEVELOPMENT CONDITION SHALL BE USED IN ALL ENGINEERING CALCULATIONS. K. ALL MEASURES USED TO PROTECT PROPERTIES AND WATERWAYS SHALL BE EMPLOYED IN A MANNER WHICH MINIMIZES IMPACTS ON THE PHYSICAL, CHEMICAL AND BIOLOGICAL INTEGRITY OF RIVERS, STREAMS AND OTHER WATERS OF THE STATE. L. ANY PLAN APPROVED PRIOR TO JULY 1, 2014, THAT PROVIDES FOR STORMWATER MANAGEMENT THAT ADDRESSES ANY FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS SHALL SATISFY THE FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS IF THE PRACTICES ARE DESIGNED TO I. DETAIN THE WATER QUALITY VOLUME AND TO RELEASE IT OVER 48 HOURS; II. DETAIN AND RELEASE OVER A 24-HOUR PERIOD THE EXPECTED RAINFALL RESULTING FROM THE ONE YEAR, 24-HOUR STORM; AND III. REDUCE THE ALLOWABLE PEAK FLOW RATE RESULTING FROM THE 1.5, 2, AND 10-YEAR, 24-HOUR STORMS TO A LEVEL THAT IS LESS THAN OR EQUAL TO THE PEAK FLOW RATE FROM THE SITE ASSUMING IT WAS IN A GOOD FORESTED CONDITION, ACHIEVED THROUGH MULTIPLICATION OF THE FORESTED PEAK FLOW RATE BY A REDUCTION FACTOR THAT IS EQUAL TO THE RUNOFF VOLUME FROM THE SITE WHEN IT WAS IN A GOOD FORESTED CONDITION DIVIDED BY THE RUNOFF VOLUME FROM THE SITE IN ITS PROPOSED CONDITION, AND SHALL BE EXEMPT FROM ANY FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS AS DEFINED IN ANY REGULATIONS PROMULGATED PURSUANT TO § 62.1-44.15:54 OR 62.1-44.15:65 OF THE ACT.

M. FOR PLANS APPROVED ON AND AFTER JULY 1, 2014, THE FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS OF § 62.1-44.15:52 A OF THE ACT AND THIS SUBSECTION SHALL BE SATISFIED BY COMPLIANCE WITH WATER QUANTITY REQUIREMENTS IN THE STORMWATER MANAGEMENT ACT (§ 62.1-44:52 ET SEQ. OF THE CODE OF VIRGINIA) AND ATTENDANT REGULATIONS, UNLESS SUCH LAND DISTURBING ACTIVITIES (I) ARE IN ACCORDANCE WITH PROVISIONS FOR TIME LIMITS ON APPLICABILITY OF APPROVED DESIGN CRITERIA IN 9VAC25-870-47 OR GRANDFATHERING IN 9VAC-25-870-48 OF THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMP) REGULATION, IN WHICH CASE THE FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS OF §62.1-44.15:52A OF THE ACT SHALL APPLY, OR (II) AREA EXEMPT PURSUANT § 62.1-44.15:34 C 7 OF THE ACT. N. COMPLIANCE WITH THE WATER QUANTITY MINIMUM STANDARDS SET OUT IN 9VAC25-870-66 OF THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMP) PERMIT REGULATIONS SHALL BE DEEMED TO SATISFY THE REQUIREMENTS OF MINIMUM STANDARD 19.

EROSION AND SEDIMENT CONTROL NOTES

- 1. THE CONTRACTOR SHALL COMPLY WITH THE CURRENT LAWS AND REGULATIONS FOR FLUVANNA COUNTY AND THE COMMONWEALTH OF VIRGINIA BEFORE, DURING, AND AFTER CONSTRUCTION ON THE SITE. ALL MINIMUM STANDARDS AND SPECIFICATIONS REGARDING THE INSTALLATION AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE FOLLOWED BY THE CONTRACTOR. 2. A LAND DISTURBANCE PERMIT IS REQUIRED FOR THE PROJECT AND SHALL BE OBTAINED. A RESPONSIBLE LAND DISTURBER SHALL BE IDENTIFIED ON ALL LAND DISTURBANCE PERMITS. FAILURE TO COMPLY WITH ANY OF THESE REQUIREMENTS IDENTIFIED HERE WILL INITIATE A NOTICE TO COMPLY (NTC), NOTICE OF VIOLATION (NOV), STOP WORK ORDERS (SWO), CIVIL PENALTIES, OR NULLIFY THE PERMIT. 3. A COPY OF THE APPROVED EROSION AND SEDIMENT CONTROL PLAN AND LAND DISTURBANCE PERMIT MUST BE MAINTAINED AT THE SITE FOR THE DURATION OF ALL CONSTRUCTION AND LAND-DISTURBING ACTIVITIES. 4. THE CONTRACTOR SHALL CONSTRUCT AND MAINTAIN ALL APPROVED MEASURES AS SHOWN ON THE APPROVED PLANS. ANY ADDITIONAL MEASURES DEEMED REQUIRED BY THE COUNTY OR DEQ, DUE TO FIELD CONDITIONS, SHALL BECOME PART OF THE EROSION AND SEDIMENT CONTROL PLAN FOR THE PROPERTY. ALL FIELD CHANGES MUST BE APPROVED BY EITHER THE COUNTY, DEQ OR ENGINEER PRIOR TO INSTALLATION. ALL APPROVED FIELD CHANGES SHALL BE SENT TO THE ENGINEERING DEPT. TO BE ATTACHED TO THE APPROVED PLAN. 5. DURING DEWATERING OPERATIONS, WATER SHALL BE PUMPED INTO AN APPROVED FILTERING DEVICE. 6. THE CONTRACTOR MAY NOT CHANGE OR ALTER ANY OF THE APPROVED MEASURES WITHOUT FIRST NOTIFYING THE COUNTY, DEQ OR ENGINEER. FAILURE TO DO SO MAY RESULT IN A NOV, SWO, CIVIL PENALTIES, AND/OR REVOCATION OF THE LAND DISTURBANCE PERMIT. 7. THE CONTRACTOR SHALL CONSTRUCT AND MAINTAIN ALL MEASURES TO PREVENT SOIL FROM ERODING ONTO ADJACENT PROPERTY, STREETS, DRAINAGE SYSTEMS, AND WATERWAYS. ALL DEVICES SHALL BE CLEANED OF SEDIMENT, MUD, DEBRIS, AND OTHER ERODED MATERIAL DURING THE SITE CLEARING AND DEVELOPMENT. INSPECTION OF ALL DEVICES SHALL BE AT A MINIMUM EVERY TWO (2) WEEKS AND REQUIRED AFTER EVERY RUNOFF PRODUCING EVENT. ALL INSPECTION AND MAINTENANCE ACTIVITIES SHALL BE DOCUMENTED AND AVAILABLE FOR REVIEW. 8. TEMPORARY AND PERMANENT SEEDING OPERATIONS SHALL BE INITIATED WITHIN SEVEN (7) DAYS AFTER REACHING FINAL GRADE OR UPON SUSPENSION OF GRADING OPERATIONS FOR AN ANTICIPATED DURATION OF GREATER THAN FOURTEEN (14) DAYS OR UPON COMPLETION OF GRADING OPERATIONS FOR A SPECIFIC AREA. 9. EROSION AND CONTROL MEASURES SHALL BE KEPT IN PLACE FOR THE DURATION OF THE CLEARING AND CONSTRUCTION OPERATIONS AND AT A MAXIMUM FOR THE SPECIFIED TIME FOR EACH MEASURE AS IDENTIFIED IN THE VESCP HANDBOOK, OR WHEN FULL STABILIZATION HAS OCCURRED FOR THE ENTIRE SITE. A FINAL INSPECTION BY THE COUNTY INSPECTOR SHALL DETERMINE WHEN THIS FACT IS ACCOMPLISHED AND ALL TEMPORARY MEASURES AND DEVICES CAN BE REMOVED. 10. THE CONTRACTOR SHALL MONITOR AND TAKE PRECAUTIONS TO CONTROL DUST AND OTHER AIR POLLUTANTS, INCLUDING BY NOT LIMITED TO USING WATER OR CHEMICALS, LIMITING THE NUMBER OF VEHICLES ALLOWED ONSITE, MINIMIZING THE OPERATING SPEED OF ALL VEHICLES, ETC. ALSO, THE CONTRACTOR WILL BE RESPONSIBLE FOR THE DAILY SWEEPING OF PUBLIC RIGHT-OF-WAY SHOULD SEDIMENT ACCUMULATE ON PAVED SURFACES. 11. CONTRACTOR SHALL SUBMIT A SEPARATE EROSION AND SEDIMENT CONTROL PLAN FOR ANY OFF-SITE AREAS ASSOCIATED WITH THE LAND DISTURBANCE AND SOIL REMOVAL IDENTIFIED HEREIN. A SEPARATE SUBMITTAL IS NOT NECESSARY FOR THE FOLLOWING SITUATIONS: 12. NO MATERIAL WILL BE HAULED OR TRANSPORTED OFF-SITE AND APPROPRIATE EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED AROUND ALL STOCKPILES AND STORAGE AREAS; OR 13. ALL MATERIAL TO BE HAULED OR TRANSPORTED OFF-SITE WILL BE DEPOSITED AT A FEDERAL, STATE, AND LOCALLY APPROVED SITE. THE CONTRACTOR SHALL IDENTIFY ON THE PLANS WHAT DISPOSAL SITE WILL BE USED. 14. FOR ALL PROPOSED LAND DISTURBANCE ACTIVITIES THAT ARE ONE ACRE OR GREATER IN TOTAL AREA, A VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMP) PERMIT MUST FIRST BE OBTAINED FROM THE FLUVANNA COUNTY DEPARTMENT OF ENGINEERING; THE "VSMP AUTHORITY", PRIOR TO ANY ACTUAL SOIL DISTURBANCE TAKING PLACE. FAILURE TO DO SO WILL RESULT IN THE ISSUANCE OF A NOTICE OF VIOLATION. IT IS THE OWNER'S AND/OR CONTRACTOR'S RESPONSIBILITY TO CONTACT THE FLUVANNA COUNTY, DEPARTMENT OF ENGINEERING, FOR PERMIT DETAILS, APPLICATION, AND APPROVALS. 15. APPROVAL OF AN EROSION AND SEDIMENT CONTROL PLAN AND ACQUISITION OF A LAND DISTURBING PERMIT DOES NOT RELIEVE THE OWNER/DEVELOPER FROM OBTAINING APPLICABLE FEDERAL, STATE, AND OTHER LOCAL PERMITS, OR FROM COMPLYING WITH PERTINENT FEDERAL, STATE, AND LOCAL LAWS AND REGULATIONS.

MS-19 (STORMWATER MANAGEMENT NARRATIVE)

AS STATED UNDER MS-19 (SECTION N), "COMPLIANCE WITH THE WATER QUANTITY MINIMUM STANDARDS SET OUT IN 9VAC25-870-66 OF THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMP) PERMIT REGULATIONS SHALL BE DEEMED TO SATISFY THE REQUIREMENTS OF MINIMUM STANDARD 19." THE CHANNEL PROTECTION CRITERIA 9VAC25-870-66(B)(3) WAS MET AS THE ENERGY BALANCE CALCULATION WAS SATISFIED, SEE CALCULATION ON SHEET C5.2. THE FLOOD PROTECTION CRITERIA 9VAC25-870-66(C)(2)(B) WAS MET AS THE 10-YR POST-DEVELOPMENT PEAK FLOW WAS REDUCED FROM THE PRE-DEVELOPMENT PEAK FLOW, SEE CALCULATION ON SHEET C5.2. SEE SHEET C5.2 FOR OUTLET PROTECTION SIZING AND ADDITIONAL CALCULATIONS AND DETAILS FOR THE APPROACH TO COMPLIANCE FOR VIRGINIA EROSION AND SEDIMENT CONTROL MINIMUM STANDARD MS-19.

EROSION AND SEDIMENT CONTROL FLUVANNA COUNTY

(A) PURSUANT TO SECTION 62.1-44.15:54 OF THE CODE OF VIRGINIA, FLUVANNA COUNTY HEREBY ADOPTS THE REFERENCES, GUIDELINES, STANDARDS AND SPECIFICATIONS PROMULGATED BY THE VIRGINIA SOIL AND WATER CONSERVATION BOARD FOR THE EFFECTIVE CONTROL OF SOIL EROSION AND SEDIMENT DEPOSITION TO PREVENT THE UNREASONABLE DEGRADATION OF PROPERTIES, STREAM CHANNELS, WATERS AND OTHER NATURAL RESOURCES. SAID REGULATIONS, REFERENCES, GUIDELINES, STANDARDS AND SPECIFICATIONS ARE INCLUDED IN BUT NOT LIMITED TO THE "VIRGINIA EROSION AND SEDIMENT CONTROL REGULATIONS," THE "VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK" AND "VIRGINIA STORMWATER MANAGEMENT HANDBOOK" AS AMENDED.

(B) EXCEPT AS OTHERWISE PROVIDED IN THIS CHAPTER, NO PERSON MAY ENGAGE IN ANY LAND DISTURBING ACTIVITY UNTIL SUCH PERSON HAS SUBMITTED TO THE ADMINISTRATOR AN EROSION AND SEDIMENT CONTROL PLAN FOR SUCH LAND-DISTURBING ACTIVITY AND UNTIL THAT PLAN FOR SUCH LAND-DISTURBING ACTIVITY HAS BEEN REVIEWED AND APPROVED BY THE ADMINISTRATOR. UPON THE DEVELOPMENT OF AN ONLINE REPORTING SYSTEM BY THE VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY, THE ADMINISTRATOR SHALL OBTAIN EVIDENCE OF VIRGINIA STORMWATER MANAGEMENT PROGRAM PERMIT COVERAGE WHERE IT IS REQUIRED PRIOR TO PROVIDING APPROVAL TO BEING LAND DISTURBANCE.

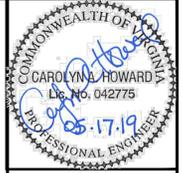
(C) THE PROVISIONS OF THIS CHAPTER SHALL APPLY TO ALL INCORPORATED TOWNS WITHIN THE BOUNDARIES OF THE COUNTY, UNLESS THE GOVERNING BODY OF ANY SUCH TOWN HAS, BY APPROPRIATE ACTION, ADOPTED AN EROSION AND SEDIMENTATION CONTROL PROGRAM SPECIFIC TO ITS JURISDICTION.

(D) ELECTRIC, NATURAL GAS, AND TELEPHONE UTILITY COMPANIES, INTERSTATE AND INTRASTATE NATURAL GAS PIPELINE COMPANIES AND RAILROAD COMPANIES SHALL FILE GENERAL EROSION AND SEDIMENTATION CONTROL SPECIFICATIONS ANNUALLY WITH THE VIRGINIA SOIL AND WATER CONSERVATION BOARD FOR REVIEW AND WRITTEN COMMENTS.

(E) THE PROVISIONS OF THIS CHAPTER SHALL NOT APPLY TO STATE AGENCY PROJECTS, EXCEPT AS PROVIDED FOR IN SECTION 62.1-44.15:56 OF THE CODE OF VIRGINIA.

(F) A PLAN FOR WHICH LAND-DISTURBING ACTIVITIES INVOLVING LANDS UNDER THE JURISDICTION OF THE COUNTY AND ONE OR MORE OTHER LOCALITIES MAY, AT THE OPTION OF THE APPLICANT, BE SUBMITTED TO THE STATE DIVISION OF SOIL AND WATER CONSERVATION FOR THE REVIEW AND APPROVAL, RATHER THAN SUBMISSION TO EACH JURISDICTION CONCERNED. HOWEVER, IF THE APPLICANT CHOOSES TO SUBMIT HIS PLANS TO THE STATE DIVISION OF SOIL AND WATER CONSERVATION RATHER THAN THE LOCAL JURISDICTION HE SHALL NOTIFY, BY CERTIFIED MAIL, THE ADMINISTRATOR OF HIS INTENTION AT THE SAME TIME OF SUBMITTAL.

(G) THE REQUIREMENTS OF THIS CHAPTER SHALL BE INTEGRATED AND IMPLEMENTED IN CONJUNCTION WITH ANY PROJECT REQUIRING COMPLIANCE PRIOR TO ANY LAND DISTURBING ACTIVITY, INCLUDING SUBDIVISIONS, SITE PLANS, AND ANY OTHER PLANS OF DEVELOPMENT; THOSE PROJECTS WITHIN THE FLOOD HAZARD OVERLAY DISTRICT ESTABLISHED IN THE ZONING ORDINANCE, CHAPTER 22 OF THIS CODE; AND ANY DAM BREAK INUNDATION ZONE THAT HAS BEEN MAPPED AS PROVIDED IN SECTION 10.1-606.3 OF THE CODE OF VIRGINIA.



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EROSION AND SEDIMENT CONTROL NOTES FORK UNION FIRE TRAINING BUILDING SITE FLUVANNA COUNTY, VIRGINIA

Table with 2 columns: Field Name and Value. Fields include DESIGNED BY (BTC), DRAWN BY (TSE), CHECKED BY (CAH), SCALE (NONE), DATE (MAY 17, 2019), PROJECT NUMBER (18060133-010301), and C1.2.

EROSION CONTROL NARRATIVE

PROJECT DESCRIPTION
PROPOSED FIRE TRAINING BUILDING INCLUDING SITE GRADING AND INFRASTRUCTURE IMPROVEMENTS ON AN EXISTING 9.82 AC. LOT IN FLUVANNA COUNTY, VIRGINIA.

EXISTING CONDITIONS
APPROXIMATELY 1/4 OF THE EXISTING SITE CLOSEST TO JAMES MADISON HIGHWAY HAS BEEN CLEARED, AND CONTAINS A COMMUNITY CENTER ON IT. THE REMAINING SOUTHERN PORTION OF THE SITE IS HEAVILY WOODED. THE SITE SLOPES TOWARDS AN EXISTING CONCRETE DITCH AND MANMADE CHANNEL AT THE NORTH WESTERN END OF THE PROPERTY AT A SLOPE OF APPROXIMATELY 3%.

SOILS
THE SOILS ON THE SITE, PER USDA NRCS SOIL MAPPING, ARE CLASSIFIED AS AK-APPLYING SANDY LOAM, UNDULATING PHASED, HYDROLOGIC SOIL GROUP (HSG) "B".

ADJACENT AREAS
THE SUBJECT PROPERTY IS BORDERED BY A WOODED LOT TO THE SOUTH-WEST; FIRE STATION OWNED BY THE COUNTY TO THE NORTH-EAST; AND A WOODED LOT TO THE NORTH-WEST.

CRITICAL EROSION AREAS
THERE ARE NO CRITICAL EROSION AREAS IDENTIFIED FOR THIS SITE.

STOCKPILING
TEMPORARY SOIL STOCKPILE AREA(S) WILL BE LOCATED ON THE SITE (SEE SHEET C3.0 FOR LOCATION). CARE SHALL BE TAKEN TO ENSURE PROPER EROSION AND SEDIMENTATION CONTROL OF THE SITE AT ALL TIMES.

STRUCTURAL PRACTICES

- TEMPORARY CONSTRUCTION ENTRANCE - 3.02
A STONE PAD, LOCATED AT THE POINT OF VEHICULAR INGRESS AND EGRESS TO THE CONSTRUCTION SITE. THE PURPOSE IS TO PREVENT OR REDUCE THE AMOUNT OF MUD TRANSPORTED TO THE PUBLIC ROAD. SEDIMENT DISLODGED OR WASHED FROM THE VEHICLE SHOULD BE CONTAINED WITHIN A PROPER SEDIMENT TRAPPING AREA. ALL VEHICLES ENTERING AND EXISTING A DISTURBED AREA SHALL USE THE ENTRANCE.
- SUPER SILT FENCING (WITH WIRE BACKING) - 3.05
TO BE INSTALLED DOWN SLOPE OF DISTURBED AREAS TO FILTER SEDIMENT LADEN RUNOFF.
- INLET PROTECTION - 3.07
TO BE INSTALLED ON EXISTING INLETS PRIOR TO CONSTRUCTION AND ALL PROPOSED INLETS AS THEY ARE INSTALLED TO FILTER SEDIMENT LADEN RUNOFF BEFORE ENTERING STORM DRAIN INLETS AND PIPING SYSTEMS.
- OUTLET PROTECTION - 3.18
OUTLET PROTECTION APPLICABLE TO THE OUTLETS OF ALL PIPES AND ENGINEERED CHANNEL SECTIONS.
- TREE PROTECTION - 3.38
TEMPORARY FENCE TO BE INSTALLED AROUND TREES OR VEGETATION TO REMAIN TO PREVENT DAMAGE DURING CONSTRUCTION. THE FENCING SHALL BE INSTALLED ALONG THE DRIP LINE OF THE TREE WHERE POSSIBLE. NO CONSTRUCTION TRAFFIC OR STORAGE OF MATERIALS IS ALLOWED WITHIN THE FENCING.

VEGETATIVE PRACTICES

GENERAL: A PERMANENT VEGETATIVE COVER SHALL BE ESTABLISHED ON DENUDED AREAS NOT OTHERWISE PERMANENTLY STABILIZED BY CONCRETE, PAVEMENT OR LANDSCAPED MULCHED BEDS. PERMANENT VEGETATION SHALL NOT BE CONSIDERED ESTABLISHED UNTIL A GROUND COVER IS ACHIEVED THAT IS UNIFORM, MATURE ENOUGH TO SURVIVE AND WILL INHIBIT EROSION. NEW VEGETATION SHALL BE MAINTAINED FOR ONE FULL YEAR AFTER PLANTING. NEW SEEDING SHALL BE SUPPLIED WITH ADEQUATE MOISTURE, ESPECIALLY LATE IN THE SEASON, AND IN ABNORMALLY HOT OR DRY WEATHER. STABILIZATION PRACTICES SHALL BE ACCOMPLISHED IN ACCORDANCE WITH THE APPROPRIATE VESCH STD. & SPEC. AND AS PER THE EROSION AND SEDIMENT CONTROL PLAN. SELECTION OF THE APPROPRIATE SEED MIXTURE FOR TEMPORARY SEEDING WILL DEPEND UPON THE TIME OF YEAR IT IS APPLIED.

- TOPSOILING - 3.30
A 2" TO 4" LAYER OF TOPSOIL SHALL BE APPLIED TO ALL LANDSCAPED AND GRASSED AREAS. THE TOPSOIL SHALL BE FREE OF ROCKS AND DEBRIS. TOPSOIL ALLOWS A STRONGER AND HEALTHIER STAND OF GRASS TO ESTABLISH QUICKLY TO STABILIZE UNPAVED AREAS OF THE SITE.
- TEMPORARY SEEDING - 3.31
TEMPORARY SEEDING SHALL BE APPLIED OVER ALL DISTURBED AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE WITHIN 14 DAYS. AREAS SHALL BE RESEDED AS REQUIRED TO MAINTAIN A HEALTHY STAND OF VEGETATION WHICH IS CAPABLE OF PREVENTING EROSION. TEMPORARY SEEDING MIXES AND MAINTENANCE PROCEDURES SHALL BE AS DESCRIBED IN VESCH STD. & SPEC. 3.31.
- PERMANENT SEEDING - 3.32
PERMANENT SEEDING SHALL BE APPLIED TO ALL AREAS WITHIN SEVEN (7) DAYS OF ACHIEVING FINAL GRADE WHICH WILL NOT RECEIVE HARDSCAPE OR OTHER LANDSCAPE. PERMANENT SEEDING SHALL ALSO BE USED ON ALL AREAS NOT AT FINAL GRADE BUT WILL BE LEFT DORMANT FOR A PERIOD OF MORE THAN ONE (1) YEAR. IF CONFLICTS EXIST BETWEEN THE PROJECT SPECIFICATIONS AND THE VESCH STD. & SPEC. 3.32, THE MORE STRINGENT REQUIREMENT SHALL APPLY. PERMANENT SEEDING MIXES AND RATES, SOIL TESTING REQUIREMENTS AND MAINTENANCE PROCEDURES ARE FOUND IN VESCH STD. & SPEC. 3.32.
- MULCHING - 3.35
APPLICATION OF PLANT RESIDUES OR OTHER SUITABLE MATERIALS TO THE SOIL SURFACE TO PREVENT EROSION BY PROTECTING THE SOIL SURFACE FROM RAINDROP IMPACT AND REDUCING THE VELOCITY OF OVERLAND FLOW. IT IS ALSO USED TO FOSTER THE GROWTH OF VEGETATION BY INCREASING AVAILABLE MOISTURE AND PROVIDING INSULATION AGAINST EXTREME HEAT AND COLD. MULCHING WILL BE APPLIED THROUGHOUT CONSTRUCTION ON DENUDED AREAS. APPLICATION RATES AND MULCHING TYPES ARE FOUND IN VESCH STD. & SPEC. 3.35.
- DUST CONTROL - 3.39
DUST CONTROL MEASURES SHALL BE USED OVER THE ENTIRE SITE TO REDUCE SURFACE AND AIR MOVEMENT OF DUST DURING LAND DISTURBANCE, DEMOLITION, AND CONSTRUCTION ACTIVITIES.

MANAGEMENT STRATEGIES

- CONSTRUCTION WILL BE SEQUENCED SO THAT GRADING OPERATIONS CAN BEGIN AND END AS QUICKLY AS POSSIBLE.
- THE CONSTRUCTION ENTRANCE, THE PROPOSED SILT FENCES, TREE PROTECTION AND INLET PROTECTION MUST BE INSTALLED FIRST WITH MINIMAL AMOUNTS OF CLEARING AND GRADING.
- STOCKPILES SHALL BE PROTECTED WITH SILT FENCING AT ALL TIMES AND SEEDED IF LEFT TO REMAIN ON THIS SITE FOR A PERIOD OF MORE THAN 14 DAYS.

- TEMPORARY SEEDING OR OTHER STABILIZATION WILL FOLLOW IMMEDIATELY AFTER GRADING.
- THE CONTRACTOR (JOB SUPERINTENDENT) SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROL PRACTICES.
- WITHIN 30 DAYS AFTER ACHIEVING ADEQUATE STABILIZATION, THE TEMPORARY EROSION AND SEDIMENT CONTROLS SHALL BE REMOVED ONLY WITH THE APPROVAL OF THE ENVIRONMENTAL INSPECTOR.

PERMANENT STABILIZATION

PERMANENT STABILIZATION SHALL BE APPLIED TO ALL DISTURBED AREAS THAT ARE TO BE LEFT DORMANT FOR A YEAR OR MORE. ALL AREAS WITHIN THE LIMITS OF DISTURBANCE SHALL BE STABILIZED WITH PERMANENT SEEDING, LANDSCAPING OR PAVEMENT FOLLOWING THE FINAL GRADING (SEE PERMANENT SEEDING TABLE SHEET C6.0).

EROSION CONTROL SEQUENCE OF CONSTRUCTION

- INSTALL TEMPORARY STONE CONSTRUCTION ENTRANCE.
- INSTALL PERIMETER EROSION CONTROL DEVICES LOCATED WITHIN THE LIMITS OF LAND DISTURBANCE. CONTACT FLUVANNA COUNTY EROSION CONTROL INSPECTOR FOR INSPECTION PRIOR TO COMMENCING ANY LAND DISTURBANCE. LAND DISTURBANCE MAY NOT OCCUR UNTIL THE INSTALLATION OF THE INITIAL EROSION & SEDIMENT CONTROL MEASURES HAS BEEN APPROVED BY THE ENVIRONMENTAL INSPECTOR.
- BEGIN SITE DEMOLITION ACTIVITIES INCLUDING TREE REMOVAL AND SELECTIVE SITE DEMOLITION ACTIVITIES PER COORDINATION WITH APPROPRIATE AUTHORITIES AND UTILITY OWNER'S.
- ADJUST ALL EROSION CONTROL DEVICES AS NECESSARY IN ORDER TO MAINTAIN PROPER FUNCTION AND EACH DEVICE SHALL BE MAINTAINED AS NECESSARY TO PROMOTE CORRECT OPERATION.
- CONSTRUCT PHASE 1 INFRASTRUCTURE (INCLUDING INLET PROTECTION) & UNDERGROUND UTILITIES.
- BEGIN PHASE 2 OF THE EROSION CONTROL PLAN AND COMPLETE CONSTRUCTION OF THE PAVEMENT AREAS.
- STABILIZE SITE DURING AND AT THE CONCLUSION OF CONSTRUCTION PER VESCH STDS.
- AFTER ALL UPSLOPE AREAS HAVE BEEN STABILIZED, AND ONLY WITH THE APPROVAL OF THE FLUVANNA COUNTY EROSION CONTROL INSPECTOR, REMOVE ALL REMAINING EROSION CONTROL DEVICES.

MAINTENANCE

PRIOR TO ANY LAND DISTURBING ACTIVITY, A LAND DISTURBANCE/VPDES PERMIT MUST BE SECURED. IN GENERAL, ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSPECTED PER THE REQUIREMENTS OF THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSWMP) CONSTRUCTION GENERAL PERMIT (CGP). DURING CONSTRUCTION, THE CONTRACTOR'S DESIGNATED RLD WILL BE RESPONSIBLE FOR INSPECTIONS AND REPAIR OF DAMAGED EROSION/SEDIMENT CONTROL MEASURES. THE FOLLOWING ITEMS WILL BE CHECKED IN PARTICULAR:

- THE STONE CONSTRUCTION ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD OFF OF THE SITE. THE STONE MAY NEED TO BE WASHED AND REWORKED OR ADDITIONAL STONE ADDED TO ENSURE THE ENTRANCE IS PROPERLY FUNCTIONING.
- THE SILT FENCE, TREE PROTECTION AND INLET PROTECTION BARRIERS SHALL BE CHECKED FOR UNDERMINING AND DETERIORATION OF OR DAMAGE TO THE FABRIC. DAMAGES SHALL BE IMMEDIATELY REPAIRED. SEDIMENT SHALL BE REMOVED WHEN THE LEVEL OF SEDIMENT DEPOSITION REACHES ONE HALF THE HEIGHT OF THE BARRIER.
 - LOW POINTS IN THE SILT FENCE SHALL BE CHECKED FOR DAMAGE CAUSED BY PONDING WATER. IF DAMAGE IS FOUND, ADDITIONAL ROWS OF SILT FENCE SHALL BE PLACED BEHIND AND PARALLEL TO THE PRIMARY ROW AT INCREMENTS OF ONE FOOT AS REQUIRED.
 - SILT FENCE 'DAMS' INSTALLED PERPENDICULAR TO THE PRIMARY RUN TO SLOW RUNOFF ALONG THE SILT FENCE SHALL BE CHECKED FOR SCOUR AROUND THE EDGE. IF SCOURING IS OBSERVED, ADDITIONAL SECTIONS ARE TO BE PLACED UPHILL IN SMALLER INCREMENTS AS NEEDED.
- THE STORM DRAIN INLET PROTECTION SHALL BE INSPECTED AFTER EACH RAIN AND REPAIRS MADE AS NEEDED. SEDIMENT SHALL BE REMOVED ONCE IT HAS REACHED ONE HALF THE DESIGN DEPTH OF THE TRAP. REMOVED SEDIMENT SHALL BE DEPOSITED IN A SUITABLE AREA AND IN SUCH A MANNER THAT IT WILL NOT ERODE. IF THE STONE FILTER BECOMES CLOGGED WITH SEDIMENT SO THAT IT NO LONGER ADEQUATELY PERFORMS ITS FUNCTION, THE STONE MUST BE PULLED AWAY FOR THE BLOCKS, CLEANED AND/OR REPLACED.
- THE SEEDED AND MULCHED AREAS SHALL BE CHECKED REGULARLY TO ENSURE THAT A GOOD STAND IS MAINTAINED. AREAS SHOULD BE FERTILIZED AND RESEDED AS NEEDED. REFER TO ESC TECHNICAL BULLETIN #4. PROVIDE REMEDIAL STABILIZATION AND SEEDING FOR A PERIOD OF ONE YEAR AFTER CONSTRUCTION.



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EROSION AND SEDIMENT CONTROL NARRATIVE
FORK UNION FIRE TRAINING
BUILDING SITE
FLUVANNA COUNTY, VIRGINIA

REVISIONS

DESIGNED BY:	BTC
DRAWN BY:	TSE
CHECKED BY:	CAH
SCALE:	NONE
DATE:	MAY 17, 2019
PROJECT NUMBER:	18060133-010301

C1.3

TMP 51-A-129A
BOARD OF SUPERVISORS
FLUVANNA COUNTY
DB 166 PG 433
ZONING I-1

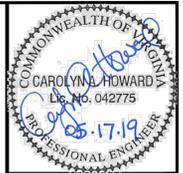
DEMOLITION LEGEND

TO BE REMOVED

EROSION SEDIMENT CONTROL LEGEND

No.	TITLE	KEY	SYMBOL
3.02	TEMPORARY STONE CONSTRUCTION ENTRANCE	CE	
3.05	SUPER SILT FENCE	SSF	
3.09	DIVERSION DIKE	DD	
3.18	OUTLET PROTECTION	OP	
3.31	TEMPORARY SEEDING	TS	
3.35-A	MULCHING	MU	
3.38	TREE PROTECTION	TP	
3.39	DUST CONTROL	DC	

LOD LIMITS OF DISTURBANCE 0.97 AC.
DRAINAGE AREA



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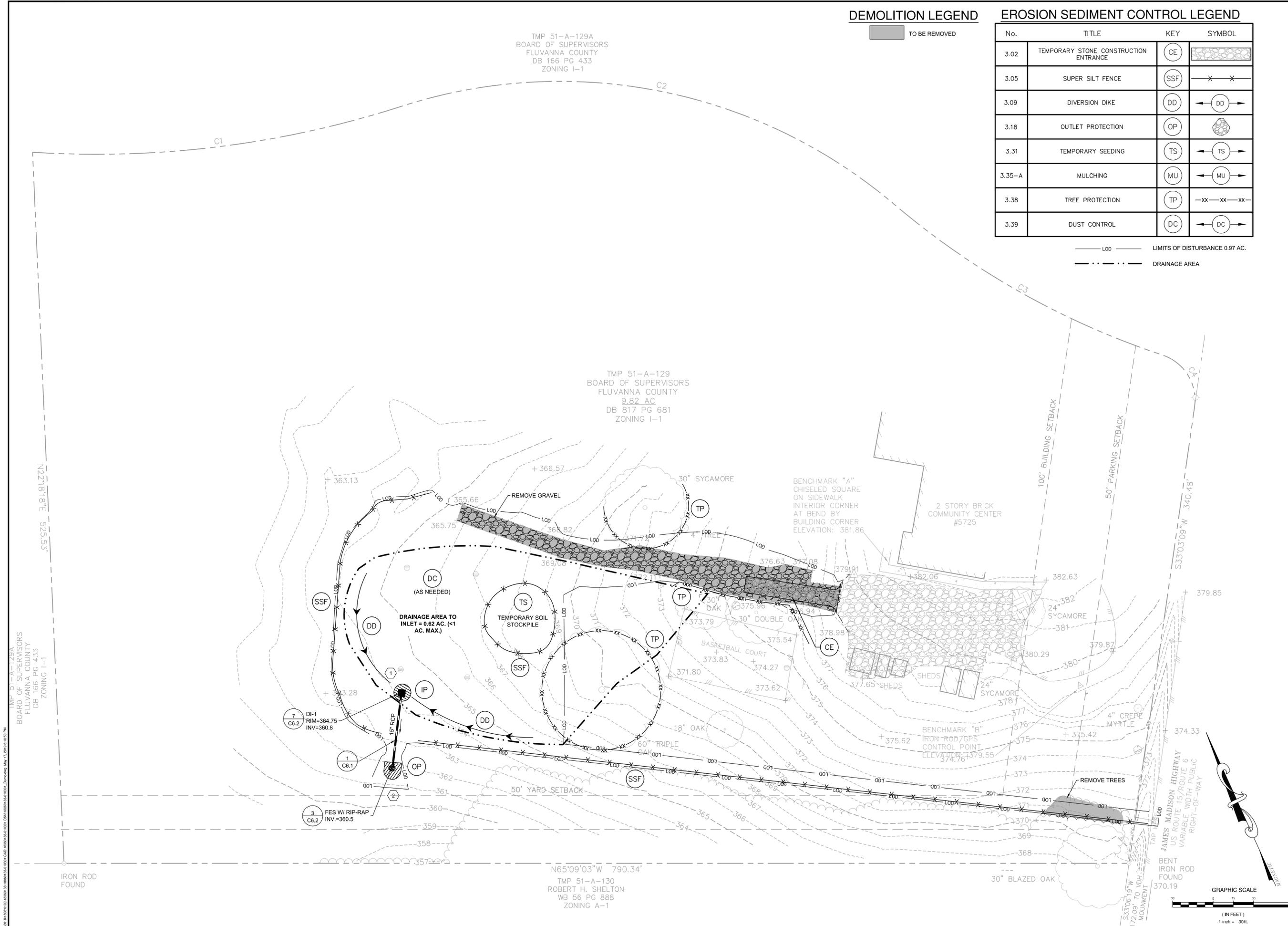


DEMOLITION AND PHASE 1 E&S PLAN FORK UNION FIRE TRAINING BUILDING SITE FLUVANNA COUNTY, VIRGINIA

REVISIONS

DESIGNED BY:	BTC
DRAWN BY:	TSE
CHECKED BY:	CAH
SCALE:	1"=30'
DATE:	MAY 17, 2019
PROJECT NUMBER:	18060133-010301

C3.0

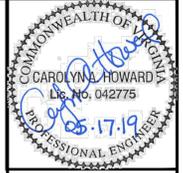


TMP 51-A-129A
BOARD OF SUPERVISORS
FLUVANNA COUNTY
DB 166 PG 433
ZONING I-1

N65°09'03"W 790.34'
TMP 51-A-130
ROBERT H. SHELTON
WB 56 PG 888
ZONING A-1

IRON ROD FOUND

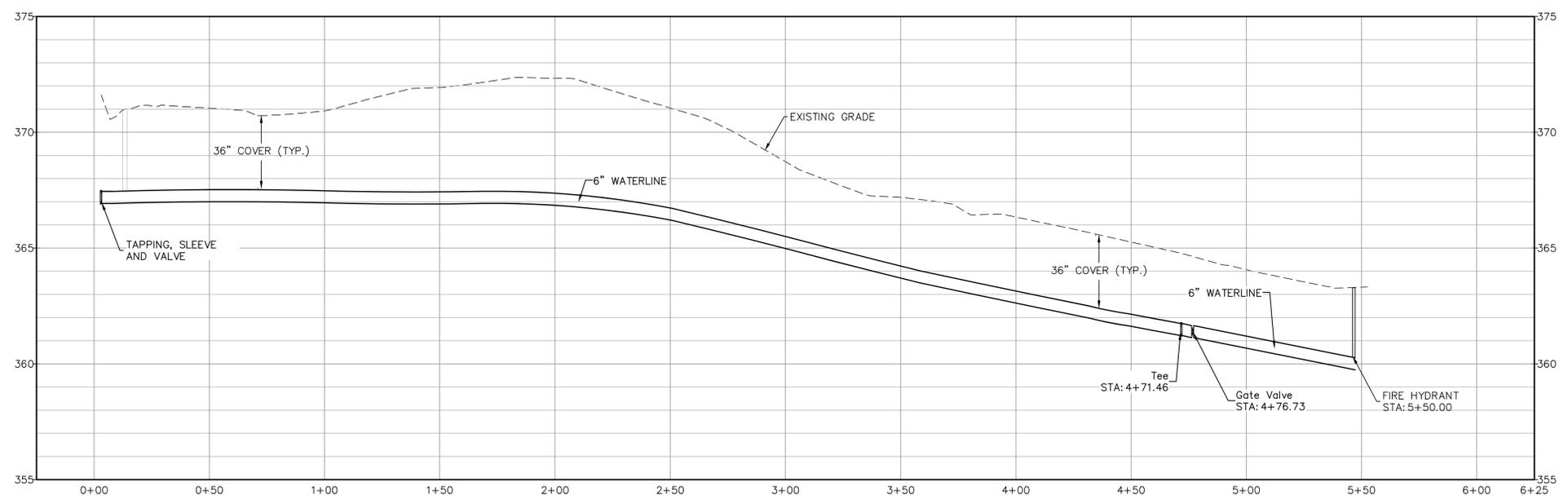
GRAPHIC SCALE
(IN FEET)
1 inch = 30ft.



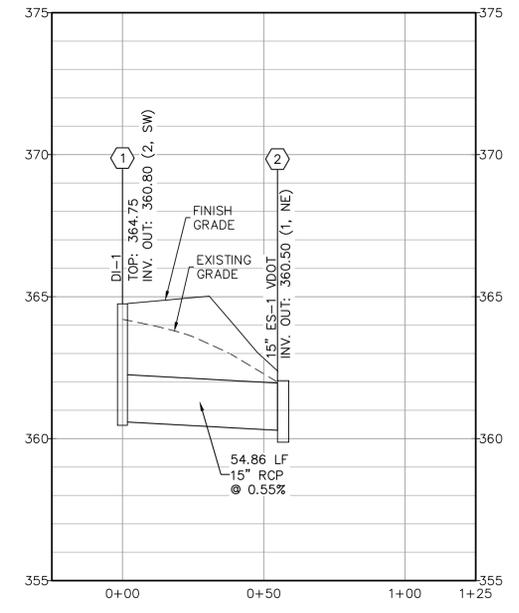
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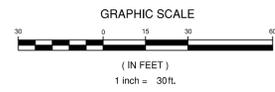
- Raleigh, NC
- Fayetteville, NC
- Northern Virginia
- Virginia Beach, VA
- Richmond, VA
- Blacksburg, VA
- Hampton Roads, VA



WATERLINE PROFILE – Scale: H: 1"=30', V: 3'



STORM PROFILE – Scale: H: 1"=30', V: 3'

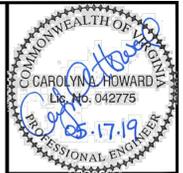


WATER AND STORM PROFILES
 FORK UNION FIRE TRAINING
 BUILDING SITE
 FLUVANNA COUNTY, VIRGINIA

REVISIONS

DESIGNED BY:	BTC
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SCALE:	1"=30'
DATE:	MAY 17, 2019
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C4.1



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**GRADING AND PHASE 2 E&S PLAN
 FORK UNION FIRE TRAINING
 BUILDING SITE
 FLUVANNA COUNTY, VIRGINIA**

REVISIONS

DESIGNED BY:	BTC
DRAWN BY:	TSE
CHECKED BY:	CAH
SCALE:	1"=30'
DATE:	MAY 17, 2019
PROJECT NUMBER:	18060133-010301

C5.0

EROSION SEDIMENT CONTROL LEGEND

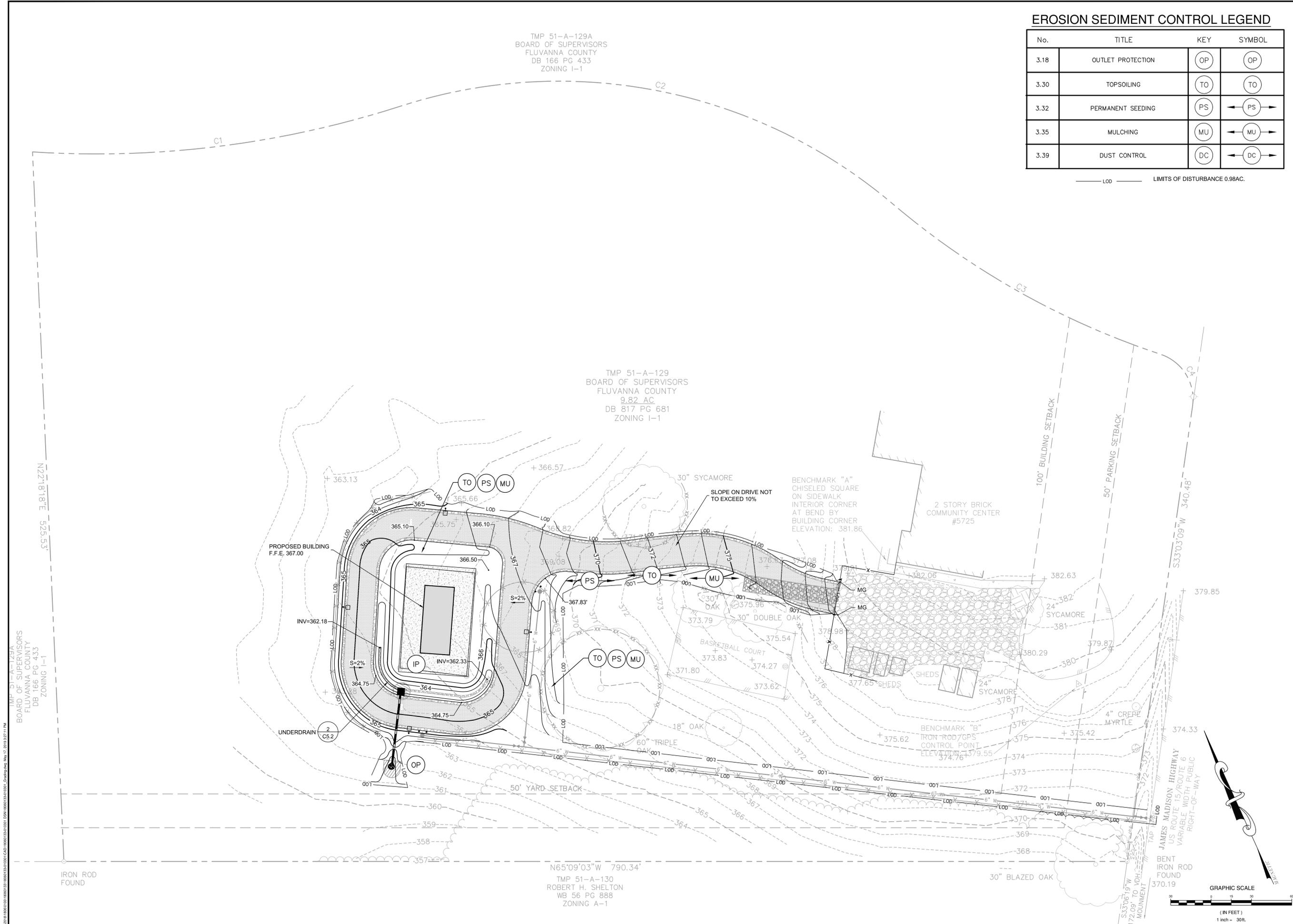
No.	TITLE	KEY	SYMBOL
3.18	OUTLET PROTECTION	OP	OP
3.30	TOPSOILING	TO	TO
3.32	PERMANENT SEEDING	PS	← PS →
3.35	MULCHING	MU	← MU →
3.39	DUST CONTROL	DC	← DC →

— LOD — LIMITS OF DISTURBANCE 0.98AC.

TMP 51-A-129A
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 ZONING I-1

TMP 51-A-129
 BOARD OF SUPERVISORS
 FLUVANNA COUNTY
 9.82 AC
 DB 817 PG 681
 ZONING I-1

N65°09'03"W 790.34'
 TMP 51-A-130
 ROBERT H. SHELTON
 WB 56 PG 888
 ZONING A-1



TMP 51-A-129A
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 DB 166 PG 433
 ZONING I-1

N22°18'18"E 525.53'

GRAPHIC SCALE
 (IN FEET)
 1 inch = 30ft.

TR-55 CALCULATIONS SUMMARY FOR 1-YR & 10-YR STORM EVENTS
FLOOD PROTECTION 9VAC25-870-66(C)(2)(B))

Subsection: Master Network Summary

Catchments Summary

Label	Scenario	Return Event (years)	Hydrograph Volume (ac-ft)	Time to Peak (hours)	Peak Flow (ft ³ /s)
DA-PRE	1-Yr Storm	1	0.026	12.000	0.36
DA-PRE	10-Yr Storm	10	0.119	11.950	2.10
DA-1	1-Yr Storm	1	0.065	11.950	1.17
DA-1	10-Yr Storm	10	0.154	11.900	2.70
DA-2	1-Yr Storm	1	0.015	12.000	0.24
DA-2	10-Yr Storm	10	0.060	11.950	1.08

Node Summary

Label	Scenario	Return Event (years)	Hydrograph Volume (ac-ft)	Time to Peak (hours)	Peak Flow (ft ³ /s)
O-A (POST)	1-Yr Storm	1	0.028	12.000	0.24
O-A (POST)	10-Yr Storm	10	0.161	12.000	2.04
O-A (PRE)	1-Yr Storm	1	0.026	12.000	0.36
O-A (PRE)	10-Yr Storm	10	0.119	11.950	2.10

Pond Summary

Label	Scenario	Return Event (years)	Hydrograph Volume (ac-ft)	Time to Peak (hours)	Peak Flow (ft ³ /s)	Maximum Water Surface Elevation (ft)	Maximum Pond Storage (ac-ft)
PO-1 (IN)	1-Yr Storm	1	0.065	11.950	1.17	(N/A)	(N/A)
PO-1 (OUT)	1-Yr Storm	1	0.013	14.000	0.04	364.76	0.044
PO-1 (IN)	10-Yr Storm	10	0.154	11.900	2.70	(N/A)	(N/A)
PO-1 (OUT)	10-Yr Storm	10	0.100	12.100	1.19	365.00	0.069

FC File Training.ppc 5/15/2019
Benley Systems, Inc. Haestad Methods Solution Center
27 Siemon Company Drive Suite 200 W Watertown, CT 06795 USA +1-203-755-1666
PondPack CONNECT Edition (10/02/2018) Page 1 of 1

THE POST-DEVELOPMENT FLOW OF 2.04 CFS IS LESS THAN THE PRE-DEVELOPMENT FLOW OF 2.10 CFS.

ENERGY BALANCE EQUATION (CHANNEL PROTECTION 9VAC25-870-66(B)(3))

0.98 Ac. Energy Balance Site Area
0.9 IF Improvement Factor (0.8 for sites greater than 1 acre & 0.9 for sites less than or equal to 1 acres)

OUTFALL	ENERGY BALANCE COMPLIANCE TABLE								
	1-YEAR STORM EVENT				FORESTED CONDITION				
	VOLUME (AC-FT)		PEAK (CFS)		Q ALLOW (CFS)	VOL (AC-FT)	PEAK (CFS)	Q ALLOW (CFS)	COMPLIANCE?
A	0.026	0.028	0.36	0.24	0.30	0.009	0.02	0.01	

NOTE: UNDER NO CONDITION SHALL Q DEVELOPED BE GREATER THAN Q PRE-DEVELOPED NOR SHALL Q DEVELOPED BE REQUIRED TO BE LESS THAN THAT CALCULATED AS Q ALLOW IN THE FORESTED CONDITION SECTION ABOVE.

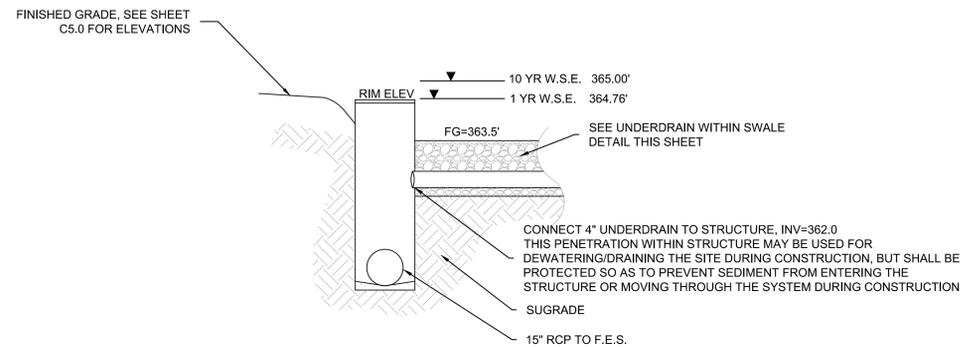
THE POST DEVELOPMENT FLOW OF 0.24 CFS IS LESS THAN THE ALLOWABLE FLOW OF 0.30 CFS.

