



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

September 2, 2015, at 4:00 pm

TAB AGENDA ITEMS

1 – CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

2 – ADOPTION OF AGENDA

3 – COUNTY ADMINISTRATOR'S REPORT

Special Presentation – Jim Campbell, Executive Director, Virginia Association of Counties

4 – BOARD OF SUPERVISORS' UPDATES

5 – PUBLIC COMMENTS #1 (5 minutes each)

6 – PUBLIC HEARING

None

7 – ACTION MATTERS

- XYZ Dog Leash Policy—Jason Smith, Director of Parks and Recreation
 - A Motor Vehicle Policy Update—Gail Parrish, Human Resources Manager
 - B EMS Cost Recovery Agency Memorandum of Understanding with LMVFRS, Inc., and Fluvanna Rescue Squad, Inc.—Cheryl Elliott, Emergency Services Coordinator
 - C EMS Cost Recovery Business Associate Agreement—Cheryl Elliott, Emergency Services Coordinator
 - D EMS Cost Recovery Provider and Billing Company Confidentiality and Non-Disclosure Agreement—Cheryl Elliott, Emergency Services Coordinator
 - E Capital Reserve Maintenance Request - HVAC—Wayne Stephens, Public Works Director / County Engineer
 - F Capital Reserve Maintenance Request - FSPCA—Wayne Stephens, Public Works Director / County Engineer
 - G FY16 County Capital Reserve Maintenance Fund Supplemental Appropriation Request—Mary Anna Twisdale, Management Analyst, Finance Department
 - H Naming of Palmyra Park Survey Results—Steven M. Nichols, County Administrator
 - I BOS Compensation Proposal—Steven M. Nichols, County Administrator
-

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

- J TJPDC Legislative Agenda Review—David Blount, TJPDC Legislative Liaison
- K Fluvanna Feral Cat Coalition—Lizz McKenzie, Fluvanna Feral Cat Coalition
- L County Fair Wrap-Up—Jason Smith, Director of Parks and Recreation
- M Subdivision Roads—Jason Stewart, Planning and Zoning Administrator
- Mc Comprehensive Plan Update Review—Jay Lindsey, Long Range Planner
- N Strategic Initiatives Review Update—Dr. Jackie Meyers, CSA Coordinator

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9 – CONSENT AGENDA

- O Minutes of August 5, 2015 Meeting—Kelly Belanger Harris, Clerk to the Board
- P Market-Based Pay Increase (P&R Director)—Gail Parrish, Human Resources Manager
- Q Waiver of Special Use Permit (SUP) Fees for James River Water Project—Steve Nichols, County Administrator
- R Rivanna River Renaissance Conference Funding Support—Steve Nichols, County Administrator
- S FY16 Sheriff's Department Vehicle Reimbursement—Mary Anna Twisdale, Management Analyst, Finance Department
- T FY16 Supplemental Appropriation Career & Technical Education (CTE) Funds—Mary Anna Twisdale, Management Analyst, Finance Department
- U FY16 Schools Supplemental Appropriation of State Funding for Local Alternative Assessments —Mary Anna Twisdale, Management Analyst, Finance Department
- V FY15 Cell Tower Budget Supplement—Mary Anna Twisdale, Management Analyst, Finance Department
- W FY15 Budget Transfer for Reassessment Services—Mary Anna Twisdale, Management Analyst, Finance Department
- XYZZ Public Safety Building UPS Maintenance Contract Addendum and Renewal—Public Safety Bldg—Eric Dahl, Finance Director
- A2 Virginia Information Technologies Agency FY17 Wireless E-911 PSAP Grant—Andrea Gaines, Director of Communications
- B2 Walmart Community Grant Program—Andrea Gaines, Director of Communications
- C2 Virginia Information Technologies Agency FY17 Wireless E-911 PSAP Education Program Grant Award—Andrea Gaines, Director of Communications
- D2 Contract Revision Approval for Task 2, Emergency Communications Radio System Consultant—Cheryl Elliott, Emergency Services Coordinator
- E2 Bourne Tract Agricultural/Forestral District Renewal—Steve Tugwell, Senior Planner

10 – UNFINISHED BUSINESS

TBD

11 – NEW BUSINESS

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

14 – ADJOURN



Steven M. Nichols
2015.08.27 10:13:28
-04'00'

County Administrator Review

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

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.

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

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 abusive language, excessive noise, or in any way incite persons to use such tactics. The Chairman and/or the County Administrator shall be the judge of such breaches, however, the Board may vote to overrule both.
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.

PUBLIC HEARING RULES OF PROCEDURE

1. PURPOSE
 - The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action.
 - A hearing is not a dialogue or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. SPEAKERS
 - Speakers should approach the lectern so they may be visible and audible to the Board.
 - Each speaker should clearly state his/her name and address.
 - All comments should be directed to the Board.
 - All questions should be directed to the Chairman. Members of the Board are not expected to respond to questions, and response to questions shall be made at the Chairman's discretion.
 - Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.
 - Speakers with questions are encouraged to call County staff prior to the public hearing.
 - Speakers should be brief and avoid repetition of previously presented comments.
3. ACTION
 - At the conclusion of the public hearing on each item, the Chairman will close the public hearing.
 - The Board will proceed with its deliberation and will act on or formally postpone action on such item prior to proceeding to other agenda items.
 - Further public comment after the public hearing has been closed generally will not be permitted.

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FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Dog Leash Policy for Fluvanna County Parks				
MOTION(s):	<p>I move to approve the updated Dog Leash Policy for all Fluvanna County Parks whereby dogs must remain on leash at all times while in county parks, except in designated off-leash areas or at special events during prescribed times, as described in Basic Options A and B, and Trail Option #_____.</p>				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Jason Smith, Parks and Recreation Director				
PRESENTER(S):	Jason Smith, Parks and Recreation Director				
RECOMMENDATION:	Approve				
TIMING:	Current				
DISCUSSION:	<p>There have been multiple incidents involving dog’s off leash running and jumping in to park visitors while hiking on trails and open space throughout the park. To help prevent additional future injuries and to make visits to our parks more enjoyable, we would like to update our current dogs on a leash policy for all county parks.</p> <p>Proposed Policy Options</p> <p>Dogs must remain on leash at all times while in county parks, except in designated off-leash areas or at special events during prescribed times.</p> <p><u>Basic Options</u></p> <p>A. Dogs Never Permitted Areas</p> <ul style="list-style-type: none"> • Horse Trailer Parking • Ball Fields • Playgrounds <p>B. Always Off Leash Areas</p> <ul style="list-style-type: none"> • Dog Park • Dog Run Field A • Dog Run Field B • Sandy beach (certain times) <p><u>Trail Options</u></p>				

	<ol style="list-style-type: none"> 1. No Dogs Off Leash on Trails 2. Off Leash Allowed on Trails (Leash in Hand) 3. Off Leash Allowed on Trails (Odd Calendar Days Only) 4. Off Leash Allowed East of Library 5. Off Leash Allowed East of Ball Fields 				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Presentation with trail options Community Meeting and Survey notes.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



Proposed Dog Leash Policy for Fluvanna County Parks

September 2, 2015



Timeline



- **January** – Presented off leash policy and current issues
- **March/April** – Established dogs off leash task force and hosted several community meetings
- **May/June** – Created online survey (145)
- **July** – RAB review and recommendations
- **July** – BOS review and defer to research trail options

***The intent of park rules are to create a safe and enjoyable atmosphere for all park users.**



Current Policy



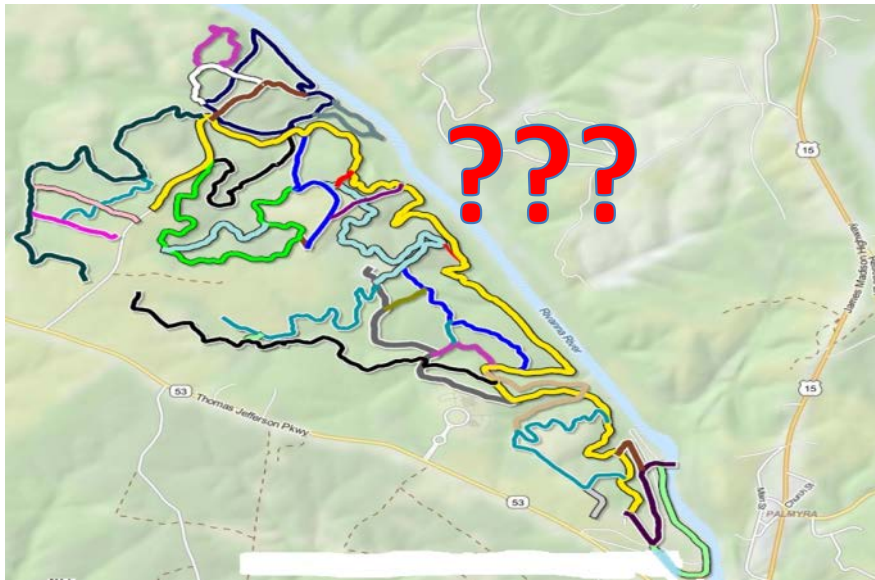
- All County Parks

- Dogs must remain on leash in high volume areas.