10-YR HYDRAULIC PIPE CALCULATION (MANNING'S EQUATION)

Set units: m mm ft in

Parameter	Value	Units
Pipe diameter, d ₀	15	in
Manning roughness, n ?	.013	
Pressure slope (possibly ? equal to pipe slope), S ₀	.5	% rise/run
Percent of (or ratio to) full depth (100% or 1 if flowing full)	47	%

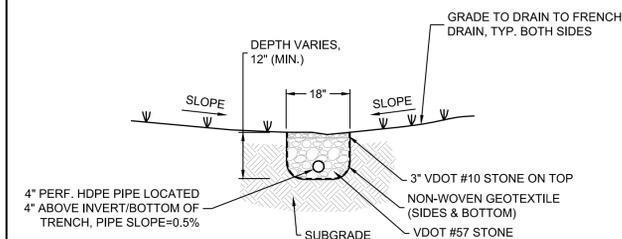
Results	Value	Units
Flow, Q	2.0532	cfs
Velocity, v	3.6229	ft/sec
Velocity head, h _v	2.4479	in
Flow area	0.5668	ft ²
Wetted perimeter	1.8884	ft
Hydraulic radius	0.3001	ft
Top width, T	1.2477	ft
Froude number, F	0.95	
Shear stress (tractive force), tau	4.4850	N/m ²



1 SECTION TAKEN AT STRUCTURE #1
C5.2 NOT TO SCALE

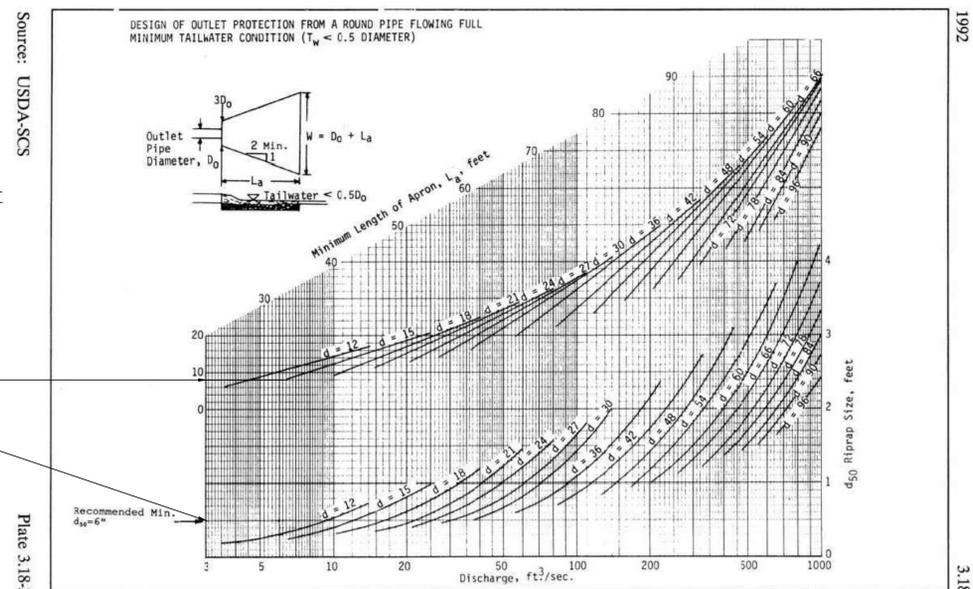
STABILIZATION & MAINTENANCE NOTES:

- TREAT ALL DISTURBED AREAS WITH TOPSOILING, PERMANENT SEEDING & MULCHING.
- MAINTAIN DURING CONSTRUCTION PER VESCH STD. & SPEC 3.28.



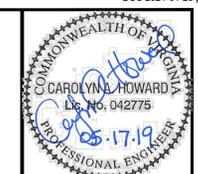
2 UNDERDRAIN WITHIN SWALE TO CONNECT TO DI-1
C5.0/C5.2 NOT TO SCALE

OUTLET PROTECTION SIZING CALCULATION



OUTLET PROTECTION SIZING CHART
PIPE 1-2 (15" RCP)

D₀ = 1.25'
3D₀ = 3.75'
La = 8'
W = D₀ + La = 9.25'



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STORMWATER MANAGEMENT CALCS & DETAILS
FORK UNION FIRE TRAINING
BUILDING SITE
FLUVANNA COUNTY, VIRGINIA

REVISIONS	
DESIGNED BY:	BTC
DRAWN BY:	TSE
CHECKED BY:	CAH
SCALE:	1" = 30'
DATE:	MAY 17, 2019
PROJECT NUMBER:	18060133-010301

C5.2

P:\018\18060133-010301\18060133-010301\018060133-010301.dwg, 17:20:19, 5/17/2019, 2:32:42 PM

TOPSOILING TO

FIELD EXPLORATION OF THE SITE SHALL BE MADE TO DETERMINE IF THERE IS SUFFICIENT SURFACE SOIL OF GOOD QUALITY TO JUSTIFY STRIPPING. TOPSOIL SHALL BE FRIABLE AND LOAMY (LOAM, SANDY LOAM, SILT LOAM, SANDY CLAY LOAM, CLAY LOAM). IT SHALL BE FREE OF DEBRIS, TRASH, STUMPS, ROCKS, ROOTS, AND NOXIOUS WEEDS, AND SHALL GIVE EVIDENCE OF BEING ABLE TO SUPPORT HEALTHY VEGETATION. IT SHALL CONTAIN NO SUBSTANCE THAT IS POTENTIALLY TOXIC TO PLANT GROWTH.

ALL TOPSOIL SHALL BE TESTED BY A RECOGNIZED LABORATORY FOR THE FOLLOWING CRITERIA:

- **ORGANIC MATTER** CONTENT SHALL BE NOT LESS THAN 1.5% BY WEIGHT.
 - **PH RANGE** SHALL BE FROM 6.0-7.5. IF PH IS LESS THAN 6.0, LIME SHALL BE ADDED IN ACCORDANCE WITH SOIL TEST RESULTS OR IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE VEGETATIVE ESTABLISHMENT PRACTICE BEING USED.
 - **SOLUBLE SALTS** SHALL NOT EXCEED 500 PPM.
- IF ADDITIONAL OFF-SITE TOPSOIL IS NEEDED, IT MUST MEET THE STANDARDS STATED ABOVE.

STRIPPING: TOPSOIL OPERATIONS SHOULD NOT BE PERFORMED WHEN THE SOIL IS WET OR FROZEN. STRIPPING SHALL BE CONFINED TO THE IMMEDIATE CONSTRUCTION AREA. A 4- TO 6-INCH STRIPPING DEPTH IS COMMON, BUT DEPTH MAY VARY DEPENDING ON THE PARTICULAR SOIL. ALL PERIMETER DIKES, BASINS, AND OTHER SEDIMENT CONTROLS SHALL BE IN PLACE PRIOR TO STRIPPING.

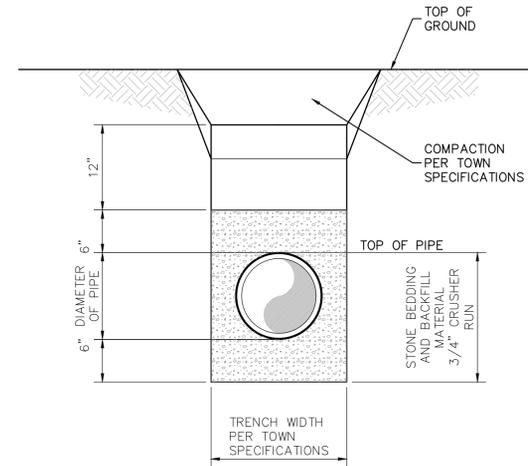
STOCKPILING: TOPSOIL SHALL BE STOCKPILED IN SUCH A MANNER THAT NATURAL DRAINAGE IS NOT OBSTRUCTED AND NO OFF-SITE SEDIMENT DAMAGE SHALL RESULT. STABILIZE OR PROTECT STOCKPILES IN ACCORDANCE WITH MS #2. SIDE SLOPES OF THE STOCKPILE SHALL NOT EXCEED 2:1. PERIMETER CONTROLS MUST BE PLACED AROUND THE STOCKPILE IMMEDIATELY; SEEDING OF STOCKPILES SHALL BE COMPLETED WITHIN 7 DAYS OF THE FORMATION OF THE STOCKPILE, IN ACCORDANCE WITH STD. & SPEC. 3.31. TEMPORARY SEEDING IF IT IS TO REMAIN DORMANT FOR LONGER THAN 30 DAYS (REFER TO MS #1 AND MS #2).

LIMING: WHERE THE PH OF THE SUBSOIL IS 6.0 OR LESS, OR THE SOIL IS COMPOSED OF HEAVY CLAYS, AGRICULTURAL LIMESTONE SHALL BE SPREAD IN ACCORDANCE WITH THE SOIL TEST OR THE VEGETATIVE ESTABLISHMENT PRACTICE BEING USED.

BONDING: AFTER THE AREAS TO BE TOPSOILED HAVE BEEN BROUGHT TO GRADE, AND IMMEDIATELY PRIOR TO DUMPING AND SPREADING THE TOPSOIL, THE SUBGRADE SHALL BE LOOSENED BY DISCING OR SCARIFYING TO A DEPTH OF AT LEAST 2 INCHES TO ENSURE BONDING OF THE TOPSOIL AND SUBSOIL.

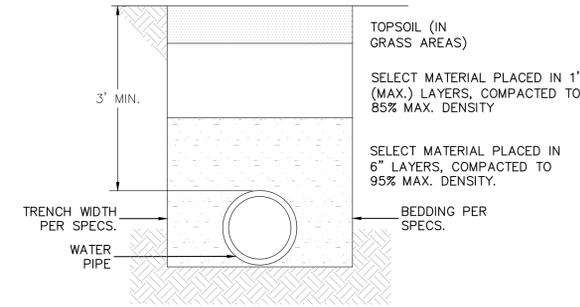
APPLYING TOPSOIL: TOPSOIL SHALL NOT BE PLACED WHILE IN A FROZEN OR MUDDY CONDITION. WHEN TOPSOIL OR SUBGRADE IS EXCESSIVELY WET, OR IN A CONDITION THAT MAY OTHERWISE BE DETRIMENTAL TO PROPER GRADING OR PROPOSED SODDING OR SEEDING, THE TOPSOIL SHALL BE UNIFORMLY DISTRIBUTED TO A MINIMUM COMPACTED DEPTH OF 2 INCHES ON 3:1 OR STEEPER SLOPES AND 4 INCHES ON FLATTER SLOPES. ANY IRREGULARITIES IN THE SURFACE, RESULTING FROM TOPSOILING OR OTHER OPERATIONS, SHALL BE CORRECTED IN ORDER TO PREVENT THE FORMATION OF DEPRESSIONS OR WATER POCKETS.

IT IS NECESSARY TO COMPACT THE TOPSOIL ENOUGH TO ENSURE GOOD CONTACT WITH THE UNDERLYING SOIL AND TO OBTAIN A LEVEL SEEDBED FOR THE ESTABLISHMENT OF HIGH MAINTENANCE TURF. HOWEVER, UNDUE COMPACTION IS TO BE AVOIDED AS IT INCREASES RUNOFF VELOCITY AND VOLUME, AND DETERS SEED GERMINATION. SPECIAL CONSIDERATION SHOULD BE GIVEN TO THE TYPES OF EQUIPMENT USED TO PLACE TOPSOIL IN AREAS TO RECEIVE FINE TURF. AVOID UNNECESSARY COMPACTION BY HEAVY MACHINERY WHENEVER POSSIBLE.

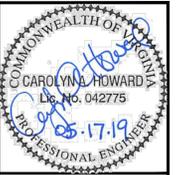


- NOTES:**
1. CONTRACTOR MUST INSURE THE STONE IS PROPERLY COMPACTED, ESPECIALLY UNDER THE HAUNCHES OF THE PIPE. 2. THOROUGHLY COMPACTED FILL AREA TO BE FREE OF CLODS, DEBRIS, ETC.

1 PIPE BEDDING AND BACKFILL DETAIL
C5.0/C6.1 NOT TO SCALE



2 WATERLINE TYPICAL TRENCH & BACKFILL
C4.0/C6.1 NOT TO SCALE



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DETAILS
FORK UNION FIRE TRAINING
BUILDING SITE
FLUVANNA COUNTY, VIRGINIA

REVISIONS

DESIGNED BY:	BTC
DRAWN BY:	TSE
CHECKED BY:	CAH
SCALE:	NONE
DATE:	MAY 17, 2019
PROJECT NUMBER:	18060133-010301

C6.1

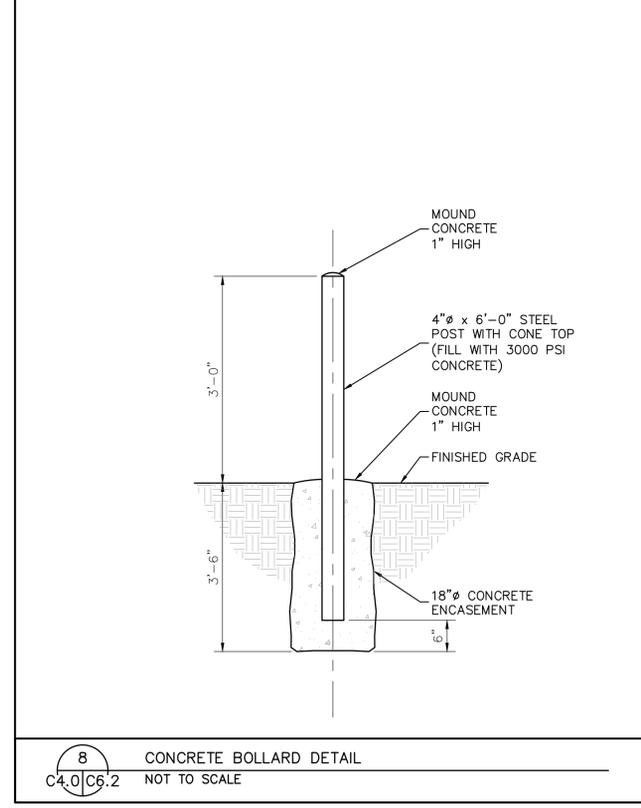
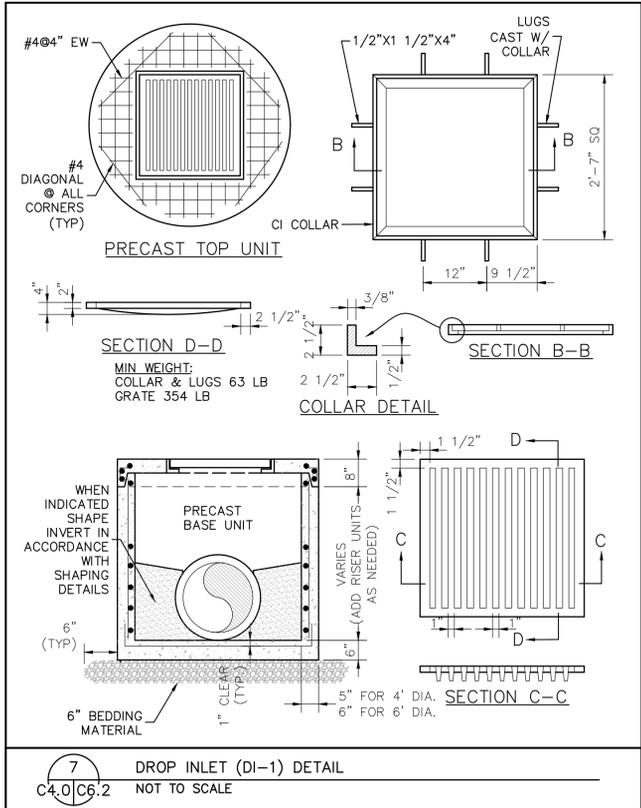
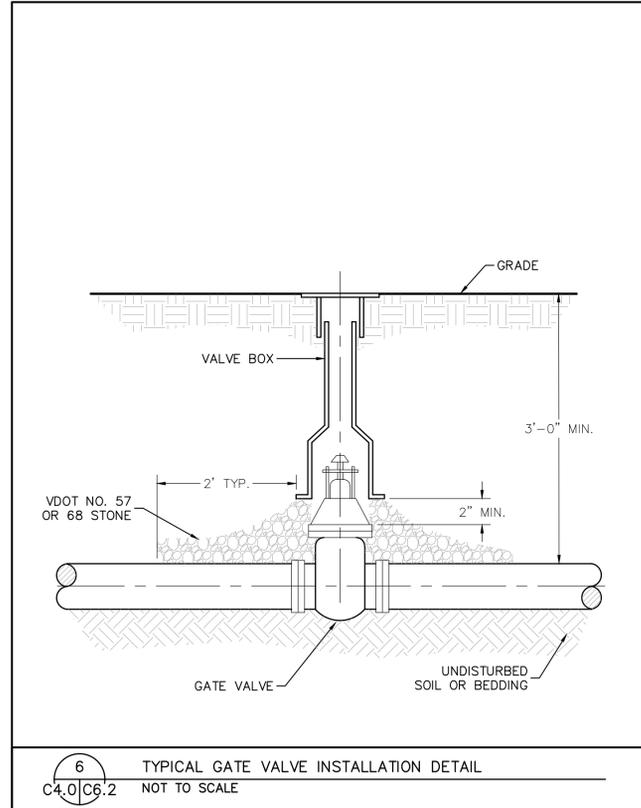
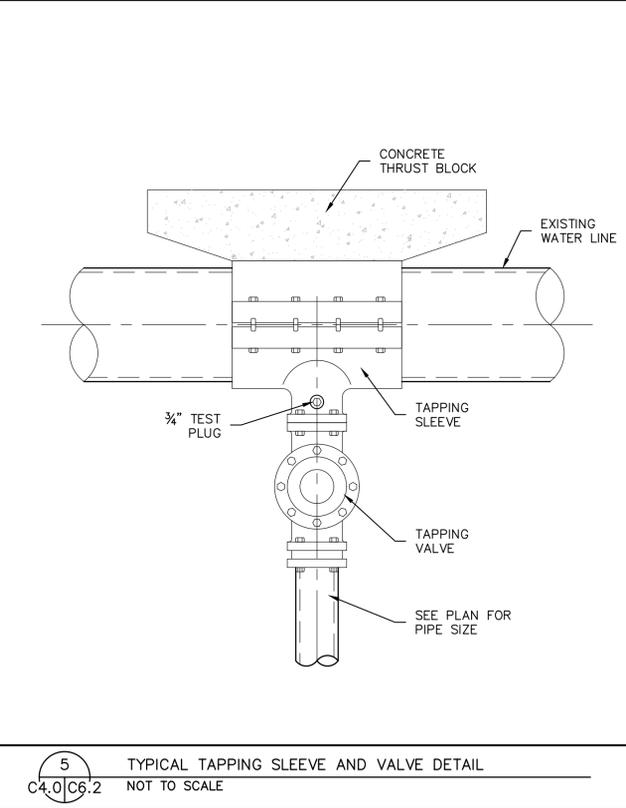
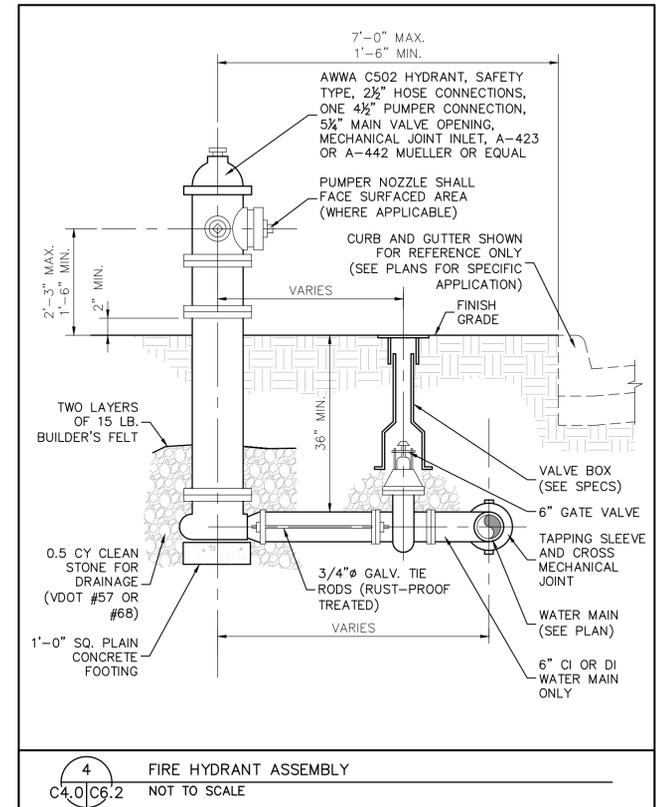
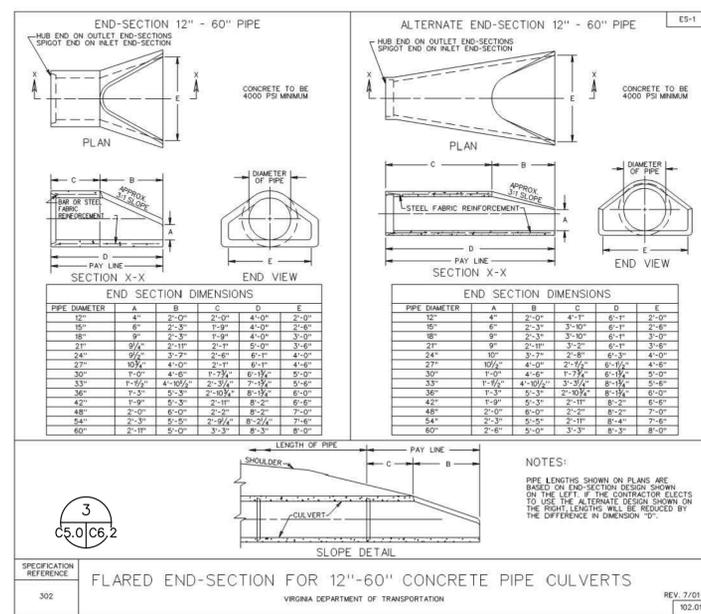
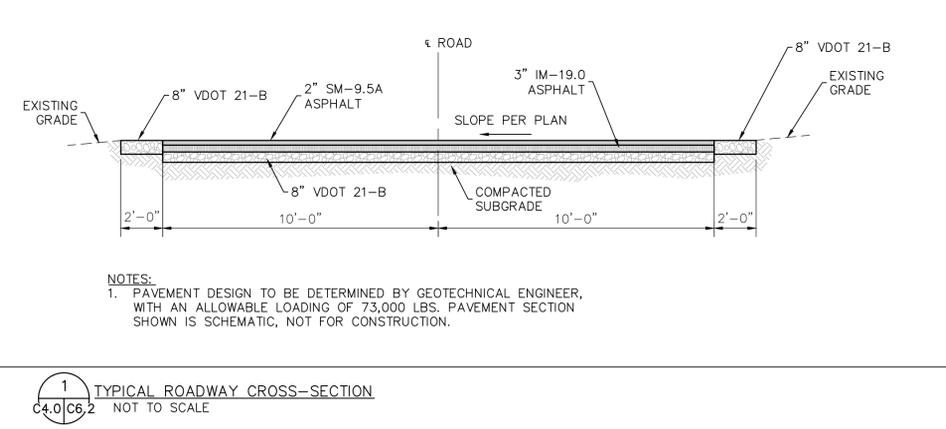


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DETAILS
 FORK UNION FIRE TRAINING BUILDING SITE
 FLUVANNA COUNTY, VIRGINIA

REVISIONS	
DESIGNED BY:	BTC
DRAWN BY:	TSE
CHECKED BY:	CAH
SCALE:	NONE
DATE:	MAY 17, 2019
PROJECT NUMBER:	18060133-010301

P:\018\18060133-010301\18060133-010301.dwg (18060133-010301) Date Plotted: May 17, 2019 2:30:21 PM

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

TAB B

MEETING DATE:	January 20, 2021				
AGENDA TITLE:	Draper Aden Project Agreement # 8 - Fork Union Property Site Development				
MOTION(s):	<p>Motion #1: I move the Board of Supervisors approve a supplemental appropriation of \$111,360.00 from the Unassigned Fund Balance to the project budget for the Fork Union Site Development, to increase the funds necessary for Project Agreement 8.</p> <p>Motion #2: I move the Board of Supervisors approve Project Agreement # 8 between Fluvanna County and Draper Aden to complete the Fork Union Property Site Development totaling \$111,360.00, and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney.</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):	Cyndi Toler, Purchasing Officer; Bryan Rothamel, Economic Development Coordinator				
PRESENTER(S):	Cyndi Toler, Purchasing Officer; Bryan Rothamel, Economic Development Coordinator				
RECOMMENDATION:	Recommend approval				
TIMING:	Routine				
DISCUSSION:	<ul style="list-style-type: none"> ❖ The Fork Union Property is available for economic development projects. The site was studied by the state economic development organization in 2019. ❖ The 2019 study showed the property as a Tier 2 property, needing additional due diligence to prepare it to be sold for economic development projects. ❖ Draper Aden Associates were part of the engineering firms conducting the 2019 study. They also are a contracted engineering firm for the County. ❖ DAA has proposed completing the requirements to make the property Tier 3. The County would then have a more marketable property for future projects. ❖ Items included are: <ul style="list-style-type: none"> ➤ Preliminary Geotechnical Exploration & Report ➤ Boundary Survey ➤ Topographic Survey ➤ Phase I Environmental Site Assessment ➤ Waters of the US Delineation and Determination ➤ Cultural Resources Review G. Threatened & Endangered Species Review ➤ Preliminary Engineering Report ➤ Master Plan Development ➤ Rezoning Assistance ➤ Traffic Impact Analysis (required for rezoning) 				
FISCAL IMPACT:	❖ \$111,360.00 from the Unassigned Fund Balance				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	❖ DRAPER ADEN PROJECT AGREEMENT # 8 - FORK UNION PROPERTY SITE				

	DEVELOPMENT				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X		X	

PROJECT AGREEMENT # 8
TERM CONTRACT BETWEEN COUNTY AND ARCHITECT/ENGINEER FOR
PROFESSIONAL SERVICES
Fork Union Property Site Development

This Project Agreement #8 (the “Project Agreement”) made this ____ day of _____, 2021, between Fluvanna County, Virginia (the “County”), a political subdivision of the Commonwealth of Virginia, and Draper Aden Associates, Inc., doing business as Draper Aden Associates (the “Consultant”), a Virginia corporation, is an addendum to that TERM CONTRACT BETWEEN COUNTY AND ARCHITECT/ENGINEER FOR PROFESSIONAL SERVICES dated the 22 day of October, 2018 (including all exhibits thereto the “Agreement”). All defined terms in the Agreement shall have the same meaning in this Project Agreement unless the context used herein requires otherwise.

Whereas, pursuant to the Agreement the County shall issue written task orders to the Consultant as services are needed;

Whereas the Agreement is for a term of one-year beginning on the date the County executed the Agreement, and subject to (4) additional one-year renewals by the County pursuant to the Agreement;

Whereas the Consultant submitted its “Proposal for Professional Services, Fork Union – Due Diligence, Draper Aden Associates Proposal No.: 18060133” dated January 7, 2021, (“the Proposal”) which is attached hereto as Exhibit 1 and incorporated by reference herein as a material part of this Project Agreement;

Whereas, the County desires that the Consultant complete all those services listed in the Proposal, including without limitation, Preliminary Geotechnical Exploration & Report, Boundary Survey, Topographic Survey, Phase I Environmental Site Assessment, Waters of the US Delineation and Determination, Cultural Resources Review, Threatened & Endangered Species Review, Preliminary Engineering Report, Master Plan Development, Rezoning Assistance, and Traffic Impact Analysis, as detailed therein (each a “Task”, together the “Services”); and

Whereas, the Consultant desires to accept the work and complete Tasks and the Services and all work necessary and related thereto (collectively the “Task Order”).

For good and valuable consideration, the parties hereby agree as follows:

ARTICLE I: THE AGREEMENT

The foregoing recitations are incorporated by reference into this Project Agreement.

This Project Agreement is an addendum to and made a material part of the Agreement. The parties hereto agree that except as specifically and expressly modified hereby that Agreement remains in full force and effect and the provisions of the Agreement are incorporated herein and are a material part hereof.

ARTICLE II: TASK ORDERS

Consultant shall provide all work and services necessary or desired to complete the Task Order consistent with all provisions of this Project Agreement, Exhibit 1 and the Agreement.

The County's project manager for technical inquiries relating to this Project Agreement shall be:

Mr. Bryan Rothamel
Economic Development Coordinator
132 Main Street
Post Office Box 540
Palmyra, VA 22963
E-mail: brothamel@fluvannacounty.org

Billing inquiries should be directed to Cyndi Toler, Purchasing Officer, whose contact information appears below in Article VI.

The parties hereby agree to the following modifications to the Proposal: (i) in Section (I)(A) on page 3 of the Proposal, "more than 30-days" is replaced with "more than 180-days"; and (ii) every survey, plat, document, study, report or deliverable of every kind required pursuant to this Agreement shall be provided in at minimum hard copy and electronic format to the County in addition to any format required to be provided under the Proposal.

ARTICLE III: EXHIBITS AND RESOLVING CONFLICTS

The rights and duties of the County and Consultant applicable to the County's projects under this Project Agreement are set forth in the following Agreement Documents:

- (i) This Project Agreement;
- (ii) Exhibit 1 hereto;
- (iii) Exhibit 2 hereto, the "2018 Bill Rate Schedule" being that Exhibit 3 to the Agreement and which is the controlling pricing as required by the Agreement (the "Rate Schedule");
- (iv) The Agreement including exhibits thereto.

Whenever possible, the terms of the above Agreement Documents shall be read together, however in the event of a conflict, the order of preference above shall govern which Agreement Document will control. In other words, (i) shall control over (ii) to (iii) above, and (ii) shall control over (iii).

ARTICLE IV: FEES

All pricing and billing under this Proposal must be consistent with the Agreement and the Compensation section of the Proposal (see specifically the Rate Schedule being Exhibit 3 to the Agreement with the Rate Schedule). The work on the Services shall be billed hourly based on those rates set out in the Rate Schedule (unless its current rate schedule provides for any lower hourly rate(s) as required under the General Terms), but shall complete all work on the Task Orders for not to exceed fee for each Task consistent with the Agreement and the Compensation section of the including the Rate Schedule. The Consultant shall receive not-to-exceed fees for each Task consistent with the Compensation section of the Proposal as follows:

A. Preliminary Geotechnical Exploration & Report	\$ 9,960
B. Boundary Survey.....	\$ 8,500
C. Topographic Survey	\$ 18,800
D. Phase I Environmental Site Assessment	\$ 7,900
E. Waters of the US Delineation and Determination.....	\$ 14,800
F. Cultural Resources Review.....	\$ 3,500
G. Threatened & Endangered Species Review	\$ 3,900
H. Preliminary Engineering Report.....	\$ 19,700
I. Master Plan Development	\$ 13,100
J. Rezoning Assistance	\$ 4,600
K. Traffic Impact Analysis (required for rezoning)	\$ 6,600

The above fees add up to a total not-to-exceed flat fee of ONE HUNDRED ELEVEN THOUSAND THREE HUNDRED SIXTY AND NO/100 DOLLARS (\$111,360.00) for all work and Services described in the Proposal and this Project Agreement.

The Consultant may invoice the County monthly based on the hours actually worked on each Task. The total amount invoiced to the County on any Task cannot exceed 90% of the not-to-exceed fee for such Task until the Task is completed. The final 10% of the not-to-exceed fee for each Task shall only be billed on a final invoice when the work and Services on such Task are finally completed. The not-to-exceed fee shall be payable by the County upon proper invoice by the Consultant as described herein. No final invoice may be provided by the Consultant to the County until the Task Order is complete and all items or services purchased have been delivered to, inspected by and accepted by the County, including but not limited to, all deliverables described in the Proposal. The Consultant may provide a final invoice to the County only when an entire Task is complete. The Consultant will be paid within forty-five (45) days of receipt of a proper invoice, and for a final invoice following final acceptance of all work on the Task by the County in its sole discretion. The flat fee includes all fees, costs and charges of any kind to perform all the services and work, including supplying at its own cost and expense any necessary tools, equipment or materials, necessary or desirable for completion of the task specified. No work may be completed outside of regular working hours.

All work on the Services, shall be billed hourly based on the Agreement and Rate Schedule, except any standard billing rates which are lower shall control, up to the not-to-exceed totals per Task set forth herein. The Consultant agrees to complete all work related or necessary for the Services and Task orders for no more than \$111,360.00 even if its hourly billing and costs of any kind exceeds such amount. All hourly Services work shall be billable to the County in increments of a quarter of an hour or less if that is the standard practice of Consultant. The minimum charge shall be a quarter of an hour or less if that is the standard practice of the Consultant. Consultant cannot charge for administrative costs, copies, printing, travel time, lunch or other non-working time.

The County may terminate this Agreement at any time upon written notice to the Consultant. The Consultant shall immediately stop work on the Services upon receipt of such

notice and shall send a final bill within ten (10) days for all services rendered prior to termination. In the event of a termination of the Agreement prior to completion of the Services, the Consultant shall only be paid for the hourly Services actually completed prior to such termination and no further amounts of any kind shall be due or owing to Consultant hereunder.

ARTICLE V: TERM

Consultant shall with due diligence and dispatch assiduously pursue this Task Order to completion, but in any event such Services and work being a part of the Task Order must be completed to the sole satisfaction of the County on or before the 15th day of June, 2021. Time being of the essence.

ARTICLE VI: MISCELLANEOUS

As appropriate to the context, the singular will include the plural and vice versa, and reference to one gender will include the others. This Project Agreement may be executed in one or more counterparts, each of which will be considered the Project Agreement for all purposes of proof. In addition to allowing electronic signatures upon an electronic copy of this Project Agreement, as provided by Virginia law, facsimile signatures upon any signature page will be considered to be original signatures. This Project Agreement contains the entire understanding of the parties with respect to the subject matter hereof and is to be modified only by a writing signed by the parties to this Project Agreement. This Project Agreement will be binding upon and inure to the benefit of the respective parties and their successors. This Project Agreement is not assignable by either party, except by operation of law. The legal address for the County and for the Consultant and the addresses for delivery of Notices and other documents related to the administration of this Project Agreement are as follows:

County

ATTN: Cyndi Toler, Purchasing Officer
Fluvanna County
P.O. Box 540
Palmyra, VA 22963
Telephone (434) 591-1930
FAX (434) 591-1931

Consultant

ATTN: Carolyn A. Howard, P.E.
Draper Aden Associates, Inc.
250 Main Street, Suite 200
Charlottesville, VA 22902
Telephone: (540) 552-0444
Facsimile: (540) 552-0291

Any party may substitute another address for the one set forth above by giving a notice in the manner required. Any notice given by mail will be deemed to be received on the fifth (5th) day after

deposit in the United States mail. Any notice given by hand will be deemed to be received when delivered. Notice by courier will be deemed to have been received on the date shown on any certificate of delivery.

In witness whereof the undersigned duly authorized representatives have executed this Project Agreement on the dates set forth beside their respective signatures.

Consultant:
Draper Aden Associates, Inc.

County:
Fluvanna County

By: _____	Date: _____	By: _____	Date: _____
Name: _____		Name: _____	
Title: _____		Title: _____	

Approved as to form:

Fluvanna County Attorney, by Kristina M. Hofmann, Assistant Fluvanna County Attorney

2206 South Main Street
Blacksburg, Virginia 24060
(540) 552-0444 • Fax (540) 552-0291
www.daa.com

January 7, 2021

Mr. Bryan Rothamel
Economic Development Coordinator
Fluvanna County
132 Main Street
Post Office Box 540
Palmyra, VA 22963
Via Email Only to: brothamel@fluvannacounty.org

**RE: Proposal for Professional Services
Fork Union – Due Diligence
Draper Aden Associates Proposal No. 18060133**

Dear Bryan,

On behalf of Draper Aden Associates, thank you for the opportunity to present our proposal to the Fluvanna County Board of Supervisors (BOS) to provide professional services for the 133.8-acre proposed industrial site located at 5725 James Madison Highway in Fluvanna County, Virginia, and as shown on Figure 1.

We understand the BOS would like to raise the Virginia Economic Development Partnership (VEDP) Virginia Business Ready Sites Program (VBRSP) tier level of the parcels shown on Figure 1 from a Tier 2 to a Tier 3. Draper Aden Associates will provide the following due diligence services to advance the parcels to a Tier 3, and to determine the development potential and infrastructure investment needed.

1. Preliminary Geotechnical Exploration & Report
2. Boundary Survey
3. Topographic Survey
4. Phase I Environmental Site Assessment
5. Waters of the US Delineation and Determination
6. Cultural Resources Review
7. Threatened & Endangered Species Review
8. Preliminary Engineering Report
9. Master Plan Development
10. Rezoning Assistance
11. Traffic Impact Analysis (required for rezoning)

Draper Aden Associates is pleased to present the following for your review and approval.

Mr. Bryan Rothamel
January 7, 2021
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I. SCOPE OF SERVICES

Draper Aden Associates will compile and review readily available information from Fluvanna County and other sources to support our findings in the tasks below. Draper Aden Associates will attend one kick-off meeting in Fluvanna County to further understand the goals and objectives of this overall, and gather any additional information from the County.

A. Preliminary Geotechnical Exploration and Report

Draper Aden Associates will arrange for a subcontracted ATV/track-mounted drill rig to be mobilized to the project site. Unless otherwise advised, it is assumed that DAA and our subcontractor(s) have permission to enter the site at any convenient location. Private utility locating services are not included.

Draper Aden Associates will perform seven (7) SPT borings at the site to depths of 20 feet below existing grades or refusal, whichever occurs first. Rock coring is not included. The boring locations will be selected by DAA to provide representative coverage of the site and will be field-located in accessible areas using a hand-held Global Positioning System (GPS) unit. The existing ground surface elevations at the boring locations will be estimated from Google Earth or other available topographic and/or survey information. Chainsaw clearing is expected to be required to access the boring locations. The boreholes will be backfilled with soil cuttings after completion of drilling.

Upon completion of the borings, we will perform laboratory testing on selected soil samples including; natural moisture content, grain-size analysis, and plasticity testing.

We will prepare and deliver a preliminary geotechnical engineering report which presents the results of our field and laboratory testing, as well as our preliminary recommendations regarding the geotechnical implications of the subsurface conditions for site development.

Schedule: Commencement of field services is subject to drilling contractor availability. We expect to be able to mobilize for the explorations within two weeks following your written notice to proceed. We anticipate that the test borings will require three days to complete. We anticipate that laboratory testing will be completed within two weeks of the completion of field services, and our geotechnical report will be submitted within approximately two weeks following the completion of laboratory services. **It should be emphasized that this schedule is an estimate, and it is based on utility clearance schedule, drill rig availability, normal workloads, and appropriate weather conditions. In addition, the ongoing COVID-19 pandemic and associated government directives may impact the schedule for this work, particularly the field and laboratory components.**

Deliverables: An electronic copy of our Preliminary Geotechnical Engineering Report will be provided to the County in PDF format. If requested, one hard copy of the report will also be provided.

Assumptions and Limitations:

- ❖ The borings will be field-located using a hand-held Global Positioning System (GPS) unit, and the existing ground surface elevations at the exploration locations will be estimated from the grades shown on the available site plans, or from available topographic and/or survey information, or from Google Earth. If greater accuracy is required, a professional, instrumented survey or boring stakeout can be performed as an additional service.
- ❖ Private utility location will not be required or will be provided by others.
- ❖ The client will notify Draper Aden Associates of any private utilities within the site. Neither Draper Aden Associates nor our subcontracted drillers will be responsible for damage to property or utilities based on inaccurate information provided by others.
- ❖ Access to the site can be obtained with an ATV/track-mounted drill rig during normal business hours. Work performed outside of normal business hours may result in additional charges from our drilling subcontractor.
- ❖ The Client will notify Draper Aden Associates of any access constraints (specific points-of-entry, locked gates, etc.) as well as any areas to be avoided or not to be disturbed prior to our mobilization to the site.
- ❖ Requests for revisions to our final report more than 30-days following issuance will be considered as changes in our scope of work and may be subject to additional fee agreements.

Additional Services

If necessary or requested, we can provide the following supplemental services in addition to those outlined above, including, but not limited to, the following:

- ❖ Professional, instrumented boring stakeout or survey.
- ❖ Private utility location or subsurface utility engineering services.
- ❖ Permit acquisition.
- ❖ Traffic control.
- ❖ Heavy clearing (beyond limited chainsaw clearing) to access the boring locations.
- ❖ Delay time, if unable to reach the boring locations for reasons beyond the control of DAA.
- ❖ Additional explorations/depths beyond the scope outlined above.
- ❖ Collection of rock cores or Shelby tubes.
- ❖ Site restoration beyond backfilling the boreholes once.
- ❖ Geophysical evaluation or seismic site characterization.
- ❖ Slope stability analysis.
- ❖ Design-phase geotechnical exploration and report preparation.
- ❖ Construction observation and testing services.
- ❖ Additional consultation or meeting attendance.

B. Boundary Survey

Draper Aden Associates will conduct a field survey to recover existing property boundary corner monuments. The property boundary will be established by analyzing the character and position of the existing corner monuments, deeds and plats of record, and other visible field evidence. The boundary survey will include the exterior boundary lines of the five parcels only. Recent clearing and grading have likely obliterated most of the internal boundary markers.

The horizontal & vertical datum will tie to our previous survey of the Fire Station (NAD83/South Zone, NAVD88).

Deliverables: An electronic copy of our Boundary Survey will be provided to the County in PDF format.

Assumptions and Limitations:

- ❖ Setting of property corners is not included within the scope of this work.
- ❖ The boundary will be shown on the topographic survey, but we will not provide a separate, recordable plat.

C. Topographic Survey

We will conduct an Aerial Survey for the project using a sUAS/drone aircraft. A licensed pilot will plan the flights based on the extents of the project. The survey will include setting ground control, locating the ground control and collecting check point measurements, flying the site with the drone and post-process the photos using photogrammetry software. Draper Aden Associates will augment the aerial survey with conventional surveying methods to supplement the photogrammetry in areas where imagery is occluded. The location of utilities will be limited to above ground observable evidence only. A topographic base map will be prepared from field collected data to accurately depict existing site conditions.

Deliverables: An electronic copy of our Topographic Survey will be provided to the County in PDF format.

D. Phase 1 Environmental Site Assessment

Draper Aden Associates will conduct Phase I Environmental Site Assessments (ESA) in general accordance with EPA requirements for All Appropriate Inquiry (AAI) (environmental due diligence). Toward meeting those requirements, the study will be conducted in general accordance with ASTM Practice E 1527-13, Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process (ASTM).

The purpose of such an assessment is to identify “recognized environmental conditions” (RECs) as defined by ASTM. RECs mean the presence or likely presence of any hazardous substances or petroleum products in, on, or at a property (1) due to a release to the environment, (2) under conditions indicative of a release to the environment, or (3) under conditions that pose a material threat of a future release to the environment. De minimis conditions are not RECs.

ASTM Practice E 1527-13 does not encompass a variety of environmental conditions that may nonetheless affect the suitability of a property for specific development (for example indoor air quality, potential asbestos-containing materials, potential lead-based coatings, potential wetlands, threatened or endangered species, radon, or historic resources either on or adjacent to the subject property). However, during the site reconnaissance, if information is revealed or features observed that indicate the potential presence of one or more of these conditions at the site and not previously noted, it will be documented and communicated. If additional services are required to

Mr. Bryan Rothamel
January 7, 2021
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assess any of these conditions further Draper Aden Associates can provide a fee estimate as a lump sum or provided on a time and materials basis.

Expanded File and Records Review – Optional, To be Determined if needed, not included in the current scope and fee: At the start of the project, Draper Aden Associates will submit a Freedom of Information Act (FOIA) request to the Virginia Department of Environmental Quality (VDEQ) for information that may be available for the site or adjacent properties. Should a significant amount of information be discovered that will require review, we will contact you to discuss an additional scope and fee.

Deliverables: An electronic copy of the Phase 1 ESA will be provided to the County in PDF format.

E. Waters of the US Delineation and Determination

Draper Aden Associates will complete field delineation of the boundaries of Waters of the U.S. features for parcels shown on Figure 1. Delineation will be conducted in accordance with the U.S. Army Corps of Engineers (USACE) Wetland Delineation Manual (1987 edition) and subsequent regional supplements. The delineated boundaries will be denoted by field flagging and recorded using a sub-meter, mapping grade GPS instrument. Appropriate documentation of existing conditions will be completed during the fieldwork including, at a minimum, documentation of field data stations (pertaining to wetlands and uplands) and one cross-section (pertaining to streams only). The locations of field data stations will be denoted by field flagging and recorded using a sub-meter, mapping grade GPS instrument.

A land survey of the delineated boundaries is not a part of this scope of work. Wetland and stream boundaries recorded on the mapping grade GPS meter instrument will be used to map the wetlands and streams on a Draper Aden Associates developed base map or an electronic aerial map/photo procured from a publicly available source.

Our fee also includes completion of USACE pre-application form (USACE-required form for site access), preparation and submittal of a Preliminary Jurisdictional Determination (PJD) report to USACE, coordinate and complete one site visit with USACE/DEQ to confirm the delineated boundaries, reasonable revisions and finalization of the PJD.

F. Cultural Resources Review

Draper Aden Associates will complete a preliminary archeological and architectural review for the parcels shown on Figure 1. The proposed level of evaluation is commensurate with the typical level of evaluation required, under the Virginia DEQ administered Environmental Impact Review (EIR) process for certain types of State projects and/or similar level of evaluation as required under the federal National Environmental Policy Act (NEPA) Environmental Assessment (EA) process under the assumption that the site is likely to receive a Finding of No Significant Impact.

Draper Aden Associates will perform a review of Virginia Department of Historic Resources (DHR) archives and resources database through the DHR VCRIS (Virginia Cultural Resource Information System), identify documented historic resources on and near the project site (0.5-mile radius is

currently assumed), and present that information on a site map. Historical use information, if available from previously completed or new Phase I Environmental Site Assessments (ESAs), will also be reviewed as it relates to historical site uses that might be pertinent to a DHR project review. We will also perform a site reconnaissance for the potential presence of undocumented historic resources (e.g., family cemetery plots). Additional reconnaissance (windshield survey) for historic resources within the vicinity of the subject parcel (0.5-mile radius is currently assumed) will also be conducted.

Draper Aden Associates will contact DHR and request a review of the project site and potential effect, if any, to historic resources from future site development as part of their Technical Assistance process. Site-specific surveys including archeological survey, if recommended by DHR, is unknown at this time and is therefore beyond the scope of this task. This task does not constitute a formal project review or coordination with regulatory agencies as may be required for state or federal funding in the future, but will be used to identify potential resources that may affect project planning and site development.

Draper Aden Associates will summarize the results of the above evaluation in a brief summary report with associated maps, and any recommendations for site development and additional evaluations, if any required.

G. Threatened & Endangered Species Review

Draper Aden Associates will complete a preliminary/screening level Threatened & Endangered (T&E) species review of the parcels shown on Figure 1. Virginia DEQ administered EIRs and the federal NEPA EA process generally require a review for the potential presence of state and federally threatened and endangered species that could be affected by site development. The potential for threatened and endangered species could warrant future site-specific species survey (to confirm or disconfirm the actual presence of a species) or may require development to adhere to certain project restrictions, such as time of year restrictions for tree clearing. Draper Aden Associates will perform a preliminary review for potential threatened and endangered species. This includes a review of publicly accessible databases through the Virginia Department of Conservation and Recreation (VDCR), the Virginia Department of Game and Inland Fisheries (VDGIF), and the US Fish and Wildlife Service (USFWS) for potential presence of state or federally threatened and endangered plant and animal species in the area. Since the databases available provide a list of species within a larger area beyond the subject property (i.e., minimum 2-mile radius to county wide) a review of species habitat (as published or observed during cultural resources or wetland reconnaissance) will be incorporated into the research in an effort to eliminate potential presence of species without a site-specific species survey.

We will compile this information into a summary table of species identified. This task excludes coordination with or project review by regulatory agencies that may be required for state or federal funding or wetland permitting in the future.

H. Preliminary Engineering Report

Draper Aden Associates will perform the following tasks to be included in the comprehensive preliminary engineering report (PER) for the parcels shown on Figure 1 for industrial development suitability.

1. Sewer Analysis: The sewer analysis will be divided into two components:
 - a. Design flows
 - b. Onsite collection system / septic system

Anticipated design flows will be determined using local, regional, and state design standards and guidelines. Average and peak daily flows will be calculated based on existing and proposed zoning and land use of the parcels. Using these flows, we will determine the septic system sizing for the development.

2. Water Analysis: The water system analysis will consider the following:
 - a. Average daily demands and fire flow demands
 - b. Capacity of existing site infrastructure
 - c. Alternatives if existing infrastructure is determined to not be able to meet demands
 - d. Site layout for new water mains

Average daily demands and fire flow demands will be determined using local, regional, and state design standards and guidelines as well as existing and proposed zoning and land use. The existing 6-inch water main will be analyzed to determine their ability to supply the required flows.

If it is determined that the existing infrastructure is not capable of supplying sufficient flow to meet all requirements, we will analyze alternatives for increasing available flow as an additional service.

I. Master Plan Development

1. Site Visit / Research: We will complete site reconnaissance and review existing data and information gathered as part of the above referenced tasks.
2. Opportunities and Constraints Mapping: We will compile the information gathered in the above referenced tasks into a base map so the existing site conditions can be graphically communicated. The information will be analyzed to create an Opportunities and Constraints Map for internal use.
3. Plans: We will prepare a concept development plan, based on the opportunities and constraints mapping, to inform estimates of probable costs. The concept plan will include the following elements. Please note these plans are not suitable for permitting or construction.

- ❖ Road improvements and extensions, utility extensions, potential lot divisions, and conceptual building layouts
 - ❖ Mass Grading
 - ❖ Conceptual Stormwater Management (SWM) planning
 - ❖ Site Data. We will incorporate site data about general utility availability and capacity (as readily available), net acreage per parcel, and other information helpful in marketing the sites.
4. Estimates of Probable Development Cost: Draper Aden Associates will prepare order of magnitude estimates of probable development costs based on the concept development plans. Estimates will include professional service fees and construction costs to forward the site per tier to "site readiness" (Tier 5).
 5. Letter Report: We will summarize our findings and recommendations in a letter report. The report will also include a summary of the opportunities and constraints, infrastructure information, concept development plans, and applicable figures and appendices to support our findings.

We will send a draft report to the County to solicit input and comments. Based on the County's review, we will finalize the report and submit to the BOS.

6. Meetings: We will attend two meetings in Fluvanna County to discuss and solicit comments regarding the draft report and present our findings to the BOS. We will also participate in coordination conference calls with the BOS.

Deliverables: We will provide the County with a PDF of the initial concept development plans and the draft and final letter report.

J. Rezoning Assistance

Draper Aden Associates will assist the County with the rezoning of parcels 130, 138, and 139, as shown on Figure 1, from A-1 to Industrial, Light. We will complete the following tasks in support of the rezoning.

1. Complete the application, including the Master Plan, copy of Tax Map, and general location map, and provide to County staff.
2. Attend the technical review committee meeting, one Planning Commission meeting, and one Board of Supervisors meeting.

K. Traffic Impact Analysis

EPR, PC, our subconsultant from Charlottesville, will prepare the Traffic Impact Analysis (TIA) in support of the rezoning to industrial. EPR will complete the following task to develop the TIA.

1. Prepare for and attend formal, virtual scoping meeting with VDOT.

2. Collect data including a tube count at the existing entrance location to get hourly data, and also a TMC at Route 6 /US Route 15 intersection.
3. Complete a site visit. Draper Aden Associates will provide sight distance verification, as part of the Master Plan Development task.
4. Review crash history mapping and interpret the data.
5. Analyze existing, future no-build, and build (existing and no-build is just the Route 6 /US Route 15 intersection; build includes the site entrance).
6. Prepare a report for submittal and review by VDOT.
7. Revise the report based on one review by VDOT. Additional revisions due to additional VDOT comments are not included in the proposed fee.

Additional intersections requested by VDOT during the scoping meeting for traffic counts and analysis are not included in the proposed fee.

II. SCHEDULE

The above referenced services are proposed to be complete within 100 days of your authorization to proceed.

III. FEES AND CONTRACT TERMS

Draper Aden Associates proposes to provide the basic services and related in-house reimbursables, as presented in our Scope of Services for the lump sum fees shown below. For these tasks, we will invoice monthly based on the percentage complete of each task. All services will be provided in accordance with our current contract with Fluvanna County.

A. Preliminary Geotechnical Exploration & Report	\$ 9,960
B. Boundary Survey	\$ 8,500
C. Topographic Survey	\$ 18,800
D. Phase I Environmental Site Assessment	\$ 7,900
E. Waters of the US Delineation and Determination	\$ 14,800
F. Cultural Resources Review	\$ 3,500
G. Threatened & Endangered Species Review	\$ 3,900
H. Preliminary Engineering Report	\$ 19,700
I. Master Plan Development	\$ 13,100
J. Rezoning Assistance	\$ 4,600
K. Traffic Impact Analysis (required for rezoning).....	\$ 6,600

IV. ASSUMPTIONS / LIMITATIONS

- A.** If the scope of the project is revised by any party after acceptance of this proposal, we reserve the right to re-negotiate our schedule and fee accordingly.
- B.** Any additional out-of-town travel or meetings authorized by your office will be invoiced on a time and materials basis in addition to the fee presented herein.
- C.** Analysis and/or design of off-site utility, stormwater management, and other improvements are not included in this scope of services.