- Dog Park

- Leash dogs prior to entering and exiting the park.

- **Not easily understood or enforceable**





New Proposed Policy



**Dogs must remain on leash at all times
while in county parks,
except in designated off-leash areas
or at special events during prescribed
times.**



Proposed Policy Options

Dogs must remain on leash at all times while in county parks, except in designated off-leash areas or at special events during prescribed times.

Basic Options

A. Dogs Never Permitted Areas

- Horse Trailer Parking
- Ball Fields
- Playgrounds

B. Always Off Leash Areas

- Dog Park
- Dog Run Field A
- Dog Run Field B
- Sandy beach (certain times)

Trail Options

- 1. No Dogs Off Leash on Trails**
- 2. Off Leash Allowed on Trails (Leash in Hand)**
- 3. Off Leash Allowed on Trails (Odd Calendar Days Only)**
- 4. Off Leash Allowed East of Library**
- 5. Off Leash Allowed East of Ball Fields**



Option A: Dogs Never Permitted Areas





Option B: Always Off Leash Areas (1)



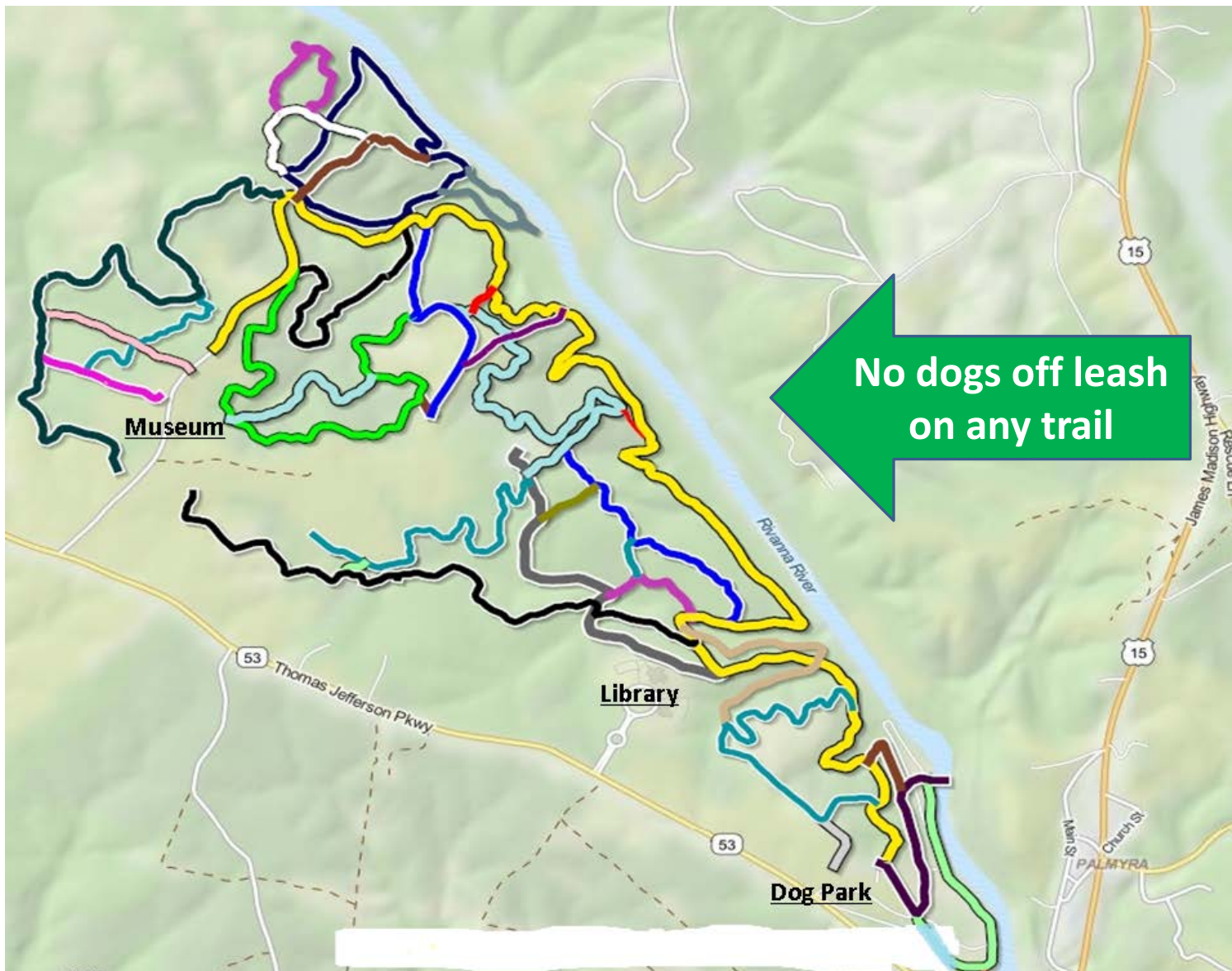


Option B: Always Off Leash Areas (2)



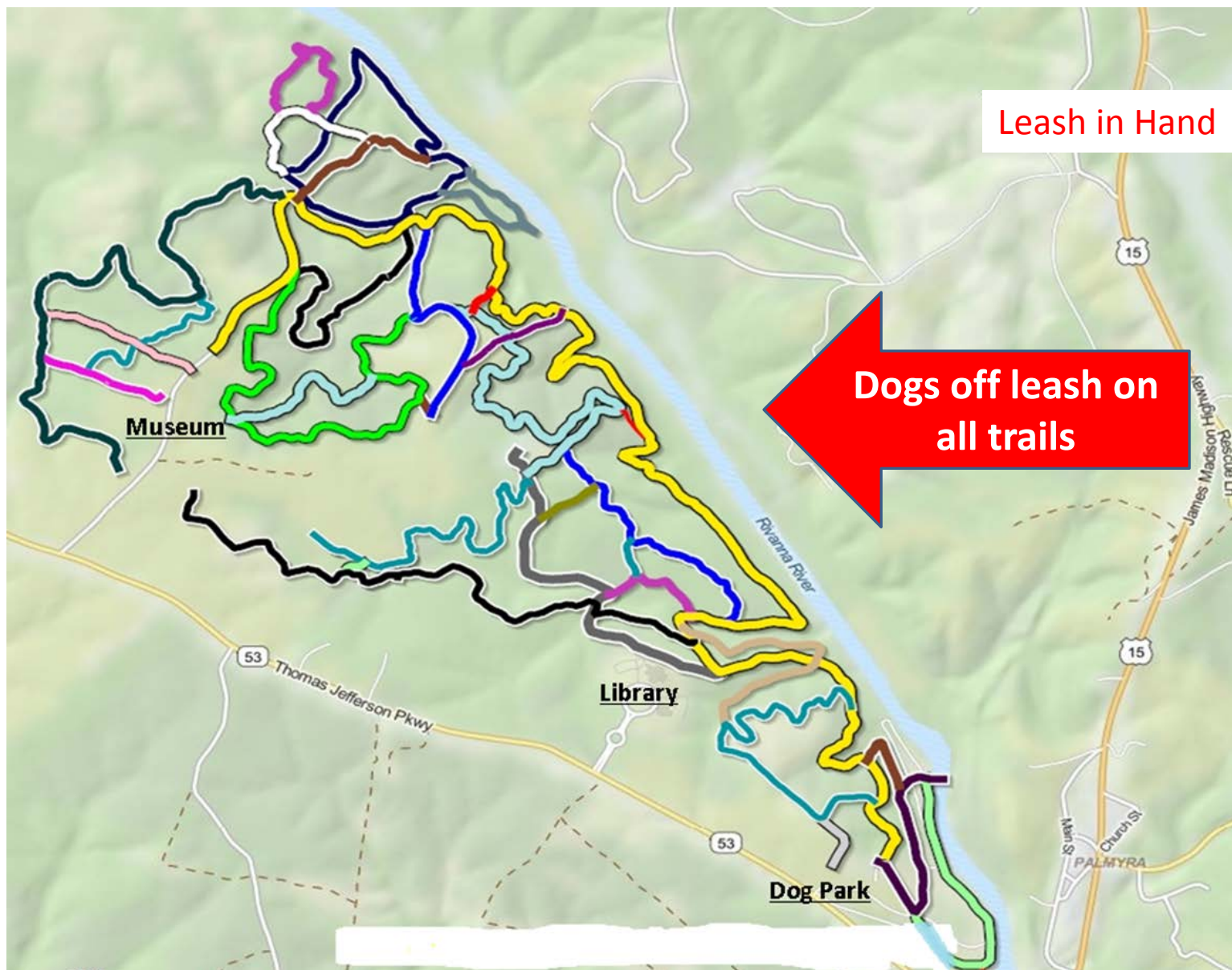


Option 1: No Dogs Off Leash on Trails