Mr. Bryan Rothamel
January 7, 2021
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V. SUPPLEMENTAL SERVICES

If necessary or requested, we can provide the following supplemental services in addition to those outlined above, including, but not limited to, the following:

- ❖ Presentation graphics and/or attendance or presentations at meetings, beyond what is included above.
- ❖ Additional topographic, boundary, easement, or right-of-way and utility surveys, beyond what is included above, and preparation of easement plats.
- ❖ Design beyond the conceptual phase, including development of construction and permit plans and documents.

Our current scope does not include items unless specifically described herein. Any additional services requested can be undertaken on a time and material basis or negotiated lump sum fee based on your requirements in addition to the fees outlined herein. If any additional services should become necessary or desirable, a Request for Additional Services will be submitted.

On behalf of Draper Aden Associates, thank you for the opportunity to provide our proposal for engineering services. If this proposal meets with your approval, please sign the Authorization to Proceed below and return it to us. Please keep a copy of the proposal for your records. Please note that it is the policy of Draper Aden Associates that no deliverables or other products of service will be submitted without a formal agreement between parties or written authorization acknowledging the scope of work and fees associated with the proposed work. We appreciate your efforts toward this end.

If you have any questions regarding the above information, please feel free to contact Carolyn Howard at 540-557-1398. We look forward to working with you to advance the Fork Union site to attract additional investment and jobs for your County!

Sincerely,

DRAPER ADEN ASSOCIATES



Carolyn A. Howard, PE
Senior Associate / Regional Manager
Site Development & Infrastructure



Srikanth Nathella, PE
Vice President / Principal
Environmental Division Manager

Mr. Bryan Rothamel
January 7, 2021
Page 11 of 11

Attachment: Figure 1

cc: Ms. Deborah K. Flippo, Economic Development Program Manager
Ms. Cheryl Stockton, LS, Survey Team Leader
Mr. F. Douglas Pinckney, PE, Senior Project Engineer, Geotechnical Services

AUTHORIZATION TO PROCEED
Proposal for Professional Services
Fork Union – Due Diligence
Draper Aden Associates Proposal No. 18060133

I/We agree and accept Draper Aden Associates’ proposal to provide the above described services for the tasks initialed below. We understand the Scope of Services as provided herein and agree to the fees estimated for these services. We further acknowledge that Draper Aden Associates will provide a proposal for any change in the Scope of Services described herein and that a signed agreement to provide those additional services will be executed prior to any work being performed.

- A. Preliminary Geotechnical Exploration & Report
- B. Boundary Survey
- C. Topographic Survey.....
- D. Phase I Environmental Site Assessment
- E. Waters of the US Delineation and Determination
- F. Cultural Resources Review
- G. Threatened & Endangered Species Review
- H. Preliminary Engineering Report
- I. Master Plan Development
- J. Rezoning Assistance
- K. Traffic Impact Analysis (required for rezoning).....

Printed Name

Title

Signature

Date

Fork Union Due Diligence Sites

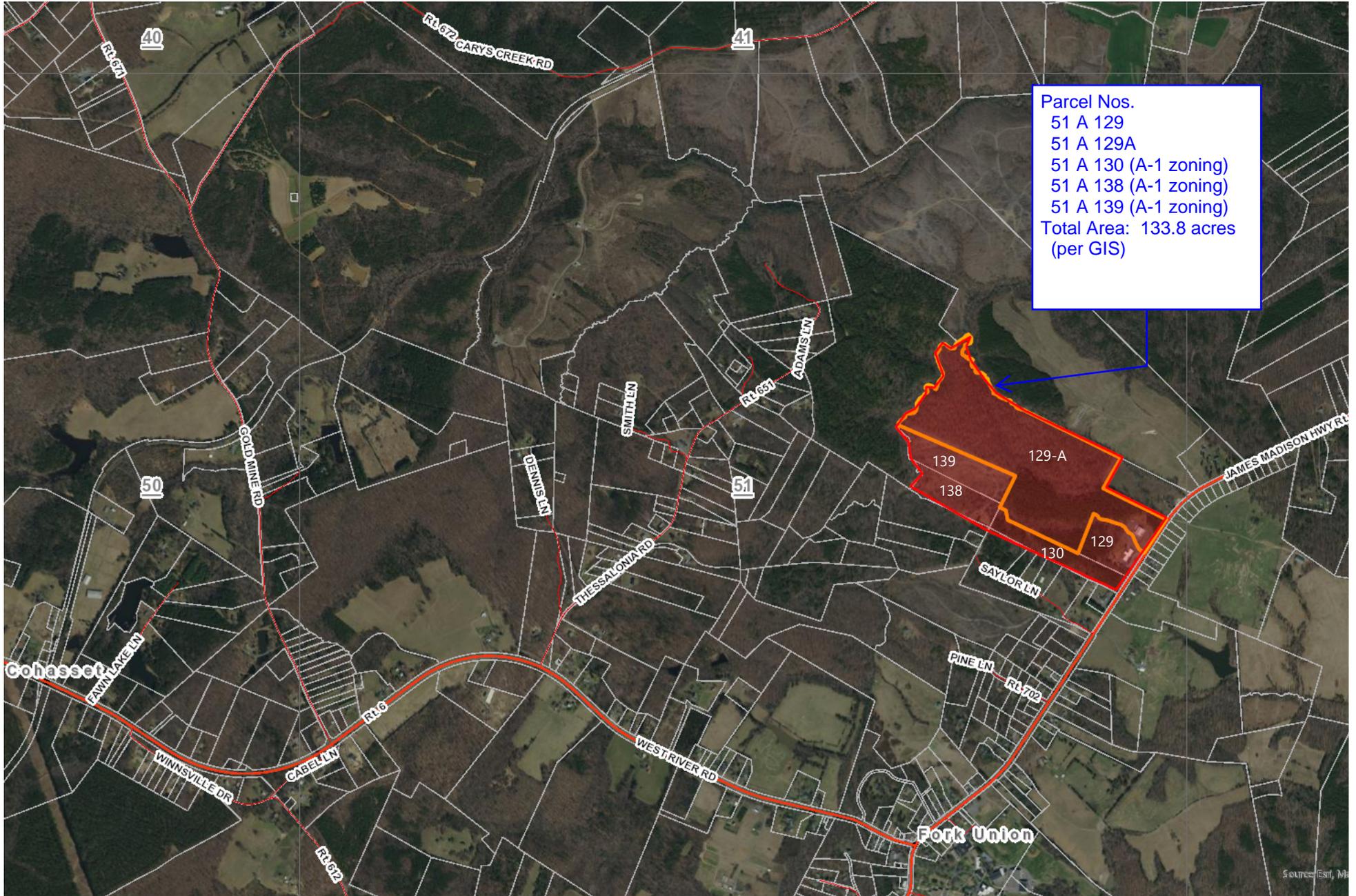
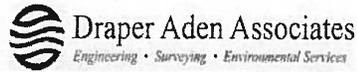


Exhibit 3 to Agreement with DRAPER Aden Associates 2018 Bill Rate Schedule



Billing Title	Rate	Billing Title	Rate	Billing Title	Rate	Billing Title	Rate
Senior Managing Principal	\$285	Senior Principal Geologist	\$284	Senior Construction Manager	\$122	Senior Office Administrator	\$94
Managing Principal	\$257	Principal Geologist	\$257	Project Construction Specialist	\$114	Office Administrator	\$93
Senior Program Manager	\$229	Senior Program Geologist	\$218	Construction Specialist	\$104	Senior Administrative Assistant	\$87
Program Manager II	\$202	Program Geologist II	\$202	Staff Construction Specialist	\$93	Admin Assistant	\$77
Program Manager I	\$186	Program Geologist I	\$186	Field Engineer/Project Representative	\$71	Clerical	\$66
Senior Project Manager	\$175	Senior Geologist	\$165	Laboratory Manager	\$104		
Project Manager	\$153	Senior Project Geologist	\$117				
		Project Geologist	\$110	Senior GIS Administrator	\$115	Chief Executive Officer	\$265
		Geologist	\$99	GIS Administrator	\$109	Chief Operating Officer	\$265
		Staff Geologist	\$94	GIS Technician	\$99	Chief Financial Officer	\$257
				GIS Staff Technician	\$87	Director of Technology Services	\$219
Senior Principal Engineer	\$284	Senior Land Planner	\$165	Senior Project Designer	\$94	Director of Marketing	\$219
Principal Engineer	\$269	Senior Landscape Architect	\$120	Project Designer	\$87	Controller	\$153
Senior Program Engineer	\$230	Project Landscape Architect	\$114	Designer	\$77	Network Administrator	\$153
Program Engineer II	\$202	Landscape Architect	\$109	Staff Designer	\$70	Marketing /Business Development Manager	\$153
Program Engineer I	\$186	Staff Landscape Architect	\$104			Accounting Manager	\$143
Senior Engineer	\$175			Senior Project Technician	\$94	Software Developer	\$142
Senior Project Engineer	\$153	Senior Principal Surveyor	\$284	Senior Technician	\$87	CAD Manager	\$142
Project Engineer	\$138	Principal Surveyor	\$257	Project Technician	\$77	Computer Specialist	\$132
Project Engineer 1	\$142	Senior Program Surveyor	\$218	Technician	\$70	Senior Accounting Specialist	\$109
Senior Design Engineer	\$132	Program Surveyor II	\$202	Staff Technician	\$56	Human Resources Manager	\$110
Design Engineer	\$120	Program Surveyor I	\$170			Client Service Rep	\$103
Engineer	\$109	Senior Survey Project Leader	\$160	Senior Community Resource Special	\$153	Senior Marketing Specialist	\$94
Engineer III	\$109	Survey Project Leader	\$158	Project Community Resource Specialist	\$148	Accounting Specialist	\$82
Staff Engineer	\$99	Senior Project Surveyor	\$125	Community Resource Specialist	\$137	Marketing Specialist	\$82
		Project Surveyor	\$99	Staff Community Resource Specialist	\$99	Marketing Assistant	\$67
		Senior Survey Technician	\$90			Intern	\$43
		Survey Technician	\$85	Senior Project Administrator	\$104		
		Survey Crew	\$140	Project Administrator	\$93		
		Survey Crew Leader**	\$70	Staff Project Administrator	\$82		
		Survey Crew Member**	\$70				
				Senior SUE Program Leader	\$175		
		GPS Robotic Crew	\$140	SUE Program Leader	\$164		
		GPR Tech	\$160	Senior SUE Project Leader	\$158		
				SUE Project Leader	\$131		
		Scientist I	\$82	Staff SUE Surveyor	\$93		
		Scientist II	\$99	Senior SUE Technician	\$115		
		Scientist IV	\$152	SUE Technician	\$80		
		Scientist V	\$195	SUE Crew	\$160		
				Vacuum Services (2 person)	\$275		
				Vacuum Services (3 person)	\$330		

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

TAB C

MEETING DATE:	January 20, 2021				
AGENDA TITLE:	A Resolution Amending Temporary Emergency Personnel Policy to Address Covid-19 and Cares Act Sick Leave				
MOTION(s):	I move the Board of Supervisors approve the Resolution, "A Resolution Amending Temporary Emergency Personnel Policy To Address Covid-19 And Cares Act Sick Leave", as presented.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Donna Snow, Human Resources Manager				
PRESENTER(S):	Donna Snow, Human Resources Manager & Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	Since the prior Families First Coronavirus Response Act (FFCRA) requirements were required no formal "policy" was (or needed to be) adopted, the County simply did what was required by law. Since it is now optional to extend any of these benefits, a formal resolution extending the time period to use the benefit should be adopted by the Board.				
FISCAL IMPACT:	None				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Resolution 03-2021: A Resolution Amending Temporary Emergency Personnel Policy to Address Covid-19 and Cares Act Sick Leave				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X			X	



BOARD OF SUPERVISORS

County of Fluvanna

Palmyra, Virginia

RESOLUTION No. 02-2021

A RESOLUTION AMENDING TEMPORARY EMERGENCY PERSONNEL POLICY TO ADDRESS COVID-19 AND CARES ACT SICK LEAVE

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic;

WHEREAS, on March 12, 2020, Governor Ralph S. Northam issued Executive Order Fifty-One declaring a state of emergency for the Commonwealth of Virginia arising from the novel Coronavirus (COVID-19) pandemic;

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency, beginning March 1, 2020, in response to the spread of COVID-19;

WHEREAS, on March 18, 2020, the Board of Supervisors of Fluvanna County (the "Board") found that COVID-19 constitutes a "public health Emergency";

WHEREAS, the Families First Coronavirus Response Act ("FFCRA") provisions which required certain sick and family leave benefits for certain COVID-19 related reasons sunset on December 31, 2020 and the County is not required to provide the same under the FFCRA after December 31, 2020;

WHEREAS, the Board of Supervisors of Fluvanna County wishes to extend the use of the one-time allotment of 80 hours of paid sick leave provided for under FFCRA through March 31, 2021 for Fluvanna County employees; and

WHEREAS, the Board of Supervisors of Fluvanna wishes to clarify that the 80-hour sick leave allotment created for eligible employees under FFCRA has not been refreshed, but merely the County is granting an extension for its use through March 31, 2021. Thus, if an employee has already exhausted his or her sick leave allotment in 2020, no additional time is granted hereby. All the same requirements of the FFCRA for sick leave eligibility and use apply and documentation from the employee supporting the need for leave is required.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Board that:

(1) All recitals set forth herein above are hereby incorporated as a part of this Resolution;

(2) The Board declares that it shall be the temporary emergency personnel policy of the County of Fluvanna that the use by eligible Fluvanna County employees of that one-time allotment of 80 hours of paid sick leave provided for under FFCRA is extended through March 31, 2021. Eligibility shall be determined as required under the FFCRA. The 80-hour sick leave allotment created for eligible employees under FFCRA has not been refreshed, but merely the County's policy is granting an extension through March 31, 2021 for the use of such 80-hours of sick leave. Thus, if an employee has already exhausted his or her sick leave allotment in 2020, no additional time is granted hereby. All the same requirements of the FFCRA for sick leave apply and documentation from the employee supporting the need for leave is required and must be approved by the County Administrator, or his designee; and

(3) The County Administrator is hereby authorized and directed to take and authorize the taking of such actions, and to execute such documents, on behalf of Fluvanna County and/or the Board as may be necessary or appropriate to accomplish this temporary emergency personnel policy consistent with applicable law, the FFCRA and subject to review and approval as to form by the County Attorney.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors a Regular Meeting of the Board held on the 20th day of January, 2021

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

Attest:

John M. Sheridan, Chair
Fluvanna County Board of Supervisors

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

TAB D

MEETING DATE:	January 20, 2021				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors January 6, 2021 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday, January 6, 2021, 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 January 6, 2021.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
January 6, 2021
Organizational Meeting 4:00pm**

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

ABSENT: None.

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

**Due to health concerns, Mr. Sheridan is attending the meeting virtually/by telephone*

- John M. Sheridan, (Calling from 445 Covered Bridge Rd)

**Due to health concerns, Mrs. Eager is attending the meeting virtually/by telephone*

- Patricia Eager, (Calling from 1107 Mechunk Creek Drive)

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

At 4:06pm Mr. Eric M. Dahl, County Administrator, called to order the 2021 Organizational Meeting. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

2021 Organizational Meeting of the Fluvanna County Board of Supervisors

Election of Chair - This action will elect a Chair to the Board of Supervisors for 2021. Mr. Eric M. Dahl, County Administrator, called for nominations.

- Mr. Weaver nominated Supervisor Sheridan.

NOMINATION: Supervisor Sheridan

SUPERVISOR	NOMINATE	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mozell H. Booker, Fork Union District			X			
Patricia B. Eager, Palmyra District		X	X			
Anthony P. O'Brien, Rivanna District			X			
John M. Sheridan, Columbia District					X	
Donald W. Weaver, Cunningham District	X			X		
4-0-1 (Sheridan abstained)						

Following the election of Chair, Mr. Dahl turned the gavel, and the meeting, over to Chair Sheridan.

Election of Vice-Chair - This action will elect a new Vice-Chairperson to the Board of Supervisors for 2021. Chair Sheridan opened the floor for nominations for Vice-Chair.

- Mrs. Booker nominated Supervisor O'Brien.

NOMINATION: Supervisor O'Brien

SUPERVISOR	NOMINATE	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mozell H. Booker, Fork Union District	X		X			
Patricia B. Eager, Palmyra District			X			
Anthony P. O'Brien, Rivanna District					X	
John M. Sheridan, Columbia District			X			
Donald W. Weaver, Cunningham District		X	X			
4-0-1 (O'Brien abstained)						

Supervisor O'Brien was elected Vice Chair, and the nomination/voting process was complete.

Resolution Entitled "Organizational Meeting of the Fluvanna County Board of Supervisors 2021" - The Code of Virginia requires an annual organizational meeting of the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates.

MOTION:	To adopt the Resolution entitled " <i>Organizational Meeting of the Fluvanna County Board of Supervisors 2021</i> " which designates the location, day, and time of meetings. <ul style="list-style-type: none"> • Meeting Place:
----------------	--

	Circuit Courtroom of the Fluvanna County Courts Building				
	<ul style="list-style-type: none"> Meeting Times: Day Meetings begin at 4:00 p.m. and end at 8:00 p.m., unless extended; Night Meetings begin at 7:00 p.m. and end at 11:00 p.m., unless extended; When scheduled, Work Sessions begin at 4:00 p.m. prior to the evening meeting. 				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Selection of Dates for the Board Meetings - This action will adopt the Board of Supervisors 2021 Regular Meeting Calendar.

- During the month of July, only one meeting will be held on the first Wednesday starting at 4:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for public hearings.

MOTION:	Adopt the Board of Supervisors 2021 Regular Meeting Calendar as presented.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Adoption of Board By-Laws and Rules of Practice and Procedures - This action will adopt the Fluvanna County Board of Supervisors By-Laws and Rules of Practice and Procedures.

MOTION:	Adopt the Board of Supervisors By-Laws and Rules of Practice and Procedure.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion		Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the January 6, 2021 Regular Meeting of the Board of Supervisors.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Dahl reported on the following topics:

Wheelin' Sportsman Hunt at Pleasant Grove

- WHEELIN' Sportsman Hunt at Pleasant Grove Park; January 1, 2021
 - Four hunters weathered the cold 37 degrees of steady rain last Friday between 2 - 5:34pm.
 - One deer were harvested during the event; area marked with yellow circle on the right.
 - Thanks to Fred Payne, Sheriff Hess and the Sheriff's Department; as well as Parks & Recreation Staff Dylan Morris, Eric Armentrout, and Aaron Spitzer who assisted with the event.

Community of Lights at Pleasant Grove Park

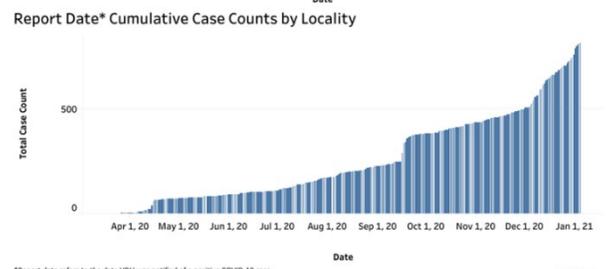
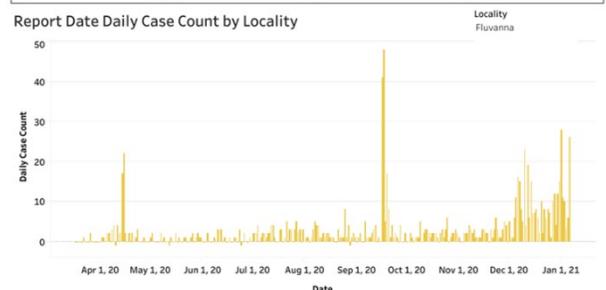
- First annual event was held December 18 & 19 from 6 - 9pm.
- We had five total displays for patrons to view. Santa made an appearance on Saturday night from 6 - 7:30pm waving to patrons as they pass by.
- ~ 300 vehicles drove through the event each night.
- P&R hopes to grow this event next year!
- Special Thanks To Our Community Partners' Displays
 - Fluvanna 4-H
 - Envy Salon
 - Fluvanna Sherriff's Department
 - Local Eats

Board of Supervisors Minutes
Health District Updates

- Effective January 1, 2021, Thomas Jefferson Health District (TJHD) is now Blue Ridge Health District (BRHD)
 - This change reflects the District’s commitment to ensuring that public health services are inclusive and welcoming to all of the communities served.
 - Blue Ridge Health District also aligns with other health districts in Virginia where majority are named after regional geography.
- Fluvanna Health Department Updates
 - Nurse hired for Fluvanna Health Department
 - Most services are being provided remotely
 - Walk-ins are not accepted at this time
 - All required services are being provided (WIC, family planning)
 - Fluvanna Health Department providing services for Louisa residents while Louisa Health Department undergoes renovations

- Fluvanna COVID-19 cases
 - BRHD reported Fluvanna cases increased by 99 in the last week (Dec 31st to Jan 6th).
 - Prior to Thanksgiving, weekly cases were increasing 12-15 per week.
 - Fluvanna Correctional Center for Women (FCCW) partially contributed to the spike after Thanksgiving.
 - FCCW is NOT a factor in the current case increases.

Localities	TJHD Cases	Hospitalizations	Fatalities
Albemarle	3,009	138	33
Charlottesville	2,303	69	34
Fluvanna	542	56	11
Greene	606	30	4
Louisa	1,018	61	11
Nelson	382	20	4



- BRHD offering a free drive-through and walk-up COVID-19 testing for any one in the community over the age of 16
 - When: Thursday, January 7, from 3pm-7pm
 - Where: Beaver Dam Baptist Church, 1794 Richmond Road, Troy, VA
 - What: Free drive-through and walk-up COVID-19 testing for any one in the community over the age of 16.
 - Call to register on 1/5 and 1/6 to guarantee a test at 434-972-6261 (hotline is open from 8am-4:30pm). 100 appointments available.
 - 100 walk-in/drive-up tests will be available
- BRHD offering a free drive-through and walk-up COVID-19 testing for any one in the community over the age of 16
 - When: Thursday, January 14, from 3pm-7pm
 - Where: Galilee Baptist Church, 3598 Three Notch Rd., Kents Store, VA
 - What: Free drive-through and walk-up COVID-19 testing for any one in the community over the age of 16.
 - Call to register on 1/12 and 1/13 to guarantee a test at 434-972-6261 (hotline is open from 8am-4:30pm). 100 appointments available.
 - 100 walk-in/drive-up tests will be available.
- BRHD offering a free drive-through and walk-up COVID-19 testing for any one in the community over the age of 16
 - When: Wednesday, January 20, from 3pm-7pm
 - Where: Fluvanna High School–bus loop, 1918 Thomas Jefferson Pkwy, Palmyra, VA
 - What: Free drive-through and walk-up COVID-19 testing for any one in the community over the age of 16.
 - Call to register on 1/18 and 1/19 to guarantee a test at 434-972-6261 (hotline is open from 8am-4:30pm). 100 appointments available.
 - 100 walk-in/drive-up tests will be available.

COVID-19 Vaccine Updates

Virginia Department of Health COVID-19 Vaccine website:

<https://www.vdh.virginia.gov/covid-19-vaccine/>

Phased Vaccine Distribution - Local Health Districts must follow the State’s phased plan.

Centers for Disease Control, CVS, Walgreens have partnered to vaccinate long-term care facility residents and their staff in the Blue Ridge Health District.

Board of Supervisors Minutes
Announcements and Updates

Virginia Employment Commission – November 2020 Fluvanna:

- Fluvanna has a current workforce of 13,791
 - Increased 89 from October 2020 at 13,702
 - Still down 362 from November 2019 at 14,153
- Employed 13,294
 - Increased 121 from October 2020 at 13,173
 - Still down 569 from November 2019 at 13,863
- Unemployment rate 3.6%
 - Down 0.3% from October at 3.9%
 - Still down 1.6% from November 2019 at 2.0%

Spotlight on Business

Crossroads Gymnastics

- Located in Zion Crossroads Industrial Park, Unit 170-B
 - Behind Red Rocker Candy
- www.crossroadsgymnastics.com | (434) 589-ROLL (7655)
- Classes for ages 4+, boys and girls.
- Cheer classes and teams.
- Crossroads Gymnastics appreciates all the support by the community!

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Jan 20	4:00 PM	Work Session - Non-Profit Presentations	Library
Wed	Jan 20	7:00 PM	Regular Meeting	Library
Wed	Feb 3	4:00 PM	Regular Meeting	Library
Wed	Feb 3	7:00 PM	Work Session - County Administrator's FY21 Budget Proposal & Revenue/Expenditure Brief	Library

5 - PUBLIC COMMENTS #1

At 4:34pm, 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 4:35pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

Historic Courthouse Historical Marker – Memorandum of Agreement with VDOT – Eric Dahl, County Administrator

- A Historical Marker describing the Historic Courthouse used to stand on property on the east side of Route 15, near BB&T Bank.
- The marker was destroyed when a car ran into it; PARC (Palmyra Area Revitalization Committee) has petitioned VDOT to put up a new historical marker, placing it on Court Square (road), on County property. This location is a change from a previous proposed location on the west side of Rt. 15.
- The proposed location would be on the Courthouse side of Court Square.
- The location is more visible from Rt. 15.
- Public Works and VDOT met on site to find suitable location.

MOTION:	Approve a Memorandum of Agreement with the Virginia Department of Transportation regarding placement of a Historic Courthouse Historical Marker, subject to 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	Yes
RESULT:	5-0				

7A – BOARDS AND COMMISSIONS

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s): - Thomas Jefferson Planning District Commission (TJPDC), Keith Smith, Term January 1, 2021, through December 31, 2023				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver

ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

8 - PRESENTATIONS

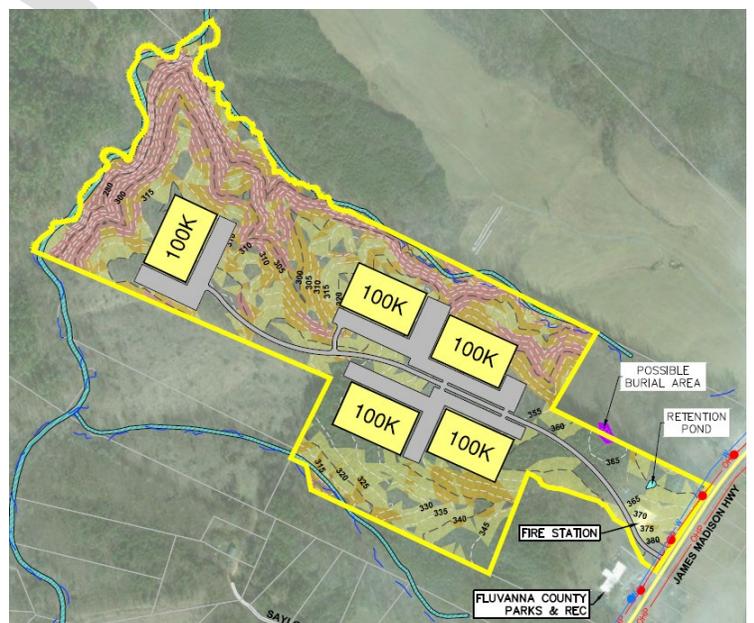
Fork Union Property Site Development – Bryan Rothamel, Economic Development Coordinator

Fork Union Property

- 5743 James Madison Hwy, Fork Union, VA 23055
- Five parcels, totaling 133.793 acres:
 - 51 A 129A: 90 acres
 - Zoned I-1
 - Includes Fork Union Vol. Fire Department
 - 51 A 129: 10 acres
 - Zoned I-1
 - Includes Fluvanna Community Center and future Fire Training Center
 - 51 A 130: 8.793 acres
 - Zoned A-1
 - Undeveloped
 - 51 A 138: 15 acres
 - Zoned A-1
 - Undeveloped and under contract
 - 51 A 139: 10 acres
 - Zoned A-1
 - Undeveloped and under contract

2019 Site Characterization

- The 2019 state review of all sites 25+ acres or more (466 sites) showed Virginia has 30 project ready sites (Tier 4). That’s <7%.
- The absence of developable sites has eliminated Virginia from 65 projects totaling 19,000 jobs and \$5 billion in capital investment.
- Companies are trying to make a decision and be operational in 1 year. They want a site that’s ready for development and construction.
- Tier 2 sites can be 2+ years to development.
- In 2019 the Fork Union Property went through a site characterization as part of the Virginia Economic Development Partnership’s study of all properties 25+ acres.
- The Fork Union Property was reviewed as a Tier 2 property:
 - \$150,000 estimate to get to Tier 3
 - \$1-2.5 million* to get to Tier 4 (*depends on what studies complete in Tier 3)
- The site scored well compared to regional peers in:
 - Advanced manufacturing (small): advanced materials
 - Light manufacturing (small): food and bev processing, wood products
 - Logistics (small): logistics/online distribution
- While it scored well in the region, it was below median in the state.
- 500,000 sq ft buildout
- 20,000 gpd water available
- 12.9 MVA of electric available
- Did not include three additional properties Fluvanna purchased/under contract on.
- Was a preliminary review that requires additional study.



Why invest in the Fork Union Property?

- Water
 - FUSD has 20,000 gpd excess capacity now. Could increase to 100,000 gpd with planned maintenance.
- Land
 - Few sites in Virginia are publicly controlled with 100 acres. Industrial land in Fluvanna is assessed \$3,000 to \$10,000.
- Roads

Board of Supervisors Minutes

- US Route 15 and VA Route 6 serve the property.
- Fiber
 - Firefly Fiber is connected at the Fluvanna Community Center.

The Fork Union Property can be an affordable site in Central Virginia for a user wanting to be more secluded.

- Selling it without studies completed will be very difficult.
- Buyers (including YAE Wellness) need information Tier 3 studies would provide to reduce risk and fine tune estimates/options.
- Moving the property to Tier 3 will make it more attractive to prospective companies.
- In the future, the property could be developed to Tier 4 for quicker movement.
- There may be money available from outside sources to move to Tier 4 in the future.
- This would create a true business park and give us inventory to market.

• **Items to be done:**

- Preliminary geotechnical exploration:	\$ 9,960
- Boundary survey	\$ 8,500
- Topographic survey	\$ 18,800
- Phase I Environmental Site Assessment (ESA I)	\$ 7,900
- Waters of the US Delineation Determination	\$ 14,800
- Cultural Resources Review	\$ 3,500
- Threatened & Endangered Species Review	\$ 3,900
- Preliminary Engineering Report (PER)	\$ 19,700
- Master Plan Development	\$ 13,100
- Rezoning Assistance	\$ 4,600
- Traffic Impact Analysis (TIA)	\$ 6,600
	<hr/>
Total:	\$ 111,360

-After a brief discussion, the Board of Supervisors agreed to pursue the project

Burn Building Update – Cyndi Toler, Purchasing Officer

Burn Building IFB

- IFB from September 2020
- The low bid came in at \$987,721.00
- The total amount of the grant is \$480,000
 - \$450,000 for construction
 - \$30,000 for A&E
- Leaving \$537,721 in funding needed from the County
- This does not include a contingency fund, Special Inspections, Construction Administration, electric and water hookups.
- The Board decided at that time to reissue the IFB with no changes and hope for better results.

Burn Building New Design

- The Burn Building Committee has since been made aware of a building completed in Harrisonburg using the same grant.
- The final cost on this building was approximately \$650,000.
- Part of the Committee took a tour of the facility and was able to see how it functioned during a training activity.
- While the design is different from the one provided by Fire Programs, it still meets all the strict specifications of the grant.
- In an effort to save money in the overall construction cost, the Committee would like to change the design to the more economic version as done by Harrisonburg.

Cost to the County

- To date, the County has spent \$44,860 on this project. This includes Soil Testing, Site Plans, and the original Design.
- \$30,000 of this cost is covered under the grant.
- Changing the design at this point will mean the County will come out of pocket an additional \$22,460 for this design cost.

Direction from the Board

1. Move forward Reissuing the IFB with no changes
2. Issue a Project Agreement to change the design
 - Once design is complete, a new IFB would be issued.
3. Reject the Grant
 - The county would likely be responsible for all A&E charges already spent, \$44,860.

-After a brief discussion, the Board of Supervisors decided to pursue option #2

Children's Services Act Semi-annual Update – Bryan Moeller, CSA Coordinator
FY 2020 Spending (Final)

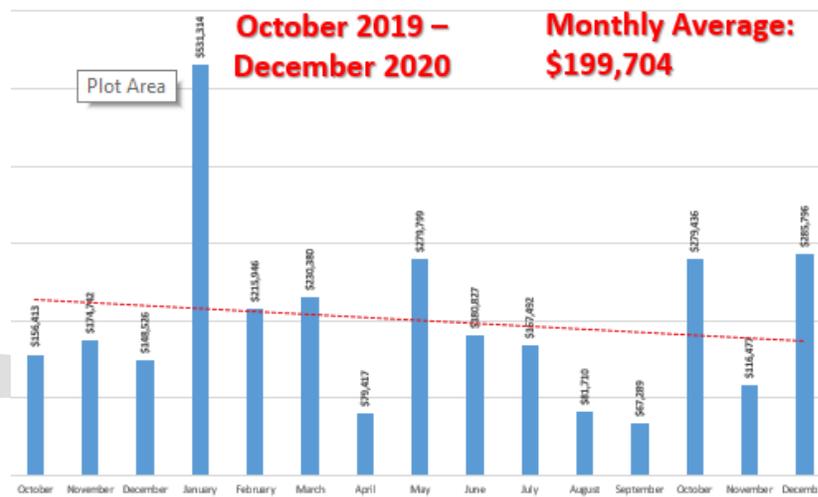
Board of Supervisors Minutes

- FY 2020 CSA Purchase of Services (POS)
 - Adopted Spending Authority (Original): **\$2,850,000**
 - Adopted Spending Authority (Effective June 4, 2020): **\$2,950,000**
 - **Final Amount Spent: \$2,445,342**
 - **Difference from Original Authority: \$354,658**
- FY 2019 POS vs FY 2020 POS
 - FY 2019 Actual: **\$2,392,487**
 - **FY 2020 Actual: \$2,445,342**
 - **Year-over-Year Increase: \$52,855**

CSA Expenditure History (Purchase of Services)



CSA Expenditures by Month



Triennial OCS Audit

Review by the Office of Children’s Services, conducted once every three years

Items audited:

- State match of purchased services
- Case documentation
- Vendor documentation (including contracts)
- Local policies and procedures
- Amount reviewed by OCS: **\$1,463,881.43**
- Amount eligible for payback to OCS: **\$143.05 (.001%)**

CSA is growing!

Children/families served in FY 2020: 114

All seats on both the Community and Policy Management Team and the Family Assessment and Planning Team are filled (No vacancies)

Effective Feb 1, 2021, the Community and Policy Management Team will seat two Family Assessment and Planning Teams (FAPTs)

BUT...

There has also been a growth in the volume of department duties:

- Increased number of vendors needing Provider Agreements
- Increased documentation needs

Strategic Initiatives Update – Kelly Belanger Harris, Asst. County Administrator

Board of Supervisors Minutes

- ▶ 2018-2019 Strategic Initiatives
- ▶ 2020 – Did not hold a Leadership Retreat
- ▶ Year of COVID
- ▶ *Considerations*
 - *Redistricting*
 - *Scenarios in advance of Census data*
 - *Impact on budget*
 - *Five vs Six vs Seven districts/precincts*
 - *County Boundary Lines*
 - *Impact on redistricting*
 - *New County Administration Building*
 - *Zion Crossroads Water and Sewer System, Small Area Plan and Development*
 - *County-Owned Fork Union Property Development*
 - *Broadband Countywide*
 - *Other board considerations.....*
- ▶ *Leadership Retreat*
 - *2021 – historically have not held Leadership Retreat in Election Year*

FY21 Revenue Review – Mary Anna Twisdale, Director of Finance

FY21 General Fund Revenue

Revenue Source	FY21 Adopted	FY21 Actual as of 01.04.21	Over/(Under) Budget	Percent Collected
General Property Taxes	\$37,701,616	\$17,687,360	(\$20,014,256)	46.91%
Other local taxes	4,008,719	1,570,611	(\$2,438,108)	39.18%
Permits and fees	296,850	211,310	(\$85,540)	71.18%
Fines and forfeitures	61,000	32,026	(\$28,974)	52.50%
Use of money	130,000	71,863	(\$58,137)	55.28%
Charges for services	949,700	252,409	(\$697,291)	26.58%
Miscellaneous	127,512	80,863	(\$46,649)	63.42%
Recovered Cost	92,700	31,102	(\$61,598)	33.55%
Commonwealth	7,342,807	2,594,075	(\$4,748,732)	35.33%
Federal	127,000	67,633	(\$59,367)	53.25%
Total	\$50,837,904	\$22,599,251	(\$28,238,653)	44.45%

FY21 Top 4 Local Revenues

Revenue Source	FY21 Adopted	FY21 Actual as of 01.04.21	Percent Collected
Real Estate Taxes	\$24,418,880	\$12,008,112	49.2%
Personal Property Taxes	7,717,756	3,552,433	46.0%
Public Service Corporation	5,004,646	1,993,098	39.8%
Local Sales Taxes	1,736,219	757,878	43.7%

FY21 Sales Tax Revenue

Month	FY20	FY21	Increase/Decrease FY21
July	\$175,178	\$203,532	28,354
August	185,777	178,031	-7,746
September	189,303	190,545	1,242
October	180,813	185,770	4,957
	\$731,070	\$757,878	26,808

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for January 6, 2021:

- Minutes of December 16, 2020 – Caitlin Solis, Clerk to the Board
- Minutes of Adjourned December 16, 2020 Meeting – Caitlin Solis, Clerk to the Board
- CRMF - PW21-005 - FUSD Roof Replacement – Dale Critzer, Asst. Director of Public Works

MOTION:	Approve the consent agenda, for the January 6, 2021 Board of Supervisors meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second			Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:					

10 - UNFINISHED BUSINESS

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

- Extension of Expenditures of Coronavirus Relief Funds
 - The December 30, 2020 deadline established in the CARES Act for incurring expenditures will be extended by one year, until December 31, 2021.
- Families First Coronavirus Response Act (FFCRA)
 - Established provisions including paid Emergency Sick Leave and Expanded Family Medical Leave that allowed employees to care for themselves and their family members during the coronavirus pandemic.
 - Two weeks (up to 80 hours) of paid sick leave at the employee’s regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis
 - The provisions expired at 11:59pm on December 30, 2020.
 - This will impact organizational staffing, productivity, and the organization’s service ability due to the effects of the pandemic extending beyond December 2020.
 - Consideration to extend this beyond December 30, 2020.

FY22 NON-PROFIT BUDGET PRESENTATIONS (normally not to exceed 5 minutes each)

Central Virginia Small Business Development Center
Fluvanna County Arts Council
Fluvanna Chamber of Commerce
Fluvanna Leadership Development Program
Fluvanna/Louisa Housing Foundation
Foothills Child Advocacy Center
Hospice of the Piedmont
Jefferson Area Board of Aging
Child Health Partnership
Legal Aid Justice Center
Monticello Area Community Action Agency

- At 8:05pm, a motion was made to extend the Board of Supervisors meeting.

MOTION:	Approve a motion to extend the January 6, 2021 Regular Board of Supervisors meeting to 9:00pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 8:06pm 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 8:06pm.

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, January 6, 2021 at 8:08pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 01-2021

**A RESOLUTION RECOGNIZING THE
2021 ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS**

At the annual Organizational Meeting of the Fluvanna County Board of Supervisors held in the Fluvanna County Courts Building at 4:00 PM on Wednesday, January 6, 2021, the following resolution was adopted by the Board of Supervisors, the vote being as shown below and recorded in the minutes of the meeting.

WHEREAS, the Code of Virginia requires an annual organizational meeting for the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates and,

WHEREAS, the Board of Supervisors does now conduct such an organizational meeting;

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors that it does hereby designate the Meeting Room in the Circuit Courtroom in the Fluvanna Courts Building as its meeting place for Regular Meetings to be held on the first Wednesday of each month at 4:00 p.m. and the third Wednesday of each month at 7:00 p.m., except for the month of July when the only meeting shall be on the first Wednesday starting at 4:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for additional business or public hearings. When scheduled, Work Sessions will be held the third Wednesday of each month at 4:00 p.m. prior to the regular meeting.

BE IT FURTHER RESOLVED by the Board of Supervisors that it does hereby designate the fourth Wednesday at 7:00 p.m. as the meeting date for any such regular meeting that is postponed due to weather or such other circumstances.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the annual Organizational Meeting of the Board held on the 6th day of January, 2021;

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

A Copy, teste:

Caitlin Solis
Clerk to the Board of Supervisors
Fluvanna County, Virginia



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS 2021-01-20 p.121/220
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

TAB E

Date: January 20, 2021
From: Finance Department
To: Board of Supervisors
Subject: **Accounts Payable Report for December 2020**

1. Staff recommends that the Board of Supervisors ratify the expenditures in the attached report and summarized below.

CATEGORY	AMOUNT
General	\$1,489,845.31
Capital Improvements	\$63,554.59
Debt Service	\$775.00
Sewer	\$4,749.36
Fork Union Sanitary District	\$5,661.81
Zion Crossroads Water & Sewer	\$226,148.69
TOTAL AP EXPENDITURES	\$1,790,734.76
Payroll	980,762.24
TOTAL	2,771,497.00

MOTION

I move the Accounts Payable and Payroll be ratified for **December 2020** in the amount of **\$2,771,497.00**

Encl:
AP Report

	D	E	F	G	I	J	K	L	M	N
1	County of Fluvanna			From Date: 12/1/2020						
2	Accounts Payable List			To Date: 12/31/2020						
3										
5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
6	Fund # - 100 GENERAL FUND									
7	GENERAL FUND									
8	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 111320	82426	11/13/2020	12/4/2020	178.37			
9	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 112720	82733	11/27/2020	12/4/2020	228.84			
10	VMAEC	PLANNING ESCROW	EROSION CASH BOND REF ELECTRICAL	120320	12/3/2020	12/11/2020	17,376.00			
11	VACORP	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 112720	82734	11/27/2020	12/4/2020	537.67			
12	VACORP	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 111320	82427	11/13/2020	12/4/2020	547.29			
13								Total:	\$18,868.17	
14										
15	REAL ESTATE TAXES									
16	AMROCK, LLC -VIRGINIA	R E 2020 - 1ST	RE 2020 18-5-8	82628	11/24/2020	12/10/2020	216.08			
17	ASKEW, REBECCA S	R E 2019 - 1ST	RE 2019 13-10-3	82624	11/24/2020	12/10/2020	25.68			
18	CORELOGIC CENTRALIZED REFUNDS	R E 2015 - 1ST	105 - RE 2015 18A-12-523	82622	11/24/2020	12/10/2020	946.20			
19	CORELOGIC CENTRALIZED REFUNDS	R E 2019 - 1ST	RE 2019 10-5-A2	82625	11/24/2020	12/10/2020	483.77			
20	COURT SQUARE TITLE OF	R E 2020 - 1ST	RE 2020 18A-11-60	82730	11/24/2020	12/18/2020	279.92			
21	HARMON, RACHEL E	R E 2020 - 1ST	Lockbox Payment Refund	82629	11/24/2020	12/10/2020	735.84			
22	JOHNSON, PETER EUGENE	R E 2020 - 1ST	RE 2020 30-8-C1	82630	11/24/2020	12/10/2020	8.92			
23	KENNEDY REVOCABLE TRUST	R E 2019 - 1ST	5571 - RE 2019 52-A-116A	82626	11/24/2020	12/10/2020	18.50			
24	KENNEDY REVOCABLE TRUST	R E 2019 - 2ND	5571 - RE 2019 52-A-116A	82626	11/24/2020	12/10/2020	18.50			
25	KIDD, KEVIN S & HEATHER L	R E 2020 - 1ST	RE 2020 34-3-C1A	82631	11/24/2020	12/10/2020	45.87			
26	LERETA LLC	R E 2020 - 1ST	RE 2020 18A-11-5	82727	11/24/2020	12/10/2020	127.19			
27	MARTELLO, JEFFREY LOUIS	R E 2019 - 1ST	4753 - RE 2019 14-2-B5	82627	11/24/2020	12/10/2020	5.00			
28	NATIONSTAR MORTGAGE MORTGAGE	R E 2020 - 1ST	RE 2020 59-2-1	82726	11/24/2020	12/10/2020	600.01			
29	PROVENCHER, COLIN &	R E 2020 - 1ST	RE 2020 17-18-5	82632	11/24/2020	12/10/2020	1,618.75			
30	RICE LIVING TRUST	R E 2020 - 1ST	RE 2020 36-A-A130	82820	12/1/2020	12/10/2020	64.14			
31	RICE LIVING TRUST	R E 2020-2ND	RE 2020 36-A-A130	82820	12/1/2020	12/10/2020	64.13			
32	STRICKLAND, JOHN M & KELLY A	R E 2020 - 1ST	Lockbox Payment Refund	82633	11/24/2020	12/10/2020	892.17			
33	STRONG, PATRICIA D TRUSTEE	R E 2020 - 1ST	RE 2020 18A-1-279	82634	11/24/2020	12/10/2020	5.29			
34	VA HOUSING	R E 2020 - 1ST	RE 2020 9-13-20	82731	11/24/2020	12/18/2020	343.21			
35	WATKINS, DARLENE	R E 2020 - 1ST	RE 2020 12-13-10	82635	11/24/2020	12/10/2020	150.00			
36								Total:	\$6,649.17	
37										
38	REAL & PERSONAL PUBLIC SERV									
39	COLONIAL PIPELINE COMPANY	PS CORP 2020 - 1ST	RE 2020 123456	82732	11/24/2020	12/10/2020	8,692.93			
40	ZAYO GROUP LLC	PS CORP 2015 - 1ST	377 - RE 2015 6900	82623	11/24/2020	12/10/2020	13.60			
41	ZAYO GROUP LLC	PS CORP 2015 - 2ND	377 - RE 2015 6900	82623	11/24/2020	12/10/2020	13.60			
42								Total:	\$8,720.13	
43										
44	PERSONAL PROPERTY TAXES									
45	ARMSTRONG, ODELL	P P 2016 - 1ST	4957 - PP 2016 198218	82643	11/24/2020	12/10/2020	2.61			
46	ARMSTRONG, ODELL	P P 2016 - 2ND	4957 - PP 2016 198218	82643	11/24/2020	12/10/2020	2.61			
47	ARMSTRONG, ODELL	P P 2017 - 1ST	4956 - PP 2017 198218	82658	11/24/2020	12/10/2020	2.18			
48	ARMSTRONG, ODELL	P P 2017 - 2ND	4956 - PP 2017 198218	82658	11/24/2020	12/10/2020	2.17			
49	ARMSTRONG, ODELL	P P 2018 - 1ST	4955 - PP 2018 198218	82667	11/24/2020	12/10/2020	2.18			

	D	E	F	G	I	J	K	L	M	N
1	County of Fluvanna			From Date: 12/1/2020						
2	Accounts Payable List			To Date: 12/31/2020						
3										
5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
50	ARMSTRONG, ODELL	P P 2018 - 2ND	4955 - PP 2018 198218	82667	11/24/2020	12/10/2020	2.17			
51	ASSOCIATION SPECIALISTS LLC	P P 2017 - 1ST	3312 - PP 2017 229811	82659	11/24/2020	12/10/2020	166.39			
52	BAXTER (NEELLEY) , LAURA	P P 2016 - 1ST	2398 - PP 2016 220833	82653	11/24/2020	12/10/2020	70.04			
53	BLUE RIDGE MOUNTAIN SPORTS	P P 2015 - 1ST	4598 - PP 2015 226842	82636	11/24/2020	12/10/2020	1,226.66			
54	BOTTO, CHRISTOPHER ADAIR	P P 2016 - 1ST	2333 - PP 2016 277	82644	11/24/2020	12/10/2020	340.93			
55	BURNEY, NANCY LOUISE	P P 2018 - 1ST	4210 - PP 2018 9191	82669	11/24/2020	12/10/2020	44.14			
56	CHUDHARY, YOUNAS	P P 2016 - 1ST	2278 - PP 2016 6193	82646	11/24/2020	12/10/2020	63.47			
57	CLARK, DONALD CHARLES	P P 2017 - 1ST	3753 - PP 2017 6200	82660	11/24/2020	12/10/2020	22.80			
58	CLARK, DONALD CHARLES	P P 2017 - 1ST	3753 - PP 2017 6200	82660	11/24/2020	12/10/2020	111.97			
59	CONDI, GINA THERESA	P P 2016 - 1ST	2141 - PP 2016 548	82647	11/24/2020	12/10/2020	50.96			
60	DIXON, AARON LEMECH	P P 2019 - 1ST	5699 - PP 2019 17704	82675	11/24/2020	12/10/2020	63.44			
61	DIXON, AARON LEMECH	P P 2019 - 2ND	5699 - PP 2019 17704	82675	11/24/2020	12/10/2020	17.82			
62	FISHER, CHARLES LAWRENCE	P P 2016 - 1ST	4888 - PP 2016 873	82648	11/24/2020	12/10/2020	275.14			
63	FISHER, CHARLES LAWRENCE	P P 2016 - 2ND	4888 - PP 2016 873	82648	11/24/2020	12/10/2020	46.86			
64	GOFFIN, CAROL LYNNE	P P 2020 - 1ST	PP 2020 230444	82697	11/24/2020	12/10/2020	72.19			
65	GOLDFELD, KYMBERLEE POWEL	P P 2020 - 1ST	PP 2020 6601	82698	11/24/2020	12/10/2020	1,788.96			
66	HARTMAN FIRE STATION	P P 2020 - 1ST	PP 2020 8552	82702	11/24/2020	12/10/2020	11.25			
67	HAWKINS, MARGARET AMANDA	P P 2017 - 1ST	4275 - PP 2017 6760	82663	11/24/2020	12/10/2020	73.48			
68	HVT INC AS TRUSTEE FOR HONDA	P P 2018 - 1ST	3834 - PP 2018 13630	82671	11/24/2020	12/10/2020	163.23			
69	JAMES, GEORGE DAVID	P P 2016 - 1ST	2263 - PP 2016 1366	82649	11/24/2020	12/10/2020	88.80			
70	JAMES, KATHY JANE	P P 2016 - 1ST	2264 - PP 2016 230676	82650	11/24/2020	12/10/2020	75.04			
71	JOHN MCKEE GRAPHIC DESIGN	P P 2018 - 1ST	4400 - PP 2018 15949	82672	11/24/2020	12/10/2020	14.50			
72	LEWIS, KAREN GOLEMESKI	P P 2019 - 1ST	5482 - PP 2019 1607	82678	11/24/2020	12/10/2020	18.72			
73	MACSTEEL SERVICE CENTERS USA	P P 2015 - 1ST	940 - PP 2015 206674	82639	11/24/2020	12/10/2020	31.54			
74	MACSTEEL SERVICE CENTERS USA	P P 2015 - 1ST	940 - PP 2015 206674	82639	11/24/2020	12/10/2020	32.69			
75	MACSTEEL SERVICE CENTERS USA	P P 2015 - 1ST	940 - PP 2015 206674	82639	11/24/2020	12/10/2020	33.72			
76	MANIERI, GIANI	P P 2017 - 1ST	3270 - PP 2017 12015	82664	11/24/2020	12/10/2020	102.43			
77	MANIERI, GIANI	P P 2017 - 1ST	3270 - PP 2017 12015	82664	11/24/2020	12/10/2020	105.61			
78	MARSHALL III, GEORGE EARLY	P P 2016 - 1ST	2092 - PP 2016 1704	82651	11/24/2020	12/10/2020	90.72			
79	MCGURK, FINNIAN KEY	P P 2015 - 1ST	2461 - PP 2015 1778	82640	11/24/2020	12/10/2020	68.42			
80	MEEDS, HEATHER KAYE	P P 2017 - 1ST	3557 - PP 2017 10500	82665	11/24/2020	12/10/2020	332.23			
81	MORRIS, THURSTON KEITH	P P 2019 - 1ST	5527 - PP 2019 228381	82682	11/24/2020	12/10/2020	300.28			
82	NAPOLEONE, CRYSTAL LEE	P P 2018 - 1ST	4455 - PP 2018 1952	82673	11/24/2020	12/10/2020	48.61			
83	RIGNEY, MARY ELIZABETH	P P 2019 - 1ST	5253 - PP 2019 209761	82683	11/24/2020	12/10/2020	21.75			
84	SCRUGGS(NORCROSS), CONSTANCE	P P 2016 - 1ST	PP 2016 215883	82654	11/24/2020	12/10/2020	180.72			
85	SCRUGGS(NORCROSS), CONSTANCE	P P 2016 - 2ND	PP 2016 215883	82654	11/24/2020	12/10/2020	16.09			
86	SMITH, HUNTER JAMES	P P 2016 - 1ST	2276 - PP 2016 4995	82655	11/24/2020	12/10/2020	113.50			
87	SMITH, HUNTER JAMES	P P 2016 - 1ST	2277 - PP 2016 228799	82656	11/24/2020	12/10/2020	69.10			
88	SMITH, HUNTER JAMES	P P 2016 - 2ND	2276 - PP 2016 4995	82655	11/24/2020	12/10/2020	113.49			
89	SMITH, HUNTER JAMES	P P 2016 - 2ND	2277 - PP 2016 228799	82656	11/24/2020	12/10/2020	69.10			
90	TAYLOR, SUSAN ELIZABETH	P P 2020 - 1ST	PP 2020 11231	82718	11/24/2020	12/10/2020	27.86			
91	TECHNICAL MARKETING INC	P P 2016 - 1ST	1483 - PP 2016 224114	82657	11/24/2020	12/10/2020	21.75			
92	TURNER, MIRANDA LASHANDA	P P 2015 - 1ST	3838 - PP 2015 231622	82641	11/24/2020	12/10/2020	27.02			
93	WIGAL, TYRONE MICHAEL	P P 2017 - 1ST	5578 - PP 2017 224326	82666	11/24/2020	12/10/2020	37.22			

	D	E	F	G	I	J	K	L	M	N
1	County of Fluvanna			From Date: 12/1/2020						
2	Accounts Payable List			To Date: 12/31/2020						
3										
5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
94	WINTER, TIMOTHY OWENS	P P 2019 - 1ST	5135 - PP 2019 11533	82687	11/24/2020	12/10/2020	112.66			
95	WRIGHT, PAUL SIMS	P P 2019 - 1ST	5491 - PP 2019 5284	82688	11/24/2020	12/10/2020	36.05			
96	YOUR MAN FRIDAY	P P 2020 - 1ST	PP 2020 214184	82724	11/24/2020	12/10/2020	5.27			
97	ZIMNICK, ROBIN LOUISE	P P 2015 - 1ST	3553 - PP 2015 3063	82642	11/24/2020	12/10/2020	40.72			
98										
99										
100	MOBILE HOME TAXES									
101	DANSEY, KATHERINE SEAY	M H 2017 - 1ST	3241 - PP 2017 201345	82661	11/24/2020	12/10/2020	7.75			
102	MORRIS, JOYCE HUGHSTON	M H 2019 - 1ST	5574 - PP 2019 23913	82681	11/24/2020	12/10/2020	6.94			
103										
104										
105	OTHER LOCAL TAXES									
106	ADAMS 3RD, HERBERT SCOTT	ADMIN FEE VEHICLE LICENSE	PP 2020 197844	82689	11/24/2020	12/10/2020	79.55			
107	ASSOCIATION SPECIALISTS LLC	ADMIN FEE VEHICLE LICENSE	3312 - PP 2017 229811	82659	11/24/2020	12/10/2020	33.00			
108	BAILEY, COLLIN NICHOLAS	ADMIN FEE VEHICLE LICENSE	PP 2018 12663	82668	11/24/2020	12/10/2020	49.90			
109	BATES, KAVIN WILLIAM	ADMIN FEE VEHICLE LICENSE	PP 2020 12699	82690	11/24/2020	12/10/2020	7.00			
110	BAXTER (NEELLEY) , LAURA	ADMIN FEE VEHICLE LICENSE	2398 - PP 2016 220833	82653	11/24/2020	12/10/2020	33.00			
111	BEYER, PAUL VERNON	ADMIN FEE VEHICLE LICENSE	PP 2020 198873	82691	11/24/2020	12/10/2020	27.29			
112	BMW FINANCIAL SERVICES	ADMIN FEE VEHICLE LICENSE	PP 2020 18004	82729	11/24/2020	12/10/2020	827.59			
113	BOTTO, CHRISTOPHER ADAIR	ADMIN FEE VEHICLE LICENSE	2333 - PP 2016 277	82644	11/24/2020	12/10/2020	33.00			
114	BURKE, GLORIA JEAN	ADMIN FEE VEHICLE LICENSE	PP 2020 199899	82692	11/24/2020	12/10/2020	34.82			
115	BURNEY, NANCY LOUISE	ADMIN FEE VEHICLE LICENSE	4210 - PP 2018 9191	82669	11/24/2020	12/10/2020	33.00			
116	CARR, CYNTHIA MARIE	ADMIN FEE VEHICLE LICENSE	PP 2020 24893	82693	11/24/2020	12/10/2020	37.12			
117	CARR, SADIE LOUISE	ADMIN FEE VEHICLE LICENSE	2027 - PP 2016 445	82645	11/24/2020	12/10/2020	3.81			
118	CHUDHARY, YOUNAS	ADMIN FEE VEHICLE LICENSE	2278 - PP 2016 6193	82646	11/24/2020	12/10/2020	33.00			
119	CLARK, DONALD CHARLES	ADMIN FEE VEHICLE LICENSE	3753 - PP 2017 6200	82660	11/24/2020	12/10/2020	33.00			
120	CONDI, GINA THERESA	ADMIN FEE VEHICLE LICENSE	2141 - PP 2016 548	82647	11/24/2020	12/10/2020	33.00			
121	CORBIN, JONATHAN BRYCE	ADMIN FEE VEHICLE LICENSE	PP 2020 17368	82694	11/24/2020	12/10/2020	11.68			
122	COTTEN, JEFFREY YOUNG	ADMIN FEE TRAILER LICENSE	PP 2020 201009	82695	11/24/2020	12/10/2020	6.28			
123	CRUTE, TAYLOR FRANCES-BETT	ADMIN FEE VEHICLE LICENSE	PP 2018 9413	82670	11/24/2020	12/10/2020	99.83			
124	DAILEY, GERTRUDE HELEN	ADMIN FEE VEHICLE LICENSE	PP 2020 3882	82696	11/24/2020	12/10/2020	18.02			
125	DIXON, AARON LEMECH	ADMIN FEE VEHICLE LICENSE	5699 - PP 2019 17704	82675	11/24/2020	12/10/2020	33.00			
126	DOMBROWSKI, MARION	ADMIN FEE VEHICLE LICENSE	PP 2020 25126	82728	11/24/2020	12/10/2020	52.59			
127	DOUBLESTEIN, AMBER WHITNEY	ADMIN FEE VEHICLE LICENSE	4212 - PP 2015 225309	82637	11/24/2020	12/10/2020	12.09			
128	FIELDS, MARLON DEVON	ADMIN FEE VEHICLE LICENSE	PP 2017 863	82662	11/24/2020	12/10/2020	21.75			
129	FISHER, CHARLES LAWRENCE	ADMIN FEE VEHICLE LICENSE	4888 - PP 2016 873	82648	11/24/2020	12/10/2020	33.00			
130	GREER, STACY RENEE	ADMIN FEE VEHICLE LICENSE	PP 2019 203477	82676	11/24/2020	12/10/2020	33.01			
131	GREER, TONY KEITH	ADMIN FEE VEHICLE LICENSE	PP 2019 203478	82677	11/24/2020	12/10/2020	33.00			
132	GREGORY, PAMELA SUE	ADMIN FEE TRAILER LICENSE	PP 2020 223247	82699	11/24/2020	12/10/2020	23.46			
133	GRUNAU, JASHER TOBIAS	ADMIN FEE VEHICLE LICENSE	PP 2020 230485	82700	11/24/2020	12/10/2020	5.43			
134	HAHN, DAVID JAMES	ADMIN FEE TRAILER LICENSE	6042 - PP 2020 25447	82701	11/24/2020	12/10/2020	8.61			
135	HAWKINS, MARGARET AMANDA	ADMIN FEE VEHICLE LICENSE	4275 - PP 2017 6760	82663	11/24/2020	12/10/2020	33.00			
136	HERRING, RANDOLPH O'NEIL	ADMIN FEE VEHICLE LICENSE	PP 2020 4256	82703	11/24/2020	12/10/2020	624.37			
137	HOPKINS, JOHN GREGORY	ADMIN FEE VEHICLE LICENSE	6101 - PP 2020 222931	82704	11/24/2020	12/10/2020	16.44			

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5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
138	HOWARD, JANAS MAE	ADMIN FEE VEHICLE LICENSE	PP 2020 25665	82705	11/24/2020	12/10/2020	596.24			
139	HOWARD, JOSEPH WAYNE	ADMIN FEE VEHICLE LICENSE	5968 - PP 2020 13606	82706	11/24/2020	12/10/2020	28.47			
140	HVT INC AS TRUSTEE FOR HONDA	ADMIN FEE VEHICLE LICENSE	3834 - PP 2018 13630	82671	11/24/2020	12/10/2020	33.00			
141	JAMES, GEORGE DAVID	ADMIN FEE VEHICLE LICENSE	2263 - PP 2016 1366	82649	11/24/2020	12/10/2020	33.00			
142	JAMES, KATHY JANE	ADMIN FEE VEHICLE LICENSE	2264 - PP 2016 230676	82650	11/24/2020	12/10/2020	33.00			
143	KARY, STEVEN PAUL	ADMIN FEE VEHICLE LICENSE	PP 2020 13732	82707	11/24/2020	12/10/2020	11.04			
144	LEWIS, KAREN GOLEMBESKI	ADMIN FEE VEHICLE LICENSE	5482 - PP 2019 1607	82678	11/24/2020	12/10/2020	33.00			
145	LLOYD, SHANNON NEIL	ADMIN FEE VEHICLE LICENSE	PP 2015 230853	82638	11/24/2020	12/10/2020	74.67			
146	MANIERI, GIANI	ADMIN FEE VEHICLE LICENSE	3270 - PP 2017 12015	82664	11/24/2020	12/10/2020	33.00			
147	MARKHAM, SARA PAGE	ADMIN FEE VEHICLE LICENSE	5701 - PP 2019 7162	82679	11/24/2020	12/10/2020	441.67			
148	MARSHALL III, GEORGE EARLY	ADMIN FEE VEHICLE LICENSE	2092 - PP 2016 1704	82651	11/24/2020	12/10/2020	33.00			
149	MCGURK, FINNIAN KEY	ADMIN FEE VEHICLE LICENSE	2461 - PP 2015 1778	82640	11/24/2020	12/10/2020	33.00			
150	MEEDS, HEATHER KAYE	ADMIN FEE VEHICLE LICENSE	3557 - PP 2017 10500	82665	11/24/2020	12/10/2020	33.00			
151	MITCHELL, CAMERON LEWIS	ADMIN FEE VEHICLE LICENSE	1268 - PP 2016 224702	82652	11/24/2020	12/10/2020	6.56			
152	MOORE, CYNTHIA HELEN	ADMIN FEE VEHICLE LICENSE	PP 2019 207623	82680	11/24/2020	12/10/2020	35.04			
153	MORRIS, THURSTON KEITH	ADMIN FEE TRAILER LICENSE	5527 - PP 2019 228381	82682	11/24/2020	12/10/2020	18.00			
154	NAPOLEONE, CRYSTAL LEE	ADMIN FEE VEHICLE LICENSE	4455 - PP 2018 1952	82673	11/24/2020	12/10/2020	33.00			
155	OMALLEY, PATRICIA FRANCES	ADMIN FEE VEHICLE LICENSE	PP 2018 5394	82674	11/24/2020	12/10/2020	27.92			
156	PASOUR, CALEB AUGUST	ADMIN FEE VEHICLE LICENSE	PP 2020 14219	82708	11/24/2020	12/10/2020	34.11			
157	PERSON, RACHEL RENEE	ADMIN FEE VEHICLE LICENSE	PP 2020 14260	82709	11/24/2020	12/10/2020	223.72			
158	RAY, RUSSELL GARNETT	ADMIN FEE TRAILER LICENSE	PP 2020 216079	82710	11/24/2020	12/10/2020	47.81			
159	RODGERS, ACACIA NICOLE	ADMIN FEE VEHICLE LICENSE	PP 2020 20945	82711	11/24/2020	12/10/2020	137.93			
160	ROSE JR, RICHARD HUNT	ADMIN FEE VEHICLE LICENSE	PP 2020 14426	82712	11/24/2020	12/10/2020	139.20			
161	SALZBERG, RANDY	ADMIN FEE VEHICLE LICENSE	PP 2020 7731	82713	11/24/2020	12/10/2020	46.27			
162	SCRUGGS(NORCROSS), CONSTANCE	ADMIN FEE VEHICLE LICENSE	PP 2016 215883	82654	11/24/2020	12/10/2020	33.00			
163	SMITH, HUNTER JAMES	ADMIN FEE VEHICLE LICENSE	2276 - PP 2016 4995	82655	11/24/2020	12/10/2020	33.00			
164	SMITH, HUNTER JAMES	ADMIN FEE VEHICLE LICENSE	2277 - PP 2016 228799	82656	11/24/2020	12/10/2020	33.00			
165	SMITH, JOEL FRANKLIN	ADMIN FEE VEHICLE LICENSE	PP 2020 211007	82714	11/24/2020	12/10/2020	33.01			
166	SMITH, KIMBERLEY DAWN	ADMIN FEE VEHICLE LICENSE	PP 2019 21370	82684	11/24/2020	12/10/2020	28.85			
167	STARTSEV, IGOR	ADMIN FEE VEHICLE LICENSE	PP 2020 218862	82715	11/24/2020	12/10/2020	66.00			
168	STARTSEVA, NATALIA	ADMIN FEE VEHICLE LICENSE	PP 2020 218863	82716	11/24/2020	12/10/2020	33.00			
169	STINCHFIELD, LEE TAYLOR	ADMIN FEE VEHICLE LICENSE	PP 2020 211422	82717	11/24/2020	12/10/2020	51.01			
170	TOMS JR, JAMES ORVILLE	ADMIN FEE VEHICLE LICENSE	PP 2020 212124	82719	11/24/2020	12/10/2020	62.60			
171	TURNER, MIRANDA LASHANDA	ADMIN FEE VEHICLE LICENSE	3838 - PP 2015 231622	82641	11/24/2020	12/10/2020	33.00			
172	TYLER, ANDREW AUSTIN	ADMIN FEE VEHICLE LICENSE	5831 - PP 2020 21886	82720	11/24/2020	12/10/2020	3.22			
173	VERA, OSCAR EDWARD	ADMIN FEE VEHICLE LICENSE	PP 2020 16173	82721	11/24/2020	12/10/2020	33.00			
174	WAGNER, MELISSA NICOLE	ADMIN FEE VEHICLE LICENSE	PP 2020 11389	82722	11/24/2020	12/10/2020	235.64			
175	WASHINGTON, TERRI PORTER	ADMIN FEE VEHICLE LICENSE	5678 - PP 2019 212728	82685	11/24/2020	12/10/2020	23.80			
176	WIGAL, TYRONE MICHAEL	ADMIN FEE VEHICLE LICENSE	5576 - PP 2019 224326	82686	11/24/2020	12/10/2020	30.51			
177	WILLIAMS, JOHN DAVID	ADMIN FEE VEHICLE LICENSE	PP 2020 221527	82723	11/24/2020	12/10/2020	30.83			
178	WINTER, TIMOTHY OWENS	ADMIN FEE VEHICLE LICENSE	5135 - PP 2019 11533	82687	11/24/2020	12/10/2020	33.00			
179	ZIMNICK, ROBIN LOUISE	ADMIN FEE VEHICLE LICENSE	3553 - PP 2015 3063	82642	11/24/2020	12/10/2020	33.00			
180								Total:		\$5,358.76
181										

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2	Accounts Payable List									
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5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
182	PERMITS/FEES/LICENSES									
183	ROBERTSON ELECTRIC	BUILDING PERMITS	REFUND FOR PERMIT ER20-0363	122320	12/23/2020	12/31/2020	45.90			
184								Total:	\$45.90	
185										
186	BOARD OF SUPERVISORS									
187	BANK OF AMERICA	OTHER OPERATING SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	55.42			
188	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	0.95			
189	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	0.69			
190	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	0.74			
191	VALLEY PUBLISHING	ADVERTISING	PUBLIC HEARING AD 12/16	2020F49-8	12/3/2020	12/18/2020	135.19			
192	VALLEY PUBLISHING	ADVERTISING	DEC 16 PUBLIC HEARING AD	2020F50-6	12/10/2020	12/18/2020	135.19			
193	VALLEY PUBLISHING	ADVERTISING	PUBLIC HEARING AD	2020F42-7	10/15/2020	12/18/2020	177.19			
194	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	121.43			
195								Total:	\$626.80	
196										
197	COUNTY ADMINISTRATOR									
198	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	GOPLS FOLDING SHOPPING CART JUMBO	1YX9-1VLL-6TKG	12/2/2020	12/11/2020	57.00			
199	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	TELESCOPIC INDOOR FLAGPOLE KIT	13XW-GYCT-PVLW	12/3/2020	12/11/2020	58.99			
200	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	TASCAM DR-05X RED STERO AUDIO	1JDP-QGG6-J6HQ	12/9/2020	12/18/2020	89.99			
201	BANK OF AMERICA	POSTAL SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	5.15			
202	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	223.00			
203	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	237.77			
204	FLUVANNA COUNTY CHAMBER OF	DUES OR ASSOCIATION	PLATINUM PREMIER MEMBERSHIP 5:GRETER	1838	10/9/2020	12/23/2020	400.00			
205	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	12.06			
206	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	19.55			
207	PITNEY BOWES	LEASE/RENT	DM400C DIGITAL MAILING SYSTEM	0016992100 112520	11/25/2020	12/11/2020	589.17			
208	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T435730	11/2/2020	12/18/2020	17.42			
209	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	6.19			
210	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	40.45			
211								Total:	\$1,756.74	
212										
213	COUNTY ATTORNEY									
214	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL-	LEGAL	120420	12/4/2020	12/11/2020	10,000.00			
215	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL-	LEGAL	120420	12/4/2020	12/11/2020	3,064.00			
216	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL- REAL	LEGAL	120420	12/4/2020	12/11/2020	1,097.24			
217	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL-	LEGAL	120420	12/4/2020	12/11/2020	785.00			
218								Total:	\$14,946.24	
219										
220	COMMISSIONER OF THE REVENUE									
221	BANK OF AMERICA	FURNITURE & FIXTURES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	209.99			
222	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	58.54			
223	NADA USED CAR GUIDE	PRINTING AND BINDING	NADA OFFICIAL USED CAR GUIDESUB EAST	ORD93445	11/16/2020	12/4/2020	244.30			
224	PITNEY BOWES	LEASE/RENT	LEASED EQUIPMENT	3312470989	11/25/2020	12/11/2020	458.88			
225	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	129.43			

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226	STONEWALL TECHNOLOGIES	PROFESSIONAL SERVICES	VAMANET MEMBERSHIP FEE	9577	11/30/2020	12/11/2020	300.00			
227	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	7.51			
228	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	40.45			
229								Total:	\$1,449.10	
230										
231	REASSESSMENT									
232	PEARSON'S APPRAISAL SERVICE INC	POSTAL SERVICES	APPRAISALSERVICES/FLUV CO 2021	#18 POSTAGE: 120720	12/7/2020	12/11/2020	7,832.50			
233								Total:	\$7,832.50	
234										
235	TREASURER									
236	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	PLASTIC CUPS AND RUBBER BANDS	13NH-QCRK-9NDW	11/30/2020	12/4/2020	29.97			
237	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	PAPER PLATES AND FORKS	1J9G-LTCL-RN6G	11/24/2020	12/4/2020	68.04			
238	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	BATTERIES, FILE FOLDERS & SOUP BOWLS	1VGH-X4RG-4WTL	12/3/2020	12/11/2020	32.44			
239	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	SWINGLINE COMPACT STAPLER	1QHC-YWJP-CFPM	12/6/2020	12/23/2020	33.64			
240	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	SWINGLINE STAPLER	1DT3-P43C-DKJC	12/14/2020	12/23/2020	43.94			
241	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	HOME OFFICE COMPUTER DESK	1Y93-XVTN-WWG9	12/18/2020	12/23/2020	95.99			
242	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	RIBBON CARTRIDGE	1MGH-YT7J-YDWP	12/18/2020	12/23/2020	130.16			
243	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	WIRELESS KEYBOARD/MOUSE COMBO QTY 7	1Y74-FD7J-6XHW	12/17/2020	12/23/2020	237.72			
244	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	STAPLER HEAVY DUTY	133R-9G66-G3RN	12/22/2020	12/31/2020	12.98			
245	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	HEATER	1W1P-1DY3-443V	12/23/2020	12/31/2020	35.99			
246	BUSINESS DATA OF VA, INC.	PROFESSIONAL SERVICES	CONSULTING WORKED ON PP SUPPLEMENT	01-1350	10/30/2020	12/23/2020	522.50			
247	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	125.00			
248	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	125.00			
249	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	8.47			
250	VALLEY PUBLISHING	ADVERTISING	FLUVANNA REVIEW 1/8 PAGE AD	2020F47-7	11/19/2020	12/4/2020	82.69			
251	VALLEY PUBLISHING	ADVERTISING	COUNTY RATE SECOND HALF TAXES AD	2020F48-9	11/26/2020	12/11/2020	82.69			
252	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	40.45			
253	VIRGINIA DEPT. OF MOTOR VEHICLES	DMV-ONLINE	JOSEPHY D. DOUGHERTY UNPAID VRWS	546001282025 120420	12/4/2020	12/11/2020	25.00			
254	VIRGINIA DEPT. OF MOTOR VEHICLES	DMV-ONLINE	ACCT#546001282025	202030500345	10/31/2020	12/11/2020	125.00			
255	VIRGINIA EMPLOYMENT COMMISSION	FULL-TIME SALARIES &	QRTLTY REIMBURSABLE BILLING EMPLOYER	081420	8/14/2020	12/4/2020	1,494.00			
256								Total:	\$3,351.67	
257										
258	INFORMATION TECHNOLOGY									
259	AMAZON CAPITAL SERVICES	ADP SUPPLIES	APPLE POWER ADAPTER, APPLE PENCIL &	1CWD-GXWF-VG1T	12/4/2020	12/11/2020	183.97			
260	AMAZON CAPITAL SERVICES	ADP SUPPLIES	CYBERPOWER 15 FT CORD QTY2	1V47-PRXD-NN6G	8/23/2020	12/31/2020	83.98			
261	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	12.17			
262	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	19.00			
263	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	25.00			
264	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	52.99			
265	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	149.80			
266	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	492.00			
267	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	846.00			
268	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	1,512.30			
269	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	313.21			

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270	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	365.81			
271	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	609.90			
272	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	57.00			
273	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	57.00			
274	CDW GOVERNMENT, INC.	ADP SERVICES	VMW CARBON BLACK EP STD SAAS SU	ZZP2627	9/4/2020	12/11/2020	2,760.00			
275	CDW GOVERNMENT, INC.	ADP SUPPLIES	APPLE IPAD 32 AND 64	4541384	11/20/2020	12/4/2020	1,063.21			
276	DELL MARKETING, L.P.	EDP EQUIPMENT	LATITUDE 5500XCTO BASE/DELL	10435734383	10/13/2020	12/11/2020	4,315.75			
277	MUNICIPAL CODE CORPORATION	ADP SERVICES	WEBSITE HOSTING AND WEBSITE	00351174	11/10/2020	12/4/2020	1,200.00			
278	STAPLES CONTRACT & COMMERCIAL,	FURNITURE & FIXTURES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	253.85			
279	SUMMIT BUSINESS ASSOC., INC.	ADP SERVICES	IBM POWER S914/UPLIFT FOR 9009-	2020463	11/18/2020	12/23/2020	1,475.00			
280	SUMMIT BUSINESS ASSOC., INC.	EDP EQUIPMENT	IBM POWER S914/UPLIFT FOR 9009-	2020463	11/18/2020	12/23/2020	24,837.00			
281	TYLER TECHNOLOGIES	ADP SERVICES	APPLICATION SERVICES	045-322132	12/1/2020	12/23/2020	41,881.89			
282	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T435730	11/2/2020	12/18/2020	3,051.03			
283	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	3.15			
284	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	188.08			
285									Total:	\$85,809.09
286										
287	FINANCE									
288	BANK OF AMERICA	DUES OR ASSOCIATION	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	35.00			
289	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	171.71			
290	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	171.71			
291	FORMAX	CONTRACT SERVICES	12 MTHSERICE CONTRACTRNWL FOR	152206	12/1/2020	12/11/2020	832.00			
292	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	156.05			
293	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	160.69			
294	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	93.98			
295	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	329.76			
296	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	7.39			
297	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	40.45			
298									Total:	\$1,998.74
299										
300	REGISTRAR/ELECTORAL BOARD									
301	ALEXANDER BURRUSS II	CONTRACT SERVICES	13.5 HOURS WORKED FOR EARLY VOTING	AB 10312020	11/30/2020	12/2/2020	162.00			
302	ALEXANDER BURRUSS II	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	AB 11032020	11/3/2020	12/2/2020	190.00			
303	AMAZON CAPITAL SERVICES	OTHER OPERATING SUPPLIES	PORTABLE WEATHERTIGHT FILE BOX	1M61-G3Y1-11M9	11/2/2020	12/23/2020	727.53			
304	AMY R. BRICE	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	AB 11032020	11/3/2020	12/2/2020	160.00			
305	ANDREA OVERWEG	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	AO 11032020	11/3/2020	12/2/2020	160.00			
306	ANDREW LEON	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	AL 11032020	11/3/2020	12/2/2020	107.50			
307	ANN LEE	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	AL 11032020	11/3/2020	12/2/2020	160.00			
308	ANN ZIPSER	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	AZ 11032020	11/3/2020	12/2/2020	107.50			
309	AUDREY O. FISHER	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	AF 11032020	11/3/2020	12/2/2020	160.00			
310	AUTOMATED OFFICE SYSTEMS	LEASE/RENT	LANIER COLOR MULTIFUNCTIONAL/MP C3003	093008	10/29/2020	12/4/2020	155.00			
311	AUTOMATED OFFICE SYSTEMS	LEASE/RENT	MONTHLY BILLING	093399	11/30/2020	12/18/2020	155.00			
312	BANK OF AMERICA	POSTAL SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	1.60			
313	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	35.26			

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1	County of Fluvanna			From Date: 12/1/2020 To Date: 12/31/2020						
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3										
5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
314	BARBARA J. GAINES	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	BG 11032020	11/3/2020	12/2/2020	200.00			
315	BECKY MARTIN	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	BM 11032020	11/3/2020	12/2/2020	107.50			
316	BENJ. FRANKLIN PRINTING CO.	OTHER OPERATING SUPPLIES	ENVELOPES WITH LOGO	42842	11/23/2020	12/18/2020	126.50			
317	BENJAMIN J. STOPPE, JR.	CONTRACT SERVICES	GENERAL ELECTION, TRAINING, & MILEAGE	BS 11032020	11/3/2020	12/2/2020	270.00			
318	BENJAMIN J. STOPPE, JR.	MILEAGE ALLOWANCES	GENERAL ELECTION, TRAINING, & MILEAGE	BS 11032020	11/3/2020	12/2/2020	6.90			
319	BENJAMIN L. HUDSON	CONTRACT SERVICES	GENERAL ELECTION, TRAINING, MILEAGE	BH 110330	11/3/2020	12/2/2020	240.00			
320	BENJAMIN L. HUDSON	MILEAGE ALLOWANCES	GENERAL ELECTION, TRAINING, MILEAGE	BH 110330	11/3/2020	12/2/2020	2.76			
321	BERTHA THOMAS	CONTRACT SERVICES	GENERAL ELECTION, TRAINING, & MILEAGE	BT 11032020	11/3/2020	12/2/2020	240.00			
322	BERTHA THOMAS	MILEAGE ALLOWANCES	GENERAL ELECTION, TRAINING, & MILEAGE	BT 11032020	11/3/2020	12/2/2020	4.60			
323	BIG EYE	CONTRACT SERVICES	ANNUAL ABSENTEE BALLOT RNWL MAILING-	106963	12/15/2020	12/23/2020	252.40			
324	BIG EYE	POSTAL SERVICES	NOTICE OF ANNUAL ABSNTEE BALLOT	P2885	12/3/2020	12/11/2020	297.60			
325	BING SPITLER	CONTRACT SERVICES	ELECTION AND TRAINING	BS 11032020	11/3/2020	12/2/2020	160.00			
326	BRANDY SMITH	CONTRACT SERVICES	ELECTION & TRAINING	BS 11032020	11/3/2020	12/2/2020	77.50			
327	BRIAN W. HAMSHAR	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	BH 11032020	11/3/2020	12/2/2020	107.50			
328	BROOKE HENRY	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	BH 11032020	11/3/2020	12/2/2020	160.00			
329	CARRIE SLINKMAN-KERWICK	CONTRACT SERVICES	ELECTION	CSK 11032020	11/3/2020	12/2/2020	130.00			
330	CATHERINE E. HOBBS	CONVENTION AND	LUNCH, SNACKS OFFICERS OF ELECTIONS	12022020	12/2/2020	12/11/2020	135.15			
331	CATHERINE E. HOBBS	MILEAGE ALLOWANCES	TRAVEL 11/3/20 AND 10/01/20 MILEAGE	120220	12/2/2020	12/11/2020	82.80			
332	CATHERINE E. HOBBS	POSTAL SERVICES	REIMBURSEMENT FOR COST OF ABSENTEE	CH11302020	11/30/2020	12/2/2020	16.34			
333	CECILE REY	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	CR 11032020	11/3/2020	12/2/2020	107.50			
334	CHRISTIAN, LINDA PARRISH	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	LC 11032020	11/3/2020	12/2/2020	160.00			
335	CLARENCE E. WELLS, JR.	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	CWJ 11032020	11/3/2020	12/2/2020	170.00			
336	CODIE APPELGATE	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	CA 11032020	11/3/2020	12/2/2020	107.50			
337	CURTIS PUTNAM	CONTRACT SERVICES	GENERAL ELECTION PRECINCT CAP	CP110320	11/3/2020	12/2/2020	10.00			
338	CURTIS PUTNAM	CONTRACT SERVICES	GENERAL ELECTION PRECINCT CAP	CP110320	11/3/2020	12/2/2020	155.00			
339	CURTIS PUTNAM	CONTRACT SERVICES	43.25 HOURS FOR EARLY VOTING	CP 10162020	10/12/2020	12/2/2020	519.00			
340	DANIEL D. GRAFF	SUBSISTENCE & LODGING	MEAL REIMBURSEMENT FOR CANVAS	DG11302020	11/30/2020	12/2/2020	124.72			
341	DEBORAH B. NIXON	CONTRACT SERVICES	ELECTION & TRAINING	DN 11032020	11/3/2020	12/2/2020	160.00			
342	DELOIS CARTER	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	DC 11032020	11/3/2020	12/2/2020	160.00			
343	DENICE FLYNN	CONTRACT SERVICES	ELECTION & TRAINING	DF 11032020	11/3/2020	12/2/2020	160.00			
344	DOROTHY LEON	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	DL 11032020	11/3/2020	12/2/2020	107.50			
345	E. WAYNE MURPHY	CONTRACT SERVICES	ELECTION & TRAINING	WM 11032020	11/3/2020	12/2/2020	107.50			
346	ELECTION SERVICES ONLINE	CONTRACT SERVICES	NEW TM'S FOR VOTING EQUIP/SHIPPING	2155	10/30/2020	12/18/2020	218.39			
347	ELECTION SERVICES ONLINE	CONTRACT SERVICES	OVI PAPER ROLL WITH SEAT/PROCESSING	2142	10/30/2020	12/18/2020	568.00			
348	ELIZABETH NEMETH	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	EN 11032020	11/3/2020	12/2/2020	107.50			
349	FREDERIC L. BAYLESS	CONTRACT SERVICES	GENERAL ELECTION PRECINCT 101 &	FB 11032020	11/3/2020	12/2/2020	107.50			
350	GAYLE HURWITZ	CONTRACT SERVICES	ELECTION & TRAINING	GH 11032020	11/3/2020	12/2/2020	160.00			
351	GRACE L. NOLTING	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION	LN 11032020	11/3/2020	12/2/2020	77.50			
352	GUY BRICE	CONTRACT SERVICES	GENERAL ELECTION PRECINCT 101 &	GB 11032020	11/3/2020	12/2/2020	107.50			
353	GWENDOLYN JACKSON	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	GJ 11032020	11/3/2020	12/2/2020	160.00			
354	JAMES SCHOENSTER	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	JS 11032020	11/3/2020	12/2/2020	160.00			
355	JAMES TATANGELO	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	JT 11032020	11/3/2020	12/2/2020	160.00			
356	JANICE TATANGELO	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	JA T 11032020	11/3/2020	12/2/2020	160.00			
357	JEANIA L. OLIVER	CONTRACT SERVICES	34.25 HOURS WORKED DUE TO EARLY	JO 08232020	11/6/2020	12/2/2020	411.00			

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5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
358	JEANNE LEAMAN	CONTRACT SERVICES	ELECTION & TRAINING	JL 11032020	11/3/2020	12/2/2020	107.50			
359	JEFFERSON CENTRE PROPERTIES	LEASE/RENT	DECEMBER FLUVANNA COUNTY RENT	120120	12/1/2020	12/4/2020	3,491.67			
360	JENNIFER ANDERSEN	CONTRACT SERVICES	GENERAL ELECTION PRECINCT 101 &	JA 11032020	11/3/2020	12/2/2020	160.00			
361	JENNIFER DEVORE	CONTRACT SERVICES	GENERAL ELECTION PRECINCT 101 &	JD 11032020	11/3/2020	12/2/2020	160.00			
362	JENNIFER JOHN	CONTRACT SERVICES	GENERAL ELECTION	JJ 11032020	11/3/2020	12/2/2020	160.00			
363	JESSICA HAGY	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	JH 11032020	11/3/2020	12/2/2020	107.50			
364	JOHN HICKS	CONTRACT SERVICES	GENERAL ELECTION PRECINCT 101 &	JH 11032020	11/3/2020	12/2/2020	160.00			
365	JOYCE PACE	OFFICE SUPPLIES	REIMBURSEMENT FOR BULLETIN BOARD	JP11302020	11/30/2020	12/2/2020	21.06			
366	KATE BEADLE	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	KB 11032020	11/3/2020	12/2/2020	200.00			
367	KATHLEEN MARTIN-HANCOX	CONTRACT SERVICES	1/2 DAY OF GENERAL ELECTION	KMH 11032020	11/3/2020	12/2/2020	77.50			
368	KAYLA PACE	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	KP 11032020	11/3/2020	12/2/2020	185.00			
369	KEVIN DAVIDSON	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	KD 11032020	11/3/2020	12/2/2020	160.00			
370	KIM R. CARTER	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	KC 11032020	11/3/2020	12/2/2020	107.50			
371	LINDA PEREZ	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	LP 11032020	11/3/2020	12/2/2020	107.50			
372	LINDA RUFFNER	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	LR 11032020	11/3/2020	12/2/2020	160.00			
373	MALAINA POORE	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	MP 11032020	11/3/2020	12/2/2020	160.00			
374	MARGUERITE KRITZER	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	MK 11032020	11/3/2020	12/2/2020	160.00			
375	MARIA L. GRAFF	CONTRACT SERVICES	GENERAL ELECTION, TRAINING, & MILEAGE	MG 11032020	11/3/2020	12/2/2020	240.00			
376	MARIA L. GRAFF	MILEAGE ALLOWANCES	GENERAL ELECTION, TRAINING, & MILEAGE	MG 11032020	11/3/2020	12/2/2020	12.94			
377	MARILYN KAY WINSETT	CONTRACT SERVICES	GENERAL ELECTION PRECINCT CAP	MW 11032020	11/3/2020	12/2/2020	10.00			
378	MARILYN KAY WINSETT	CONTRACT SERVICES	GENERAL ELECTION PRECINCT CAP	MW 11032020	11/3/2020	12/2/2020	140.00			
379	MARILYN KAY WINSETT	CONTRACT SERVICES	49.5 WORKED DURING EARLY VOTING	MW10122020	11/6/2020	12/2/2020	594.00			
380	MARK E CHASE	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	MC 11032020	11/3/2020	12/2/2020	215.00			
381	MARK LEAMAN	CONTRACT SERVICES	ELECTION & TRAINING	ML 11032020	11/3/2020	12/2/2020	107.50			
382	MARK RUSSELL	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	MR 11032020	11/3/2020	12/2/2020	160.00			
383	MAYA DRAKE	CONTRACT SERVICES	GENERAL ELECTION PRECINCT 101 &	MD 11032020	11/3/2020	12/2/2020	160.00			
384	NICOLE DURDEN-MUNDY	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	NDM 11032020	11/3/2020	12/2/2020	107.50			
385	CHARLES VANDERHEIDE	CONTRACT SERVICES	ELECTION TRAINING MEETING	101020-1	10/10/2020	12/11/2020	30.00			
386	JAMES PATTERSON	CONTRACT SERVICES	ELECTION TRAINING MEETING	101020-2	10/10/2020	12/11/2020	30.00			
387	MICHAEL PARSNOW	CONTRACT SERVICES	ELECTION TRAINING MEETING	101020	10/10/2020	12/11/2020	30.00			
388	SHARI PANCZYK	CONTRACT SERVICES	ELECTION TRAINING MEETING	101020-3	10/10/2020	12/11/2020	30.00			
389	PAMELA BEVINS	CONTRACT SERVICES	GENERAL ELECTION PRECINCT CAP	PB110320	11/30/2020	12/2/2020	140.00			
390	PAMELA BEVINS	CONTRACT SERVICES	WORKED 59 HOURS FOR EARLY VOTING	PB101220	11/30/2020	12/2/2020	708.00			
391	PATRICIA HASTINGS	CONVENTION AND	FOOD FOR ELECTIONS TRAINING	PH11182020	11/18/2020	12/2/2020	169.45			
392	PATRICIA HASTINGS	MILEAGE ALLOWANCES	MILEAGE FOR ELECTION DUTIES	PH11022020	11/18/2020	12/2/2020	146.05			
393	PATSY A. JACKSON	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	PJ 11032020	11/3/2020	12/2/2020	160.00			
394	PENNY LEVANS	CONTRACT SERVICES	ELECTION & TRAINING	PL 11032020	11/3/2020	12/2/2020	107.50			
395	PETER COLEMAN	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	PC 11032020	11/3/2020	12/2/2020	160.00			
396	RACHAEL HULVEY	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	RJH 11032020	11/3/2020	12/2/2020	160.00			
397	RAY C. WEIMER. JR.	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	RW 11032020	11/3/2020	12/2/2020	215.00			
398	RAYNELL STOKES	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	RS 11032020	11/3/2020	12/2/2020	107.50			
399	RICHARD S. HENRY	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	RH 11032020	11/3/2020	12/2/2020	160.00			
400	ROBERT G. MINNIS	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	RM 11032020	11/3/2020	12/2/2020	107.50			
401	ROBERT LANE JR	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	RL 11032020	11/3/2020	12/2/2020	107.50			

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402	SARAH GOULDE-ELIZARES	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	SGL 11032020	11/3/2020	12/2/2020	107.50			
403	SCOTT NEWMAN	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	SN 11032020	11/3/2020	12/2/2020	200.00			
404	SCOTT NEWMAN	CONTRACT SERVICES	EARLY VOTING 10/24, 10/28, 10/31	SN11032020	11/3/2020	12/2/2020	273.00			
405	SHANA MOORE	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	SM 11032020	11/3/2020	12/2/2020	215.00			
406	SHIRLEY D. ROUNDTREE	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	SR 11032020	11/3/2020	12/2/2020	160.00			
407	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	160.58			
408	SUSAN ANN MAY	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	SM 11032020	11/3/2020	12/2/2020	160.00			
409	SUSAN LIBERMAN	CONTRACT SERVICES	ELECTION & TRAINING	SL 11032020	11/3/2020	12/2/2020	107.50			
410	SUSAN MORRIS	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	SMOR 11032020	11/3/2020	12/2/2020	107.50			
411	SUSAN PASANEN	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	SP 11032020	11/3/2020	12/2/2020	107.50			
412	THE SUPPLY ROOM	OTHER OPERATING SUPPLIES	CHAIR BEING SENT 11/2/20	4146950-1	11/12/2020	12/18/2020	40.50			
413	THE SUPPLY ROOM	OTHER OPERATING SUPPLIES	2700GLIDES CHAIR GLIDES	4181384-1	11/30/2020	12/18/2020	580.00			
414	THE SUPPLY ROOM	OTHER OPERATING SUPPLIES	FLIP TOP LEG FOR 72"W TABLE/DELIVER &	4181384-0	11/25/2020	12/18/2020	727.09			
415	THE SUPPLY ROOM	OTHER OPERATING SUPPLIES	MGA DELIVERY/INSTALLATION/MGA PLANS	4146950-0	10/19/2020	12/18/2020	4,171.70			
416	THE SUPPLY ROOM	OTHER OPERATING SUPPLIES	NESTING CHAIR/FABRIC SEAT	4146950-2	12/10/2020	12/23/2020	451.34			
417	TRECIA GUNNOE	CONTRACT SERVICES	1/2 DAY GENERAL ELECTION & TRAINING	TG 11032020	11/3/2020	12/2/2020	107.50			
418	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T435730	11/2/2020	12/18/2020	210.81			
419	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	2.17			
420	VALERIE PALAMOUNTAIN	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	VP 11032020	11/3/2020	12/2/2020	160.00			
421	VALERIE WASHINGTON	CONTRACT SERVICES	GENERAL ELECTION & TRAINING	VW 11032020	11/3/2020	12/2/2020	160.00			
422	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	45.45			
423								Total:	\$27,600.86	
424										
425	HUMAN RESOURCES									
426	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	MANILA FILE FOLDERS WITH FASTENERS	16KW-X3TF-NQY6	9/24/2020	12/31/2020	30.49			
427	ANTHEM EAP	PROFESSIONAL SERVICES	EMPLOYEE ASSISTANCE PROGRAM JAN2021-	98955	1/4/2021	12/31/2020	25.80			
428	BANK OF AMERICA	EMPLOYEE RECOGNITION	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	29.88			
429	BANK OF AMERICA	EMPLOYEE RECOGNITION	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	357.44			
430	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	127.75			
431	BANK OF AMERICA	PROFESSIONAL SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	6.95			
432	BANK OF AMERICA	RECRUITMENT	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	75.00			
433	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	17.17			
434	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	54.35			
435	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	17.17			
436	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	54.35			
437	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	1.83			
438								Total:	\$798.18	
439										
440	GENERAL DISTRICT COURT									
441	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	134.00			
442	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	134.00			
443	PITNEY BOWES	MAINTENANCE CONTRACTS	SEND PRO C-SERIES IMI	3312473646	11/25/2020	12/18/2020	171.15			
444	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	7.99			
445	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	86.14			

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1	County of Fluvanna			From Date: 12/1/2020						
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5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
446								Total:	\$533.28	
447										
448	COURT SERVICE UNIT									
449	DENNIS CRONIN	MILEAGE ALLOWANCES	MILEAGE FOR NOVEMBER 2020	122220	12/1/2020	12/4/2020	109.82			
450								Total:	\$109.82	
451										
452	CLERK OF THE CIRCUIT COURT									
453	AMAZON CAPITAL SERVICES	FURNITURE & FIXTURES	CHAIR MAT	1LKN-MTVD-1TVD	12/18/2020	12/23/2020	48.42			
454	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	SCOTCH THERMAL LAMINATING POUCHES	1Q3L-V61Q-C6MD	12/7/2020	12/11/2020	53.32			
455	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	METER USAGE	22089683	11/12/2020	12/4/2020	116.29			
456	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	217.00			
457	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	116.29			
458	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	217.00			
459	LOGAN SYSTEMS, INC.	PROFESSIONAL SERVICES	PROFESSIONAL SERVICES PER CONTRACT	54539	12/15/2020	12/23/2020	2,541.67			
460	SHRED-IT USA LLC	CONTRACT SERVICES	ON-SITE REGULAR SERVICE	8181041908	12/7/2020	12/18/2020	104.74			
461	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	38.61			
462	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	11.47			
463								Total:	\$3,464.81	
464										
465	CIRCUIT COURT JUDGE									
466	AMAZON CAPITAL SERVICES	FURNITURE & FIXTURES	10 PACK KNOCKER BAIL HANDLE ANTIQUE	1LXM-QQ76-FWRD	11/20/2020	12/11/2020	59.10			
467	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	HEAVY DUTY DATE STAMP,LG DATE SIZE	1TJ6-YP6D-4YNM	12/10/2020	12/18/2020	27.94			
468	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	29.80			
469	JAMIE MCDANIEL CRITZER	COMPENSATION-GRAND	GRAND JURY SERVICE 12/15/2020	GJ122020-2	12/15/2020	12/18/2020	30.00			
470	JOSEPH G. SHAHEEN	COMPENSATION-GRAND	GRAND JURY SERVICE 12/15/20	GJ122020-5	12/15/2020	12/18/2020	30.00			
471	JUAN A RODRIQUEZ	COMPENSATION-GRAND	GRANDY JURY SERVICE 12/15/20	GJ122020-4	12/15/2020	12/18/2020	30.00			
472	LINDSAY BRALLEY	COMPENSATION-GRAND	GRAND JURY SERVICE 12/15/2020	GJ122020-1	12/15/2020	12/18/2020	30.00			
473	MICHAEL D. SOLGA	COMPENSATION-GRAND	GRAND JURY SERVICE 12/15/2020	GJ122020-6	12/15/2020	12/18/2020	30.00			
474	VICTORIA MELTON	COMPENSATION-GRAND	GRAND JURY SERVICE 12/15/20	GJ122020-3	12/15/2020	12/18/2020	30.00			
475								Total:	\$296.84	
476										
477	COMMONWEALTH ATTY									
478	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	SPACE HEATER	16QX-K7QN-JQJP	11/23/2020	12/4/2020	30.98			
479	MATTHEW BENDER & CO INC	BOOKS/PUBLICATIONS	VA CRIM BENCHBK JUDGE& LWYR 20-21E	2257056X	12/9/2020	12/18/2020	252.73			
480	MATTHEW BENDER & CO INC	MAINTENANCE CONTRACTS	LEXIS NEXIS (NOVEMBER 2020)	3092996983	11/30/2020	12/4/2020	145.00			
481	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	PURCHASE POWER ACCOUNT	800009009948667 1215	12/29/2020	12/31/2020	122.64			
482	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	20.49			
483	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	10.38			
484	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	80.90			
485								Total:	\$663.12	
486										
487	SHERIFF									
488	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTERS	7306031863137	11/13/2020	12/4/2020	41.35			
489	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	7306033959916	12/4/2020	12/18/2020	16.54			

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5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
490	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	BRK PAD AND ROTOR	7306034464067	12/9/2020	12/18/2020	150.11			
491	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	2019 DODGE CHARGER 22*LATITUDE	7306035121655	12/16/2020	12/23/2020	66.96			
492	ADVANCE AUTO PARTS	VEHICLES REP & MAINT	22" AND 26" ONYX	7306032439244	11/19/2020	12/4/2020	34.15			
493	ALEXANDER CULLEN	SUBSISTENCE & LODGING	SIBSOSTEMCE AMD ;PDGOMG	AC 121720	12/17/2020	12/23/2020	96.25			
494	ALEXANDER CULLEN	SUBSISTENCE & LODGING	SUBSISTENCE AND LODGING	AC 121720 01	12/17/2020	12/23/2020	206.25			
495	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	QTY 4 LAPTOP CHARGER	1N7C-LT4D-3HX3	12/20/2020	12/23/2020	94.56			
496	AMERICAN UNIFORM SALES, INC	UNIFORM/WEARING APPAREL	POLO SHIRTS, PANTS AND BOOTS	00057294	11/19/2020	12/4/2020	2,368.08			
497	AMERICAN UNIFORM SALES, INC	UNIFORM/WEARING APPAREL	QTY 20 5.11 TACLITE PRO PANTS	00057369	11/30/2020	12/11/2020	792.50			
498	AMERICAN UNIFORM SALES, INC	UNIFORM/WEARING APPAREL	LT. SEAN PETTERSON ARMOR SKINS TAC	00057424	12/9/2020	12/23/2020	203.50			
499	AMERICAN UNIFORM SALES, INC	UNIFORM/WEARING APPAREL	ARMOR SKIN SEAN PETERSON	00057452	12/17/2020	12/31/2020	109.00			
500	AMERICAN UNIFORM SALES, INC	UNIFORM/WEARING APPAREL	ARMOR SKIN	00057450	12/17/2020	12/31/2020	115.35			
501	AMERICAN UNIFORM SALES, INC	UNIFORM/WEARING APPAREL	ARMOR SKINS LT SEAN PETERSON	00057451	12/17/2020	12/31/2020	579.50			
502	AT&T 286-3642	TELECOMMUNICATIONS	MONTHLY LONG DISTANCE SERVICE	7305055828001 120120	11/6/2020	12/4/2020	47.79			
503	AT&T 286-3642	TELECOMMUNICATIONS	MONTHLY BILL	7305055228001 120620	12/6/2020	12/18/2020	229.15			
504	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	40.76			
505	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	69.00			
506	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	82.50			
507	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	348.88			
508	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	494.04			
509	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	695.00			
510	BANK OF AMERICA	INVESTIGATIVE SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	50.00			
511	BANK OF AMERICA	POLICE SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	618.34			
512	BANK OF AMERICA	POLICE SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	627.96			
513	BANK OF AMERICA	UNIFORM/WEARING APPAREL	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	474.00			
514	BANK OF AMERICA	VEHICLE FUEL	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	31.82			
515	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT/BALANCE HYUNDAI	FCSD050	11/20/2020	12/4/2020	96.00			
516	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT AND BALANCING	FCSS051	11/25/2020	12/4/2020	96.00			
517	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT/DISPOSAL	FCSD052	12/1/2020	12/11/2020	48.00			
518	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT/BALANCE	FCSD053	12/7/2020	12/18/2020	24.00			
519	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT/BALANCE/DISPOSAL	FCSD055	12/10/2020	12/18/2020	48.00			
520	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT/BALANCE/DISPOSAL	FCSD054	12/9/2020	12/23/2020	48.00			
521	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	80.95			
522	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	80.95			
523	CENTRAL SHENANDOAH EMS	CONVENTION AND	CARD FEE AND ROSTER FEE FRANKIE	29886	11/18/2020	12/4/2020	824.00			
524	CENTRAL SHENANDOAH EMS	CONVENTION AND	HS FA CPR INSTRUCTOR RENEWAL FEE	29977	12/14/2020	12/18/2020	35.00			
525	CENTURYLINK	TELECOMMUNICATIONS	SHERIFFS OFFICE MONTHLY CENTURY LINK	310191749 111620	11/16/2020	12/4/2020	1,046.02			
526	CENTURYLINK	TELECOMMUNICATIONS	FLUVANNA COUNTY SHERIFFS OFFICE	309797542 111620	11/16/2020	12/4/2020	177.10			
527	CENTURYLINK	TELECOMMUNICATIONS	FLUVANNA SHERIFF DEPT	309903768 120720	12/7/2020	12/31/2020	165.31			
528	CENTURYLINK	TELECOMMUNICATIONS	FLUVANNA CO SHERIFFS OFC	310191749 121620	12/16/2020	12/31/2020	1,067.73			
529	COECO OFFICE SYSTEMS	MAINTENANCE CONTRACTS	KONICA/C308	758768	12/7/2020	12/18/2020	22.37			
530	COECO OFFICE SYSTEMS	MAINTENANCE CONTRACTS	KONICA/C258	758767	12/7/2020	12/18/2020	34.29			
531	COECO OFFICE SYSTEMS	MAINTENANCE CONTRACTS	CANON/1060	758766	12/7/2020	12/18/2020	139.00			
532	CRAIG MARTIN	SUBSISTENCE & LODGING	TRAVEL & BUSINESS EXPENSE	CRAIG M. 102120	12/9/2020	12/18/2020	365.50			
533	EAST COAST EMERGENCY VEHICLES	POLICE SUPPLIES	GUN RACK, INSTALLATION HARDWARE	18428	11/24/2020	12/4/2020	395.00			