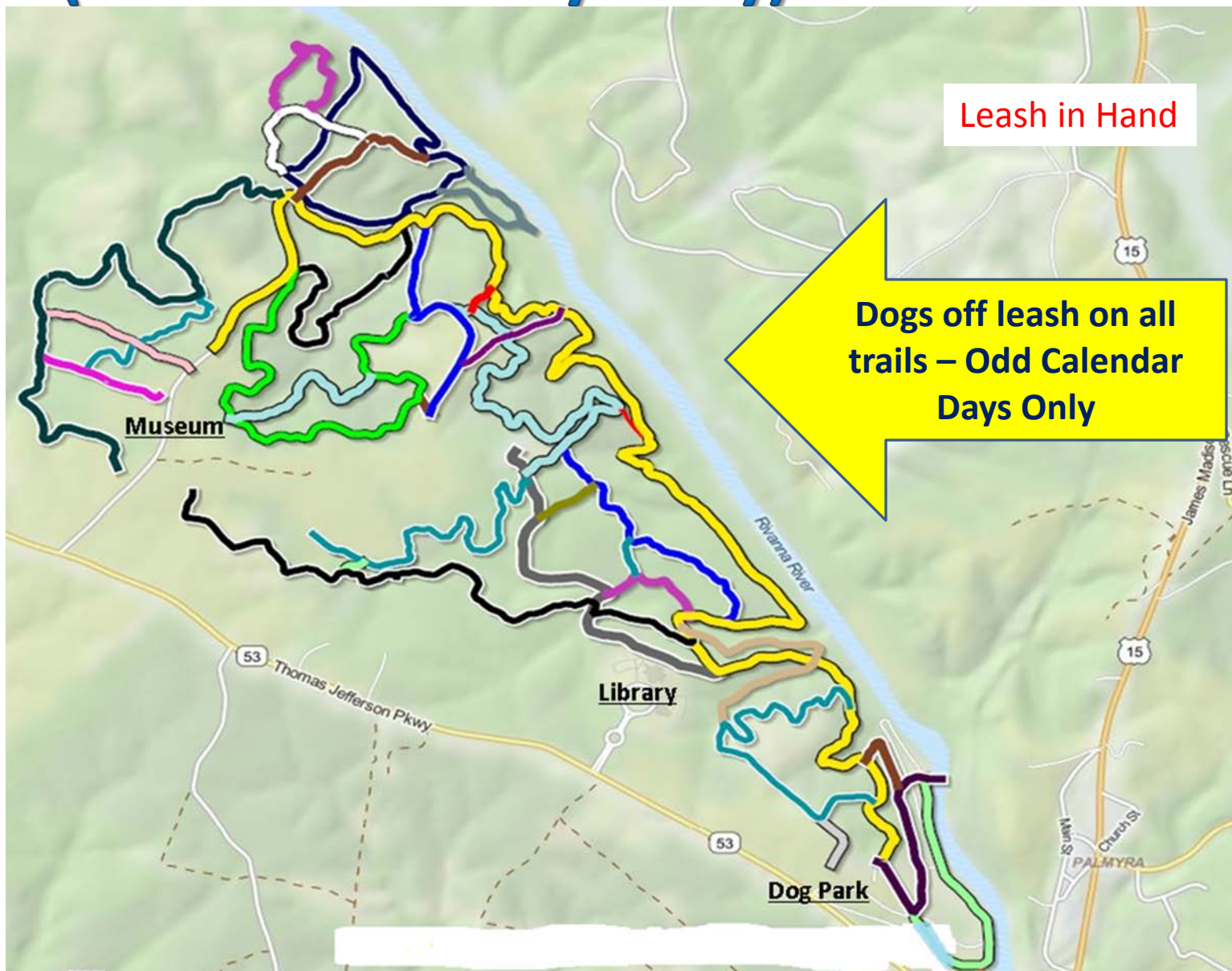


Option 2: Off Leash Allowed on Trails