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3										
5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
534	FELIX GALVEZ	SUBSISTENCE & LODGING	SUBSISTENCE AND LODGING	FG 1	12/17/2020	12/23/2020	110.00			
535	FELIX GALVEZ	SUBSISTENCE & LODGING	SUBSISTENCE AND LODGING	FG 121720 001	12/17/2020	12/23/2020	206.25			
536	FELIX GALVEZ	SUBSISTENCE & LODGING	SUBSISTENCE AND LODGING	FG 121720 002	12/17/2020	12/23/2020	206.25			
537	FELIX GALVEZ	SUBSISTENCE & LODGING	SUBSISTENCE AND LODGING	FG 121720 020	12/17/2020	12/23/2020	206.25			
538	FELIX GALVEZ	SUBSISTENCE & LODGING	SUBSISTENCE AND LODGING	FG 122020	12/20/2020	12/23/2020	206.25			
539	GALLS, LLC.	UNIFORM/WEARING APPAREL	SB LATEX CLOVE POUCH (CM)	016967124	11/17/2020	12/4/2020	30.05			
540	GALLS, LLC.	UNIFORM/WEARING APPAREL	BOAB 2 TACT BOOT/BLACKINTONLG CAPT	016923383	11/11/2020	12/4/2020	124.25			
541	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	ALIGNMENT, INSTALL TIRE, DIAGNOSTIC &	FLU06	11/20/2020	12/4/2020	107.45			
542	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	MOUNT & BALANCE, ALIGNEMENT & OIL	FLU05	11/20/2020	12/4/2020	175.90			
543	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	FRONT BRAKE PADS, ROTORS, BELTS	FLU04	11/19/2020	12/4/2020	458.93			
544	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	DODGE CHARGER PLATE:189-3314L OIL	FLU09	12/3/2020	12/11/2020	45.95			
545	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	PARTS/LABOR PASSENGER SIDE MIRROR	FLU08	12/3/2020	12/11/2020	233.15			
546	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	PATRICK WOOD/DRIVER SIDE	FLU10	12/7/2020	12/18/2020	96.15			
547	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	DEP TRAVERS(CAR54) LABOR DODGE	FLU07	12/2/2020	12/18/2020	225.00			
548	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	DODGE CHARGER/MOUNT BAL/ALIGNMENT	FLU13	12/23/2020	12/31/2020	99.95			
549	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	2014 DODGE WHITE/SPEED SENSOR/LABOR	FLU12	12/18/2020	12/31/2020	144.73			
550	GOODSON'S AUTO REPAIR	VEHICLES REP & MAINT	2014 DODGEWHITE/STEERING MOTOR,	FLU11	12/18/2020	12/31/2020	1,436.60			
551	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MONTHLY FUEL CHARGES	110120	12/1/2020	12/11/2020	4,661.28			
552	LYNN CARD COMPANY	OFFICE SUPPLIES	CUSTOM PHOTO CARD	2201202-002	12/7/2020	12/18/2020	205.00			
553	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	MANSFIELD FUELS INVOICE 11/16/20-11/30/20	SQLCD-648348	12/17/2020	12/18/2020	140.25			
554	MIDLOTHIAN BUSINESS FORMS	POLICE SUPPLIES	VA UNIFORM SUMMONS 40 BOOKS/FREIGHT	2320	12/13/2020	12/31/2020	371.95			
555	NATIONAL SHERIFF'S ASSOCIATION	DUES OR ASSOCIATION	NSA MEMBERSHIP DUES THROUGH	121520	12/15/2020	12/31/2020	135.00			
556	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE	10019487	11/16/2020	12/4/2020	20.00			
557	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE/NOISE	10019488	11/17/2020	12/4/2020	20.00			
558	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE/TIRE ROTATION	10019486	11/13/2020	12/4/2020	40.00			
559	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	TOW FROM BREMO BLUFF TO FCSO LOT	10019489	11/24/2020	12/4/2020	125.00			
560	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	2019 DODGE/STATE INSPECTION	1001991	12/2/2020	12/11/2020	20.00			
561	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	DODGE CHARGER/CHANGE TIRE REAR	1001990	11/30/2020	12/11/2020	50.00			
562	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE DODGE	1001992	12/7/2020	12/18/2020	20.00			
563	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	DODGE OIL CHANGE	1001994	12/9/2020	12/18/2020	20.00			
564	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE/STATE INSPECTION/DODGE 45	1001993	12/7/2020	12/18/2020	40.00			
565	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	INSPECTION/OIL CHANGE DODGE #8	1001996	12/9/2020	12/18/2020	40.00			
566	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	STATE INSP/OIL CHANGE/REAR FORD	1001995	12/9/2020	12/18/2020	100.00			
567	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE CHARGER 2019	1001998	12/24/2020	12/31/2020	20.00			
568	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	FORD OIL CHANGE	1001999	12/23/2020	12/31/2020	20.00			
569	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	DODGE CHARGER OIL CHANGE/HEADLIGHT	1001997	12/18/2020	12/31/2020	30.00			
570	SPRINT	TELECOMMUNICATIONS	FLUVANNA SHERIFF'S OFFICE MONTLY	313771602-031	11/26/2020	12/4/2020	2,800.89			
571	SPRINT	TELECOMMUNICATIONS	BILL PERIOD 11/23-12/22	313771602 122620	12/26/2020	12/31/2020	2,841.88			
572	SYMBOLARTS, LLC	UNIFORM/WEARING APPAREL	BADGE STATE SEAL	0362708-IN	11/24/2020	12/11/2020	135.00			
573	THE POLICE AND SHERIFFS PRESS	OFFICE SUPPLIES	QTY 2 HOLOVIEW ID CARD	142062	12/21/2020	12/31/2020	32.55			
574	TOWN GUN SHOP, INC.	UNIFORM/WEARING APPAREL	POINT BLANK BODY ARMOR, LEVEL II	R83514	12/22/2020	12/31/2020	1,142.40			
575	UPS	POSTAL SERVICES	NEXT DAY AIR COMMERCIAL LETTER	000079X92480	11/28/2020	12/11/2020	26.49			
576	UPS	POSTAL SERVICES	LATE PAYMENT FEE	0000Y9X292500	12/12/2020	12/23/2020	5.14			
577	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T435730	11/2/2020	12/18/2020	211.49			

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578	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	1,354.14			
579	VERIZON BUSINESS/MCI COMM	TELECOMMUNICATIONS	VERIZON BILLING FOR NOVEMBER 2020	09186299	11/25/2020	12/11/2020	18.75			
580	VERIZON BUSINESS/MCI COMM	TELECOMMUNICATIONS	MONTHLY	09308269	12/25/2020	12/31/2020	36.77			
581	VIRGINIA DEPT. OF MOTOR VEHICLES	VEHICLE/POWER EQUIP	ORIGINAL REGISTRATION TAG# 213541L	202033800066	12/3/2020	12/23/2020	5.00			
582	VIRGINIA WHOLESALE TIRE	VEHICLE/POWER EQUIP	8 QTY FST FIREHAWK PURSUIT GT V	3036095	12/7/2020	12/11/2020	912.00			
583	WATCH GUARD	POLICE SUPPLIES	4RE DOOR SECURITY KEYS (2)	ACCINV0028343	11/30/2020	12/11/2020	6.00			
584	WELLS FARGO VENDOR FIN SERV	MAINTENANCE CONTRACTS	C308/C258 KONICA MINOLTA COPIER	5013026174	12/5/2020	12/23/2020	327.58			
585									Total:	\$33,524.23
586										
587	E911									
588	AT&T MOBILITY	TELECOMMUNICATIONS	REGULATORY COST RECOVERY	287284406274X1126202	11/18/2020	12/4/2020	2.00			
589	AT&T MOBILITY	TELECOMMUNICATIONS	WIRELESS	287284406274 121820	12/18/2020	12/31/2020	2.00			
590	BANK OF AMERICA	BLDGS EQUIP REP & MAINT	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	56.07			
591	BANK OF AMERICA	IT SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	450.00			
592	BANK OF AMERICA	MAINTENANCE CONTRACTS	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	15.00			
593	BANK OF AMERICA	MAINTENANCE CONTRACTS	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	23.00			
594	BANK OF AMERICA	MAINTENANCE CONTRACTS	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	149.19			
595	BANK OF AMERICA	MAINTENANCE CONTRACTS	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	203.36			
596	BANK OF AMERICA	TELECOMMUNICATIONS	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	40.55			
597	BANK OF AMERICA	TELECOMMUNICATIONS	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	627.16			
598	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	80.95			
599	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	80.95			
600	CENTURYLINK	TELECOMMUNICATIONS	FLUVANNA COUNTY E911 CENTURY LINK	310214091 111920	11/19/2020	12/4/2020	144.21			
601	CENTURYLINK	TELECOMMUNICATIONS	FLUVANNA COUNTY WIRELESS BILLING	310042302 111020	11/10/2020	12/4/2020	5,596.00			
602	CENTURYLINK	TELECOMMUNICATIONS	FLUVANNA COUNTY E911	310214091 121920	12/19/2020	12/31/2020	144.21			
603	CENTURYLINK	TELECOMMUNICATIONS	FLUVANNA CO	310042302 121020	12/10/2020	12/31/2020	4,978.00			
604	COMCAST CORPORATION	TELECOMMUNICATIONS	MONTHLY BILLING	8299600930046933 123	12/3/2020	12/18/2020	103.87			
605	HURT & PROFFITT INC	MAINTENANCE CONTRACTS	PHASE 1230/NG911 MIGRATION	62458	11/11/2020	12/18/2020	1,500.00			
606	NEWEGG BUSINESS INC.	BLDGS EQUIP REP & MAINT	INLAND PROHT MOUNT	1303128964	12/16/2020	12/31/2020	61.98			
607	NEWEGG BUSINESS INC.	BLDGS EQUIP REP & MAINT	AC LITE	1303123323	12/16/2020	12/31/2020	161.98			
608	NEWEGG BUSINESS INC.	BLDGS EQUIP REP & MAINT	WESTINGHOUSE UX SERIES SMART ROKU	1303129082	12/16/2020	12/31/2020	539.98			
609	NEWEGG BUSINESS INC.	IT SERVICES	ADESSO CYBERTRACK USB	1303134726	12/19/2020	12/31/2020	139.98			
610	NEWEGG BUSINESS INC.	IT SERVICES	PORT USB WALL CHARGER	1303123322	12/16/2020	12/31/2020	228.97			
611	NWG SOLUTIONS, LLC.	IT SERVICES	MANAGED SERVICES: 5 SERVERS,	52890	11/30/2020	12/4/2020	1,359.00			
612	NWG SOLUTIONS, LLC.	IT SERVICES	BLOCK TIME RENEWAL	52719	11/25/2020	12/4/2020	2,500.00			
613	NWG SOLUTIONS, LLC.	MAINTENANCE CONTRACTS	DATTO CLOUD/SERVICE/SUPPORT:	52891	11/30/2020	12/4/2020	1,168.70			
614	SPRINT	TELECOMMUNICATIONS	FLUVANNA SHERIFF'S OFFICE MONTHLY	313771602-031	11/26/2020	12/4/2020	533.48			
615	SPRINT	TELECOMMUNICATIONS	BILL PERIOD 11/23-12/22	313771602 122620	12/26/2020	12/31/2020	707.22			
616	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	55.56			
617	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T435730	11/2/2020	12/18/2020	211.49			
618	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	16.68			
619									Total:	\$21,881.54
620										
621	FIRE AND RESCUE SQUAD									

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622	FLUVANNA COUNTY RESCUE SQUAD	FIRE & RESCUE ASSN	RESCUE SQUAD QUARTERLY ALLOCATION	FR3-21	1/1/2021	12/31/2020	25,000.00			
623	FLUVANNA COUNTY VOLUNTEER FIRE	FIRE & RESCUE ASSN	FCFD (QUARTERLY)	FF3-21	1/1/2021	12/31/2020	43,250.00			
624	INDACO RISK ADVISORS	GENERAL LIABILITY	PACKAGE POLICY RENEWAL/CYBER POLICY	1037	12/11/2020	12/23/2020	21,071.69			
625	INDACO RISK ADVISORS	VEHICLE INSURANCE	PACKAGE POLICY RENEWAL/CYBER POLICY	1037	12/11/2020	12/23/2020	22,000.00			
626	LAKE MONTICELLO FIRE & RESCUE	FIRE & RESCUE ASSN	LM FIRE (QUARTERLY)	LM3-21	1/1/2021	12/31/2020	75,373.00			
627	LAKE MONTICELLO FIRE & RESCUE	FIRE & RESCUE CAPITAL	LM FIRE & RESCUE EXPANSION PROJECT	LMEXP-21	1/1/2021	12/31/2020	65,000.00			
628	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	560.14			
629									Total:	\$252,254.83
630										
631	CORRECTION AND DETENTION									
632	COUNTY OF ALBEMARLE, VIRGINIA	CONFINEMENT - BRJDC	BILLING JUVENILE DETENTION CTR FY21	FY2021-00000259	12/1/2020	12/4/2020	13,379.67			
633	COUNTY OF ALBEMARLE, VIRGINIA	CONFINEMENT - BRJDC	MONTH OF JANUARY 2021 OPERATIONAL	FY2021-00000298	1/1/2021	12/23/2020	13,379.67			
634									Total:	\$26,759.34
635										
636	BUILDING INSPECTIONS									
637	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	CASE FOR IPAD	1QNN-DAVG-TMM9	10/20/2020	12/4/2020	46.41			
638	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	OTTERBOX DEFENDER SERIES CASE FOR	13Q7-TKCC-16PY	12/13/2020	12/18/2020	76.91			
639	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MONTHLY FUEL CHARGES	110120	12/1/2020	12/11/2020	109.43			
640	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	5.02			
641	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	3.98			
642	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	94.62			
643	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	241.44			
644									Total:	\$577.81
645										
646	EMERGENCY MANAGEMENT									
647	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	34.12			
648	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	34.12			
649	DELTA RESPONSE TEAM LLC	CONTRACT SERVICES	NOVEMBER 2020 EMS STAFFING	2020011030	11/30/2020	12/4/2020	52,615.83			
650	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MONTHLY FUEL CHARGES	110120	12/1/2020	12/11/2020	20.42			
651	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	MANSFIELD FUELS INVOICE 11/16/20-11/30/20	SQLCD-648348	12/17/2020	12/18/2020	27.33			
652	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	1.66			
653	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	45.45			
654									Total:	\$52,778.93
655										
656	PUBLIC ANIMAL SHELTER									
657	FLUVANNA SPCA	CONTRACT SERVICES	ANIMAL SHELTERING SERVICE:FY21 3RD QTR	10121	1/1/2021	12/31/2020	82,276.25			
658									Total:	\$82,276.25
659										
660	LITTER									
661	PLAYCORE WISCONSIN INC	PROFESSIONAL SERVICES	Waste Receptacle	189029	12/1/2020	12/18/2020	3,622.41			
662									Total:	\$3,622.41
663										
664	FACILITIES									
665	ALLIED CONCRETE COMPANY	BLDGS EQUIP REP & MAINT	8X8X16 SOLID AT 75 0.00 CUBE/6.00 PIECE	00226086	11/30/2020	12/11/2020	23.23			

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666	AMAZON CAPITAL SERVICES	BLDGS EQUIP REP & MAINT	FREEZER CTRL BOARD, SINGLE POLE & PCB	1VTP-KNY9-6XJY	12/17/2020	12/31/2020	148.45			
667	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	BATTERY REPLACEMENT FOR PORTER	1J9G-LTCL-QL4N	11/24/2020	12/4/2020	32.97			
668	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	ELEC TEST INSTRUMENTS	1KW-X-9N3J-N6QF	11/18/2020	12/4/2020	38.48			
669	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	OTTERBOX SERIES CASE FOR IPHONE	1MNJ-LY6T-KTXV	11/13/2020	12/4/2020	49.95			
670	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	50 FT INDUSTRIAL ENDOSCOPE, CAMERA	1CVL-Y1GF-TYMP	11/19/2020	12/4/2020	139.98			
671	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	OTTERBOX DEFENDER SERIES CASE IPHONE	1XXN-QQQ9-P69V	11/20/2020	12/4/2020	249.75			
672	AMAZON CAPITAL SERVICES	VEHICLES REP & MAINT	DURAFIT SEAT COVERS	1L4L-R7RX-PJ3P	11/24/2020	12/23/2020	136.00			
673	AMAZON CAPITAL SERVICES	VEHICLES REP & MAINT	SEAT COVERS	1YQ9-GYDR-9LDT	12/21/2020	12/31/2020	106.00			
674	AMELIA OVERHEAD DOOR	BLDGS EQUIP REP & MAINT	DOOR REPAIR (OLD MACAA BLDG)	137244	11/24/2020	12/11/2020	1,350.00			
675	ANDERSON TIRE COMPANY	VEHICLE/POWER EQUIP	2 16.9X30 FIRESTONE, TRUCK TIRE DISPOSAL	IN22167917	12/7/2020	12/11/2020	1,264.60			
676	BANK OF AMERICA	BLDGS EQUIP REP & MAINT	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	64.68			
677	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	54.57			
678	BROME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	TORK XPRESS MINI HAND TOWEL	7595520	12/3/2020	12/11/2020	45.00			
679	BROME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	PLEDGE CLEANER	7599356	12/17/2020	12/23/2020	34.98			
680	BROME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	BATH CLEANER/DISINF/HAND SOAP	7598786	12/17/2020	12/23/2020	759.76			
681	BROWN'S LOCK & SAFE	GENERAL MATERIALS AND	6 KEYS	210420	12/4/2020	12/11/2020	21.00			
682	BROWN'S LOCK & SAFE	GENERAL MATERIALS AND	CK02: COPY KEY:YELLOW PRICE GRP/CLIF	0000242173	12/4/2020	12/23/2020	21.00			
683	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	GMC VAN CLIFF THOMAS DISPOSAL	FCPW046	11/20/2020	12/11/2020	133.95			
684	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	CHEVY COLORADO	FCPW048	12/21/2020	12/31/2020	24.00			
685	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	STW5/75 TRAILER	FCPW049	12/23/2020	12/31/2020	343.96			
686	FLUVANNA ACE HARDWARE	AGRICULTURAL SUPPLIES	MISC	113020	11/30/2020	12/11/2020	87.97			
687	FLUVANNA ACE HARDWARE	BLDGS EQUIP REP & MAINT	MISC	113020	11/30/2020	12/11/2020	89.44			
688	FLUVANNA ACE HARDWARE	VEHICLE/POWER EQUIP	MISC	113020	11/30/2020	12/11/2020	191.92			
689	GENSERV LLC	BLDGS EQUIP REP & MAINT	FORK UNION FIRE STATION 12/9/20 12/16/20	3844	12/19/2020	12/23/2020	255.00			
690	GENSERV LLC	BLDGS EQUIP REP & MAINT	DEC162020 PALMYRA FIRE	3845	12/19/2020	12/23/2020	270.00			
691	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MONTHLY FUEL CHARGES	110120	12/1/2020	12/11/2020	891.11			
692	JONES AUTOMOTIVE/ALL STAR AUTO	GENERAL MATERIALS AND	MISC PARTS/BLADES, LIGHT BAR, DUST	113020	11/30/2020	12/11/2020	283.74			
693	JONES AUTOMOTIVE/ALL STAR AUTO	VEHICLE/POWER EQUIP	MISC PARTS/BLADES, LIGHT BAR, DUST	113020	11/30/2020	12/11/2020	308.75			
694	JONES AUTOMOTIVE/ALL STAR AUTO	VEHICLES REP & MAINT	MISC PARTS/BLADES, LIGHT BAR, DUST	113020	11/30/2020	12/11/2020	113.40			
695	LOWE'S	AGRICULTURAL SUPPLIES	MONTHLY STATEMENT	9900 033038 3	11/25/2020	12/23/2020	22.68			
696	LOWE'S	BLDGS EQUIP REP & MAINT	MONTHLY STATEMENT	9900 033038 3	11/25/2020	12/23/2020	97.97			
697	LOWE'S	GENERAL MATERIALS AND	MONTHLY STATEMENT	9900 033038 3	11/25/2020	12/23/2020	1,145.86			
698	LOWE'S	VEHICLE/POWER EQUIP	MONTHLY STATEMENT	9900 033038 3	11/25/2020	12/23/2020	106.28			
699	LOWE'S	VEHICLES REP & MAINT	MONTHLY STATEMENT	9900 033038 3	11/25/2020	12/23/2020	255.56			
700	MAC'S SERVICE CENTER	VEHICLES REP & MAINT	STATE INSPECTION	0048819	11/6/2020	12/4/2020	20.00			
701	MAYER ELECTRIC SUPPLY	BLDGS EQUIP REP & MAINT	IRE, LUBRICANT & 3M SUPER 33 PLUS 3/4 X	27649896	12/3/2020	12/11/2020	150.49			
702	MAYER ELECTRIC SUPPLY	BLDGS EQUIP REP & MAINT	SWITCH, HEAT GUN, FUSE & WIRE	27752688	12/23/2020	12/31/2020	229.41			
703	MIDWEST MOTOR SUPPLY CO. INC.	GENERAL MATERIALS AND	WHEEL/LIGHT	8413026	11/24/2020	12/4/2020	146.85			
704	MIDWEST MOTOR SUPPLY CO. INC.	GENERAL MATERIALS AND	ANTHONY/SHOP SUPPLIES	8456919	12/14/2020	12/23/2020	10.12			
705	MIDWEST MOTOR SUPPLY CO. INC.	GENERAL MATERIALS AND	NUT/CUTTER	8441572	12/8/2020	12/23/2020	34.40			
706	MIDWEST MOTOR SUPPLY CO. INC.	GENERAL MATERIALS AND	ANTHONY/SHOP SUPPLIES	8460504	12/15/2020	12/23/2020	72.85			
707	MJC DESIGNS, LLC.	BLDGS EQUIP REP & MAINT	CUSTOM SIGNS	2183	12/15/2020	12/23/2020	80.00			
708	MSC INDUSTRIAL SUPPLY CO	GENERAL MATERIALS AND	3 QTY CAN LINER & 1 FLEX/RIDGID MAGENTIC	33323373	11/30/2020	12/11/2020	227.32			
709	MULTI SERVICE TECHNOLOGY	UNIFORM/WEARING APPAREL	WORK BOOTS	20201010079792	10/10/2020	12/4/2020	147.59			

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710	MULTI SERVICE TECHNOLOGY	UNIFORM/WEARING APPAREL	THOMAS, WILLIS INV#5069943496016155	20201210079792	12/10/2020	12/23/2020	147.59			
711	NELLIGAN INSULATION, INC.	BLDGS EQUIP REP & MAINT	CRAWL SPACE PACKAGE COMPLETE	16406	9/11/2020	12/11/2020	3,885.95			
712	NOLAND	BLDGS EQUIP REP & MAINT	ADAPTER,HARD COPPER TUBE & SCREW	524137 01	11/2/2020	12/4/2020	445.98			
713	NOLAND	BLDGS EQUIP REP & MAINT	45-550 SAFEGUARD 500 SERIES	522866 01	11/10/2020	12/11/2020	428.34			
714	PIEDMONT POWER	GENERAL MATERIALS AND	AIR FILTERS	51919P	12/21/2020	12/31/2020	12.00			
715	QUALITY WELDING, INC	GENERAL MATERIALS AND	PLATE-MATERIALS/LABOR	44649	12/11/2020	12/23/2020	40.43			
716	RAINGUARD ROOFING LLC	BLDGS EQUIP REP & MAINT	ROOF REPAIR ADMIN BLDG	2989	12/14/2020	12/23/2020	1,625.00			
717	RAINGUARD ROOFING LLC	BLDGS EQUIP REP & MAINT	ROOF REPAIR COMMONWEALTH OF	2981	12/11/2020	12/23/2020	1,725.00			
718	RAINGUARD ROOFING LLC	CONTRACT SERVICES	ROOF REPAIR PUBLIC WORKS BUILDING	2975	12/2/2020	12/11/2020	1,425.00			
719	RUHLMAN'S HAULING	CONTRACT SERVICES	19.16 TONS FINE C.R. PLEASANT GROVE	110920	11/9/2020	12/4/2020	230.00			
720	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	VAN PUBLIC WORK TOW MAC'S	0025175	12/22/2020	12/31/2020	100.00			
721	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	27.63			
722	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	POLO SHIRTS, PANTS & JACKETS	202 1127610	11/19/2020	12/4/2020	28.10			
723	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	POLO SHIRTS, PANTS & JACKET	202 1128708	11/26/2020	12/4/2020	28.10			
724	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	SHIRTS & CARGO PANTS	202 1127612	11/19/2020	12/4/2020	86.33			
725	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	SHIRTS & PANTS	202 1128710	11/26/2020	12/4/2020	86.33			
726	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	PANTS, SHIRT & JACKET OPIE,	202 1129789	12/3/2020	12/11/2020	28.10			
727	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	JKT, PANTS,	202 1129791	12/3/2020	12/11/2020	376.48			
728	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	POLO SHIRTS, PANTS & JACKETS	202 1130906	12/10/2020	12/23/2020	28.10			
729	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	FLUVANNA CONVENIENCE CNTR	202 1131982	12/17/2020	12/23/2020	28.10			
730	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	SHIRTS, PANTS & JACKETS	202 1130908	12/10/2020	12/23/2020	94.38			
731	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	FLUVANNA CO MAINTENANCE PANTS/JKTS/	202 1131984	12/17/2020	12/23/2020	94.38			
732	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	SHIRTS PANTS & JACKETS	202 1133095	12/24/2020	12/31/2020	28.10			
733	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	SHIRTS PANTS & JACKETS	202 1133097	12/24/2020	12/31/2020	94.38			
734	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	184.06			
735	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	488.14			
736	VIRGINIA CORRECTIONAL ENTERPRISE	OFFICE SUPPLIES	ENV#10 WW-	9595990	12/15/2020	12/31/2020	119.20			
737	VIRGINIA EMPLOYMENT COMMISSION	FULL-TIME SALARIES &	QRTLY REIMBURSABLE BILLING EMPLOYER	081420	8/14/2020	12/4/2020	17.00			
738	WAYNE OXYGEN & WELDING SUPPLY	GENERAL MATERIALS AND	ACETYLENE-SMALL ARGON, NITROGEN &	852299	11/30/2020	12/11/2020	9.60			
739	WOLSELEY INVESTMENTS INC	BLDGS EQUIP REP & MAINT	HOSECLMP, TIP CUT RECIP, PVC COUP,	7284059	11/23/2020	12/11/2020	153.93			
740	WOLSELEY INVESTMENTS INC	BLDGS EQUIP REP & MAINT	LF 2 GALV INS COUP QTY 6.	7287387	11/23/2020	12/11/2020	395.10			
741										
742										
743	GENERAL SERVICES									
744	AQUA VIRGINIA INC	WATER SERVICES	REGISTRARS OFFICE	000797074 0556855	11/9/2020	12/4/2020	13.51			
745	AQUA VIRGINIA INC	WATER SERVICES	PUBLIC WORKS OFFICE	000792931 0552932	11/9/2020	12/4/2020	22.19			
746	AQUA VIRGINIA INC	WATER SERVICES	COMMONWEALTH ATTORNEY OFFICE	001530185 0550900	11/9/2020	12/4/2020	23.71			
747	AQUA VIRGINIA INC	WATER SERVICES	ADMINISTRATIVE OFFICE	000780010 0540828	11/9/2020	12/4/2020	83.51			
748	AQUA VIRGINIA INC	WATER SERVICES	197 NORTH GREEN-HCH + 2 BLDG	000792930 0552931	11/9/2020	12/4/2020	104.39			
749	AQUA VIRGINIA, INC.	WATER SERVICES	REGISTRARS OFFICE	000797074 0556855 12	12/29/2020	12/31/2020	17.62			
750	AQUA VIRGINIA, INC.	WATER SERVICES	PUBLIC WORKS OFFICE	000792931 0552932 12	12/29/2020	12/31/2020	22.19			
751	AQUA VIRGINIA, INC.	WATER SERVICES	COMMONWEALTH ATTORNEY OFFICE	001530185 0550900 12	12/29/2020	12/31/2020	22.19			
752	AQUA VIRGINIA, INC.	WATER SERVICES	ADMINISTRATIVE OFFICE	000780010 0540828 12	12/29/2020	12/31/2020	81.23			
753	AQUA VIRGINIA, INC.	WATER SERVICES	197 NORTH GREEN-HCH + 2 BLDGS	000792930 0552931 12	12/29/2020	12/31/2020	130.27			

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754	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-ELEC SERVICE	105221-006 111720	11/17/2020	12/4/2020	30.40			
755	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-200A-FOR USE BY	105221-002 111720	11/17/2020	12/4/2020	32.40			
756	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-ELEC SERVICE-271	105221-007 111720	11/17/2020	12/4/2020	32.40			
757	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-ELEC SERVICE-271	105221-008 111720	11/17/2020	12/4/2020	32.40			
758	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-ELEC SERVICE-SIGN	105221-009 111720	11/17/2020	12/4/2020	32.40			
759	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-POLE BARN-271	275904-006 111720	11/17/2020	12/4/2020	33.30			
760	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-SOCCER FIELD-	105221-004 111720	11/17/2020	12/4/2020	33.51			
761	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	HERITAGE FARM MUSEUM-271 PLEASANT	275904-011 111720	11/17/2020	12/4/2020	33.51			
762	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-400A-FOR USE BY	105221-003 111720	11/17/2020	12/4/2020	34.25			
763	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PUBLIC SAFETY-OUTLETS BEHIND BUILDING	085473-003 111720	11/17/2020	12/4/2020	38.07			
764	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	DOG KENNEL- W RIVER RD	275904-008 111720	11/17/2020	12/4/2020	55.19			
765	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	CONVENIENCE CETNER-LANDFILL-11206 W	275904-002 111720	11/17/2020	12/4/2020	131.25			
766	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	REGISTRAR OFFICE SUITE 116	85473-009 111720	11/17/2020	12/4/2020	152.82			
767	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER-VFW HALL-2977 RIVER ROAD	275904-010 111720	11/17/2020	12/4/2020	156.25			
768	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	REGISTRAR OFFICE SUITE 115	85473-008	11/17/2020	12/4/2020	181.96			
769	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER-LANDFILL-11206 W RIVER ROAD	085473-005 111720	11/17/2020	12/4/2020	214.58			
770	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER-COLUMBIA SCHOOL-563	085473-006 111720	11/17/2020	12/4/2020	220.57			
771	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE HOUSE-271 PLEASANT	275904-004 111720	11/17/2020	12/4/2020	337.21			
772	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER-PUBLIC SAFETY BLDG-	275904-009 111720	11/17/2020	12/4/2020	346.57			
773	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	10/26/20-11/24/20 MONTHLY BILLING	85473-002 113020	11/30/2020	12/11/2020	2,905.91			
774	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	FLUVANNA COUNTY FIRE DEPT	275907-002 120720	12/7/2020	12/23/2020	262.63			
775	CENTRAL VA ELECTRIC COOP	STREET LIGHTS	PUBLIC SAFETY-STREET LIGHTS NEAR	085473-001 111720	11/17/2020	12/4/2020	78.39			
776	CENTURYLINK	TELECOMMUNICATIONS	FACILITIES	309428096 111620	11/16/2020	12/4/2020	49.59			
777	CENTURYLINK	TELECOMMUNICATIONS	FACILITIES	309697981 111620	11/16/2020	12/4/2020	61.43			
778	CENTURYLINK	TELECOMMUNICATIONS	FACILITIES-CIRCUIT COURT	310338742 111620	11/16/2020	12/4/2020	74.38			
779	CENTURYLINK	TELECOMMUNICATIONS	FACILITIES-PERFORMING ARTS	309898636 111620	11/16/2020	12/4/2020	125.67			
780	CENTURYLINK	TELECOMMUNICATIONS	PALMYRA RESCUE SQUAD	310110229 111620	11/16/2020	12/4/2020	212.37			
781	CENTURYLINK	TELECOMMUNICATIONS	FACILITIES	309363296 111620	11/16/2020	12/4/2020	636.08			
782	CENTURYLINK	TELECOMMUNICATIONS	ADMIN MONTHLY BILLING	309762613 111620	11/16/2020	12/4/2020	297.60			
783	CENTURYLINK	TELECOMMUNICATIONS	ADMIN MONTHLY BILLING	309762613 111620	11/16/2020	12/4/2020	814.93			
784	CINTAS	MAINTENANCE CONTRACTS	SUPPLIES DISINF WIPES, MUCINEX,	5043366663	11/24/2020	12/4/2020	57.57			
785	CINTAS	MAINTENANCE CONTRACTS	SUPPLIES DISINF WIPES, COLD RELIEF,	8404905162	11/27/2020	12/4/2020	61.07			
786	CINTAS	MAINTENANCE CONTRACTS	SUPPLES DISINFEC WIPES, GERMX, EYE	5043366621	11/24/2020	12/4/2020	198.92			
787	CINTAS	MAINTENANCE CONTRACTS	EYEWASH ADDITIVE, STATION SERVICE,	5044672044	12/8/2020	12/23/2020	142.36			
788	COMPUTER CABLING & TECHNOLOGY	MAINTENANCE CONTRACTS	NOVEMBER 2020 VUPS LOCATING SERVICES-	113020	11/30/2020	12/11/2020	290.00			
789	COUNTY WASTE, LLC	MAINTENANCE CONTRACTS	SQUAD FLUVANNA CO RESCUE TRASH	06-0001753 7	11/13/2020	12/4/2020	20.75			
790	COUNTY WASTE, LLC	MAINTENANCE CONTRACTS	SQUAD FLUVANNA COUNTY RESCUE TRASH	06-0001753 7 121320	12/13/2020	12/23/2020	20.75			
791	DOLI/BOILER SAFETY	MAINTENANCE CONTRACTS	WATER TUBE BOILER, CST IRON BOILER,	954143508	11/10/2020	12/4/2020	60.00			
792	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	OLD STONE JAIL	142485007 112020	11/20/2020	12/4/2020	39.97			
793	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PERFORMING ATS CENTER	4144237502 112020	11/20/2020	12/4/2020	84.38			
794	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	LARGE BALLFIELD-LIGHTS	3023889169 112020	11/20/2020	12/4/2020	103.84			
795	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	RESCUE SQUAD-PALMYRA-90 RESCUE LANE	4894115007 112020	11/20/2020	12/4/2020	189.42			
796	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	IT DEPARTMENT OFFICE-51 COURT SQUARE	1114097502 112020	11/20/2020	12/4/2020	277.79			
797	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	FIRE STATIN-FORK UNION-5753 JAMES	4834680458 112320	11/23/2020	12/4/2020	281.38			

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798	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	FIRE-STATION PALMYRA	1005898992 112020	11/20/2020	12/4/2020	294.46			
799	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	CARYSBROOK GYMNASIUM (INCLUDES PUMP	84297506 112020	11/20/2020	12/4/2020	299.38			
800	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	TREASURER'S OFFICE	1024205005 112020	11/20/2020	12/4/2020	380.17			
801	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	COMMUNITY CENTER & EXTENSION OFFICE	4331888158 112320	11/23/2020	12/4/2020	535.80			
802	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	ADMINISTRATION BUILDING	1404067504 112020	11/20/2020	12/4/2020	790.82			
803	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SOCIAL SERVICES BUILDING	74032509 112020	11/20/2020	12/4/2020	807.78			
804	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	COURTS BUILDING	8895892548	11/20/2020	12/4/2020	1,878.08			
805	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	HOUSING OFFICE (2 STORY BUILDING)-222	1134080009 112520	11/25/2020	12/11/2020	10.76			
806	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	WEAVER BUILDING (NEE CSA OFFICE) -196	1124090000 112520	11/25/2020	12/11/2020	13.00			
807	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	REGISTRAR'S OFFICE-211 MAIN ST	1284152509 112520	11/25/2020	12/11/2020	14.12			
808	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	IT DEPARTMENT OFFICE-51 COURT SQUARE	1114097502 112520	11/25/2020	12/11/2020	26.95			
809	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	CELL TOWER @ FIRE STATION-14591 JAMES	5699060132 112520	11/25/2020	12/11/2020	41.92			
810	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	8880 JMH	7048771633 112520	11/25/2020	12/11/2020	46.81			
811	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	LARGE BALLFIELD-CONCESSIONS	692200942	11/25/2020	12/11/2020	60.84			
812	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PUBLIC WORKS OFFICE -197 MAIN STREET	1304130006 112520	11/25/2020	12/11/2020	80.66			
813	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SMALL BALLFIELD-CONCESSIONS & LIGHTS	274195007 112520	11/25/2020	12/11/2020	112.64			
814	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	CELL TOWER@ 1038 BREMO BLUFF	6260822157 113020	11/30/2020	12/11/2020	147.38			
815	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	COMMONWEALTH'S ATTORNEY-181 MAIN ST	6274752663 112520	11/25/2020	12/11/2020	150.07			
816	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PUBLIC WORKS MAINTENANCE SHOP	2554330007 112520	11/25/2020	12/11/2020	210.82			
817	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	FUSD OFFICE-14701 W RIVER RD	8866300000 112520	11/25/2020	12/11/2020	263.15			
818	DOMINION VIRGINIA POWER	STREET LIGHTS	MONTHLY BILLING	9609027314 112520	11/25/2020	12/11/2020	76.57			
819	DOMINION VIRGINIA POWER	STREET LIGHTS	FORK UNION STREET LIGHTS-NORTH-NEAR	7080078962 112520	11/25/2020	12/11/2020	81.30			
820	DOMINION VIRGINIA POWER	STREET LIGHTS	COLUMBIA STREET LIGHTS	4210122349 112520	11/25/2020	12/11/2020	203.99			
821	DOMINION VIRGINIA POWER	STREET LIGHTS	PALMYRA VILLAGE-STREET LIGHTING	3595578927 112520	11/25/2020	12/11/2020	477.09			
822	FORK UNION SANITARY DISTRICT	SEWER SERVICES	REGISTRAR 211 MAIN STREET	201300-577 111720	11/17/2020	12/4/2020	10.00			
823	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUVANNA PUBLIC WORKS 197 MAIN ST	201100-575 111720	11/17/2020	12/4/2020	15.36			
824	FORK UNION SANITARY DISTRICT	SEWER SERVICES	COMMONWEALTH ATTORNEY 181 MAIN	201000-574 111720	11/17/2020	12/4/2020	16.89			
825	FORK UNION SANITARY DISTRICT	SEWER SERVICES	PUBLIC SAFETY BLDG 160 COMMONS BLVD	206000-592 111720	11/17/2020	12/4/2020	19.95			
826	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUCO LIBRARY 214 COMMONS BLVD	206100-593 111720	11/17/2020	12/4/2020	22.24			
827	FORK UNION SANITARY DISTRICT	SEWER SERVICES	PLEASANT GROVE HOUSE 1730 THOMAS	206800-18318 111720	11/17/2020	12/4/2020	22.24			
828	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUVANNA ADMIN BLDG 132 MAIN STREET	200300-567	11/17/2020	12/4/2020	27.60			
829	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUVANNA COURTS BUILDING 72 MAIN	200200-565	11/17/2020	12/4/2020	33.72			
830	FORK UNION SANITARY DISTRICT	SEWER SERVICES	REGISTRAR 211 MAIN ST	201300-577 121520	12/15/2020	12/23/2020	10.00			
831	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUVANNA PUBLIC WORKS 197 MAIN ST	201100-575 121520	12/15/2020	12/23/2020	13.06			
832	FORK UNION SANITARY DISTRICT	SEWER SERVICES	COMMONWEALTH ATTORNEY 181 MAIN ST	201000-574 121520	12/15/2020	12/23/2020	13.83			
833	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUCO LIBRARY 214 COMMONS BLVD	206100-593 121520	12/15/2020	12/23/2020	16.89			
834	FORK UNION SANITARY DISTRICT	SEWER SERVICES	PLEASANT GROVE HOUSE 1730 THOMAS	206800-18318	12/15/2020	12/23/2020	19.18			
835	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUVANNA ADMIN BLDG 132 MAIN ST	200300-567 121520	12/15/2020	12/23/2020	20.71			
836	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUVANNA COURTS BLDG 72 MAIN ST	200200-565 121520	12/15/2020	12/23/2020	36.78			
837	FORK UNION SANITARY DISTRICT	SEWER SERVICES	PUBLIC SAFETY BLDG 160 COMMONS BLVD	206000-592 121520	12/15/2020	12/23/2020	36.78			
838	FORK UNION SANITARY DISTRICT	WATER SERVICES	CARYSBROOK BASEBALL FIELD (GYM) 8878	11259-3956 111720	11/17/2020	12/4/2020	21.00			
839	FORK UNION SANITARY DISTRICT	WATER SERVICES	FLUVANNA GYM 8878 JAMES MADISON HWY	11260-143	11/17/2020	12/4/2020	21.00			
840	FORK UNION SANITARY DISTRICT	WATER SERVICES	CARYSBROOK SOFTBALL FIELD 8880 JAMES	11266-3955 111720	11/17/2020	12/4/2020	21.00			
841	FORK UNION SANITARY DISTRICT	WATER SERVICES	FLUVANNA COUNTY-FORK UNION 5725	11120-134 111720	11/17/2020	12/4/2020	26.50			

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842	FORK UNION SANITARY DISTRICT	WATER SERVICES	CARYSBROOK BUILDING 8880 JAMES	11265-131 111720	11/17/2020	12/4/2020	183.80			
843	FORK UNION SANITARY DISTRICT	WATER SERVICES	FLUVANNA COUNTY-FIRE HOUSE 5753 JAMES	11121-139 111720	11/17/2020	12/4/2020	871.30			
844	FORK UNION SANITARY DISTRICT	WATER SERVICES	CARYSBROOK BASEBALL FIELD (GYM) 8878	11259-3956 121520	12/15/2020	12/23/2020	21.00			
845	FORK UNION SANITARY DISTRICT	WATER SERVICES	FLUVANNA GYM 8878 JAMES MADISON HWY	11260-143 121520	12/15/2020	12/23/2020	21.00			
846	FORK UNION SANITARY DISTRICT	WATER SERVICES	CARYSBROOK SOFTBALL FIELD 8880 JAMES	11266-3955 121520	12/15/2020	12/23/2020	21.00			
847	FORK UNION SANITARY DISTRICT	WATER SERVICES	FLUVANNA CO FORK UNION 5725 JAMES	11120-134 121520	12/15/2020	12/23/2020	34.20			
848	FORK UNION SANITARY DISTRICT	WATER SERVICES	CARYSBROOK BUILDING 8880 JAMES	11265-131 121520	12/15/2020	12/23/2020	189.30			
849	FORK UNION SANITARY DISTRICT	WATER SERVICES	FLUVANNA CO-FIRE HOUSE 5753 JAMES	11121-139	12/15/2020	12/23/2020	381.80			
850	INTRASTATE PEST	MAINTENANCE CONTRACTS	FUSD	1019787 111820	11/18/2020	12/11/2020	95.00			
851	INTRASTATE PEST	MAINTENANCE CONTRACTS	PEST CONTROL MONTHLY SERVICES	10211871 111820	11/18/2020	12/11/2020	1,052.00			
852	REPUBLIC SERVICES #410	MAINTENANCE CONTRACTS	PICKUP SERVICE	0410-000710630	11/30/2020	12/11/2020	878.34			
853	SHRED-IT USA LLC	LEASE/RENT	ON-SITE REGULAR SERVICE	8181041908	12/7/2020	12/18/2020	160.45			
854	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	CONTRATRNLWFUEL TANK EMS	15161180	12/1/2020	12/4/2020	21.00			
855	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	PROPANE DELV 3031 W. RIVER RD,	14949036	11/27/2020	12/4/2020	64.17			
856	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	PROPANE DELV 621 WILMINGTON RD,	14948837	11/27/2020	12/4/2020	75.51			
857	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	PROPANE DELV 11212 W RIVER RD FORK	15086833	11/27/2020	12/4/2020	82.29			
858	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	PROPANE DELV 1224 SALEM CHURCH	14949035	11/24/2020	12/4/2020	95.14			
859	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	COMPLIANCE FEE, PROPANE LP	14949038	11/27/2020	12/4/2020	116.46			
860	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	PROPANE LP	14949346	11/27/2020	12/4/2020	1,087.52			
861	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	REGISTER OFFICE-211 MAIN ST, PALMYRA	15100161	12/4/2020	12/11/2020	58.69			
862	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	CO OF FLUVANNA W RIVER RD-15704 W	14949306	12/11/2020	12/23/2020	577.95			
863	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	COUNTY OF FLUV 5753 JAMES MADISON	15252181	12/11/2020	12/23/2020	709.67			
864	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	PROPANE 51 KENTS STORE WAY, PO BOX	15264441	12/17/2020	12/23/2020	1,124.94			
865	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	CO OF FLUVANNA-FIRE HOUSE	15264499	12/17/2020	12/23/2020	1,507.80			
866	THE SUPPLY ROOM	LEASE/RENT	WATER BOTTLES	120220 1	12/2/2020	12/11/2020	229.77			
867	THE SUPPLY ROOM	WATER SERVICES	WATER BOTTLES	120220 1	12/2/2020	12/11/2020	349.30			
868	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO-CARYBRKMTNSH HEATING	556748	11/16/2020	12/4/2020	130.77			
869	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO-NEW COURTH HEATING OIL	556725	11/16/2020	12/4/2020	777.57			
870	TIGER FUEL COMPANY	HEATING SERVICES	CO-CARYBRKMTNSH HEATING OIL	576820	12/7/2020	12/11/2020	487.29			
871	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA COUNTY FIRE RESCUE DIESEL	480050	9/1/2020	12/23/2020	45.56			
872	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO-PUBLIC WORKS/HEATING OIL	583801	12/14/2020	12/23/2020	62.96			
873	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO PUBLIC WORKS/HEATING OIL	586902	12/17/2020	12/23/2020	190.69			
874	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO-NEW COURTH 72 MAIN	586915	12/17/2020	12/23/2020	804.45			
875	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO TREAS.GENERATOR	591120	12/21/2020	12/31/2020	84.84			
876	TIGER FUEL COMPANY	HEATING SERVICES	OMOHUNDRO GENERATOR	590909	12/21/2020	12/31/2020	87.10			
877	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO ADMIN BLDG GENERAT	591043	12/21/2020	12/31/2020	111.33			
878	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA COUNTY MORRIS WELL GENERA	590921	12/21/2020	12/31/2020	138.18			
879	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO SEWAGE PUMP STATION	591030	12/21/2020	12/31/2020	153.52			
880	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO SHERIFF'S GENERATR	591014	12/21/2020	12/31/2020	184.20			
881	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO SEWAGE PLANT GEN	591001	12/21/2020	12/31/2020	210.17			
882	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO NEW COURTHSE-GEN	591053	12/21/2020	12/31/2020	231.26			
883	TIGER FUEL COMPANY	HEATING SERVICES	FLUVANNA CO-CARYBRKMTNSH	590934	12/21/2020	12/31/2020	555.77			
884	VIRGINIA UTILITY PROTECTION	MAINTENANCE CONTRACTS	TRANSMISSION QTY 9	11200164	11/30/2020	12/4/2020	9.45			
885						Total:	\$31,700.83			

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886										
887	PUBLIC WORKS									
888	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	220.00			
889	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	220.00			
890	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MONTHLY FUEL CHARGES	110120	12/1/2020	12/11/2020	40.41			
891	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	19.47			
892	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	115.61			
893	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	161.80			
894	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	REF/PO#20160028-00	28264389	11/26/2020	12/18/2020	93.04			
895								Total:	\$870.33	
896										
897	CONVENIENCE CENTER									
898	BANK OF AMERICA	BLDGS EQUIP REP & MAINT	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	150.00			
899	BFI - FLUVANNA TRANSFER STATION	CONTRACT SERVICES	MSW/RECYCLABLES	4347-000006520	11/30/2020	12/23/2020	7,418.62			
900	CAMPBELL EQUIPMENT, INC.	CONTRACT SERVICES	DISPOSAL AND DISMOUNTS	FCPW045	11/6/2020	12/4/2020	106.00			
901	CAMPBELL EQUIPMENT, INC.	CONTRACT SERVICES	26 TIRE DISPOSAL	FCPW047	12/1/2020	12/11/2020	104.00			
902	CENTURYLINK	TELECOMMUNICATIONS	CONVENIENCE CENTER	310392717 111620	11/16/2020	12/4/2020	80.84			
903	DRAPER ADEN ASSOCIATES	PROFESSIONAL SERVICES	PHASE1 GW EVEMT 2020 S2/PHASE4	2020110399	11/30/2020	12/23/2020	7,290.00			
904	HERITAGE CRYSTALCLEAN, LLC	CONTRACT SERVICES	USED OIL PICKUP/TRIP FEE	16532577	11/10/2020	12/11/2020	305.00			
905	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MONTHLY FUEL CHARGES	110120	12/1/2020	12/11/2020	42.13			
906	REPUBLIC SERVICES #410	CONTRACT SERVICES	PICKUP SERVICE	0410-000710341	11/30/2020	12/11/2020	7,995.00			
907	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	80.31			
908	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	83.37			
909								Total:	\$23,655.27	
910										
911	PUBLIC UTILITIES									
912	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-DOG PARK WELL-T.J.	203061-001 111720	11/17/2020	12/4/2020	30.60			
913	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-COMPETITON PARK RD-	105221-001 111720	11/17/2020	12/4/2020	136.03			
914	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	WATER TANK-JAMES MADISON HWY	275904-013 112420	11/24/2020	12/4/2020	588.47			
915	CENTURYLINK	TELECOMMUNICATIONS	PALMYRA WASTEWATER TREATMENT PLANT	310089744 111920	11/19/2020	12/4/2020	67.90			
916	CENTURYLINK	TELECOMMUNICATIONS	PALMYRA WASTEWATER TREATMENT PLANT	309433290 111920	11/19/2020	12/4/2020	86.61			
917	CENTURYLINK	TELECOMMUNICATIONS	FUSD-SANITARY DISTRICT	309719161 111620	11/16/2020	12/4/2020	227.86			
918	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PUMP HOUSE-COURTS BUILDING WELL	4501632147 112020	11/20/2020	12/4/2020	124.85			
919	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	WASTEWATER MONITORING	71318	11/30/2020	12/11/2020	200.00			
920	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	WASTEWATER MONITORING-CENTRAL	71316	11/30/2020	12/11/2020	567.00			
921	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MONTHLY FUEL CHARGES	110120	12/1/2020	12/11/2020	381.50			
922	JONES AUTOMOTIVE/ALL STAR AUTO	VEHICLES REP & MAINT	MISC PARTS/BLADES, LIGHT BAR, DUST	113020	11/30/2020	12/11/2020	99.95			
923	LOWE'S	GENERAL MATERIALS AND	MONTHLY STATEMENT	9900 033038 3	11/25/2020	12/23/2020	426.96			
924	MARYLAND BIOCHEMICAL CO., INC.	CHEMICAL SUPPLIES	BACKETERIA FOR WASTEWATER	12NN1078	12/16/2020	12/23/2020	1,005.88			
925	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	0.32			
926	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	280.39			
927	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	0.23			
928	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	249.35			
929	RIVANNA WATER & SEWER	CONTRACT SERVICES	WASTE DISPOSAL NOVEMBER 2020	INV12339	11/25/2020	12/11/2020	630.93			

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930	RUMMEL, KLEPPER, & KAHL, LLP.	CONTRACT SERVICES	PROFESSIONAL ENGINEERING SERVICES	01 120420	12/4/2020	12/11/2020	3,455.00			
931	THE ARTINA GROUP, INC.	OFFICE SUPPLIES	P/S C FOLD BLANK D/D	INVOICE-50731	10/19/2020	12/4/2020	800.75			
932	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	POLO SHIRT, PANT & JACKETS	202 1127611	11/19/2020	12/4/2020	42.35			
933	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	POLO SHIRTS, PANTS & JACKETS	202 1128709	11/26/2020	12/4/2020	42.35			
934	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	SHIRTS, PANTS AND JACKETS	202 1129790	12/3/2020	12/11/2020	42.35			
935	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	POLO SHIRT, PANTS & JACKETS	202 1130907	12/10/2020	12/23/2020	42.35			
936	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	FLUVANNA COUNTY UTILITIES	202 1131983	12/17/2020	12/23/2020	42.35			
937	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	PANTS, SHIRTS & JACKETS	202 1133096	12/24/2020	12/31/2020	42.35			
938	USABUEBOOK	GENERAL MATERIALS AND	AQUATRAC 100 PVC	417127	11/12/2020	12/4/2020	2,968.83			
939	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	140.80			
940	VERIZON BUSINESS/MCI COMM	TELECOMMUNICATIONS	VERIZON BILLING FOR NOVEMBER 2020	09186290	11/25/2020	12/11/2020	18.76			
941	VERIZON BUSINESS/MCI COMM	TELECOMMUNICATIONS	MONTHLY	09308269	12/25/2020	12/31/2020	36.77			
942	VERIZON	TELECOMMUNICATIONS	MONTHLY BILLING OCT28-NOV27	9867952149	11/27/2020	12/11/2020	151.25			
943	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	314.56			
944	VSI SUPPLY	GENERAL MATERIALS AND	PU	S8014	11/19/2020	12/4/2020	418.84			
945										
946										
947	CARES ACT									
948	AAA EMERGENCY SUPPLY CO, INC	EMERGENCY SUPPLIES	QTY 125 COMPLETE HOOD QTY 125 MASK	00307059	12/15/2020	12/18/2020	13,062.50			
949	ADANI SYSTEMS, INC	MACHINERY AND EQUIPMENT	CARES- XRAY FOR COURTS	FLU121020	12/10/2020	12/23/2020	16,047.40			
950	AMAZON CAPITAL SERVICES	EMERGENCY SUPPLIES	CONNECTORS FOR PLEXIGLASS, ACRYLIC	16NJ-MLCY-JJN	11/4/2020	12/4/2020	109.27			
951	AMAZON CAPITAL SERVICES	EMERGENCY SUPPLIES	NIOSH CERTIFIED MAKRITE RESIRATOR	1XPX-N66X-FM6Q	12/11/2020	12/18/2020	194.97			
952	AMAZON CAPITAL SERVICES	EMERGENCY SUPPLIES	ADHESIVE PLEXIGLASS HOLDER	1VX7-Q7LQ-NKLR	12/12/2020	12/23/2020	57.21			
953	B&H PHOTO-VIDEO	EDP EQUIPMENT	OWL MEETING PRO PREM PACK & LOGITECH	180138165	11/19/2020	12/4/2020	1,061.16			
954	BANK OF AMERICA	EMERGENCY SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	1,967.52			
955	BROME SPECIALTY COMPANY, INC.	EMERGENCY SUPPLIES	PURELL ADVANCED REFRESHING GEL QTY	7516551	11/19/2020	12/4/2020	652.01			
956	BROME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	BATH CLEANER/DISINF/HAND SOAP	7598786	12/17/2020	12/23/2020	984.61			
957	BROME SPECIALTY COMPANY, INC.	MACHINERY AND EQUIPMENT	DISINFECTANT GE FIGHT BAC 4X1 GAL	7597077	12/17/2020	12/18/2020	166.76			
958	E.W. THOMAS	OTHER OPERATING SUPPLIES	PURCHASE FOOD FOR MACAA FOOD BANK	122320	12/23/2020	12/31/2020	11,347.33			
959	EAST COAST EMERGENCY VEHICLES	VEHICLE	HAVIS, FORD TRANSIT PRISONER	18649	12/23/2020	12/31/2020	1,752.89			
960	ECONOMIC DEVELOPMENT OF	FLU ECO DEV AUTHORITY	BOWLING/NELSON CABLE/CVSI/O CIC	120720	12/7/2020	12/18/2020	1,520.00			
961	ECONOMIC DEVELOPMENT OF	FLU ECO DEV AUTHORITY	2ND PAYMENT OF NELSON CABLE FIBER	120320	12/3/2020	12/18/2020	15,000.00			
962	FIRE & SAFETY EQUIPMENT COMPANY	EMERGENCY SUPPLIES	QTY125 FMIM4CI/QTY125 10144231-SPQTY34	104000	12/7/2020	12/18/2020	53,080.15			
963	FIRST VEHICLE SERVICES	VEHICLE	LABOR/MATERIAL	60997	12/18/2020	12/23/2020	5,560.00			
964	FIRST VEHICLE SERVICES	VEHICLE	LABOR INSTALL/AC/HEATHER MISC	61004	12/21/2020	12/31/2020	385.00			
965	FLUVANNA DEPARTMENT OF SOCIAL	EMERGENCY SUPPLIES	COVID 19 SUPPLIES REIMBURSEMENT	120320	12/3/2020	12/18/2020	139.15			
966	FLUVANNA DEPARTMENT OF SOCIAL	JANITORIAL SUPPLIES	COVID 19 SUPPLIES REIMBURSEMENT	120320	12/3/2020	12/18/2020	85.39			
967	FLUVANNA DEPARTMENT OF SOCIAL	JANITORIAL SUPPLIES	COVID 19 SUPPLIES REIMBURSEMENT	123020	12/30/2020	12/31/2020	45.14			
968	FORK UNION VOL FIRE DEPT	EMERGENCY SUPPLIES	GOWN, GLOVES AND MASK	58745826 111120	11/11/2020	12/11/2020	465.15			
969	GALLS, LLC.	EMERGENCY SUPPLIES	MILLENIUUM GAS MASK	017214708	12/16/2020	12/31/2020	1,028.18			
970	GALLS, LLC.	EMERGENCY SUPPLIES	MILLENIUUM GAS MASK QTY 5	017226850	12/17/2020	12/31/2020	2,570.47			
971	GOODMAN	VEHICLE	INSTALL POWER LOAD	16930G	12/21/2020	12/31/2020	1,965.00			
972	GOODMAN	VEHICLE	INSTALL POWER LOAD	16931G	12/21/2020	12/31/2020	1,965.00			
973	MUNICIPAL CODE CORPORATION	ADP SUPPLIES	WEBSITE HOSTING AND WEBSITE	00351174	11/10/2020	12/4/2020	4,000.00			

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974	AFFORDABLE CLEANING	JANITORIAL SUPPLIES	CLEANERS SANITIZE MAIN CENTRAL/SOCIAL	10202020	10/20/2020	12/18/2020	267.00			
975	PALMYRA VOL FIRE	JANITORIAL SUPPLIES	PURCHASE PPE & CLEANING SUPPLIES	121620	12/16/2020	12/18/2020	520.47			
976	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL-	LEGAL	120420	12/4/2020	12/11/2020	975.00			
977	STANLEY STEEMER	BLDGS EQUIP REP & MAINT	DUCT CLEAN PALMYRA RESCUE	912544	12/11/2020	12/23/2020	1,250.00			
978	STANLEY STEEMER	BLDGS EQUIP REP & MAINT	FORK UNION FD DUCT CLEAN	912152	12/7/2020	12/23/2020	1,875.00			
979	STANLEY STEEMER	BLDGS EQUIP REP & MAINT	VOTER REGISTRATION DUCT CLEAN	912173	12/7/2020	12/23/2020	1,950.00			
980	STANLEY STEEMER	BLDGS EQUIP REP & MAINT	DUCT CLEAN TREASURY BLDG	912177	12/12/2020	12/23/2020	3,500.00			
981	STANLEY STEEMER	BLDGS EQUIP REP & MAINT	DUCT CLEAN ADMIN BUILDING	912156	12/10/2020	12/23/2020	6,875.00			
982	STANLEY STEEMER	BLDGS EQUIP REP & MAINT	DUCT CLEAN COURTHOUSE 72 MAIN ST	912148	12/12/2020	12/23/2020	24,375.00			
983	STANLEY STEEMER	BLDGS EQUIP REP & MAINT	KENTS STORE FD FLUVANNA CO/AHU/DRYER	912151	12/19/2020	12/31/2020	1,875.00			
984	STANLEY STEEMER	BLDGS EQUIP REP & MAINT	COMMONWEALTH ATTY DUCT CLEAN	912174	12/19/2020	12/31/2020	1,950.00			
985	STANLEY STEEMER	BLDGS EQUIP REP & MAINT	LIBRARY DUCT CLEAN	912172	12/18/2020	12/31/2020	6,875.00			
986	STANLEY STEEMER	JANITORIAL SUPPLIES	PUBLIC WORKS SANITIZE JANITORIAL WORK	1830867	11/30/2020	12/4/2020	864.00			
987	STANLEY STEEMER	JANITORIAL SUPPLIES	PUBLIC WORKS SANITIZE JANITORIAL WORK	913018	11/23/2020	12/4/2020	2,376.00			
988	STANLEY STEEMER	JANITORIAL SUPPLIES	PUBLIC WORKS SANITIZE JANITORIAL WORK	912042	11/16/2020	12/4/2020	2,430.00			
989	STANLEY STEEMER	JANITORIAL SUPPLIES	PUBLIC WORKS DISINFECT/SANITIZE	913567	11/30/2020	12/11/2020	864.00			
990	STANLEY STEEMER	JANITORIAL SUPPLIES	PUBLIC WORKS DISINFECT/SANITIZE	914227	12/7/2020	12/11/2020	2,214.00			
991	STANLEY STEEMER	JANITORIAL SUPPLIES	DISINFECT/SANITIZE JANITORIAL WORK	915469	12/21/2020	12/23/2020	324.00			
992	STANLEY STEEMER	JANITORIAL SUPPLIES	DISINFECT/SANITIZE JANITORIAL WORK	914945	12/14/2020	12/23/2020	1,998.00			
993	STRYKER SALES CORPORATION	VEHICLE	CARES- AMBULANCE POWER LOADS	8853134 DM	11/4/2020	12/31/2020	20,890.00			
994	STRYKER SALES CORPORATION	VEHICLE	CARES- AMBULANCE POWER LOADS	8853182 DM	11/4/2020	12/31/2020	21,890.00			
995	THOMAS JEFFERSON PLANNING	CONTRACT SERVICES	THE RAH INVENTORY, SEARCH TOOL,	729-41100-4	11/20/2020	12/4/2020	2,612.00			
996	VIRGINIA EMPLOYMENT COMMISSION	PART-TIME SALARIES &	QRTLTY REIMBURSABLE BILLING EMPLOYER	081420	8/14/2020	12/4/2020	2,021.08			
997										
998										
999	HEALTH									
1000	CENTURYLINK	TELECOMMUNICATIONS	ADMIN MONTHLY BILLING	309762613 111620	11/16/2020	12/4/2020	114.07			
1001	THOMAS JEFFERSON HEALTH	CONTRACT SERVICES	FY21 3RD QTR ALLOCATION-FLUVANNA	010121	1/1/2021	12/31/2020	69,471.00			
1002										
1003										
1004	VJCCCA									
1005	THE SUPPLY ROOM	PROFESSIONAL SERVICES	AERAMAX PRO AM II AIR PURIFIER COVID 19	120220	12/2/2020	12/4/2020	650.00			
1006										
1007										
1008	CSA									
1009	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	GOODLITE LED LIGHT BULB	1Q4V-K794-4NNK	9/25/2020	12/18/2020	3.09			
1010	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	57.00			
1011	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	57.00			
1012	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	56.98			
1013	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	49.92			
1014	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	87.57			
1015	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	1.49			
1016										
1017										

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1018	CSA PURCHASE OF SERVICES									
1019	AMY Z. COBERT, M.A., CCC-SLP	POS MANDATED SPED-		P11925108790	11/30/2020	12/11/2020	420.00			
1020	ANNIE MORRIS	POS MANDATED FFOP		P09925104583	9/30/2020	12/4/2020	721.00			
1021	ANNIE MORRIS	POS MANDATED FFOP		P10925104582	10/31/2020	12/4/2020	721.00			
1022	ANNIE MORRIS	POS MANDATED FFOP		P11925104581	11/30/2020	12/4/2020	721.00			
1023	BEAUTIFUL GATE MINISTRY, INC	FF4E-COMM SVCS		P10925112277	10/31/2020	12/4/2020	600.00			
1024	BEAUTIFUL GATE MINISTRY, INC	FF4E-COMM SVCS		P10925112378	10/31/2020	12/4/2020	670.00			
1025	C.M. MENTORING SERVICES LLC	COMM SVCS		P10925104420	10/31/2020	12/18/2020	82.50			
1026	C.M. MENTORING SERVICES LLC	COMM SVCS		P10925104321	10/31/2020	12/18/2020	1,320.00			
1027	C.M. MENTORING SERVICES LLC	COMM SVCS		P10925109922	10/31/2020	12/18/2020	1,650.00			
1028	C.M. MENTORING SERVICES LLC	COMM SVCS		P11925104438	11/30/2020	12/23/2020	330.00			
1029	C.M. MENTORING SERVICES LLC	COMM SVCS		P11925104339	11/30/2020	12/23/2020	1,320.00			
1030	C.M. MENTORING SERVICES LLC	COMM SVCS		P11925109940	11/30/2020	12/23/2020	1,650.00			
1031	CEDAR ROW FARM, LLC	NON-MAND COMM BASED		P10925109887	10/31/2020	12/4/2020	310.00			
1032	COUNSELING ALLIANCE OF VA, LLC	COMM SVCS		P10925111273	10/31/2020	12/4/2020	650.00			
1033	COUNSELING ALLIANCE OF VA, LLC	COMM SVCS		P09925111274	9/30/2020	12/4/2020	780.00			
1034	DETOUR MENTORING	COMM SVCS		P11925119812	11/30/2020	12/18/2020	1,080.00			
1035	DETOUR MENTORING	COMM SVCS		P11925123213	11/30/2020	12/18/2020	1,200.00			
1036	DETOUR MENTORING	FF4E-COMM SVCS		P11925121024	11/30/2020	12/18/2020	240.00			
1037	DETOUR MENTORING	FF4E-COMM SVCS		P11925121125	11/30/2020	12/18/2020	240.00			
1038	DETOUR MENTORING	FF4E-COMM SVCS		P11925120026	11/30/2020	12/18/2020	420.00			
1039	DETOUR MENTORING	FF4E-COMM SVCS		P10925117730	10/31/2020	12/18/2020	480.00			
1040	DETOUR MENTORING	FF4E-COMM SVCS		P11925121627	11/30/2020	12/18/2020	480.00			
1041	DETOUR MENTORING	FF4E-COMM SVCS		P11925121728	11/30/2020	12/18/2020	480.00			
1042	DIXIE ALLEY	POS MANDATED FFOP		P11925119280	11/30/2020	12/4/2020	721.00			
1043	ELK HILL	POS MANDATED SPED-		P10925110155	10/31/2020	12/4/2020	4,369.60			
1044	ELK HILL	POS MANDATED SPED-		P10925110256	10/31/2020	12/4/2020	4,806.56			
1045	ELK HILL	POS MANDATED SPED-		P10925110357	10/31/2020	12/4/2020	4,806.56			
1046	ELK HILL	POS MANDATED SPED-		P10925110458	10/31/2020	12/4/2020	7,611.56			
1047	ELK HILL	POS MANDATED SPED-		P11925110133	11/30/2020	12/23/2020	3,714.16			
1048	ELK HILL	POS MANDATED SPED-		P11925110234	11/30/2020	12/23/2020	3,932.64			
1049	ELK HILL	POS MANDATED SPED-		P11925110335	11/30/2020	12/23/2020	3,932.64			
1050	ELK HILL	POS MANDATED SPED-		P11925110436	11/30/2020	12/23/2020	6,227.64			
1051	EMBRACE FOSTER CARE LLC	TFC LIC. RES CONG CARE		P09925103984	9/30/2020	12/4/2020	4,718.00			
1052	HEALTH CONNECT AMERICA, INC.	POS MANDATED SPED-		P11925111591	11/30/2020	12/11/2020	4,720.00			
1053	HEALTH CONNECT AMERICA, INC.	POS MANDATED SPED-		P11925111692	11/30/2020	12/11/2020	4,720.00			
1054	INTERCEPT HEALTH	POS MAND THER FC 4E		P11925121985	11/30/2020	12/4/2020	4,394.10			
1055	LIVE OAK MENTORING LLC	COMM SVCS		P11925105870	11/30/2020	12/4/2020	1,000.00			
1056	LIVE OAK MENTORING LLC	COMM SVCS		P11925124072	11/30/2020	12/4/2020	1,050.00			
1057	LIVE OAK MENTORING LLC	COMM SVCS		P11925114471	11/30/2020	12/4/2020	1,250.00			
1058	LIVE OAK MENTORING LLC	COMM SVCS		P11925125393	11/30/2020	12/11/2020	750.00			
1059	LIVE OAK MENTORING LLC	COMM SVCS		P10925124596	10/31/2020	12/11/2020	1,000.00			
1060	LIVE OAK MENTORING LLC	COMM SVCS		P11925124594	11/30/2020	12/11/2020	1,000.00			
1061	LIVE OAK MENTORING LLC	COMM SVCS		P11925105114	11/30/2020	12/18/2020	500.00			

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1062	LIVE OAK MENTORING LLC	COMM SVCS		P11925105015	11/30/2020	12/18/2020	1,250.00			
1063	LIVE OAK MENTORING LLC	COMM SVCS		P11925124416	11/30/2020	12/18/2020	1,500.00			
1064	LIVE OAK MENTORING LLC	COMM SVCS		P12925126642	12/31/2020	12/31/2020	1,000.00			
1065	LIVE OAK MENTORING LLC	COMM SVCS		P12925128143	12/31/2020	12/31/2020	1,250.00			
1066	LIVE OAK MENTORING LLC	COMM SVCS		P12925124044	12/31/2020	12/31/2020	1,500.00			
1067	LIVE OAK MENTORING LLC	COMM SVCS. TRANSITION		P11925123575	11/30/2020	12/4/2020	50.00			
1068	LIVE OAK MENTORING LLC	FF4E-COMM SVCS		P11925121829	11/30/2020	12/18/2020	1,500.00			
1069	LIVE OAK MENTORING LLC	FF4E-COMM SVCS		P12925121845	12/31/2020	12/31/2020	1,000.00			
1070	LIVE OAK MENTORING LLC	NON-MAND COMM BASED		P11925105986	11/30/2020	12/4/2020	1,000.00			
1071	LIVE OAK MENTORING LLC	NON-MAND COMM BASED		P12925126746	12/31/2020	12/31/2020	1,000.00			
1072	LIVE OAK MENTORING LLC	POS MANDATED WSS		P11925120388	11/30/2020	12/4/2020	1,500.00			
1073	LIVE OAK MENTORING LLC	POS MANDATED WSS		P12925120347	12/31/2020	12/31/2020	1,500.00			
1074	NATIONAL COUNSELING GROUP	COMM SVCS		P07925103437	7/31/2020	12/23/2020	406.25			
1075	NATIONAL COUNSELING GROUP	NON-MAND COMM BASED		P11925127041	11/30/2020	12/23/2020	390.00			
1076	NATURAL STEPS LLC	FF4E-COMM SVCS		P11925122876	11/30/2020	12/4/2020	510.00			
1077	NATURAL STEPS LLC	FF4E-COMM SVCS		P10925111979	10/31/2020	12/4/2020	680.00			
1078	PARACLETE THERAPEUTICS LLC	POS MANDATED WSS		P11925106206	11/30/2020	12/11/2020	1,800.00			
1079	PEOPLE PLACES, INC.	FF4E-COMM SVCS		P11925119699	11/30/2020	12/11/2020	600.00			
1080	PEOPLE PLACES, INC.	POS MAND THER FC 4E		P11925119505	11/30/2020	12/11/2020	3,750.00			
1081	PEOPLE PLACES, INC.	TFC LIC. RES CONG CARE		P08925125102	8/31/2020	12/11/2020	1,475.12			
1082	PEOPLE PLACES, INC.	TFC LIC. RES CONG CARE		P10925125203	10/22/2020	12/11/2020	4,591.00			
1083	PEOPLE PLACES, INC.	TFC LIC. RES CONG CARE		P09925125104	9/22/2020	12/11/2020	6,591.00			
1084	SECURE CHILD IN- HOME PROGRAM	FF4E-COMM SVCS		P11925122300	11/30/2020	12/11/2020	1,730.00			
1085	SHERRY DRUMHELLER	POS MANDATED FFOP		P10925124889	10/31/2020	12/4/2020	1,606.00			
1086	THE CHOICE GROUP INC	COMM SVCS		P11925113617	11/30/2020	12/18/2020	112.61			
1087	THE DISCOVERY SCHOOL OF VA FOR	EDUC SVCS CONG CARE		P11925123723	11/30/2020	12/18/2020	2,550.00			
1088	THE DISCOVERY SCHOOL OF VA FOR	RES. CONG. CARE		P11925123631	11/30/2020	12/18/2020	3,750.00			
1089	THE FAISON CENTER, INC	POS MANDATED SPED-		P08925107449	8/31/2020	12/4/2020	4,320.00			
1090	THE FAISON CENTER, INC	POS MANDATED SPED-		P07925107452	7/31/2020	12/4/2020	4,860.00			
1091	THE FAISON CENTER, INC	POS MANDATED SPED-		P08925107250	8/31/2020	12/4/2020	5,494.00			
1092	THE FAISON CENTER, INC	POS MANDATED SPED-		P08925107351	8/31/2020	12/4/2020	5,494.00			
1093	THE FAISON CENTER, INC	POS MANDATED SPED-		P09925107466	9/30/2020	12/4/2020	5,670.00			
1094	THE FAISON CENTER, INC	POS MANDATED SPED-		P10925107459	10/31/2020	12/4/2020	5,940.00			
1095	THE FAISON CENTER, INC	POS MANDATED SPED-		P07925107253	7/31/2020	12/4/2020	6,138.00			
1096	THE FAISON CENTER, INC	POS MANDATED SPED-		P07925107354	7/31/2020	12/4/2020	6,195.00			
1097	THE FAISON CENTER, INC	POS MANDATED SPED-		P09925107267	9/30/2020	12/4/2020	7,104.00			
1098	THE FAISON CENTER, INC	POS MANDATED SPED-		P09925107368	9/30/2020	12/4/2020	7,161.00			
1099	THE FAISON CENTER, INC	POS MANDATED SPED-		P10925107260	10/31/2020	12/4/2020	7,426.00			
1100	THE FAISON CENTER, INC	POS MANDATED SPED-		P10925107361	10/31/2020	12/4/2020	7,540.00			
1101	THE FAISON CENTER, INC	POS MANDATED SPED-		P11925107407	11/30/2020	12/18/2020	5,130.00			
1102	THE FAISON CENTER, INC	POS MANDATED SPED-		P11925107308	11/30/2020	12/18/2020	6,517.00			
1103	THE FAISON CENTER, INC	POS MANDATED SPED-		P11925107209	11/30/2020	12/18/2020	6,545.50			
1104	UNITED METHODIST FAMILY SERVICES	COMM SVCS		P08925109369	8/31/2020	12/4/2020	275.40			
1105	UNITED METHODIST FAMILY SERVICES	COMM SVCS		P09925109498	9/30/2020	12/11/2020	1,652.40			

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1106	UNITED METHODIST FAMILY SERVICES	COMM SVCS		P10925109497	10/31/2020	12/11/2020	1,707.48			
1107	UNITED METHODIST FAMILY SERVICES	COMM SVCS		P11925109418	11/30/2020	12/18/2020	1,652.40			
1108	UNITED METHODIST FAMILY SERVICES	POS MAND THER FC 4E		P11925119932	11/30/2020	12/18/2020	2,867.10			
1109	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P10925107762	10/31/2020	12/4/2020	8,223.39			
1110	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P10925107563	10/31/2020	12/4/2020	9,521.82			
1111	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P10925107664	10/31/2020	12/4/2020	9,521.82			
1112	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P10925107865	10/31/2020	12/4/2020	10,541.82			
1113	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P11925107710	11/30/2020	12/18/2020	7,790.58			
1114	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P11925107811	11/30/2020	12/18/2020	8,725.58			
1115	XTRA MILE, LLC	COMM SVCS		P11925120195	11/30/2020	12/11/2020	900.00			
1116	XTRA MILE, LLC	COMM SVCS		P11925105219	11/30/2020	12/18/2020	1,500.00			
1117	XTRA MILE, LLC	FF4E-COMM SVCS		P11925120901	11/30/2020	12/11/2020	1,000.00			
1118	XTRA MILE, LLC	POS MANDATED WSS		P10925128849	10/31/2020	12/31/2020	1,000.00			
1119	XTRA MILE, LLC	POS MANDATED WSS		P11925128848	11/30/2020	12/31/2020	1,000.00			
1120						Total:	\$285,796.23			
1121										
1122	PARKS & RECREATION									
1123	AMAZON CAPITAL SERVICES	RECREATIONAL SUPPLIES	SANTA CLAUS OUTFIT GLASSES, GLOVES,	13GX-FHM9-1WNN	11/22/2020	12/4/2020	69.59			
1124	AMAZON CAPITAL SERVICES	SITE IMPROVEMENTS	PARKING SIGNS	1VWC-1NNH-RF7M	11/20/2020	12/4/2020	72.95			
1125	AMAZON CAPITAL SERVICES	SITE IMPROVEMENTS	NO PARKING ANYTIME SIGN WITH ARROWS	1FTX-YHGJ-6CGD	12/14/2020	12/23/2020	119.90			
1126	ATWOOD REPROGRAPHICS, INC	SITE IMPROVEMENTS	FULL COLOR TWO-SIDED 8 1/2X11 TRI-FOLD	159260	12/9/2020	12/18/2020	605.26			
1127	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	37.89			
1128	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	52.64			
1129	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	79.92			
1130	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	147.70			
1131	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	189.52			
1132	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	275.68			
1133	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	475.41			
1134	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	905.57			
1135	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	METER USAGE	22089683	11/12/2020	12/4/2020	34.46			
1136	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	METER USAGE	22089683	11/12/2020	12/4/2020	138.25			
1137	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	34.46			
1138	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	189.95			
1139	CENTURYLINK	TELECOMMUNICATIONS	FLUVANNA COUNTY MONTHLY BILLING	309373828 111620	11/16/2020	12/4/2020	341.65			
1140	CINTAS	CONTRACT SERVICES	DISINFECTANT WIPES	5043366662	11/24/2020	12/4/2020	7.95			
1141	CINTAS	CONTRACT SERVICES	DISINFECTANT WIPES	5043366700	11/24/2020	12/4/2020	7.95			
1142	CINTAS	CONTRACT SERVICES	DISF WIPES/IBUPROFEN TABS/EON MIST	5032427311	9/28/2020	12/18/2020	35.79			
1143	FLUVANNA ACE HARDWARE	RECREATIONAL SUPPLIES	MISC	113020	11/30/2020	12/11/2020	96.53			
1144	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MONTHLY FUEL CHARGES	110120	12/1/2020	12/11/2020	135.32			
1145	MOJOHNS, INC.	CONTRACT SERVICES	PORTABLE TOILET-11/11/20-11/30/20	132933	12/3/2020	12/18/2020	70.00			
1146	MOJOHNS, INC.	CONTRACT SERVICES	PORTABLE TOILET-11/1/20-11/30/20	132934	12/3/2020	12/18/2020	70.00			
1147	SAMS CLUB/GEMB	RECREATIONAL SUPPLIES	SD CARDS FOR TRAIL CAMERA/RETURNED 2	120420	12/4/2020	12/11/2020	27.75			
1148	SAMS CLUB/GEMB	RECREATIONAL SUPPLIES	SENIOR CHRISTMAS GIFTS	120920	12/9/2020	12/23/2020	153.18			
1149	SAMS CLUB	RECREATIONAL SUPPLIES	971233 CARRYOUT	120920	12/9/2020	12/18/2020	11.98			

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1150	SCHOOL OUTFITTERS LLC	RECREATIONAL SUPPLIES	DOUBLE-TIER HANGING CHAIR TRUCK	INV13505471	12/4/2020	12/18/2020	475.15			
1151	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	70.74			
1152	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8060469819	11/28/2020	12/18/2020	120.66			
1153	STORE SUPPLY WAREHOUSE	RECREATIONAL SUPPLIES	GIANT SNOWFLAKE PAPER SHOPPER	8330916-00	11/13/2020	12/11/2020	49.95			
1154	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	152.10			
1155	VERIZON BUSINESS/MCI COMM	TELECOMMUNICATIONS	VERIZON BILLING FOR NOVEMBER 2020	09186290	11/25/2020	12/11/2020	18.76			
1156	VERIZON BUSINESS/MCI COMM	TELECOMMUNICATIONS	MONTHLY	09308269	12/25/2020	12/31/2020	36.77			
1157	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	202.25			
1158	VIRGINIA EMPLOYMENT COMMISSION	FULL-TIME SALARIES &	QRTLTY REIMBURSABLE BILLING EMPLOYER	081420	8/14/2020	12/4/2020	26.66			
1159								Total:	\$5,540.29	
1160										
1161	LIBRARY									
1162	BANK OF AMERICA	BOOKS/PUBLICATIONS	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	157.40			
1163	CENTURYLINK	TELECOMMUNICATIONS	FLUVANNA CO LIBRARY MONTHLY BILL	309647441 111620	11/16/2020	12/4/2020	162.43			
1164	GALE	BOOKS/PUBLICATIONS	NELSON DEMILLE/ALEX DEMILLE	72621376	11/11/2020	12/4/2020	12.74			
1165	GALE	BOOKS/PUBLICATIONS	BOOK THE ROAD HOME	72616762	11/10/2020	12/4/2020	14.44			
1166	GALE	BOOKS/PUBLICATIONS	BOOKS MURDER WITH CHERRY TARTS	72637184	11/16/2020	12/4/2020	45.88			
1167	GALE	BOOKS/PUBLICATIONS	BOOKS AMISH CHRISTMAS, CHRISTMAS	72612023	11/9/2020	12/4/2020	56.93			
1168	GALE	BOOKS/PUBLICATIONS	BOOKS LEE CHILD, MARY MONROE, KRISTEN	72647830	11/18/2020	12/4/2020	152.97			
1169	GALE	BOOKS/PUBLICATIONS	BOOKS MUZZLED, VIRGIN RIVER, FORTUNE &	72597216	11/5/2020	12/4/2020	186.09			
1170	GALE	BOOKS/PUBLICATIONS	DAYLIGHT DAVID BALDACCI	72664396	11/24/2020	12/11/2020	26.35			
1171	HAWK LABELING SYSTEMS	OFFICE SUPPLIES	BLACK AND WHITE TAPE	100003179	11/24/2020	12/18/2020	257.45			
1172	OVERDRIVE	BOOKS/PUBLICATIONS	BOOK UNFINISHED BUSINESS	03100DA20415029	11/19/2020	12/4/2020	11.99			
1173	OVERDRIVE	BOOKS/PUBLICATIONS	BOOKS AUTUMN SKIES, A PIC OF LOVE &	03100DA20422074	11/24/2020	12/4/2020	86.98			
1174	SHOWCASES	OFFICE SUPPLIES	DOUBLE CD TWO-HOLE PAGE-FROSTY	318437	11/24/2020	12/11/2020	98.00			
1175	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	BALANCE FROM PREVIOUS MONTH USAGE	T436501	11/30/2020	12/11/2020	11.26			
1176	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	4.93			
1177								Total:	\$1,285.84	
1178										
1179	COUNTY PLANNER									
1180	AMAZON CAPITAL SERVICES	OTHER OPERATING SUPPLIES	APPLE IPHONE 6 DUAL PRO CASE	1RWW-CKRR-JRC6	9/3/2020	12/31/2020	24.54			
1181	BANK OF AMERICA	DUES OR ASSOCIATION	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	100.00			
1182	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	320.00			
1183	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	320.00			
1184	HURT & PROFFITT INC	CONTRACT SERVICES	FLUVANNA CO NG911 MIGRATION	20200058	12/15/2020	12/31/2020	1,500.00			
1185	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MONTHLY FUEL CHARGES	110120	12/1/2020	12/11/2020	70.75			
1186	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	5.95			
1187	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	7.64			
1188	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	140.88			
1189	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	80.90			
1190	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	REF/PO#20160029-00 STANDARD PAYMENT	28264390	11/26/2020	12/18/2020	93.04			
1191								Total:	\$2,663.70	
1192										
1193	PLANNING COMMISSION									

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1194	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	25.89			
1195	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	18.75			
1196	VALLEY PUBLISHING	ADVERTISING	PUBLIC HEARING AD	2020F48-8	11/26/2020	12/11/2020	135.19			
1197								Total:		\$179.83
1198										
1199	ECONOMIC DEVELOPMENT									
1200	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	GEL PENS, DESK MAT & STAND UP DESK	192.34	11/27/2020	12/11/2020	192.34			
1201	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	WIRELESS COMPUTER MOUSE/WIRELESS	1M6R-LJG1-6QNV	12/15/2020	12/23/2020	49.97			
1202	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	25.00			
1203	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	45.00			
1204	BANK OF AMERICA	MARKETING	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	12.00			
1205	BANK OF AMERICA	MARKETING	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	70.06			
1206	BANK OF AMERICA	MARKETING	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	75.00			
1207	BANK OF AMERICA	OTHER OPERATING SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	28.00			
1208	BANK OF AMERICA	OTHER OPERATING SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	208.76			
1209	BANK OF AMERICA	OTHER OPERATING SUPPLIES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	350.00			
1210	BLUDOT TECHNOLOGIES INC.	PROFESSIONAL SERVICES	BLUDOT ECON DEVEL SAAS TOOL/TIER 1,000	556DFD6D-0001	12/9/2020	12/11/2020	2,700.00			
1211	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	EQUIPEMENT AND METER USAGE	22089684	11/12/2020	12/4/2020	57.00			
1212	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MONTHLY	22222223	12/13/2020	12/23/2020	57.00			
1213	FLUVANNA ACE HARDWARE	OTHER OPERATING SUPPLIES	MISC	113020	11/30/2020	12/11/2020	25.98			
1214	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	8000-9090-0151-5654	11/18/2020	12/18/2020	12.97			
1215	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	800909001515654 1218	12/18/2020	12/31/2020	9.62			
1216	VACORP	WORKER'S COMPENSATION	WORKER'S COMPENSATION AUDIT	68309	12/29/2020	12/31/2020	2.27			
1217	VALLEY PUBLISHING	OTHER OPERATING SUPPLIES	BUSINESS CORNER AD/JOB FAIR AD	2020F47-4	11/19/2020	12/11/2020	50.00			
1218	VALLEY PUBLISHING	OTHER OPERATING SUPPLIES	LOUISA LIFE SPECIAL EVERNTS JOB FAIR AD	2020L3-DEC.	11/20/2020	12/11/2020	100.00			
1219	VERIZON	TELECOMMUNICATIONS	MONTHLY CHARGES	721970783-00001	12/19/2020	12/31/2020	40.45			
1220								Total:		\$4,111.42
1221										
1222	VA COOPERATIVE EXTENSION									
1223	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	WIRELESS KEYBOARD	1KG4-XR1Y-T3HM	12/17/2020	12/23/2020	25.98			
1224	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	REST KEYBOARDS,NOTEBOOKS&FACE	1LKN-6MCY-JPH4	12/14/2020	12/23/2020	103.77			
1225	RICK HERNANDEZ	AGRICULTURAL SUPPLIES	REIMBURSMENT FOR SENIOR GARDEN	RH111820	11/18/2020	12/4/2020	12.59			
1226	ELLIE FARMER	OFFICE SUPPLIES	REIMBURSMENT FOR PROGRAM SUPPLIES	121420	12/14/2020	12/23/2020	26.00			
1227	POSTMASTER	LEASE/RENT	USPS 12 MONTH BOX RENTAL	120220	12/2/2020	12/4/2020	120.00			
1228								Total:		\$288.34
1229										
1230	NON PROFITS									
1231	CHILD HEALTH PARTNERSHIP, INC.	CHILD HEALTH PARTNERSHIP	FY21 3RD QTR ALLOCATION	10121	1/1/2021	12/31/2020	13,265.00			
1232	JAUNT, INC.	JAUNT	FY21 3RD QTR ALLOCATION	10121	1/1/2021	12/31/2020	21,250.00			
1233	JEFFERSON AREA BOARD FOR AGING	JEFFERSON AREA	FY21 3RD QTR ALLOCATION	01012021	1/1/2021	12/31/2020	21,250.00			
1234	MONTICELLO AREA COMMUNITY	MACAA	FY21 3RD QTR ALLOCATION	10121	1/1/2021	12/31/2020	12,750.00			
1235	REGION TEN	REGION TEN COMMUNITY	FY21 3RD QTR ALLOCATON	10121	1/1/2021	12/31/2020	32,250.00			
1236	THOMAS JEFFERSON PLANNING	T J PLANNING DIST. COMM.	FY21 3RD QTR ALLOCATION	10121	1/1/2021	12/31/2020	8,621.75			
1237								Total:		\$109,386.75

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1238											
1239											
1240	Fund # - 302 CAPITAL IMPROVEMENT							100 GENERAL FUND	Fund Total:	\$1,489,845.31	
1241	FIRE & RESCUE CAP PROJ										
1242	ATLANTIC EMERGENCY SOLUTIONS,	VEHICLE	KEY CMBT SNIPER YELLOW, BLUE, GREEN,	24927EQU	11/11/2020	12/4/2020	15,892.51				
1243								Total:	\$15,892.51		
1244											
1245	FACILITIES CAP PROJ										
1246	BANK OF AMERICA	CONTRACT SERVICES	P-CARD PURCHASE	110120-113020	11/30/2020	12/18/2020	115.01				
1247	MAYER ELECTRIC SUPPLY	CONTRACT SERVICES	MOUNT BRLT 1G LOW VOLT 10 PER BOX	27616917	11/23/2020	12/4/2020	14.07				
1248								Total:	\$129.08		
1249											
1250	SCHOOL TRANSPORT CAP PROJ										
1251	WAGNER'S MOBILE GLASS & MIRROR	VEHICLE	2006 DODGE CARAAVAN/2013 RAM VAN	STK#1184 STK#1127	12/1/2020	12/23/2020	6,600.00				
1252								Total:	\$6,600.00		
1253											
1254	SCHOOL OPS & MAINT CAP PROJ										
1255	RAFALY ELECTRICAL CONTRACTORS,	CONTRACT SERVICES	PALMYRA OFFICE REWORK CIRCUITS TO	9075	11/13/2020	12/4/2020	817.00				
1256	SIMPLEXGRINNELL LP	CONTRACT SERVICES	LABOR PROGRESS CENTRAL ELEMENTARY	41426384	11/20/2020	12/4/2020	3,020.62				
1257	SIMPLEXGRINNELL LP	CONTRACT SERVICES	FIRE ALARM MATERIAL	41420818	10/29/2020	12/4/2020	9,966.38				
1258	SITE SUPPORT SERVICES, INC	CONTRACT SERVICES	REPLACE MINI MATE UNIT	1N152273	11/18/2020	12/4/2020	23,774.00				
1259	TATE ENGINEERING	CONTRACT SERVICES	TRAVEL/MISC SUPPLIES/HVAC MECHANIC	IN147890	7/23/2020	12/18/2020	855.00				
1260	TATE ENGINEERING	CONTRACT SERVICES	RMV DEFECTIVE COMPRESSOR/INSTALL	IN148296 RV1	7/31/2020	12/18/2020	2,500.00				
1261								Total:	\$40,933.00		
1262											
1263											
1264	Fund # - 401 DEBT SERVICE							302 CAPITAL IMPROVEMENT	Fund Total:	\$63,554.59	
1265	DEBT SERVICE - COUNTY										
1266	US BANK, NA	ADMINISTRATIVE FEES	PAYING AGENT/REGIST/TRSFR AGNT	5943837	11/25/2020	12/23/2020	775.00				
1267								Total:	\$775.00		
1268											
1269											
1270	Fund # - 502 SEWER							401 DEBT SERVICE	Fund Total:	\$775.00	
1271	PALMYRA SEWER OPER EXPENSES										
1272	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PALMYRA AREA WWTP	7129524547 112020	11/20/2020	12/4/2020	626.22				
1273	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PALMYRA SEWAGE PUMP STATION	7712348080 112520	11/25/2020	12/11/2020	59.50				
1274	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	WASTEWATER MONITORING-PALMYRA	71321	11/30/2020	12/11/2020	147.00				
1275	MARYLAND BIOCHEMICAL CO., INC.	CHEMICAL SUPPLIES	BACKETERIA FOR WASTEWATER	12NN1078	12/16/2020	12/23/2020	1,005.88				
1276	VSI SUPPLY	BLDGS EQUIP REP & MAINT	S3014C 014B 11/2 IN CAP P STAINLESS	S816.002	11/25/2020	12/4/2020	1,455.38				
1277	VSI SUPPLY	BLDGS EQUIP REP & MAINT	S3014C 014B 11/2IN CAP P STAINLESS	S8163	11/25/2020	12/4/2020	1,455.38				
1278								Total:	\$4,749.36		
1279											
1280											
1281	Fund # - 505 FORK UNION SANITARY DISTRICT							502 SEWER	Fund Total:	\$4,749.36	

	D	E	F	G	I	J	K	L	M	N
1	County of Fluvanna			From Date: 12/1/2020						
2	Accounts Payable List			To Date: 12/31/2020						
3										
5	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
1282	FORK UNION SANITARY DISTRICT									
1283	WAITE, SHERRIE	WATER RECEIVABLES	UB 10960 5105 JAMES MADISON	82725	11/24/2020	12/10/2020	1.10			
1284								Total:	\$1.10	
1285										
1286	FUSD OPERATIONAL EXPENSES									
1287	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	WEST BOTTOM WELL-2622 BREMO ROAD	72243600003 112320	11/23/2020	12/4/2020	6.59			
1288	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	OWENS WELL-4308 JAMES MADISON HWY	9004200003 112420	11/24/2020	12/4/2020	31.12			
1289	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	BREMO WELL-RT 666	8434345008 112320	11/23/2020	12/4/2020	108.18			
1290	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	OMUHUNDRO WELL-WTP-TANK- 14349 W.	9346182505 112320	11/23/2020	12/4/2020	910.18			
1291	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	MORRIS WELL/WTP-41 EMERALD ROAD	9501772108 112320	11/23/2020	12/4/2020	1,170.46			
1292	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	FUSD MONTHLY	9594215007 120720	12/7/2020	12/23/2020	94.59			
1293	E.W. OWEN	LEASE/RENT	WELL RENT	12012020	12/1/2020	12/4/2020	150.00			
1294	MOJOHNS, INC.	PURCHASE OF SERVICES	PORTABLE TOILET 11/1/20-11/30/20	132575	12/3/2020	12/23/2020	60.00			
1295	PAYNE & HODOUS, LLP.	PROFESSIONAL SERVICES	REV BUDGET CALL CALVIN AND C HICKLMAN	145419	12/1/2020	12/31/2020	172.50			
1296	REPUBLIC SERVICES #410	BLDGS EQUIP REP & MAINT	FUSD 11206 RIVER RD, PALMYRA 1 WASTE	0410-000710069	11/30/2020	12/11/2020	197.51			
1297	SCHNEIDER LABRATORIES INC	PURCHASE OF SERVICES	WET CHEMISTRY ANALYSIS/TOTAL	395540	11/23/2020	12/11/2020	30.00			
1298	USABLUEBOOK	GENERAL MATERIALS AND	HALF CIRCLE REDI-CLAMP/REPLINISH LINE	418404	11/13/2020	12/4/2020	17.99			
1299	USABLUEBOOK	GENERAL MATERIALS AND	SUPPLIES LUG REPAIR CLAMP LINE BREAK	418405	11/13/2020	12/4/2020	112.83			
1300	USABLUEBOOK	GENERAL MATERIALS AND	SUPPLIES LUG REPAIR CLAMP	418406	11/13/2020	12/4/2020	290.85			
1301	USABLUEBOOK	GENERAL MATERIALS AND	FUSD SUPPLIES	418520	11/13/2020	12/4/2020	616.09			
1302	USABLUEBOOK	GENERAL MATERIALS AND	METER PIT TRANSMITTER KIT/LINE MAKING	419072	11/13/2020	12/4/2020	954.89			
1303	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T435730	11/2/2020	12/18/2020	85.39			
1304	VSI SUPPLY	GENERAL MATERIALS AND	LINEBREAK SUPPLY	S7768	11/9/2020	12/4/2020	49.50			
1305	VSI SUPPLY	GENERAL MATERIALS AND	LINEBREAK STUFF	S7770	11/9/2020	12/4/2020	62.56			
1306	VSI SUPPLY	GENERAL MATERIALS AND	OWENS WORK	S7462	10/27/2020	12/4/2020	539.48			
1307								Total:	\$5,660.71	
1308										
1309										
								505 FORK UNION SANITARY DISTRICT	Fund Total:	\$5,661.81
1310	Fund # - 510 ZION XR WATER & SEWER									
1311	ZION XR W&S EXPENSES									
1312	A.G. DILLARD, INC.	CONSTRUCTION	ZIONS CROSSROADS WATER AND SEWER	50078861 082520	8/25/2020	12/11/2020	21,340.69			
1313	A.G. DILLARD, INC.	CONSTRUCTION	ZIONS CROSSROADS WATER AND SEWER	50078861 092520	9/25/2020	12/11/2020	175,601.23			
1314	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	10/21/20-11/21/20 MONTHLY BILLING	275904-017 113020	11/30/2020	12/11/2020	324.37			
1315	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	10/27/20-11/25/20 MONTHLY BILLING	275904-015 113020	11/30/2020	12/11/2020	395.00			
1316	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	CONSTRUCTION ADMIN=COMPLETE,	1893847	11/27/2020	12/11/2020	780.00			
1317	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	ENGINEER V-9HRS, PROFESS-2HRS &	1893846	11/27/2020	12/11/2020	1,713.90			
1318	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	WASTEWATER OPERATIONS AND	1893841	11/27/2020	12/11/2020	4,386.00			
1319	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	CONSTRUCTION INSPECTION/PROGRESS	1893843	11/27/2020	12/11/2020	5,980.00			
1320	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	CONSTRUCTION ADMIN COORDIATION	1893845	11/27/2020	12/11/2020	14,990.00			
1321	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL- REAL	LEGAL	120420	12/4/2020	12/11/2020	637.50			
1322								Total:	\$226,148.69	
1323										
1324								510 ZION XR WATER & SEWER	Fund Total:	\$226,148.69
1325								Total Expenditures by Fund:	\$1,790,734.76	

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

TAB F

MEETING DATE:	January 20, 2021				
AGENDA TITLE:	Freedom of Information Act (FOIA) Policy Updates				
MOTION(s):	I move the Board of Supervisors approve updates to the Freedom of Information Act Policy as presented, pursuant to legislative changes.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Kelly Belanger Harris, Assistant County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	<p>The following changes are being requested to bring County policy into compliance with State code.</p> <p>1.8.7. <u>Costs</u></p> <p>A. A public body may make reasonable charges not to exceed its actual cost incurred in accessing, duplicating, supplying, or searching for the requested records. No public body shall impose any extraneous, intermediary, or surplus fees or expenses to recoup the general costs associated with creating or maintaining records or transacting the general business of the public body. Any duplicating fee charged by a public body shall not exceed the actual cost of duplication. All charges for the supplying of requested records shall be estimated in advance at the request of the citizen. The period within which the public body shall respond under this section shall be tolled for the amount of time that elapses between notice of the cost estimate and the response of the requester. If the public body receives no response from the requester within 30 days of sending the cost estimate, the request shall be deemed to be withdrawn as set forth in subsection F of § 2.2-3704 of the Code of Virginia.</p>				
FISCAL IMPACT:	None				
POLICY IMPACT:	As presented				
LEGISLATIVE HISTORY:	FOIA Policy last updated in 2016.				

ENCLOSURES:	Freedom of Information Act Policy				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X			X	

01. ADMINISTRATION

1.8. FOIA Rights and Responsibilities: The Rights of Requesters and the Responsibilities of the County of Fluvanna under the Virginia Freedom of Information Act

BOS Approved – Oct 19, 2016

1.8.1. Policy. The policy of FOIA states that the purpose of FOIA is to promote an increased awareness by all persons of governmental activities. In furthering this policy, FOIA requires that the law be interpreted liberally, in favor of access, and that any exemption allowing public records to be withheld must be interpreted narrowly.

1.8.2 Requesting Records.

A. To request records from the County of Fluvanna Administration Department you may direct your request to Kelly Belanger Harris, FOIA Officer. She can be reached by phone at (434) 591-1910, email at kharris@fluvannacounty.org, or by mail at PO Box 540, Palmyra, VA 22963. In addition, the Freedom of Information Advisory Council is available to answer any questions you may have about FOIA. The Council may be contacted by e-mail at foiacouncil@dls.virginia.gov, or by phone at (804) 225-3056 or (866) 448-4100 [toll-free].

B. The Virginia Freedom of Information Act (FOIA), located § 2.2-3700 et seq. of the Code of Virginia, guarantees citizens of the Commonwealth and representatives of the media access to public records held by public bodies, public officials, and public employees.

1.8.3. Public Records. A public record is any writing or recording -- regardless of whether it is a paper record, an electronic file, an audio or video recording, or any other format -- that is prepared or owned by, or in the possession of a public body or its officers, employees or agents in the transaction of public business. All public records are presumed to be open, and may only be withheld if a specific, statutory exemption applies.

1.8.4. Your FOIA Rights

A. You have the right to request to inspect or receive copies of public records, or both.

B. You have the right to request that any charges for the requested records be estimated in advance.

C. If you believe that your FOIA rights have been violated, you may file a petition in district or circuit court to compel compliance with FOIA. Alternatively, you may contact the FOIA Council for a nonbinding advisory opinion.

1.8.5. Making a Request for Records from Fluvanna County

A. You may request records by U.S. Mail, fax, e-mail, in person, or over the phone. FOIA does not require that your request be in writing, nor do you need to specifically state that you are requesting records under FOIA. From a practical perspective, it may be helpful to both you and the person receiving your request to put your request in writing. This allows you to create a record of your request. It also gives us a clear statement of what records you are requesting, so that there is no misunderstanding over a verbal request. However, we cannot refuse to respond to your FOIA request if you elect to not put it in writing.

B. Your request must identify the records you are seeking with "reasonable specificity." This is a common-sense standard. It does not refer to or limit the volume or number of records that you are requesting; instead, it requires that you be specific enough so that we can identify and locate the records that you are seeking.

C. Your request must ask for existing records or documents. FOIA gives you a right to inspect or copy records; it does not apply to a situation where you are asking general questions about the work of Fluvanna County, nor does it require Fluvanna County to create a record that does not exist.

D. You may choose to receive electronic records in any format used by Fluvanna County in the regular course of business. For example, if you are requesting records maintained in an Excel database, you may elect to receive those records electronically, via e-mail or on a computer disk, or to receive a printed copy of those records

E. If we have questions about your request, please cooperate with staff's efforts to clarify the type of records that you are seeking, or to attempt to reach a reasonable agreement about a response to a large request. Making a FOIA request is not an adversarial process, but we may need to discuss your request with you to ensure that we understand what records you are seeking.

1.8.6. Fluvanna County's Responsibilities in Responding to Your Request

A. Fluvanna County must respond to your request within five working days of receiving it. "Day One" is considered the day after your request is received. The five-day period does not include weekends or holidays.

B. The reason behind your request for public records from Fluvanna County is irrelevant, and you do not have to state why you want the records before we respond to your request. FOIA does, however, allow Fluvanna County to require you to provide your name and legal address.

C. FOIA requires that Fluvanna County make one of the following responses to your request within the five-day time period:

1. We provide you with the records that you have requested in their entirety.
2. We withhold all of the records that you have requested, because all of the records are subject to a specific statutory exemption. If all of the records are being withheld, we must send you a response in writing. That writing must identify the volume and subject matter

of the records being withheld, and state the specific section of the Code of Virginia that allows us to withhold the records.

3. We provide some of the records that you have requested, but withhold other records. We cannot withhold an entire record if only a portion of it is subject to an exemption. In that instance, we may redact the portion of the record that may be withheld, and must provide you with the remainder of the record. We must provide you with a written response stating the specific section of the Code of Virginia that allows portions of the requested records to be withheld.

4. We inform you in writing that the requested records cannot be found or do not exist (we do not have the records you want). However, if we know that another public body has the requested records, we must include contact information for the other public body in our response to you.

5. If it is practically impossible for Fluvanna County to respond to your request within the five-day period, we must state this in writing, explaining the conditions that make the response impossible. This will allow us seven additional working days to respond to your request, giving us a total of 12 working days to respond to your request.

D. If you make a request for a very large number of records, and we feel that we cannot provide the records to you within 12 working days without disrupting our other organizational responsibilities, we may petition the court for additional time to respond to your request. However, FOIA requires that we make a reasonable effort to reach an agreement with you concerning the production of the records before we go to court to ask for more time.

1.8.7. Costs

A. A public body may make reasonable charges not to exceed its actual cost incurred in accessing, duplicating, supplying, or searching for the requested records. No public body shall impose any extraneous, intermediary, or surplus fees or expenses to recoup the general costs associated with creating or maintaining records or transacting the general business of the public body. Any duplicating fee charged by a public body shall not exceed the actual cost of duplication. All charges for the supplying of requested records shall be estimated in advance at the request of the citizen. **The period within which the public body shall respond under this section shall be tolled for the amount of time that elapses between notice of the cost estimate and the response of the requester. If the public body receives no response from the requester within 30 days of sending the cost estimate, the request shall be deemed to be withdrawn** as set forth in subsection F of § 2.2-3704 of the Code of Virginia.

B. You may have to pay for the records that you request from Fluvanna County. FOIA allows us to charge for the actual costs of responding to FOIA requests, including items like staff time (at the applicable hourly rate) responding to the request, copying costs, postage, or any other costs directly related to supplying the requested records. It cannot include general overhead costs.

C. If we estimate that it will cost \$200 or more to produce the requested records, we will require you to pay a deposit, not to exceed the amount of the estimate, before proceeding with your request. No further action will be taken to fulfill your request until the deposit and your authorization are received.

D. You have the right to request that we estimate, in advance, the charges for supplying the records that you have requested. This will allow you to know about any costs upfront, or give you the opportunity to modify your request in an attempt to lower the estimated costs.

E. If you owe us money from a previous FOIA request that has remained unpaid for more than 30 days, Fluvanna County will require payment of the past-due bill before it will respond to your new FOIA request.

1.8.8. Types of Records

A. The Fluvanna County Administration Department is the custodian of records for the following County Departments:

- Administration
- Board of Supervisors
- Community Development, which includes Planning, Zoning, and Building Inspections
- CSA
- Emergency Services
- Finance
- Human Resources
- Parks and Recreation
- Public Works
- James River Water Authority (JRWA)

B. If you are unsure whether Fluvanna County has the record(s) you seek, please contact Kelly Belanger Harris, FOIA Officer directly at Kelly Belanger Harris, Phone: (434) 591-1910, Email: kharris@fluvannacounty.or, or by mail at PO Box 540, Palmyra, VA 22963.