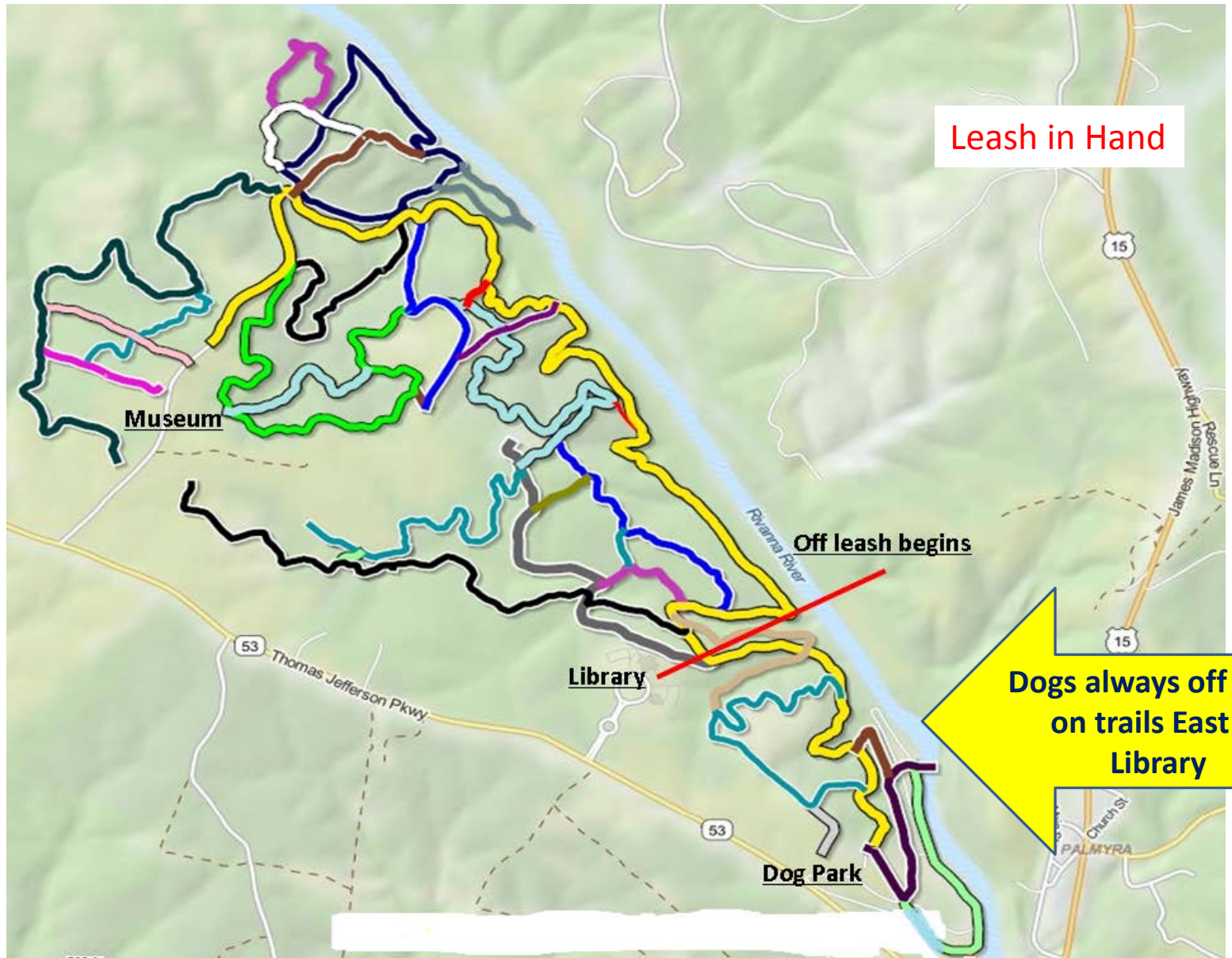


Option 3: Off Leash Allowed on Trails (Odd Calendar Days Only)



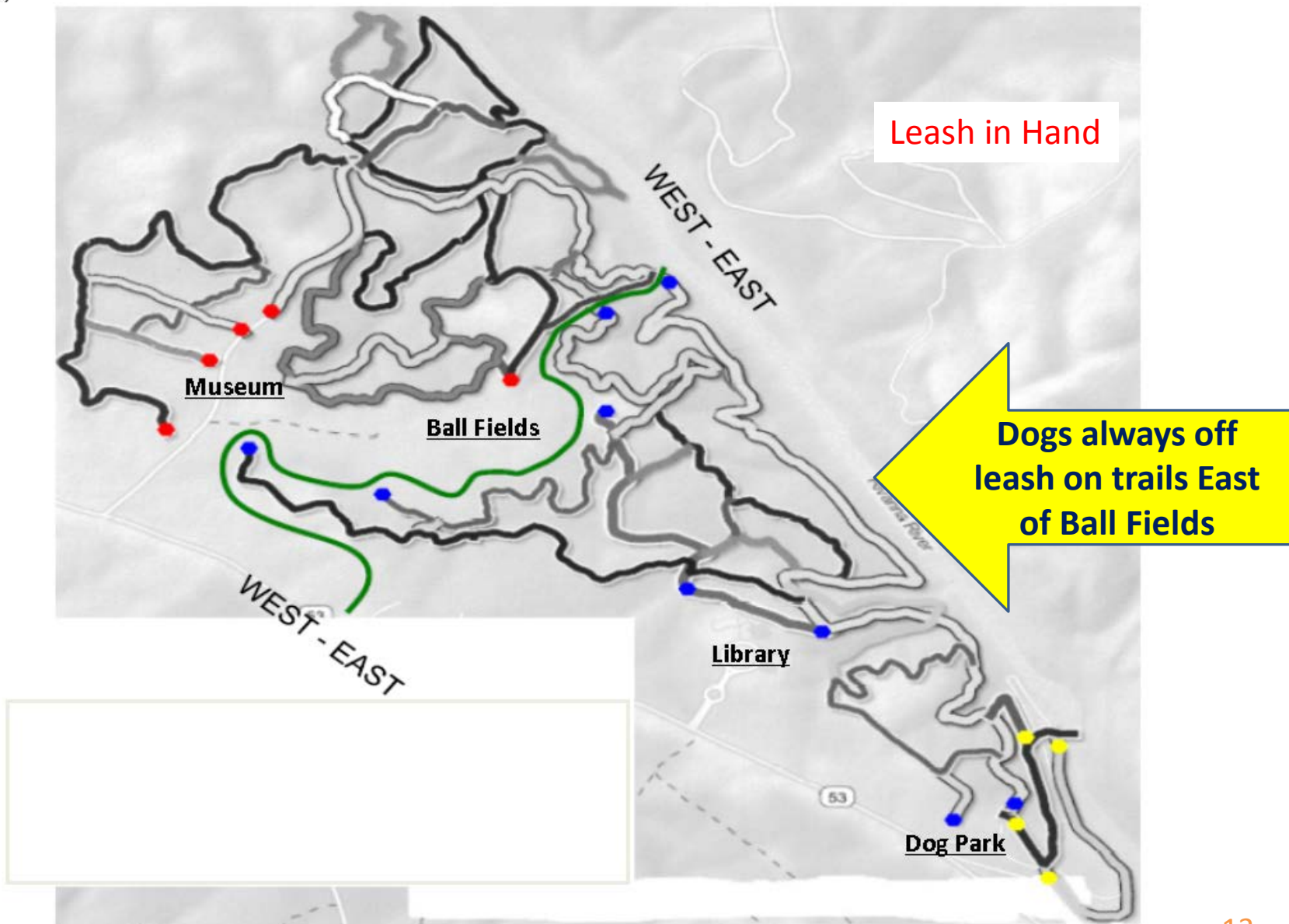


Option 4: Off Leash Allowed East of Library





Option 5: Off Leash Allowed East of Ball Fields





Staff Recommended Policy Options

Dogs must remain on leash at all times while in county parks, except in designated off-leash areas or at special events during prescribed times.

Basic Options

A. Dogs Never Permitted Areas

- Horse Trailer Parking
- Ball Fields
- Playgrounds

B. Always Off Leash Areas

- Dog Park
- Dog Run Field A
- Dog Run Field B
- Sandy beach (certain times)



Trail Options

1. No Dogs Off Leash on Trails

2. Off Leash Allowed on Trails (Leash in Hand)

3. Off Leash Allowed on Trails (Odd Calendar Days Only)

4. Off Leash Allowed East of Library

5. Off Leash Allowed East of Ball Fields



Questions?



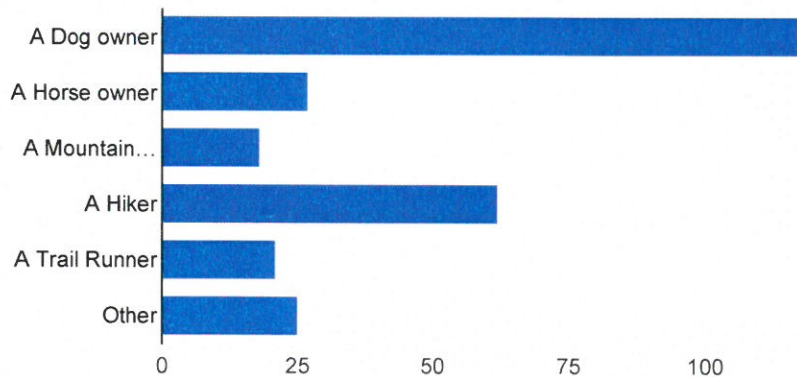
[Edit this form](#)

144 responses

[View all responses](#)

Summary

Are you...?