1.8.9. Commonly Used Exemptions. The Code of Virginia allows any public body to withhold certain records from public disclosure. Fluvanna County commonly withholds records subject to the following exemptions:

- A. Personnel records (§ 2.2-3705.1 (1) of the Code of Virginia)
- B. Records subject to attorney-client privilege (§ 2.2-3705.1 (2)) or attorney work product (§ 2.2-3705.1 (3))
- C. Vendor proprietary information (§ 2.2-3705.1 (6))

D. Records relating to the negotiation and award of a contract, prior to a contract being awarded (§ 2.2-3705.1 (12))

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

TAB G

MEETING DATE:	January 20, 2021				
AGENDA TITLE:	Personnel Policy Updates				
MOTION(s):	I move the Board of Supervisors approve updates to the Personnel Policy as presented, pursuant to legislative changes.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Kelly Belanger Harris, Assistant County Administrator & Donna Snow, Human Resources Manager				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	<p>The following changes are being requested to bring County policy into compliance with State code. In addition to the changes to Policy 2.17.3. Definition of Grievance, §15.2-1507 of the Code of Virginia requires each amendment to the grievance procedure be certified in writing, by the county attorney and chief administrator, and that certification be filed with the clerk of the circuit court, to be in compliance with the statute.</p> <p>2.17.3. Definition of Grievance. As defined in Section 15.2-1507 of the Virginia State Code, a grievance shall be defined as: “a complaint or dispute by an employee relating to his employment, including but not necessarily limited to (i) disciplinary actions, including dismissals, disciplinary demotions, and suspensions, provided that dismissals shall be grievable whenever resulting from formal discipline or unsatisfactory job performance; (ii) the application of personnel policies, procedures, rules and regulations, including the application of policies involving the contents of ordinances, statutes or established personnel policies, rules and regulations; (iii) discrimination on the basis of race, color, creed, religion, political affiliation, age, disability, national origin or sex, marital status, pregnancy, childbirth or related medical conditions, sexual orientation, gender identity, or status as a veteran; and (iv) acts of retaliation as the result of the use of or participation in the grievance procedure or because the employee has complied with any law of the United States or of the Commonwealth, has reported any violation of such law to a governmental authority, has sought any change in law before the Congress of the United States or the General Assembly, or has reported an incidence of fraud, abuse, or gross mismanagement. For the</p>				

	purposes of clause (iv) there shall be a rebuttable presumption that increasing the penalty that is the subject of the grievance at any level of the grievance shall be an act of retaliation.”				
FISCAL IMPACT:	None				
POLICY IMPACT:	As presented				
LEGISLATIVE HISTORY:	Personnel Policy last updated in 2014.				
ENCLOSURES:	Personnel Policy 2.17.3 Definition of Grievance (with updates)				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X			X	

02. PERSONNEL

2.17. Grievance Procedure

BOS Adopted – Jul 2, 2014

2.17.1. Policy. It is the policy of the Board of Supervisors to provide fair, equitable and satisfactory working arrangements for its employees. Every effort will be made to resolve employee grievances informally with the least amount of worry and delay. However, in some cases it becomes necessary to proceed through a formal appeal and panel review to handle a given grievance. Accordingly, the following procedure and regulations are established. It is the intent that this policy fully comply with the applicable state statutes on grievance procedures. For employees in the Department of Social Services, all references in this section to “Department Head” shall be interpreted to mean the “Director of Social Services.” Constitutional Officers shall prepare grievance procedures for their respective employees. These procedures shall be made available upon request to the County Administrator. In the event of any conflict between this policy and state statutes, state statutes shall control and be part of this policy as if set out herein.

2.17.2. Coverage of Personnel

A. Included. All permanent non-probationary employees under the County personnel system whose position status is full-time or part-time.

B. Excluded

1. Probationary employees;
2. An employee who has resigned voluntarily may not have access to the grievance procedure after the effective date of the resignation;
3. Appointees of elected groups or individuals;
4. Deputies and Assistants to the County Administrator;
5. Agency Heads;
6. Employees of judicial and legislative departments;
7. Any other employee electing to proceed pursuant to any other existing procedure in the resolution of his or her grievance.

C. Employees Removed from Duty. An employee who has been removed shall not have access to the grievance procedure, except to grieve a removal resulting from formal discipline, or unsatisfactory job performance, or an involuntary resignation. Such grievance must be filed within thirty calendar days of the dismissal date. Any grievance initiated by a permanent,

classified County employee prior to separation from County service may, at the employee's option, continue to be processed through the County grievance procedure.

2.17.3. Definition of Grievance. As defined in Section 15.2-1507 of the Virginia State Code, a grievance shall be defined as:

“a complaint or dispute by an employee relating to his employment, including but not necessarily limited to (i) disciplinary actions, including dismissals, disciplinary demotions, and suspensions, provided that dismissals shall be grievable whenever resulting from formal discipline or unsatisfactory job performance; (ii) the application of personnel policies, procedures, rules and regulations, including the application of policies involving the contents of ordinances, statutes or established personnel policies, rules and regulations; (iii) discrimination on the basis of race, color, creed, religion, political affiliation, age, disability, national origin or sex, **marital status, pregnancy, childbirth or related medical conditions, sexual orientation, gender identity, or status as a veteran**; and (iv) acts of retaliation as the result of the use of or participation in the grievance procedure or because the employee has complied with any law of the United States or of the Commonwealth, has reported any violation of such law to a governmental authority, has sought any change in law before the Congress of the United States or the General Assembly, or has reported an incidence of fraud, abuse, or gross mismanagement. For the purposes of clause (iv) there shall be a rebuttable presumption that increasing the penalty that is the subject of the grievance at any level of the grievance shall be an act of retaliation.”

2.17.4. Matters Deemed Not Grievable. Employees are advised that conditions of employment and the content of laws, ordinances and policies established by the Board of Supervisors are not grievable. By state law, wages, salaries, and fringe benefits are likewise not grievable. In addition, it is to be understood that the establishment of this procedure shall in no way remove the right of the county to do the following, provided however, that none of these rights may be exercised in an arbitrary or capricious manner:

- A. Direct the work of its employees;
- B. Hire, promote, transfer and assign employees, except where the employee can show established promotional policies or procedures were not followed or applied fairly;
- C. Maintain the efficiency of governmental operations;
- D. Reduce the work force or abolish jobs except where such action affects an employee who has been reinstated within the previous six months as the result of the final determination of a grievance. In any grievance brought under this exception, the action shall be upheld upon a showing that (i) there was a valid business reason for the action and (ii) the employee was notified of the reason in writing prior to the effective date of the action;
- E. Take actions necessary to carry out duties of an agency in emergencies;

F. Determine the methods, means and personnel necessary to carry out operations.

G. Control and manage the county's property and maintain the county's function and operations.

2.17.5. Determination of Grievability. In the event that a question regarding grievability arises at any Step of the Grievance procedure after a written grievance has been filed, the employee may make a request for a ruling of grievability from the County Administrator, who shall respond in writing within five (5) days. The County Administrator may consult with the County Attorney, provided that the County Attorney does not decide the question of grievability. In any case, no complaint may be addressed beyond the top management level before grievability has been determined. Only after grievability has been determined shall a grievance be processed through the grievance panel stage. The decision of the County Administrator may be appealed by the grievant to the Circuit Court for a hearing de novo on the issue of grievability, as provided for in Virginia Code, Section 15.2-1507. The grievant may initiate proceedings for review of the decision of the County Administrator by filing a notice of appeal with the County Administrator within ten (10) working days after the date of the decision and giving a copy thereof to all other parties. Within ten (10) days thereafter, the County Administrator shall transmit to the Clerk of the Circuit Court a copy of the decision of the County Administrator, a copy of the notice of appeal and the exhibits. A list of evidence furnished to the Circuit Court shall also be furnished to the grievant, although failure to do so shall not prejudice the rights of the grievant. The grievant may move the Circuit Court to issue a writ of certiorari requiring the County Administrator to transmit the record on or before a certain date. The decision of the Circuit Court with regard to grievability is final and is not appealable.

2.17.6. Grievance Procedure. An employee wishing to file a grievance shall have the right to follow all the steps of this procedure as listed below with complete freedom from reprisal. This does not, however, confer the right upon anyone to make slanderous or libelous statements. After the initial filing of a written grievance, failure of either party to comply with all substantial procedural requirements of the grievance procedure without just cause will result in a decision in favor of the other party on any grievable issue, provided the party not in compliance fails to correct the non-compliance within five (5) work days of receipt of written notification by the other party of the compliance violation. Such written notification by the grievant shall be made to the County Administrator. The County Administrator shall make all determinations on compliance issues. Compliance determinations made by the County Administrator shall be subject to judicial review by filing a petition with the Circuit Court within thirty days of the compliance determination. Failure of either party without just cause to comply with all substantial procedural requirements at the panel hearing shall result in a decision in favor of the other party. Grievance Procedure Forms can be found in Appendix A of the Personnel Policy Manual.

A. Step I

1. An employee who has a grievance, as defined herein, shall within thirty (30) work days of the occurrence of the action or event causing the grievance or of the date when the employee could have reasonably been expected to have learned of the act or event, contact his

immediate supervisor for an informal face to face meeting to discuss the grievance. (The immediate supervisor here is defined as the person responsible for hiring, evaluating performance, and/or taking disciplinary action under the Standards of Conduct policy.)

2. The supervisor shall immediately discuss the grievance with the employee and make a careful inquiry into the facts and circumstances of the complaint. The supervisor shall give the employee an oral reply within five (5) work days following receipt of the complaint.

3. In any case where the employee claims sexual harassment by or involving an immediate supervisor, the employee may instead file the grievance with another supervisor within the same department or with the department head as outlined below.

4. If the grievance is not resolved at this point the employee may, within five (5) work days following the date of the oral response, file a written grievance with his department head on Grievance Procedure Form A (hereinafter referred to as Form A). The employee must be sure that the written grievance is complete in all detail at this stage of the procedure and must specify the relief he expects to obtain through the use of the grievance procedure. No addition, deletions or adjustments to the original grievance will be allowed or accepted at a late point within the procedure.

5. In any case where the employee claims sexual harassment by or involving the department head, the employee may bypass filing a grievance with the department head and instead proceed to Step II below.

6. The department head shall inform the employee in writing on Form A of his decision and the reasons within five (5) calendar days of receipt of Form A.

B. Step II

1. If the department head's response does not resolve the grievance, and the issue of grievability has not been raised, the employee may within five (5) work days after receipt of the supervisor's reply submit Form A to the next direct level of management indicating the desire to have the grievance advanced to the next step. For employees of the Department of Social Services, the "next direct level of management" shall be interpreted as the Social Services Board.

2. Upon receipt of Form A, the second step administrator shall meet with the employee within five (5) work days. The only persons present at this meeting are the employee, the second step administrator, and appropriate witnesses. Witnesses shall be present only while actually providing testimony. The second step administrator shall give the employee a written response on Form A within five workdays following the date of the meeting.

C. Step III

1. If the second step written response does not resolve the grievance, and the issue of grievability has not been raised, the employee may within five (5) work days after

receipt of the second step administrator's reply submit Form A to the County Administrator indicating the desire to have the grievance advanced to the next step.

2. Upon receipt of Form A, the County Administrator shall meet with the employee within five workdays. The persons present at this meeting are the employee, County Administrator, appropriate witnesses, and at the employee's option, a representative of his or her choice. If the employee is represented by legal counsel, the County likewise has the option of being represented by counsel.

3. The County Administrator shall give the employee a third-step response in writing on Form A within five workdays following the meeting.

D. Advancement to a Panel Hearing

1. If the employee wishes to advance the grievance to a panel hearing, the employee must so note on Form A and forward Form A to the County Administrator within five (5) work days of receipt of the third-step reply. The County Administrator shall, if he has not already done so, make a ruling of grievability and shall respond in writing within five (5) workdays. The County Administrator may consult with the County Attorney, provided that the County Attorney does not decide the question of grievability. In submitting this request, it is not necessary that the employee again provide a written explanation of what has occurred as this was contained in his written request submitted at Steps II and III and as part of the record will be made available to the grievance panel.

2. If the County Administrator rules that an issue does not qualify for a panel hearing, the grievant may appeal the ruling using the procedures set forth in Section R.4 of this personnel policy.

E. Role of the Grievance Review Panel. A copy of any grievance, qualified or disqualified for a panel hearing by the County Administrator, shall be forwarded to the Grievance Review Panel at the same time of notification to the employee. The Grievance Review Panel will attempt to monitor grievances, and will attempt to provide assistance to the parties and the panel on procedural matters as needed.

F. Panel Selection

1. The final step of the grievance procedure shall be the actual panel hearing. One member shall be chosen by the grievant, one member shall be chosen by the County Administrator and one member shall be chosen by the first two appointees. Members may be chosen from among county employees. If no agreement on a third member can be made, the selection shall be made by the Chief Judge of the Circuit Court. The decision of the panel shall be final and binding and shall be consistent with provisions of law and written policies. In cases of termination, the third panel member shall be appointed by the Grievance Review Board, from a list of lawyers who have been approved to serve as administrative hearing officers by the Supreme Court of Virginia. The appointments shall be made on a rotating and geographic basis. In all cases, the third panel member shall be the chairperson of the panel.

2. To insure an impartial panel, the panel shall not be composed of any persons having direct involvement with the grievance being heard, or with the problem giving rise to the grievance. Also, managers who are in a direct line of supervision of a grievant are excluded from serving as panel members. No attorney having direct involvement with the subject matter of the grievance, nor a partner, associate, employee or co-employee of such an attorney may serve as a panel member. In addition, the following relatives of a participant in the grievance process or a participant's spouse shall not serve as panel members; spouse, parent, child, descendants of a child, sibling, niece, nephew and first cousin.

3. The employee and the County shall select their respective panel members within five workdays. In termination cases requiring the appointment of an administrative hearing officer as the third panel member, the County shall at the time of notice of qualification send Form B to the Grievance Review Panel requesting such an appointment.

4. The full panel selection should be completed by the tenth (10) workday following receipt of qualification. However, this time limit may be extended in instances where the agreement on a third panel member has not been reached. In such instances, this County shall, within the ensuing five work days, request the chief Judge of the Circuit Court in the locality where the grievant is employed to select a third panel member.

G. Panel Hearing Date. The full panel shall set the time, the date and place for the hearing, which should be held within ten (10) work days following the selection of the full panel. The panel chairperson shall notify the grievant and the county of the hearing date. The panel shall conduct the hearing in the county where the grievant is employed, unless the panel unanimously decides that another location is appropriate.

H. Rules for Panel Hearing

1. The rules for panel hearings shall be those set forth below "Conduct of Panel Hearing" and those set forth in Section 15.2-1507 of the Code of Virginia. The following procedures are to assist grievance panels in preparing for and conduction of panel hearings. A panel's responsibility is to insure the proper application of state and county policies and procedures. Panels do not have the authority to formulate or to change policies or procedure of the county; however the panel may consider mitigating circumstances and modify county action concerning discipline. A panel by a majority vote may uphold or reverse the action of the county or may choose a modified remedy. Decision of the panel must be consistent with provision of law and written policy. A panel might determine that a grievant is entitled to reinstatement with back pay and restoration of benefits, but in no case does a panel have the authority to award damages or attorney fees. The panel hearing is the concluding step to an administrative process designed for the resolution of sensitive personnel matters. Therefore, it is recommended that the persons present at the panel hearing be limited to the grievant, the panel members, the legal counsel and/or representative of the grievant and the county, appropriate witnesses and official recorders. At the request of either party, the hearing shall be private.

2. The parties should not discuss the substance of any grievance or the problem giving rise to the grievance with any panel members prior to the hearing. Any matters requiring the attention of the panel should be communicated in writing with copies to all parties.

I. Conduct of Panel Hearing

1. The county shall provide each panel member copies of all grievance forms and the county grievance procedure prior to the convening of the panel in order that each member may review the documents. The County shall provide the grievant with a list of the documents furnished to the panel. The grievant and his attorney shall be allowed access to and copies of all relevant files intended to be used in the grievance proceeding at least ten (10) days prior to the scheduled panel hearing. Other information shall be submitted at the hearing in the presence of the parties.

2. All documents, exhibits and lists of witnesses shall be exchanged between the parties in advance of the hearing.

3. All evidence taken by the panel shall be under oath.

4. Opening statements may be made at the beginning of the hearing and the panel may ask for such statements in order to clarify the issue of the grievance.

5. The county and thereafter the grievant, or their representatives, shall then present claims, proofs and witnesses who shall submit to questions or other examination. Each party has the right of cross-examination. All evidence shall be presented in the presence of the panel and the parties, except by mutual consent of the parties. Equal opportunity shall be given to all parties for presentation of any material or relevant evidence.

6. The panel, by majority vote, may decide procedural questions and rule upon objections raised during the hearing.

7. Witnesses, other than the parties, shall remain in the hearing room only while giving their testimony.

8. Members of the panel may question anyone giving testimony in order to clarify points being made.

9. Exhibits may be received in evidence by the panel, by the grievant or the county and shall be marked and made a part of the record.

10. The parties shall produce additional evidence as the panel may deem necessary to better understand and make determination of the dispute. The panel shall be judge of the relevancy and materiality of the evidence offered. All evidence is to be taken in the presence of the panel and both parties.

11. After both parties have presented their evidence, the panel chairperson shall ask of all parties whether they have any further evidence to offer or witnesses to be heard. Upon receiving negative replies, both parties will be given an opportunity for a closing statement. After both sides have made a closing statement, the hearing shall be declared closed.

J. Panel Decision

1. The panel, in rendering its decision, shall be guided, but not necessarily bound, by the relief specified by the grievant on Form A. The panel shall render its decision on Form B within ten (10) work days of the conclusion of the hearing. The reasons for the panel's decision must be set forth in writing. Copies shall be distributed to the employee, County Administrator, and the Grievance Review Board. The majority decision of the panel shall be final and binding, and shall be consistent with provisions of law and written policy. The County Administrator is responsible for assuring that panel decisions are implemented. Either party may petition the Circuit Court having jurisdiction in this locality where the grievant is employed for an order requiring implementation of the decision of the panel.

2. If a written request to reconsider the panel decision is submitted by either party, within five (5) work days of receipt of the decision, the panel, by majority vote, may elect to review its decision and/or reopen the hearing for good cause shown.

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

TAB H

MEETING DATE:	January 20, 2021				
AGENDA TITLE:	Procurement Policy Updates				
MOTION(s):	I move the Board of Supervisors approve updates to the Procurement Policy as presented, pursuant to legislative changes.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Cyndi Toler, Procurement Officer				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	<p>The following changes are being requested to bring County policy into compliance with State code.</p> <p>Policy 4.1.6. General Procurement Process, subsection Q. Action on Performance Bonds</p> <p>Pursuant to Virginia Code Section 2.2-4340, no action against the surety on a performance bond shall be brought unless brought within one (1) year after (i) completion of the contract, including the expiration of all warranties and guarantees, or (ii) discovery of the defect or breach of warranty that gave rise to the action within five years after completion of the contract. For the purposes of this section, completion of the contract is the final payment to the contractor pursuant to the terms of the contract. However, if a final certificate of occupancy, or written final acceptance of the project, is issued prior to final payment, the five-year period to bring an action shall commence no later than 12 months from the date of certificate of occupancy or written final acceptance of the project.</p>				
FISCAL IMPACT:	None				
POLICY IMPACT:	As presented				
LEGISLATIVE HISTORY:	Procurement Policy last updated in 2016.				
ENCLOSURES:	Personnel Policy 4.1.6 General Procurement Process (with updates)				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X			X	

04. PROCUREMENT POLICIES AND PROCEDURES

4.1. General Procurement

BOS Approved - August 17, 2016

4.1.1. General Provisions

A. Application. The County of Fluvanna Procurement Policies and Procedures, which includes the statement of purpose, Sections 4.1 to 4.7 and the Appendix I, (hereinafter referred to as the “**Policy**”) applies to all purchases, contracts, agreements and the like for the procurement of goods, professional and nonprofessional services, insurance, construction or otherwise entered into by Fluvanna County, a political subdivision of the Commonwealth of Virginia (hereinafter referred to as the “**County**”). This Policy is established by official action of the Fluvanna County Board of Supervisors (hereinafter referred to as the “**Board**”). Bidders and Contractors or their authorized representatives are expected to inform themselves fully as to this Policy before submitting Bids to and/or entering into any Contract with the County.

B. Definitions. The definitions of Virginia Code Section 2.2-4301 are specifically incorporated herein by reference and as used in this Policy, whether capitalized or not, any of such defined terms have the same meaning as defined thereunder, such terms include: “Affiliate”, “Best Value”, “Business”, “Competitive Negotiation”, “Competitive Sealed Bidding”, “Construction”, “Construction Management Contract”, “Design-Build Contract”, “Employment Services Organization”, “Goods”, “Informality”, “Multiphase Professional Services Contract”, “Nonprofessional Services”, “Potential Bidder or Offeror”, “Professional Services”, “Public Body”, “Public Contract”, “Responsible Bidder or Offeror”, “Responsive Bidder”, “Reverse Auctioning” and “Services”. Additionally, as used in this Policy, the following terms, whether capitalized or not, have the following meanings:

1. Bid/Proposal - The offer of a Bidder or Offeror to provide specific Goods or Services at specified prices and/or other conditions specified in the Solicitation. The term “Bid” is used throughout this Policy and where appropriate includes the term “Proposal” or any modifications or amendments to any Bid or Proposal.

2. Bidder/Offeror/Vendor - Any individual(s), company, firm, corporation, partnership or other organization bidding or offering on any Solicitation issued by the County and/or offering to enter into Contracts with the County. The term “Bidder” is used throughout this Policy and where appropriate includes the term “Offeror” and/or “Vendor”.

3. Contract - Any contract or agreement for the procurement of services or goods to which the County will be a party.

4. Contractor - Any individual(s), company, firm, corporation, partnership, or other organization to whom an award is made by the County or whom enters into any contract to which the County is a party.

5. County - The County of Fluvanna, a political subdivision of the Commonwealth of Virginia, including where applicable all agencies and departments of the County.
6. County Administrator - The Fluvanna County Administrator.
7. County Attorney - The Fluvanna County Attorney.
8. Purchasing Agent - The County Administrator is the County's Purchasing Agent and is responsible for the purchasing activity of Fluvanna County; and has signatory authority to bind the County to all contracts and purchases made lawfully under the Fluvanna County Small Purchasing Procedures, see Section 4.4 of this Policy. The Purchasing Agent has signatory authority to bind the County to all other contracts and purchases only after the contracts or purchases have been approved by a vote of the Fluvanna County Board of Supervisors.
9. General Terms, Conditions and Instructions to Bidders and Contractors (also referred to herein as the "General Conditions") – The General Terms, Conditions and Instructions to Bidders and Contractors included in this Policy as Appendix 1 which shall be attached to and made a part of all Solicitations by the County and all Contracts to which the County is a party.
10. His - Any references to "his" shall include his, her, their, or its as appropriate.
11. Invitation to Bid (also referred to herein as an "IFB") - A request which is made to prospective Bidders for their quotation on Goods or Services desired by the County. The issuance of an IFB will contain or incorporate by reference the General Conditions and the other specifications and contractual terms and conditions applicable to the procurement.
12. Purchasing Officer - The Purchasing Officer employed by the County and to whom Bidders/Contractors can submit questions relating to any Bid or Contract.
13. Request for Proposal (also referred to herein as a "RFP") - A request for an offer from prospective Offerors which shall indicate the general terms which are sought to be procured from Offerors. The RFP will specify the evaluation factors to be used and will contain or incorporate by reference the General Conditions and other applicable contractual terms and conditions, including any unique capabilities or qualifications that will be required of the Contractor.
14. Small Purchasing Procedures - The County's Small Purchasing Procedures, being Section 4.4 of this Policy, a method of purchasing not requiring competitive sealed bids or competitive negotiation for single or term contracts for goods and services other than professional services if the aggregate or the sum of all phases is not expected to exceed \$50,000; and also allowing for single or term contracts for professional services without requiring competitive negotiation, provided the aggregate or the sum of all phases is not expected to exceed \$50,000.

15. Solicitation - The process of notifying prospective Bidders or Offerors that the County wishes to receive Bids or Proposals on a set of requirements to provide Goods or Services. “Solicitation” includes any notification of the County requirements, public advertising (newspaper, County’s website, or other electronic notification), the mailing of notices of Solicitation, any Invitation for Quotes (“IFQ”), Initiations to Bid (“IFB”), or Requests for Proposal (“RFP”), the public posting of notices, issuance of an Open Market Procurement (“OMP”), or telephone calls to prospective Bidders or Offerors.

16. State - The Commonwealth of Virginia.

C. Effective Date. Contracts entered into prior to passage of this Policy shall continue to be governed by procurement policy of the County and the County, State or Federal, laws, ordinances, rules and regulations in effect at the time those contracts were executed.

D. References to Law. This Policy adopts and incorporates by reference the Virginia Public Procurement Act (“VPPA”), Virginia Code Section 2.2-4300 *et seq.* Any reference to Virginia Code herein refers to and incorporates by reference the current adopted statute as such may be amended or replaced by any statute dealing with the same or similar subject. This Policy is meant to confirm and comply in every respect with the VPPA and with all other applicable laws, regulations, ordinances and rules and if this Policy conflicts in any way with the same, then this Policy shall be considered to be automatically amended, without action by the County, to conform to the VPPA or other applicable law, regulation, ordinance or rule.

When the procurement involves the expenditure of Federal assistance or contract funds, the procurement shall be conducted in accordance with any applicable mandatory federal law and regulation which is not reflected in this Policy.

Pursuant to Virginia Code Section 2.2-4343(B), where a procurement transaction involves the expenditure of federal assistance or contract funds, the receipt of which is conditioned upon compliance with mandatory requirements in federal laws or regulations not in conformance with the provisions of the VPPA or this Policy, the County may comply with such federal requirements, notwithstanding the provisions of the VPPA or this Policy, only upon the written determination of the Board that acceptance of the grant or contract funds under the applicable conditions is in the public interest. Such determination shall state the specific provision of the VPPA or this Policy in conflict with the conditions of the grant or contract.

E. Severability. If any provision of this Policy or any application thereof is held invalid, such invalidity shall not affect other provisions or applications of this Policy which can be given effect without the invalid provision or application, and to this end the provisions of this Policy are declared to be severable.

4.1.2. Authority and Delegation to Purchasing Agent

A. Authority of the Board of Supervisors. Except as specifically delegated to the Purchasing Agent herein, the Board shall be responsible for approving all purchases and contracts for the procurement of goods, services, insurance and construction.

B. Delegation of Authority to Purchasing Agent. The Purchasing Agent shall serve as the principal public purchasing official for the County, and shall be responsible for the procurement of goods, services, insurance and construction in accordance with this Policy, as well as the management and disposal of items that are determined to be surplus property of the County. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every Solicitation, Contract and purchase order issued by the County under the County's Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all contracts and purchases made lawfully under the County's Small Purchasing Procedures. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every other Solicitation, Contract and purchase order issued by the County except that the Purchasing Agent has signatory authority to bind the County to all other contracts and purchases ONLY after the contracts or purchases have been adopted and approved by a vote of the Fluvanna County Board of Supervisors (the "Board").

C. Delegation of Authority Generally. Except as specifically permitted under this Policy, unless specifically delegated by the Board in writing, no other County officer or employee is authorized to order supplies or Services, enter into purchase negotiations or Contracts, or in any way obligate the County for any indebtedness.

D. Communications to Purchasing Officer. For convenience, the County's Purchasing Officer shall serve as an intermediary between the Purchasing Agent and the Bidder or Contractor and any Bidder or Contractor may direct communications regarding any purchase, Solicitation or Contract to the Purchasing Officer; however only the Board or County's Purchasing Agent can bind the County and only upon the conditions stated *supra*.

4.1.3. Office of the Purchasing Agent

A. Establishment and Appointment. The purchasing system shall operate under the direction and supervision of the Purchasing Agent, in accordance with the provisions in this Policy.

B. Responsibilities of Purchasing Agent. In accordance with this Policy the Purchasing Agent shall:

1. Oversee and implement this Policy;
2. Purchase or supervise the purchase of all goods, services, insurance and construction, needed by the County, consistent with his authority under subsection 4.1.2. of this Section 4.1;
3. Exercise direct supervision over the County's supplies, inventories, vehicles, surplus, goods and other items belonging to the County;

4. Sell, trade, donate or otherwise dispose of goods belonging to the County consistent with the County's Surplus Policy, Section 4.3 of this Policy;

5. Purchase or supervise the purchase of all goods, services, insurance and construction, needed by the County, under the Small Purchasing Procedures; and

6. Establish and maintain programs for specification development, contract administration, inspection, and acceptance, in cooperation, with the department or agency of the County that has requested the goods, services, insurance or construction.

C. Powers of the Purchasing Agent. The Purchasing Agent shall have the power to:

1. Delegate any of his authorities, as limited by subsection 4.1.2. *supra*, in writing, to other County employees, if such delegation is deemed necessary or efficient for the effective procurement of those items provided such delegation specifically identifies the scope of such employees authority;

2. Establish and promulgate procedures to carry out the provisions of this Policy;

3. Secure for the County the benefits of research done in the field of purchasing by other governmental jurisdictions, national societies, national trade associations, and private businesses and organizations; and

4. Maintain a current file of sources of goods, services, insurance and construction to be known as a "Bidder List" on which vendors can request to be included.

4.1.4. Cooperative Procurement

A. Cooperative Procurement Generally. Consistent with the authority granted by Virginia Code Section 2.2-4304, the County may participate in, sponsor, conduct, or administer cooperative procurement agreements on behalf of or in conjunction with one or more other public bodies, or public agencies or institutions or localities for the purpose of combining requirements to increase efficiency or reduce administrative expenses in any acquisition of goods and services. The County may purchase from another public body's contract even if it did not participate in the Solicitation, if the Solicitation specified that the procurement was being conducted on behalf of other public bodies, except for: (1) Contracts for architectural or engineering services; or (2) Construction in excess of \$200,000 by the County from the contract of another local public body that is more than a straight line distance of 75 miles from the territorial limits of the County. Nothing in this subdivision shall be construed to prohibit sole source or emergency procurements awarded pursuant to subsections E and F of Virginia Code Section 2.2-4303.

B. Effect of Alternative Policies. If the County enters into a cooperative procurement agreement with a county, city, or town whose governing body has adopted alternative policies and procedures pursuant to subdivisions A 9 and 10 of Virginia Code Section 2.2-4343 then the

County shall comply with the alternative policies and procedures adopted by the governing body of such county, city, or town.

4.1.5. Prequalification of Bidders

A. Purchasing Agent Authorized to Prequalify Bidders. Pursuant to Virginia Code Section 2.2-4317, the Purchasing Agent is authorized to prequalify prospective contractors for particular types of supplies, services, insurance or construction; and, if so determined to be in the County's best interests by the Purchasing Agent, the Purchasing Agent may limit the consideration of bids or proposals to prequalified contractors.

B. Prequalification Process. Prequalification of prospective contractors for construction by a the County shall be pursuant to the following prequalification process for construction projects:

1. The application form used in the Prequalification Process shall set forth the criteria upon which the qualifications of prospective contractors will be evaluated. The application form shall request of prospective contractors only such information as is appropriate for an objective evaluation of all prospective contractors pursuant to such criteria. The form shall allow the prospective contractor seeking prequalification to request, by checking the appropriate box, that all information voluntarily submitted by the contractor pursuant to this subsection shall be considered a trade secret or proprietary information subject to the provisions of subsection D of Virginia Code Section 2.2-4342.

2. In all instances in which the County requires prequalification of potential contractors for construction projects, advance notice shall be given of the deadline for the submission of prequalification applications. The deadline for submission shall be sufficiently in advance of the date set for the submission of bids for such construction so as to allow the procedures set forth in this subsection to be accomplished.

3. At least thirty (30) days prior to the date established for submission of bids or proposals under the procurement of the contract for which the prequalification applies, the County shall advise in writing each contractor who submitted an application whether that contractor has been prequalified. In the event that a contractor is denied prequalification, the written notification to the contractor shall state the reasons for the denial of prequalification and the factual basis of such reasons.

4. A decision by the County denying prequalification under the provisions of this subsection shall be final and conclusive unless the contractor appeals the decision as provided in Virginia Code Section 2.2-4357.

C. Denial. The County may deny prequalification to a contractor only if the County finds one or more of the following:

1. The contractor does not have sufficient financial ability to perform the contract that would result from such procurement. If a bond is required to ensure performance of

a contract, evidence that the contractor can acquire a surety bond from a corporation included on the United States Treasury list of acceptable surety corporations in the amount and type required by the County shall be sufficient to establish the financial ability of the contractor to perform the contract resulting from such procurement;

2. The contractor does not have appropriate experience to perform the construction project in question;

3. The contractor or any officer, director or owner thereof has had judgments entered against him within the past ten years for the breach of contracts for governmental or nongovernmental construction, including, but not limited to, design-build or construction management;

4. The contractor has been in substantial noncompliance with the terms and conditions of prior construction contracts with a public body without good cause. If the County has not contracted with a contractor in any prior construction contracts, the County may deny prequalification if the contractor has been in substantial noncompliance with the terms and conditions of comparable construction contracts with another public body without good cause. The County may not utilize this provision to deny prequalification unless the facts underlying such substantial noncompliance were documented in writing in the prior construction project file and such information relating thereto given to the contractor at that time, with the opportunity to respond;

5. The contractor or any officer, director, owner, project manager, procurement manager or chief financial official thereof has been convicted within the past ten years of a crime related to governmental or nongovernmental construction or contracting;

6. The contractor or any officer, director or owner thereof is currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body, agency of another state or agency of the federal government; and/or

7. The contractor failed to provide to the County in a timely manner any information requested by the County relevant to Section 1-5.1 through *supra*.

D. Exemption. The provisions of sections 4.1.5.B. and C shall not apply to prequalification for contracts let under Virginia Code Section 33.1-12.

4.1.6. General Procurement Process

A. Methods of Procurement. Pursuant to Virginia Code Section 2.2-4303:

1. Generally. All contracts with nongovernmental contractors for the purchase or lease of goods, or for the purchase of services, insurance, or construction, shall be awarded after competitive sealed bidding, or competitive negotiation, as defined by the VPPA, unless otherwise authorized by law.

2. Competitive Negotiation of Professional Services. Professional services shall be procured by competitive negotiation.

3. Competitive Negotiation of Other Than Professional Services. Upon a determination made in advance by the County and set forth in writing that competitive sealed bidding is either not practicable or not fiscally advantageous to the public, goods, services, or insurance may be procured by competitive negotiation. The writing shall document the basis for this determination.

Upon a written determination made in advance by the County, that competitive negotiation is either not practicable or not fiscally advantageous, insurance may be procured through a licensed agent or broker selected in the manner provided for the procurement of things other than professional services by "competitive negotiation, see Section 4.1.6.A.2. above. The basis for this determination shall be documented in writing.

4. Competitive Sealed Bidding of Construction. Construction may be procured only by competitive sealed bidding, except that competitive negotiation may be used where specifically allowed under subsection D of Virginia Code Section 2.2-4303 AND upon a determination made in advance by the County and set forth in writing that competitive sealed bidding is either not practicable or not fiscally advantageous to the public, which writing shall document the basis for this determination.

5. Sole Source Procurement. Upon a determination in writing that there is only one source practicably available for that which is to be procured, a contract may be negotiated and awarded to that source without competitive sealed bidding or competitive negotiation. The writing shall document the basis for this determination. The County shall issue a written notice stating that only one source was determined to be practicably available, and identifying that which is being procured, the contractor selected, and the date on which the contract was or will be awarded. This notice shall be posted on the Department of General Services' central electronic procurement website or other appropriate websites, and in addition, the County may publish in a newspaper of general circulation on the day the County awards or announces its decision to award the contract, whichever occurs first.

6. Emergency Purchases. In case of emergency, a contract may be awarded without competitive sealed bidding or competitive negotiation; however, such procurement shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file. The County shall issue a written notice stating that the contract is being awarded on an emergency basis, and identifying that which is being procured, the contractor selected, and the date on which the contract was or will be awarded. This notice shall be posted on the Department of General Services' central electronic procurement website or other appropriate websites, and in addition, public bodies may publish in a newspaper of general circulation on the day the County awards or announces its decision to award the contract, whichever occurs first, or as soon thereafter as is practicable.

7. Small Purchasing Procedures. As authorized under Virginia Code Section 2.2-

4303(G) and (H), the County has adopted Small Purchasing Procedures; see Section 4.4 of this Policy.

8. Public Auction. Upon a determination made in advance by the County and set forth in writing that the purchase of goods, products or commodities from a public auction sale is in the best interests of the public, such items may be purchased at the auction, including online public auctions. However, bulk purchases of commodities used in road and highway construction and maintenance, and aggregates shall not be made by online public auctions.

9. Reverse Auctioning. The purchase of goods or nonprofessional services, but not construction or professional services, may be made by reverse auctioning. However, bulk purchases of commodities used in road and highway construction and maintenance, and aggregates shall not be made by reverse auctioning.

B. Competitive Negotiation. Any Competitive Negotiation of the County must meet the specific requirements of the VPPA, as such is term is specifically defined in Virginia Code Section 2.2-4301, and must include the following elements:

1. Issuance of a written Request for Proposal indicating in general terms that which is sought to be procured, specifying the factors that will be used in evaluating the proposal and containing or incorporating by reference the other applicable contractual terms and conditions, including any unique capabilities or qualifications that will be required of the contractor;

2. Public notice of an RFP at least ten (10) days prior to the date set for receipt of proposals by posting on the Department of General Services' central electronic procurement website or other appropriate websites. Additionally, the County shall publish in a newspaper of general circulation in the area in which the contract is to be performed so as to provide reasonable notice to the maximum number of offerors that can be reasonably anticipated to submit proposals in response to the particular request; and

3. As appropriate or required by law, either:

(a) For procurement of professional services. The County shall engage in individual discussions with two or more offerors deemed fully qualified, responsible and suitable on the basis of initial responses and with emphasis on professional competence, to provide the required services. Repetitive informal interviews shall be permissible. The offerors shall be encouraged to elaborate on their qualifications and performance data or staff expertise pertinent to the proposed project, as well as alternative concepts. In addition, offerors shall be informed of any ranking criteria that will be used by the County in addition to the review of the professional competence of the offeror. The RFP shall not, however, request that offerors furnish estimates of man-hours or cost for services. At the discussion stage, the County may discuss nonbinding estimates of total project costs, including, but not limited to, life-cycle costing, and where appropriate, nonbinding estimates of price for services. Proprietary information from competing offerors shall not be disclosed to the public or to competitors. At the conclusion of discussion, outlined in this subdivision, on the basis of evaluation factors published in the RFP and all

information developed in the selection process to this point, the County shall select in the order of preference two or more offerors whose professional qualifications and proposed services are deemed most meritorious. Negotiations shall then be conducted, beginning with the offeror ranked first. If a contract satisfactory and advantageous to the County can be negotiated at a price considered fair and reasonable, the award shall be made to that offeror. Otherwise, negotiations with the offeror ranked first shall be formally terminated and negotiations conducted with the offeror ranked second, and so on until such a contract can be negotiated at a fair and reasonable price. Notwithstanding the foregoing, if the terms and conditions for multiple awards are included in the RFP, the County may award contracts to more than one offeror.

Should the County determine in writing and in its sole discretion that only one offeror is fully qualified, or that one offeror is clearly more highly qualified and suitable than the others under consideration, a contract may be negotiated and awarded to that offeror.

A contract for architectural or professional engineering services relating to construction projects may be negotiated by a County, for multiple projects provided (i) the projects require similar experience and expertise, (ii) the nature of the projects is clearly identified in the RFP, and (iii) the contract term is limited to one year or when the cumulative total project fees reach the maximum cost authorized in this paragraph, whichever occurs first. Such contract may be renewable for four (4) additional one-year terms at the option of the County. Under such contract, (a) the fair and reasonable prices, as negotiated, shall be used in determining the cost of each project performed, (b) the sum of all projects performed in one contract term shall not exceed \$500,000; and (c) the project fee of any single project shall not exceed \$100,000. Any unused amounts from the first contract term shall not be carried forward to the additional term. Competitive negotiations for such contracts may result in awards to more than one offeror provided (1) the RFP so states and (2) the County has established procedures for distributing multiple projects among the selected contractors during the contract term.

Multiphase professional services contracts satisfactory and advantageous to the County for environmental, location, design and inspection work regarding construction of infrastructure projects may be negotiated and awarded based on qualifications at a fair and reasonable price for the first phase only, when completion of the earlier phases is necessary to provide information critical to the negotiation of a fair and reasonable price for succeeding phases. Prior to the procurement of any such contract, the County shall state the anticipated intended total scope of the project and determine in writing that the nature of the work is such that the best interests of the County require awarding the contract; or

(b) For Procurement of other than professional services. Selection shall be made of two or more offerors deemed to be fully qualified and best suited among those submitting proposals, on the basis of the factors involved in the RFP, including price if so stated in the RFP. Negotiations shall then be conducted with each of the offerors so selected. Price shall be considered, but need not be the sole determining factor. After negotiations have been conducted with each offeror so selected, the County shall select the offeror which, in its opinion, has made the best proposal, and shall award the contract to that offeror. When the terms and conditions of multiple awards are so provided in the RFP, awards may be made to more than one offeror. Should the County determine in writing and in its sole discretion that only one offeror is

fully qualified, or that one offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that offeror.

C. Competitive Sealed Bidding. **Any Competitive Sealed Bidding, a method of procurement for other than professional services, of the County must meet the specific requirements of the VPPA, as such is term is specifically defined in Virginia Code Section 2.2-4301, and must include the following elements:**

1. Issuance of a written Invitation to Bid containing or incorporating by reference the specifications and contractual terms and conditions applicable to the procurement. Unless the County has provided for prequalification of bidders, the IFB shall include a statement of any requisite qualifications of potential contractors. When it is impractical to prepare initially a purchase description to support an award based on prices, an IFB may be issued requesting the submission of unpriced offers to be followed by an IFB limited to those bidders whose offers have been qualified under the criteria set forth in the first solicitation;

2. Public notice of the Invitation to Bid at least ten (10) days prior to the date set for receipt of bids by posting on the Department of General Services' central electronic procurement website or other appropriate websites. In addition, the County may publish in a newspaper of general circulation. In addition, bids may be solicited directly from potential contractors on the Bidder List maintained by the Purchasing Agent; AND any additional solicitations shall include businesses selected from a list made available by the Department of Minority Business Enterprise;

3. Public opening and announcement of all bids received;

4. Evaluation of bids based upon the requirements set forth in the invitation, which may include special qualifications of potential contractors, life-cycle costing, value analysis, and any other criteria such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose, which are helpful in determining acceptability; and

5. Award to the lowest responsive and responsible bidder. When the terms and conditions of multiple awards are so provided in the IFB, awards may be made to more than one bidder.

D. Competitive Bidding or Competitive Negotiation on State-Aid Projects. Pursuant to Virginia Code Section 2.2-4305 and 2.2-4345(B), no contract for the construction of any building or for an addition to or improvement of an existing building by the County or agency thereof for which state funds of not more than \$50,000 in the aggregate or for the sum of all phases of a contract or project either by appropriation, grant-in-aid or loan, are used or are to be used for all or part of the cost of construction shall be let except after competitive sealed bidding or after competitive negotiation as provided under subsection D of Virginia Code Section 2.2-4303. The procedure for the advertising for bids or for proposals and for letting of the contract shall conform, mutatis mutandis, to the VPPA.

E. Bulletin Board. The Purchasing Agent shall post pending purchases or sales by

notice in the appropriate public bulletin board and on the County's website.

F. Exemptions from Competition for certain Transactions

1. Persons with Disabilities and Legal Services. Pursuant to Virginia Code Section 2.2-4344, the County may enter into contracts without competition for:

(a) The purchase of goods or services that are produced or performed by:
(a) Persons, or in schools or workshops, under the supervision of the Virginia Department for the Blind and Vision Impaired; or (b) Employment services organizations that offer transitional or supported employment services serving individuals with disabilities; and

(b) The purchase of legal services, provided that the pertinent provisions of Virginia Code Section 2.2-500 *et seq.* remain applicable, or expert witnesses or other services associated with litigation or regulatory proceedings.

2. Election Materials. Pursuant to Virginia Code Section 2.2-4346, the County is exempt from the requirements of Articles 1, 2, and 5 of the VPPA (Virginia Code Sections 2.2-4300 to 4342 and 2.2-4357- to 4366) and the corresponding provisions of this Policy, in contracting for certain essential election materials and services pursuant to Virginia Code Section 24.2-602.

3. Utility Operators. Pursuant to Virginia Code Section 2.2-4343(A)(13), if the County is also a utility operator, then the County may purchase services through or participate in contracts awarded by one or more utility operators that are not public bodies for utility marking services as required by the Underground Utility Damage Prevention Act, Virginia Code Section 56-265.14 *et seq.* A purchase of services hereunder may deviate from the VPPA and this Policy only upon a determination made in advance by the County and set forth in writing that competitive sealed bidding is either not practicable or not fiscally advantageous to the public, and the contract is awarded based on competitive principles.

G. Exemptions from Competitive Sealed Bidding and Competitive Negotiation for Certain Transactions. Under the following circumstances the County may enter into contracts without competitive sealed bidding or competitive negotiation:

1. For insurance or electric utility services if purchased through an association of which the County is a member if the association was formed and is maintained for the purpose of promoting the interest and welfare of and developing close relationships with similar public bodies, provided such association has procured the insurance or electric utility services by use of competitive principles and provided that the County has made a determination in advance after reasonable notice to the public and set forth in writing that competitive sealed bidding and competitive negotiation are not fiscally advantageous to the public. The writing shall document the basis for this determination; and

2. In administering public assistance and social services programs as defined in Virginia Code Section 63.2-100, community services boards as defined in Virginia Code Section

37.2-100, or when purchasing services under the Comprehensive Services Act for At-Risk Youth and Families (Virginia Code Section 2.2-5200 *et seq.*) or the Virginia Juvenile Community Crime Control Act (Virginia Code Section 16.1-309.2 *et seq.*) for goods or personal services for direct use by the recipients of such programs if the procurement is made for an individual recipient. However, contracts for the bulk procurement of goods or services for the use of recipients shall not be exempted from the requirements of the VPPA and this Policy.

H. Conditions of Bidding. The General Terms, Conditions and Instructions to Bidders and Contractors, Appendix I to this Policy, is incorporated in its entirety into this Policy by reference and MUST be attached to and incorporated by reference into every Solicitation and Contract of the County.

I. Contract Pricing Arrangement. Pursuant to Virginia Code Section 2.2-4331, contracts may be awarded on a fixed price or cost reimbursement basis, or on any other basis not prohibited by law; however, except in case of emergency affecting the public health, safety or welfare, no contract shall be awarded on the basis of cost plus a percentage of cost. A Policy or contract of insurance or prepaid coverage having a premium computed on the basis of claims paid or incurred, plus the insurance carrier's administrative costs and retention stated in whole or part as a percentage of such claims, shall not be prohibited by this section.

J. Multi-Term Contracts. Unless otherwise provided by law, a contract for goods, services or insurance may be entered into for any period of time deemed to be in the best interest of the County provided the term of the contract and conditions of renewal or extension, if any, are included in the solicitation and funds are available for the first fiscal period at the time of contracting. Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds therefore. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled without liability to the County.

K. Energy Forward Pricing Mechanisms. Pursuant to Virginia Code Section 2.2-4329.1:

1. As used in this subsection 4.1.6.K., unless the context requires a different meaning:

(a) "Energy" means natural gas, heating oil, propane, diesel fuel, unleaded fuel, and any other energy source except electricity; and

(b) "Forward pricing mechanism" means either: (i) a contract or financial instrument that obligates the County to buy or sell a specified quantity of energy at a future date at a set price or (ii) an option to buy or sell the contract or financial instrument.

2. Notwithstanding any other law to the contrary but subject to available appropriation, the County may use forward pricing mechanisms for budget risk reduction.

3. Forward pricing mechanism transactions shall be made only under the following conditions: (a) the quantity of energy affected by the forward pricing mechanism shall

not exceed the estimated energy use for the County for the same period, which shall not exceed 48 months from the trade date of the transaction; and (b) a separate account shall be established for operational energy for the County.

4. Before exercising the authority under this subsection 4.1.6.K., the County shall develop written policies and procedures governing the use of forward pricing mechanisms and disclosure of the same to the public.

5. Before exercising authority under subsection 4.1.6.K., the County shall establish an oversight process that provides for review of the County's use of forward pricing mechanisms. The oversight process shall include internal or external audit reviews; annual reports to, and review by, an internal investment committee; and internal management control.

L. Deposit of Certain Retained Funds on Certain Contracts. Pursuant to Virginia Code Section 2.2-4334:

1. When contracting directly with contractors for contracts of \$200,000 or more for construction of highways, roads, streets, bridges, parking lots, demolition, clearing, grading, excavating, paving, pile driving, miscellaneous drainage structures, and the installation of water, gas, sewer lines and pumping stations where portions of the contract price are to be retained, the Bid Proposal shall include an option for the contractor to use an escrow account procedure for utilization of the County's retainage funds by so indicating in the space provided in the proposal documents. In the event the contractor elects to use the escrow account procedure, **the escrow agreement form included in the Bid Proposal and Contract** shall be executed and submitted to the County within fifteen (15) calendar days after notification. If the escrow agreement form is not submitted within the fifteen-day period, the contractor shall forfeit his rights to the use of the escrow account procedure.

2. In order to have retained funds paid to an escrow agent, the contractor, the escrow agent, and the surety shall execute an escrow agreement form. The contractor's escrow agent shall be a trust company, bank or savings institution with its principal office located in the State. The escrow agreement and all regulations adopted by the County entering into the contract shall be substantially the same as that used by the Virginia Department of Transportation.

3. This subsection 4.1.6.L. shall not apply to contracts for construction for railroads, public transit systems, runways, dams, foundations, installation or maintenance of power systems for the generation and primary and secondary distribution of electric current ahead of the customer's meter, the installation or maintenance of telephone, telegraph or signal systems for public utilities and the construction or maintenance of solid waste or recycling facilities and treatment plants.

4. Any such contract for construction with the County, which includes payment of interest on retained funds, may require a provision whereby the contractor, exclusive of reasonable circumstances beyond the control of the contractor stated in the contract, shall pay a specified penalty for each day exceeding the completion date stated in the contract.

5. Any subcontract for such public project that provides for similar progress payments shall be subject to the provisions of this section; and any contract with the Contractor shall include language that any subcontracts shall be subject to the provisions of this Section 4.1.6.L.

M. Bid Bonds. Pursuant to Virginia Code Section 2.2-4336:

1. Except in cases of emergency, all bids or proposals for non-transportation-related construction contracts in excess of \$500,000 or transportation-related projects authorized under Virginia Code Section 33.1-12 that are in excess of \$250,000 and partially or wholly funded by the State shall be accompanied by a bid bond from a surety company selected by the bidder that is authorized to do business in the State, as a guarantee that if the contract is awarded to the bidder, he will enter into the contract for the work mentioned in the bid. The amount of the bid bond shall not exceed five percent (5%) of the amount bid.

2. For nontransportation-related construction contracts in excess of \$100,000 but less than \$500,000, where the bid bond requirements are waived, prospective contractors shall be prequalified for each individual project in accordance with subsection 4.1.5 of this Section *supra*.

3. No forfeiture under a bid bond shall exceed the lesser of (i) the difference between the bid for which the bond was written and the next low bid, or (ii) the face amount of the bid bond.

4. Nothing in this section shall preclude the County from requiring bid bonds to accompany bids or proposals for construction contracts anticipated to be less than \$500,000 for non-transportation-related projects or \$250,000 for transportation-related projects authorized under Virginia Code Section 33.1-12 and partially or wholly funded by the State.

N. Performance and Payment Bonds. Pursuant to Virginia Code Section 2.2-4337:

1. Except as provided in subsection 4.1.6.N.8. below, upon the award of any (i) construction contract exceeding \$500,000 awarded to any prime contractor; (ii) construction contract exceeding \$500,000 awarded to any prime contractor requiring the performance of labor or the furnishing of materials for buildings, structures or other improvements to real property owned or leased by the County; (iii) construction contract exceeding \$500,000 in which the performance of labor or the furnishing of materials will be paid with County funds; or (iv) transportation-related projects exceeding \$350,000 that are partially or wholly funded by the Commonwealth, the contractor shall furnish to the County the following bonds:

(a) A performance bond in the sum of the contract amount conditioned upon the faithful performance of the contract in strict conformity with the plans, specifications and conditions of the contract. For transportation-related projects authorized under Virginia Code Section 33.1-12, such bond shall be in a form and amount satisfactory to the County.

(b) A payment bond in the sum of the contract amount. The bond shall be for the protection of claimants who have and fulfill contracts to supply labor or materials to the

prime contractor to whom the contract was awarded, or to any subcontractors, in furtherance of the work provided for in the contract, and shall be conditioned upon the prompt payment for all materials furnished or labor supplied or performed in the furtherance of the work. For transportation-related projects authorized under Virginia Code Section 33.1-12 and partially or wholly funded by the State, such bond shall be in a form and amount satisfactory to the County. "Labor or materials" shall include public utility services and reasonable rentals of equipment, but only for periods when the equipment rented is actually used at the site.

2. For non-transportation-related construction contracts in excess of \$100,000 but less than \$500,000, where the bid bond requirements are waived, prospective contractors shall be prequalified for each individual project in accordance with Virginia Code Section 2.2-4317.

3. Each of the bonds shall be executed by one or more surety companies selected by the contractor that are authorized to do business in Virginia.

4. Bonds required for the contracts shall be payable to the County.

5. Each of the bonds shall be filed with the Purchasing Agent.

6. Nothing in this section shall preclude the County from requiring payment or performance bonds for construction contracts below \$500,000 for nontransportation-related projects or \$350,000 for transportation-related projects authorized under Virginia Code Section 33.1-12 and partially or wholly funded by the State.

7. Nothing in this section shall preclude the contractor from requiring each subcontractor to furnish a payment bond with surety thereon in the sum of the full amount of the contract with such subcontractor conditioned upon the payment to all persons who have and fulfill contracts that are directly with the subcontractor for performing labor and furnishing materials in the prosecution of the work provided for in the subcontract.

8. The performance and payment bond requirements of Section 4.1.6.N.1 *supra* for transportation-related projects that are valued in excess of \$250,000 but less than \$350,000 may be waived by the County if the bidder provides evidence, satisfactory to the County, that a surety company has declined an application from the contractor for a performance or payment bond.

O. Alternative Forms of Security. Pursuant to Virginia Code Section 2.2-4338, upon a determination that the alternative form of security proffered affords protection to the County equivalent to a corporate surety's bond, a bidder may: (i) furnish a certified check or cash escrow in the face amount required for the bond in lieu of a bid, payment, or performance bond; or (ii) ,if approved by the County Attorney, furnish a personal bond, property bond, or bank or savings institution's letter of credit on certain designated funds in the face amount required for the bid, payment or performance bond.

P. Bonds for Other than Construction Contracts. Pursuant to Virginia Code Section 2.2-4339, at the discretion of the Purchasing Agent, the County may require bid, payment or performance bonds for contracts for goods or services if provided in the IFB or RFP.

Q. Action on Performance Bonds. Pursuant to Virginia Code Section 2.2-4340, no action against the surety on a performance bond shall be brought unless brought ~~within one (1) year after (i) completion of the contract, including the expiration of all warranties and guarantees, or (ii) discovery of the defect or breach of warranty that gave rise to the action~~ **within five years after completion of the contract. For the purposes of this section, completion of the contract is the final payment to the contractor pursuant to the terms of the contract. However, if a final certificate of occupancy, or written final acceptance of the project, is issued prior to final payment, the five-year period to bring an action shall commence no later than 12 months from the date of certificate of occupancy or written final acceptance of the project.**

R. Action on Payment Bonds. Pursuant to Virginia Code Section 2.2-4341:

1. Any claimant who has a direct contractual relationship with the contractor and who has performed labor or furnished material in accordance with the contract documents in the furtherance of work provided in any contract for which a payment bond has been given, and who has not been paid in full before the expiration of ninety (90) days after the day on which the claimant performed the last of the labor or furnished the last of the materials for which he claims payment, may bring an action on the payment bond to recover any amount due him for the labor or material. The obligee named in the bond need not be named a party to such action.

2. Any claimant who has a direct contractual relationship with any subcontractor but who has no contractual relationship, express or implied, with the contractor, may bring an action on the contractor's payment bond only if he has given written notice to the contractor within ninety (90) days from the day on which the claimant performed the last of the labor or furnished the last of the materials for which he claims payment, stating with substantial accuracy the amount claimed and the name of the person for whom the work was performed or to whom the material was furnished. Notice to the contractor shall be served by registered or certified mail, postage prepaid, in an envelope addressed to such contractor at any place where his office is regularly maintained for the transaction of business. Claims for sums withheld as retainages with respect to labor performed or materials furnished, shall not be subject to the time limitations stated in this subsection 4.1.6.R.2.

3. Any action on a payment bond must be brought within one (1) year after the day on which the person bringing such action last performed labor or last furnished or supplied materials.

4. A person may waive their right to sue on the payment bond required by this subsection 4.1.6.R., but such waiver shall be void UNLESS it is: (i) in writing; (ii) it is signed by the person whose right is waived; and (iii) it is executed after such person has performed labor or furnished material in accordance with the contract documents.

4.1.7. Contracts Generally

A. Required Contract Terms. **The General Terms, Conditions and Instructions to Bidders and Contractors, Appendix I to this Policy, is incorporated in its entirety into this Policy by reference and MUST be incorporated by reference into every contract to which the County is a party.**

B. Contracts Approved by County Attorney. All Contracts must be approved as to form by the County Attorney pursuant to Virginia Code Section 15.2-1237.

C. Contracts to be Filed with County Treasurer. A copy of each long-term contract shall be filed with the County Treasurer pursuant to Virginia Code Section 15.2-1237.

D. Unauthorized Purchases & Contracts

1. Whenever any officer or employee of the County purchases or contracts for any supplies or services contrary to the provisions of this Policy, such purchases or contract shall be void and shall not be considered to be an obligation of the County.

2. Any County officer or employee making or approving a purchase contrary to the provision of this Policy shall be personally liable for the costs of such purchases or contract. If already paid out of the County funds, the amount thereof may in the name of the County, be recovered by deduction from that person's compensation or an appropriate legal action instituted.

3. **ONLY** the Board or County Purchasing Agent, and only consistent with the authority granted under subsection 4.1.2. of this Chapter, or their designee shall have the authority to execute a contract. Any contract that has been signed by another officer of the County shall be nullified relinquishing the County of any obligations owed or implied to the Contractor.

4.1.8. Discrimination Prohibited; Participation of Small, Women-, Minority-, and Service Disabled Veteran-Owned Businesses

A. Definitions. The words defined in Virginia Code Section 2.2-4310 shall have the meanings set forth therein throughout this subsection 4.1.8 and incorporated herein by reference.

B. Discrimination Prohibited. In the solicitation or awarding of contracts, the County shall not discriminate against a Bidder or Offeror because of race, religion, color, sex, national origin, age, disability, status as a service disabled veteran, or any other basis prohibited by state law relating to discrimination in employment. Whenever solicitations are made, the County shall include businesses selected from a list made available by the Department of Minority Business Enterprise.

C. Participation of Small, Women-, Minority- and Service Disabled Veteran-owned Business. The County desires to facilitate the participation of small businesses and businesses owned by women, minorities, and service disabled veterans in procurement transactions and it is the policy of the County that the Purchasing Agent shall establish programs consistent with this

Section 1-8 and further shall cooperate with state and federal agencies to facilitate the participation of small, women-, minority-, and service disabled veteran-owned businesses in the procurement transactions of County. The Purchasing Agent shall assist any such business in understanding any Solicitation or completing a Bid or Proposal.

D. Contracts with Faith-Based Organizations. Pursuant to Virginia Code § 2.2-4343.1:

1. In accordance with the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, P.L. 104-193, the County is authorized to enter into contracts with faith-based organizations for the purposes described in this subsection 4.1.8.D on the same basis as any other nongovernmental source without impairing the religious character of such organization, and without diminishing the religious freedom of the beneficiaries of assistance provided under this section.

2. The County does not discriminate against “faith-based organizations”, being a religious organization that is or applies to be a contractor to provide goods or services for programs funded by the block grant provided pursuant to the Personal Responsibility and Work Reconciliation Act of 1996, P.L. 104-193. In procuring goods or services, or in making disbursements pursuant to Virginia Code Section 2.2-4343.1, the County shall not (i) discriminate against a faith-based organization on the basis of the organization's religious character or (ii) impose conditions that (a) restrict the religious character of the faith-based organization, except as provided in subsection 4.1.9.D. below, or (b) impair, diminish, or discourage the exercise of religious freedom by the recipients of such goods, services, or disbursements.

3. A faith-based organization contracting with the County (i) shall not discriminate against any recipient of goods, services, or disbursements made pursuant to a contract authorized by this section on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and (ii) shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the County. Nothing in subsection 4.1.8.D.3. shall be construed to supersede or otherwise override any other applicable state law.

4. Consistent with the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, P.L. 104-193, funds provided for expenditure pursuant to contracts with the County shall not be spent for religious worship, instruction, or proselytizing; however, this prohibition shall not apply to expenditures pursuant to contracts, if any, for the services of chaplains.

5. Nothing in this section 4.1.8. shall be construed as barring or prohibiting a faith-based organization from any opportunity to make a bid or proposal or contract on the grounds that the faith-based organization has exercised the right, as expressed in 42 U.S.C. (§ 2000 e-1 *et seq.*), to employ persons of a particular religion.

6. If an individual, who applies for or receives goods, services, or disbursements provided pursuant to a contract between the County and a faith-based organization, objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the County shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternative provider. The County shall provide to each individual who applies for or receives goods, services, or disbursements provided pursuant to a contract between the County and a faith-based organization a notice in bold face type that states: "Neither the County's selection of a charitable or faith-based provider of services nor the expenditure of funds under this contract is an endorsement of the provider's charitable or religious character, practices, or expression. No provider of services may discriminate against you on the basis of religion, a religious belief, or your refusal to actively participate in a religious practice. If you object to a particular provider because of its religious character, you may request assignment to a different provider. If you believe that your rights have been violated, please discuss the complaint with your provider or notify the appropriate person as indicated in this form.

4.1.9. Appeals and Remedies for Bidders

A. Ineligibility and Debarment of Bidder, Offeror or Contractor. See Section 4.2 of this Policy.

B. Appeal of Denial of Withdrawal of Bid. Pursuant to Virginia Code Virginia Code Section 2.2-4358:

1. The County's decision to deny withdrawal of Bid shall be final and conclusive unless the bidder appeals the decision within ten (10) days after receipt of the decision by instituting legal action as provided in Virginia Code Section 2.2-4364.

2. If no Bid bond was posted, a Bidder refused withdrawal of a Bid under the provisions of this Policy (see General Conditions, paragraph 8), prior to appealing, shall deliver to the County a certified check or cash bond in the amount of the difference between the Bid sought to be withdrawn and the next low Bid. Such security shall be released only upon a final determination that the Bidder was entitled to withdraw the Bid.

3. If, upon appeal, it is determined that the decision refusing withdrawal of the Bid was not (i) an honest exercise of discretion, but rather was arbitrary or capricious or (ii) in accordance with the Constitution of Virginia, applicable state law or regulation, or the terms or conditions of the IFB, the sole relief shall be withdrawal of the bid.

C. Determination of Non-Responsibility. Pursuant to Virginia Code Section 2.2-4359:

1. Following public opening and announcement of bids received on an IFB, the County shall evaluate the bids in accordance with Section 4.1.6.C.4 of this Section 4.1. At the same time, the County shall determine whether the apparent low bidder is responsible. If the County so determines, then it may proceed with an award in accordance with Section 4.1.6.C.5 of this Section 4.1. If the County determines that the apparent low bidder is not responsible, it

shall proceed as follows:

(a) Prior to the issuance of a written determination of non-responsibility, the County shall (i) notify the apparent low bidder in writing of the results of the evaluation, (ii) disclose the factual support for the determination, and (iii) allow the apparent low bidder an opportunity to inspect any documents that relate to the determination, if so requested by the bidder within five (5) business days after receipt of the notice.

(b) Within ten (10) business days after receipt of the notice, the bidder may submit rebuttal information challenging the evaluation. The County shall issue its written determination of responsibility based on all information in the possession of the County, including any rebuttal information, within five (5) business days of the date the County received the rebuttal information. At the same time, the County shall notify, with return receipt requested, the bidder in writing of its determination.

(c) Such notice shall state the basis for the determination, which shall be final unless the bidder appeals the decision within ten (10) days after receipt of the notice by instituting legal action as provided in Virginia Code Section 2.2-4364.

2. The provisions of this subsection shall not apply to procurements involving the prequalification of bidders and the rights of any potential bidders under such prequalification to appeal a decision that such bidders are not responsible.

3. If, upon appeal pursuant to Virginia Code Section 2.2-4364, it is determined that the decision of the County was not (i) an honest exercise of discretion, but rather was arbitrary or capricious or (ii) in accordance with the Constitution of Virginia, applicable state law or regulation, or the terms or conditions of the IFB, and the award of the contract in question has not been made, the sole relief shall be a finding that the bidder is a responsible bidder for the contract in question or directed award as provided in subsection A of Virginia Code Section 2.2-4364 or both.

If it is determined that the decision of the County was not an honest exercise of discretion, but rather was arbitrary or capricious or not in accordance with the Constitution of Virginia, applicable state law or regulation, or the terms or conditions of the IFB, and an award of the contract has been made, the relief shall be as set forth in subsection B of Virginia Code Section 2.2-4360.

4. A bidder contesting a determination that he is not a responsible bidder for a particular contract shall proceed under this section, and may not protest the award or proposed award under the provisions of Virginia Code Section 2.2-4360.

5. Nothing contained in this section shall be construed to require the County, when procuring by competitive negotiation, to furnish a statement of the reasons why a particular proposal was not deemed to be the most advantageous.

D. Protest of Award or Decision to Award. Pursuant to Virginia Code Section 2.2-4360-4362:

1. Any Bidder who desires to protest the award or decision to award a Contract by the County, shall submit such protest in writing to the Board or the Purchasing Agent, no later than ten (10) days after public notice of the award or announcement of the decision to award, whichever comes first. Public notice of the award or the announcement of the decision to award shall be given by the County in the manner prescribed in the terms or conditions of the Solicitation. Any potential bidder or offeror on a contract negotiated on a sole source or emergency basis who desires to protest the award or decision to award such contract shall submit the protest in the same manner no later than ten (10) days after posting or publication of the notice of such contract as provided in Virginia Code Section 2.2-4303. However, if the protest of any actual or potential bidder or offeror depends in whole or in part upon information contained in public records pertaining to the procurement transaction that are subject to inspection under Virginia Code Section 2.2-4342, then the time within which the protest shall be submitted shall expire ten days after those records are available for inspection by such bidder or offeror under Virginia Code Section 2.2-4342, or at such later time as provided in this section. No protest shall lie for a claim that the selected Bidder is not a responsible Bidder. The written protest shall include the basis for the protest and the relief sought. The County shall issue a decision in writing within ten (10) days stating the reasons for the action taken. This decision shall be final unless the Bidder appeals within ten (10) days of receipt of the written decision by instituting legal action as provided in Virginia Code Section 2.2-4364. Nothing in this paragraph shall be construed to permit an Offeror to challenge the validity of the terms or conditions of the Solicitation.

2. If prior to actual award it is determined that the pending decision to award is arbitrary or capricious, then the sole relief shall be a finding to that effect. The County shall cancel the proposed award or revise it to comply with the law. If, after an award, it is determined that an award of a Contract was arbitrary or capricious, then the sole relief shall be as hereinafter provided. Where the award has been made but performance has not begun, the Contract may be enjoined by the County. Where the award has been made and performance has begun, the County may declare the Contract void upon a finding that this action is in the best interest of the County. Where a Contract is declared void, the performing Contractor shall be compensated for the cost of performance at the rate specified in the Contract up to the time of such declaration. In no event shall the performing Contractor be entitled to lost profits or any other losses, compensation or other costs or fees not specifically noted herein.

3. When the County or the Purchasing Agent, or any appeals board created by the Board, after a hearing held following reasonable notice to all Bidders, that there is probable cause to believe that a decision to award was based on fraud or corruption or on an act in violation of Article 6 of the VPPA (Virginia Code Section 2.2-4367 *et seq.*) the County of Purchasing Agent, or any appeals board created by the Board, may enjoin the award of the contract to a particular Bidder.

4. Pending final determination of a protest or appeal, the validity of a Contract awarded and accepted in good faith in accordance with this Article shall not be affected by the fact that a protest or appeal has been filed.

5. An award need not be delayed for the period allowed a Bidder or Offeror to protest, but in the event of a timely protest, no further action to award the contract will be taken unless there is a written determination by the County that proceeding without delay is necessary to protect the public interest or unless the Bid would expire.

4.1.10. Ethics in Public Contracting

A. Purpose. This subsection 4.1.10 adopts the ethics provisions of Article 6 of the VPPA, Virginia Code Sections 2.2-4367 *et seq.*, as amended, and pursuant to Virginia Code Section 2.2-4367 the provisions of this Article supplement, but shall not supersede, other provisions of law including, but not limited to, the State and Local Government Conflict of Interests Act (Virginia Code Section 2.2-3100 *et seq.*), the Virginia Governmental Frauds Act (Virginia Code Section 18.2-498.1 *et seq.*), and Articles 2 (Virginia Code Section 18.2-438 *et seq.*) and 3 (Virginia Code Section 18.2-446 *et seq.*) of Chapter 10 of Title 18.2. The provisions of this Article shall apply notwithstanding the fact that the conduct described may not constitute a violation of the State and Local Government Conflict of Interests Act.

B. Definitions. Pursuant to Virginia Code Section 2.2-4368, the words defined in this section shall have the meanings set forth below throughout this Section 4.1.10:

1. "Immediate family" means a spouse, children, parents, brothers and sisters, and any other person living in the same household as the employee.

2. "Official responsibility" means administrative or operating authority, whether intermediate or final, to initiate, approve, disapprove, or otherwise affect a procurement transaction, or any claim resulting therefrom.

3. "Pecuniary interest arising from the procurement" means a personal interest in a contract as defined in the State and Local Government Conflict of Interests Act (Virginia Code Section 2.2-3100 *et seq.*).

4. "Nominal Value" means five dollars (\$5.00) or less.

5. "Procurement transaction" means all functions that pertain to the obtaining of any goods, services or construction, including description of requirements, selection and solicitation of sources, preparation and award of contract, and all phases of contract administration.

6. "Public employee" means any person employed by the County, including elected officials or appointed members of governing bodies.

C. Proscribed Participation by Employees in Procurement Transactions. Pursuant to Virginia Code Section 2.2-4369, except as may be specifically allowed by subdivisions A 2, 3 and 4 of Virginia Code Section 2.2-3112, no employee having official responsibility for a procurement transaction shall participate in that transaction of behalf of the County when the employee knows that:

1. The employee is contemporaneously employed by a bidder, Offeror, or contractor involved in the procurement transaction;
2. The employee, the employee's partner, or any member of the employee's immediate family holds a position with a bidder, Offeror or contractor such as an officer, director, trustee, partner or the like, or is employed in a capacity involving personal and substantial participation in the procurement transaction, or owns or controls an interest of more than five percent;
3. The employee, the employee's partner, or any member of the employee's immediate family has a pecuniary interest arising from the procurement transaction; or
4. The employee, the employee's partner, or any member of the employee's immediate family is negotiating, or has an arrangement concerning, prospective employment with the bidder, Offeror or contractor.

D. Prohibition on Solicitation or Acceptance of Gifts; Gifts by Bidders, Offerors, Contractor or Subcontractors Prohibited. Pursuant Virginia Code Section 2.2-4371:

1. No County employee having official responsibility for a procurement transaction shall solicit, demand, accept, or agree to accept from a bidder, offeror, contractor or subcontractor any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal or minimal value, present or promised, unless consideration of substantially equal or greater value is exchanged. The County may recover the value of anything conveyed in violation of this subsection.
2. No bidder, offeror, contractor or subcontractor shall confer upon any County employee having official responsibility for a procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is exchanged.

E. Disclosure of Subsequent Employment. Pursuant to Virginia Code Section 2.2-43790, no County employee or former County employee having official responsibility for procurement transactions shall accept employment with any bidder, Offeror or contractor with whom the employee or former employee dealt in an official capacity concerning procurement transactions for a period of one year from the cessation of employment by The County, unless the employee or former employee provides written notification to the Board or the Purchasing Agent, or both prior to commencement of employment by that bidder, Offeror or contractor.

F. Kickbacks. Pursuant to Virginia Code Section 2.2-4372:

1. No contractor or subcontractor shall demand or receive from any of his suppliers or his subcontractors, as an inducement for the award of a subcontract or order, any payment, loan, subscription, advance, deposit of money, services or anything, present or promised, unless consideration of substantially equal or greater value is exchanged.

2. No subcontractor or supplier shall make, or offer to make, kickbacks as described in this section.

3. No person shall demand or receive any payment, loan, subscription, advance, deposit of money, services or anything of value in return for an agreement not to compete on a County contract.

4. If a subcontractor or supplier makes a kickback or other prohibited payment as described in this section, the amount thereof shall be conclusively presumed to have been included in the price of the subcontract or order and ultimately borne by the County and shall be recoverable from both the maker and recipient. Recovery from one offending party shall not preclude recovery from other offending parties.

G. Participation in bid preparation; limitation on submitting bid for same procurement. Pursuant to Virginia Code section 2.2-4373, no person who, for compensation, prepares an IFB or RFP for or on behalf of the County shall (i) submit a bid or proposal for that procurement or any portion thereof or (ii) disclose to any bidder or offeror information concerning the procurement that is not available to the public. However, the County may permit such person to submit a bid or proposal for that procurement or any portion thereof if the County determines that the exclusion of the person would limit the number of potential qualified bidders or offerors in a manner contrary to the best interests of the County.

H. Purchase of Building Materials, etc., from Architect or Engineer Prohibited. Pursuant to Virginia Code Section 2.2-4374:

1. No building materials, supplies or equipment for any building or structure constructed by or for a the County shall be sold by or purchased from any person employed as an independent contractor by the County to furnish architectural or engineering services, but not construction, for such building or structure or from any partnership, association or corporation in which such architect or engineer has a personal interest as defined in Virginia Code Section 2.2-3101.

2. No building materials, supplies or equipment for any building or structure constructed by or for a the County shall be sold by or purchased from any person who has provided or is currently providing design services specifying a sole source for such materials, supplies or equipment to be used in the building or structure to the independent contractor employed by the County to furnish architectural or engineering services in which such person has a personal interest as defined in Virginia Code Section 2.2-3101.

3. The provisions of subsections 4.1.10.H.1 and 2 *supra* shall not apply in cases of emergency.

I. Misrepresentations Prohibited. Pursuant to Virginia Code Section 2.2-4376, no County employee having official responsibility for a procurement transaction shall knowingly falsify, conceal, or misrepresent a material fact; knowingly make any false, fictitious or fraudulent statements or representations; or make or use any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry.

J. Certification of Compliance Required; Penalty for False Statements. Pursuant to Virginia Code Section 2.2-4375:

1. The County requires employees having official responsibility for procurement transactions in which they participated to annually submit for such transactions, a written certification that they complied with the provisions of Virginia Code Section 2.2-4367-4377.

2. Any employee required to submit a certification as provided in section 4.1.10.J *supra* who knowingly makes a false statement in such certification shall be punished as provided in subsection 4.1.10.K below.

K. Penalty for Violation. Pursuant to Virginia Code Section 2.2-4377, upon conviction of a willful violation of ethics in the public contracting provisions under the VPPA, any employee, in addition to any other fine or penalty provided by law, shall forfeit his/her employment.

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

Incl?	Item
<input checked="" type="checkbox"/>	BOS Contingency Balance Report
<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	Strategic Initiatives



COUNTY OF FLUVANNA

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BOS 2021-01-20 p.201/220
P.O. Box 540
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www.fluvannacounty.org

MEMORANDUM

Date: January 20, 2021
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: Fire & Rescue Fleet Study – 08.05.20	-\$1,500
Less: Registrar's Office Relocation – 08.19.20	-\$5,400
Less: Fluvanna Hiring Event – 11.04.20	-\$2,000
Less: Drug Court County Match – 12.02.20	-\$45,000
Available:	\$76,100

BUILDING INSPECTIONS MONTHLY REPORT

County of Fluvanna

Building Official:	Period:
Andrew Wills	December, 2020

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
BUILDING PERMITS ISSUED														
NEW - Single Family Detached (incl. Trades permits)	2016	11	11	8	15	9	18	6	5	9	2	6	8	108
	2017	3	2	16	6	4	10	6	5	14	5	7	13	91
	2018	8	3	15	11	13	17	13	10	8	8	6	9	121
	2019	8	10	14	9	12	9	10	14	13	2	11	7	119
	2020	12	13	22	14	8	18	19	17	15	20	12	11	181
NEW - Single Family Attached	2016	2	0	0	0	0	5	0	2	0	0	0	0	5
	2017	0	0	0	0	0	5	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0
	2019	0	0	0	0	0	0	0	0	0	0	0	0	0
	2020	0	0	0	0	1	6	0	0	6	0	0	5	18
NEW - Mobil Homes	2016	0	1	0	0	0	0	0	1	0	0	0	0	2
	2017	0	0	0	0	2	1	0	1	0	0	0	0	4
	2018	0	0	1	1	0	0	0	0	0	0	0	0	3
	2019	0	0	0	0	0	0	0	0	1	1	0	1	2
	2020	0	0	1	0	0	1	0	0	1	0	0	0	3
Additions and Alterations	2016	13	10	31	27	29	29	15	32	31	28	27	27	299
	2017	29	20	29	43	20	29	32	18	23	27	43	28	341
	2018	19	6	10	19	8	13	26	25	32	42	22	21	243
	2019	35	33	37	27	38	38	44	34	34	36	35	31	422
	2020	37	38	23	30	30	22	27	20	30	34	35	23	349
* Trade permits count not in .														
Accessory Buildings	2016	3	4	4	6	2	2	1	2	1	3	3	6	37
	2017	0	4	2	3	2	2	2	4	2	0	2	2	25
	2018	2	3	3	6	2	1	4	2	1	2	2	2	30
	2019	2	4	6	4	4	3	3	8	2	8	4	4	52
	2020	2	4	4	4	5	5	1	7	8	3	5	1	49
Swimming Pools	2016	0	0	0	0	0	1	1	0	0	0	0	0	2
	2017	0	0	0	0	0	1	1	0	0	1	1	0	4
	2018	0	1	1	1	0	1	2	0	1	2	0	0	9
	2019	0	0	0	3	2	2	0	1	0	1	0	1	10
	2020	0	1	3	3	1	2	3	1	1	0	0	0	15
Commercial/Industrial Build/Cell Towers	2016	0	0	2	2	0	0	1	0	1	1	1	1	9
	2017	1	2	0	0	0	0	2	2	1	1	0	0	9
	2018	0	0	0	0	0	2	0	0	0	0	0	0	2
	2019	0	0	1	1	0	2	0	0	0	0	0	0	4
	2020	0	0	1	0	1	0	0	3	0	0	2	0	7
TOTAL BUILDING PERMITS	2016	27	26	45	50	40	55	24	40	42	34	37	42	462
	2017	33	28	47	52	28	43	43	30	40	34	53	43	474
	2018	29	13	30	38	23	34	45	37	42	54	30	33	408
	2019	45	47	58	44	56	54	57	57	50	48	50	43	609
	2020	51	56	54	51	46	54	50	48	63	57	54	40	624
* Trade permits count not included as in previous years														

BUILDING VALUES FOR PERMITS ISSUED														
TOTAL BUILDING VALUES	2016	\$1,817,981	\$2,555,455	\$5,542,458	\$3,711,821	\$2,447,891	\$5,181,921	\$3,611,179	\$1,817,783	\$3,089,971	\$1,889,279	\$2,028,590	\$2,937,783	\$ 36,632,112
	2017	\$857,767	\$827,724	\$4,859,777	\$2,066,132	\$1,512,789	\$3,676,118	\$1,904,915	\$2,359,988	\$2,846,545	\$1,957,646	\$1,897,110	\$3,479,285	\$ 28,245,796
	2018	\$2,541,433	\$1,075,551	\$3,544,096	\$2,153,241	\$3,834,995	\$5,693,348	\$3,156,593	\$4,729,005	\$3,637,992	\$1,791,222	\$2,169,284	\$2,421,169	\$ 37,107,929
	2019	\$1,991,054	\$2,502,719	\$5,639,238	\$4,695,173	\$3,057,597	\$3,228,152	\$3,360,952	\$3,926,015	\$3,457,214	\$2,636,194	\$3,148,369	\$2,960,579	\$ 40,603,256
	2020	\$2,292,161	\$3,202,055	\$7,238,708	\$2,997,448	\$2,245,441	\$4,389,903	\$3,644,002	\$5,555,492	\$5,271,906	\$4,201,357	\$3,513,834	\$2,954,193	\$ 47,506,500

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
LAND DISTURBING PERMITS ISSUED														
LAND DISTURBING PERMITS	2016	12	11	8	14	10	17	7	6	11	3	9	9	117
	2017	3	2	17	7	7	9	6	6	15	8	7	14	101
	2018	10	4	16	13	11	17	13	7	9	6	7	8	121
	2019	8	12	16	9	14	10	12	14	13	2	11	8	129
	2020	11	10	26	13	8	24	13	19	20	19	13	16	192
INSPECTIONS COMPLETED														
TOTAL INSPECTIONS	2016	116	91	153	157	155	214	249	230	197	181	184	172	2,099
	2017	159	144	171	141	177	152	202	182	153	183	181	169	2,014
	2018	163	148	173	186	215	176	164	220	144	221	154	141	2,105
	2019	237	207	232	297	305	246	324	332	295	298	204	216	3,193
	2020	213	197	302	369	371	304	434	368	439	464	407	412	4,280
FEES COLLECTED														
Building Permits	2016	\$11,850	\$11,954	\$11,576	\$14,889	\$8,447	\$18,588	\$12,947	\$7,537	\$11,285	\$12,548	\$8,361	\$11,213	\$ 141,195
	2017	\$4,060	\$3,660	\$22,692	\$9,249	\$6,703	\$11,948	\$9,494	\$7,790	\$13,169	\$6,895	\$9,022	\$12,886	\$ 117,568
	2018	\$8,988	\$4,311	\$9,939	\$14,765	\$13,796	\$23,633	\$14,993	\$8,748	\$10,826	\$12,613	\$9,556	\$14,570	\$ 146,738
	2019	\$11,377	\$13,617	\$14,005	\$14,308	\$11,228	\$16,260	\$13,778	\$18,772	\$14,375	\$8,468	\$14,747	\$11,059	\$ 161,994
	2020	\$12,863	\$15,468	\$18,152	\$16,803	\$13,147	\$28,068	\$23,193	\$28,887	\$24,237	\$19,359	\$15,359	\$15,871	\$ 231,407
Land Disturbing Permits	2016	\$3,200	\$2,575	\$1,700	\$1,950	\$2,250	\$2,200	\$4,020	\$875	\$28,074	\$2,000	\$1,450	\$1,100	\$ 51,494
	2017	\$475	\$800	\$7,000	\$1,523	\$2,366	\$2,425	\$1,733	\$7,784	\$2,100	\$2,050	\$1,000	\$1,625	\$ 30,881
	2018	\$1,450	\$5,975	\$1,890	\$1,625	\$1,625	\$2,850	\$1,625	\$1,175	\$1,125	\$875	\$10,675	\$2,150	\$ 33,040
	2019	\$1,000	\$1,500	\$1,625	\$1,125	\$3,553	\$1,250	\$2,975	\$6,556	\$1,920	\$250	\$1,375	\$1,125	\$ 24,251
	2020	\$1,375	\$1,250	\$6,365	\$1,625	\$1,000	\$3,000	\$2,125	\$8,369	\$2,500	\$2,375	\$4,294	\$1,875	\$ 36,153
Zoning Permits/ Proffers	2016	\$1,150	\$1,250	\$1,800	\$2,450	\$1,650	\$2,700	\$1,150	\$1,150	\$1,900	\$1,050	\$900	\$850	\$ 18,500
	2017	\$400	\$1,000	\$2,400	\$950	\$1,500	\$1,800	\$1,245	\$1,250	\$1,600	\$1,050	\$1,250	\$1,550	\$ 15,995
	2018	\$1,400	\$800	\$1,750	\$1,600	\$1,400	\$2,200	\$2,050	\$1,400	\$1,050	\$1,400	\$700	\$1,400	\$ 17,150
	2019	\$1,200	\$1,800	\$2,200	\$1,550	\$2,050	\$1,350	\$1,950	\$2,300	\$1,700	\$1,150	\$1,450	\$1,400	\$ 20,100
	2020	\$1,650	\$1,600	\$3,000	\$1,700	\$1,550	\$3,050	\$2,350	\$2,300	\$2,900	\$2,850	\$1,600	\$1,700	\$ 26,250
TOTAL FEES	2016	\$16,200	\$15,779	\$15,076	\$19,289	\$12,347	\$23,488	\$18,117	\$9,562	\$41,259	\$15,598	\$10,711	\$13,263	\$ 210,689
	2017	\$4,835	\$5,460	\$32,092	\$11,722	\$10,569	\$16,173	\$12,472	\$16,824	\$16,869	\$9,995	\$11,272	\$16,061	\$ 164,444
	2018	\$11,838	\$11,086	\$13,579	\$17,990	\$16,821	\$28,683	\$18,668	\$11,323	\$13,001	\$14,888	\$20,931	\$18,120	\$ 196,928
	2019	\$13,577	\$16,917	\$17,830	\$16,983	\$16,831	\$18,860	\$18,703	\$27,628	\$17,995	\$9,868	\$15,028	\$13,584	\$ 203,804
	2020	\$15,888	\$18,318	\$27,517	\$20,128	\$15,697	\$34,118	\$27,668	\$39,556	\$29,637	\$24,584	\$21,253	\$19,446	\$ 293,810



COUNTY OF FLUVANNA

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MEMORANDUM

BOS 2021-01-20 p.205/220
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www.fluvannacounty.org

Date: January 20, 2021
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 -06-26-20	\$11,308
Less: SCADA System Room HVAC – 07.01.20	-\$30,300
Less: Public Safety Building HVAC – 07.01.20	-\$9,325
Less: Carysbrook Gym Heating System Replacement – 12.17.20	-\$34,346.50
Less: FUSD Roof Replacement - 01.06.21	-\$5,700
FY21 Available:	\$400,606.50

Schools Capital Reserve:

FY21 Budget Allocation:	\$200,000
FY20 Carryover	\$224,903
Total FY21 Budget:	\$424,903
Less: FCCH Compressor Replacement – 07.01.20	-\$6,000
Less: FCCH HVAC Condenser Replacement – 08.05.20	-\$24,000
Less: FCCH Cooling Tower – 08.19.20	-\$10,975
Add: Closed CRM Projects -09.24.20	\$1,231
FY21 Available:	\$385,159



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MEMORANDUM

Date: January 20, 2021
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



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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www.fluvannacounty.org

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
Add: FY21 Admin Building Basement Reno A&E – 10.07.20 (not funding with CARES)	\$68,210
Less: FY21 Municode Intranet Implementation – 08.19.20	-\$7,200
Less: FY21 Admin Building Basement Renovation – 09.02.20	-\$663,592
Add: FY21 Admin Building Basement Renovation - 10.07.21 (project cancelled)	\$663,592
Less: FY21 Sheriff Prisoner Transport Van - 09.16.20	-\$64,677
Less: FY21 Patrol Car Vinyl Seat Replacement - 9.16.20	-\$24,542
Less: FY21 Sheriff Spare Vehicle - 09.16.20	-\$41,000
Less: FY21 Additional Cleaning Services	-\$21,000
Less: FY20 Public Safety, Public Health & Human Services Salaries (March - June)	-\$1,008,196
Less: FY21 Public Safety, Public Health & Human Services Salaries (July - September)	-\$502,066



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Less: FY21 Public Safety, Public Health & Human Services Salaries (October - December)	-\$505,000
Add: FY21 Economic Development Grant - Unspent funds	\$300,000
Less: FY21 Scottsville Area Broadband Expansion - 10.21.20	-\$60,000
Less: FY21 Ambulance Power Loads - 11.4.20	-\$52,023
Less: FY21 Fire & Rescue PPE - 11.4.20	-\$68,891
Less: FY21 Sheriff's Office X-Ray Scanner - 11.4.20	-\$16,047
Less: FY21 TJPCS Regional Affordable Housing Search Tool - 11.04.20	-\$2,612
Less: FY21 Duct Cleaning Services - 11.04.20	-\$70,150
Less: FY21 Sheriff's Office Respirators - 11.04.20	-\$14,540
Less: FY21 Tru-up for day to day operational cost due to COVID19	-\$43,795
Less: FY21 Power Cot - 11.18.20	-\$18,154
Add: FY21 Power Cot - Paid out of EMS Cares Funds	\$18,154
Add: FY21 Interest Earned	\$3,000
Add: FY21 EMS CARES Funds	\$24,944
Less: FY21 EMS CARES Funds	-\$24,944
Less: FY21 FCPS Additional Technology for Tele-learning	-\$150,000
Less: FY21 E911 Salaries (July - September)	-\$330,000
Less: FY21 Emergency Sick Leave	-\$10,000
Less: FY21 Increase in Internet Bandwidth for teleworking	-\$2,000
Less: FY21 Restricted Contribution to Non-Profits to provide food	-\$10,000
Current CARES Fund Balance	\$74,644



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MEMORANDUM

Date: January 20, 2021
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

FY20 Year End Audited Total Unassigned Fund Balance:	\$19,939,645
Unassigned Fund Balance – 12% Target Per Policy:	\$9,522,851
Unassigned Fund Balance – Excess Above Policy Target:	\$10,416,794
Add: FY21 Reassessment Budget Transfer	\$66,515
Less: FY20-21 County Carryover Request – 11.04.20	\$153,447
Less: FY20-21 Schools Carryover Request – 11.04.20	\$400,000
Less: FY20-21 Sheriff's Office Volunteer Funds Carryover – 11.18.20	\$3,575
Current Unassigned Fund Balance	\$9,926,287

**Culpeper District, Louisa Residency
Fluvanna County Monthly Report: January 2021**

Fluvanna Mileage, Structures

PRIMARY MILES	SECONDARY MILES	STRUCTURES	TOTAL MILES
102.34	598.62	75	700.96

Fatal Accidents

DATE	LOCATION	ALCOHOL	RESTRAINT
<p>*Of the 819 fatalities in VA in 2018, 126 were related to distracted driving and 298 were motor vehicle occupants not wearing a seatbelt. **10% of all drivers do not wear a seatbelt. Of all driver fatalities, 50% are from the 10% that do not wear a seatbelt if the option was available.</p>			

[Link to Smart Scale Information](#)

[Link to Smart Scale Projects \(Filter for Fluvanna Co. Projects\)](#)

Fluvanna County Smart Scale Projects:

- Rt. 53/1015 Turkeysag Roundabout
- Rt. 600/618 Lake Monticello Left Turn Lane
- Rt. 250/631 Troy Rd Roundabout

Smart Scale Round 4 Key Dates:

- November 6, 2019, Project Development Workshop
- February 2020, Project Review
- March 1 - April 17, 2020, Pre-application Deadline
- August 17, 2020, Application Deadline



Projects:

PROJECT	LAST MILESTONE	NEXT MILESTONE	AD DATE
Route 53/618 Roundabout, (UPC:96938)	CN Completed		
Route 1001 – PE Study (UPC 115895)	PE Authorization	Study in Development*	
Route 659 – PE Study (UPC 115896)	PE Authorization	Study in Development*	
Route600/618Intersection Improvements (UPC 111739)	Floodplain Analysis	Pursuing Add. SS Funding	Anticipated FEB 2022

*working with Central Office to develop TAP application documents

Additional Road Projects:

- **On-Call Pipe Replacements** PR07-967-255, (UPC 106020)
- **District Wide Guardrail Repair and/or Replacement** GR07-967-269, (UPC 106849)
- **District Wide ADA Compliance** ADA7-967-317, (UPC 108027)
- **On-Call District Wide Pavement Marking** TS07-967-325 (UPC 108282)

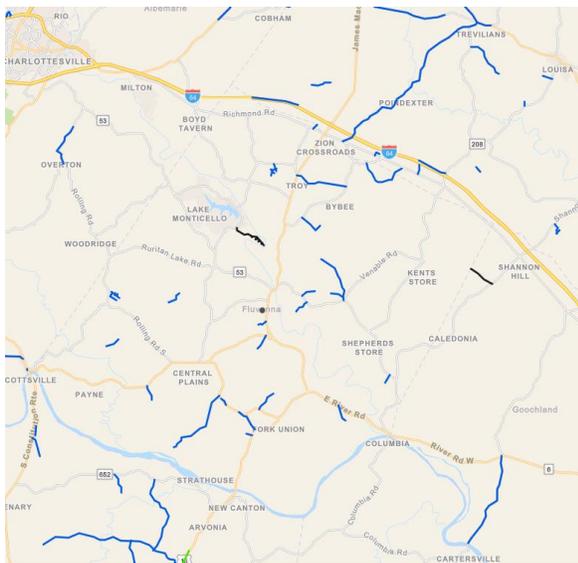
State-Force and District-Wide Bridge Projects:

- **District Wide Bridge Deck Cleaning and Washing** BRDG-967-241, (UPC 105980);
- **District Wide Bridge Maintenance** BRDG-967-240, (UPC 105979);
- **Route 623 over Venable Creek, Completed;**
- **Route 53, .5 miles S of Lake Monticello Rd - Emergency Pipe Replacement; Completed;**
- **Route 616 Soil Nailing Slope Repair; Completed;**
- **Rt. 15 N and S of CVEC – Pipe Replacements; Completed;**
- **Rt. 250 W of Correctional Center – Pipe Replacement; In Development;**

Resurfacing Projects:

VDOT provided the County with a list of routes included in the 2020 resurfacing schedule. Please review the routes listed and let us know if you have any questions or concerns. Customers can view VDOT’s resurfacing schedule and route status on VDOT’s public website via the following link: <http://www.virginiaroads.org/> (Select "Web Maps" and "Statewide Paving Status")

Fluvanna County Resurfacing					
Plant Mix			Surface Treatment		
Schedule	Miles	Cost/Estimate	Schedule	Miles	Cost/Estimate
2019	4.94	\$863.675	2019	43.65	\$590,849
2020	---	---	2020	55.52	\$421,558
2021	---	---	2021	16.07	\$229,394



Legend

Statewide Paving Status Map (Public View) 2020

- Scheduled
- In Progress
- Completed
- Rescheduled

Traffic Engineering

Studies under Review:

- Route 53 High School Speed Limit Reduction
- Route 633, 1079 N.Boston Rd – Chevrons/Curve Warning Signage + edge line consideration
- Route 250 speed study, from Route 631 to Route 15
- Route 656/624: Request for curve warning signage and improvements to visibility
- Route 600 speed study, from Abbey Rd to Broken Island Rd
- Route 1040, Broken Island Rd Centerline Removal due to installment issues

Completed Studies:

- Route 600 speed limit sign review completed, additional signage not recommended
- Route 250/708 Right Turn Lane Warrant Analysis review completed
 - Turn lane not warranted
 - Shoulder Widening project planned for Dec 1, 2020
- Routes 652, 655, 656 Centerline Pavement Markings review completed
 - Routes 655 & 656 do not meet minimum width (18ft) or minimum VPD (500)
 - Route 652 does not meet minimum VPD
- Route 53 shoulder safety improvements (proximity 4800 block +/-); Curve warning signs installed
- Fire Station signs along roadway by Fork Union Fire Station on Route 15 installed
- Speed limit and signage study at intersection of Route 761 and Route 620 installed
- Route 15 at Route 644 Speed Study;
 - Speed limit reduction not warranted
- Centerline Marking on Rt. 613, Bybees Church Rd; Approved, Installation completed, 8/17/2020
- Route 1066, Rosewood Drive- 25 speed limit sign installed 3/31/2020

County Safety and Operational Improvements:

- Route 250 at Route 631 (Troy Rd): grading to improve sight distance is completed
- Route 600 at Broken Island Rd: Request for safety improvements to improve visibility at the curve; Larger chevron signs and puppy track pavement markings have been installed

- Village of Palmyra Traffic Circle: County and VDOT staff plan to simulate EMS response prior to installing pavement markings;
- Route 53 at Route 660 (Cunningham): VDOT continues to evaluate this intersection for interim and long-term safety improvements
- Route 629/631 intersection review and grading work completed
- Digital Speed Display Signs (ongoing)
- Route 1037 Lexie Lane No Outlet Sign to be resized and relocated; completed 7/7/2020
- Route 53 at Turkey Trail white delineator posts replaced on 6/23/2020
- Route 250/Blue Ridge Dr: Design modified to shoulder widening; in development

Area Land Use

Residency Area Land Use Staff have issued **89** permits in 2020

Fluvanna County Plan/Plat Review - Received Nov-Dec 2020

Project Name	Routes/Address	Submission Type	VDOT Contact	VDOT Received Date	Locality Due Date	Status
Gilbert Family Subdivision	622-181 Albevanna Lane	Preliminary Plat Review,	John Wilson	12/2/2020	1/18/2021	Review Complete - Acceptable
Besecker Family Subdivision	620-284 Rolling Road S	Final Plat Review,	John Wilson	12/2/2020	1/18/2021	Review Complete - Acceptable
Village Oaks Subdivision Phase IV	618-Opposite 100 Crofton Place, Palmyra, VA	Site Plan,	John Wilson	12/15/2020	1/29/2021	Review Underway
Lafayette Village Minor Subdivision	618-TMP 9-A-11, 11B, 11F, 11G	Preliminary Plat Review,	John Wilson	12/18/2020	2/1/2021	Review Underway

- [Zion Crossroads Corridor Improvement Study \(link\)](#) – The webpage is live for the Zion Crossroads Corridor Improvement Study (Routes 15 and 250), Fluvanna & Louisa Counties. This small area study, which is supported by stakeholders from VDOT, Fluvanna and Louisa counties and the Thomas Jefferson Planning District Commission. The study is evaluating vehicle, transit, bicycle, and pedestrian accommodations along Route 15 (James Madison Highway) between the intersections of Sommerfield Drive and Starlite Park as well as along Route 250 (Three Notch Road/Richmond Road) between Route 631 (Troy Road) and Route 613 (Poindexter Road). The purpose of the study is to develop short-, mid-, and long-term community-supported transportation solutions to provide safe travel for all uses and users of the roadway. The results from this study will be reviewed and potential transportation projects will be developed and presented for feedback in early 2021. The study is scheduled for completion in mid-2021.

Maintenance Activities

- VDOT crews in Palmyra and Zion Crossroads Area HQ have responded to **320** Work Orders in FY21. Top activities have been dead animal removal and fallen tree/limb clearing.

BOS Manual:

http://www.virginiadot.org/business/resources/local_assistance/BOSmanual.pdf

E. Alan Saunders, P.E., CCM
Resident Engineer
VDOT Louisa Residency
540-967-3710

2018-19 STRATEGIC INITIATIVES UPDATES – FLUVANNA COUNTY

Updated: Jan 2021

#	STRATEGIC INITIATIVE / Action Item	STATUS / NOTES
A1	Work with FRA to identify support options for Fire and Rescue volunteers.	Operations
A5	Improve partnership with the school system for shared use of county and school owned facilities.	Operations – opportunities are assessed as a matter of course
A6	Identify and assess resident concerns about roadway and public safety issues, and coordinate with VDOT for appropriate actions.	Operations – links in FAN Mail for residents to report issues directly to VDOT; resident calls/concerns routed to appropriate VDOT resource
E2	Reduce the County’s reliance on creating and mailing paper checks for payments and implement expanded ACH/EFT transaction options.	OPERATIONS: Positive Pay fraud prevention program implemented; first steps towards expanding ACH/EFT/paperless check transactions; new solutions reviewed as available
B1	Assess options to communicate more efficiently, effectively, and economically with Fluvanna residents.	Operations – FAN Mail, social media, website, local news partners, Town Hall meetings when needed; continual process of listening, eliciting feedback, responding to resident comments/concerns
B3	Meet with local Pastors to discuss effective communications and community support.	Operations - email list; have not met in person, COVID preempted
B4	Promote tax due dates, public hearings, etc., in FAN Mail.	Operations
A2	Continue to research and evaluate county-wide broadband expansion opportunities.	ONGOING – continuing to investigate and pursue options for broadband service in Dominion Energy service areas
C1	Continue Columbia area renewal efforts including improved enforcement of County/State codes and Health Department regulations.	ONGOING – CARE Taskforce continues to meet; COVID has preempted any in—person events
C4	Create master report and marketing plan regarding County tower assets and rental options.	ONGOING – Webpage is live, marketing plan still evolving
C8	Successfully oversee and manage Fluvanna County aspects of the James River Water Project.	ONGOING

#	STRATEGIC INITIATIVE / Action Item	STATUS / NOTES
C9	Successfully oversee and manage the design and construction of the Zion Crossroads water and sewer system.	ONGOING
D3	Coordinate development activity at Fluvanna's northern border with Louisa County, including possible natural gas line along 250 and discussing "shared" parcels.	ONGOING
D9	Review higher density options between PDA and R4.	ONGOING
D10	Review options, pros, cons, costs, etc., of creating a "teaching farm" at PG Park,	ONGOING
C2	Complete a Master Water and Sewer (Plan Phase I) to identify sources for the county's long-term water needs; particularly for each of its community planning areas.	IN PROCESS
C7	Review and pursue opportunities and options for a Palmyra Village Streetscape project to improve safety, parking, walkability, and overall appearance.	IN PROCESS
E4	Implement credit card payment option for citizen at all County funds collection points through MUNIS Cashiering process.	IN PROCESS: Fluvanna will join a cooperative contract through the State for credit card services; implementation expected by end of FY21.
A3	Hold review meeting on ordinance enforcement (trash, buildings, vehicles) with Health Dept., Planning, Building Inspections, Public Works, and County Attorney.	COMPLETE: Feb 15, 2018
A7	Initiate comprehensive review of the Hwy 53 corridor from Lake Monticello Road to Ruritan Lake Road (e.g., Safety improvements at LM Monish Gate; 3-way stoplight at Food Lion; sight improvement at Ruritan Lake Road and Hwy 53; etc.)	COMPLETE: VDOT has completed work and has plans for roadway upgrades in the coming years.
B6/B7	Hold an Elected Official's Breakfast for our State Representatives in Fall of 2018, 2019	COMPLETE: Held on Oct 6, 2018 & Oct 1, 2019
B8	Conduct 2019 Fluvanna County Residents Survey and analyze results.	COMPLETE: Dec 18, 2020 (537 responses)

#	STRATEGIC INITIATIVE / Action Item	STATUS / NOTES
C5	Investigate the use of Overlay Zones for the Zion Crossroads Community Planning Area to support economic development.	COMPLETE: “Article 15 - Sign Regulations” in the zoning ordinance was amended in 2017 to include specific regulations for the Zion Crossroads Urban Development Area. This was referred to as a “sign overlay zone” in the staff report.
C6	Create a County-wide overlay map showing utilities and other key features that support business growth and development.	COMPLETE: data is available through GIS and will be updated as utility information changes.
D1	Draft and adopt a formal County-wide economic development and tourism strategy inclusive of an implementation schedule.	COMPLETE: Tourism Strategic plan adopted, Feb 21, 2018
D2	Develop a “This is Fluvanna County” video message to be shared with county citizens and businesses as well as use with county economic development initiatives.	COMPLETE: Transformed to #fromFluvanna in-house blog; social media marketing
D4	Conduct 2018 local Business Climate Survey and analyze results.	COMPLETE: Spring 2020 – Survey conducted related to COVID-19 business needs
E3	Create monthly Treasurer’s Report for BOS Package and quarterly in-person briefing on the data.	COMPLETE
E6	Implement easy to access electronic format code of ordinances (MuniCode or similar).	COMPLETE: June 2019
A4	Perform strategic review of existing and needed partnerships with local area support and other non-profit groups. (Needed? Effective? Consolidate resource contributions?)	NO UPDATE
B2	Marketing campaign to let residents know about accomplishments and where their tax dollars go.	NO UPDATE
D5	Hold an Economic Development Discussion Forum for local businesses with planning, zoning, building inspections, infrastructure components.	COVID PREEMPTED
D7	Investigate opportunities for park expansion or Rivanna River access points to support expanded recreational activities	NO UPDATE

#	STRATEGIC INITIATIVE / Action Item	STATUS / NOTES
D8	Investigate allowing large lot subdivisions in A-1 as alternative to current cluster subdivisions. (Amend the zoning and subdivision ordinances to allow for varying lot sizes, from small clustered lots to large parcels suitable for continued farming and rural living.)	NO UPDATE
B5	Expand County Website to receive, answer, and post questions from residents.	NOT PURSUING
C3	Incorporate well-drilling logs provided by the Fluvanna Health Dept. into the county's geographic information system (GIS).	NOT PURSUING
C10	Pursue Phase II of Fork Union streetscape project.	NO UPDATE: No funding
D6	Investigate and pursue with State offices the installation of select Boat Ramps along the Rivanna and James Rivers to support additional recreational and tourism opportunities.	NO UPDATE
E1	Review local business license/registration options and pros/cons.	NOT PURSUING
E5	Expand Fluvanna County Website Data Dashboard with key metrics.	DISCONTINUED AT THIS TIME