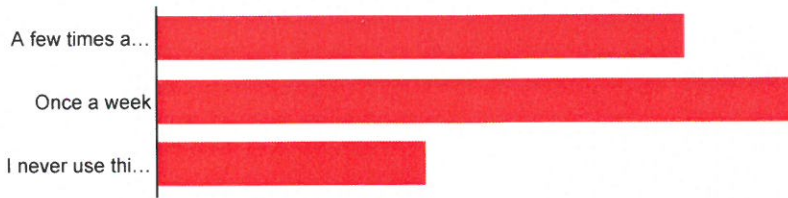
A Dog owner	118	81.9%
A Horse owner	27	18.8%
A Mountain Biker	18	12.5%
A Hiker	62	43.1%
A Trail Runner	21	14.6%
Other	25	17.4%

Dog Park [Please indicate how frequently you use each dog friendly area at the park.]



A few times a week	26	18.1%
Once a week	40	27.8%
I never use this dog off-leash area	78	54.2%

Pleasant Grove Trails [Please indicate how frequently you use each dog friendly area at the park.]



A few times a week	53	36.8%
Once a week	64	44.4%
I never use this dog off-leash area	27	18.8%

Pleasant Grove Open Fields [Please indicate how frequently you use each dog friendly area at the park.]



A few times a week	52	36.1%
Once a week	46	31.9%
I never use this dog off-leash area	46	31.9%

What do you like about the existing dog park?

I like the separate areas so if you have a puppy or timid dog you can close the gate to keep the other dogs away. I think the fenced in dog park is the only area that dogs should be off leash.

Fenced in area for dogs to run off leash

Nothing

I like that there is an enclosed area where the dogs can run and play in a more controlled environment.

A chance for my dog to run in an enclosed area.

It's well maintained, and clean.

Gives certain dog owners an option that favor.



Its OK, just not big enough.

It nice to say we have a dog park. Most dogs don't like to play with strange dogs, but it is nice for some dog owners to enjoy other dog owners' company.

I've been to most of the dog parks in the county, and this one is my favorite. Good fenced area for the dogs. There is plenty of shade in all sections, tables. I sometimes take my small dogs and they do just fine. It's rare to see poop that hasn't been picked up. The lawn is well kept with mostly even terrain.

I enjoy having a place to share with my dog so we can both get some exercise. I do not use the enclosed play area with my dog as my dog (a rescue pet) does not do well with most other dogs.

Its fenced in

I like the size and location; i like that there is running water, places to sit and the ability to close off half of the field so you can separate dog sizes or temperaments, if needed

I do not like the existing dog park

It's a good place to give dogs some exercise

Our dogs ability to run freely and that you have water available. I always have our own poo bags, but I'm glad you have a station with that as well.

fenced area with two zones

Great to have a designated off leash place for SOME

Nice to have a FENCED area where dogs can play while keeping other citizens safe.

I like that my dog can socialize with other dogs. I also like talking to the other dog owners.

Nothing

Nothing.

I thought it was beautiful

Nothing! My dogs need a lot of exercise off leash, so I walk them on the trails where they can run, enjoy the stimulation of new smells and get some real exercise.

N/A

Good for off-leash exercise for active dogs

I like that it offers dogs a place to run around and socialize.

Happy people have the option who want it

I don't bring my dogs, but I think it is a great thing for the county to have.

Never use it.

The large fenced in area.

nothing.

Don't use it.

I do not use the dog park for my dogs since we own acreage for ours to run. I like that it provides an area for others to let their dogs run.

The ability to hike my dogs off leash down to the river.

It is a contained area for dogs to play.

The dog park is a clearly marked place for people to let their dogs run off leash. This is uncomplicated and clear to everyone where the dogs are.

I think it's great. People should use it more to let their dogs run. As a runner I have had several occasions at PG the dogs are not leashed and have been jumped on and nipped while running. Very frustrating. I like to enjoy the outdoors and should not have to have this be a concern when there is a leash sign posted. Not to mention cleaning the poop off my shoes or my grandchildren after having them at the PG.

Freedom and options for different areas and diverse kinds of socializing and exercise with my dog

Place for my dog to get exercise, play with other dogs

It's a nice large enclosed area where my dogs can safely socialize and exercise.

First of all, my dog and I visit PG daily year-round unless the roads are hazardous. We spend 1-2 hours on the trails and in the creeks. I particularly love the trails and creek behind the equipment sheds, as does my dog. I understand that unleashed dogs can be problematic, such as chasing cars, chasing runners, and being aggressive toward other dogs. I would value having that designated area beyond the sheds. I have observed that every other dog owner, as our group does, now carries a leash just in case. I can't imagine losing the freedom that both my dog and I enjoy at this time.

It's a place where people can take their dogs to if they have no land where they can let their dogs run.

I was excited about the dog park until my dogs came home with fleas. I thought it was a coincidence, but after many visits we continued to come home with fleas. We no longer go to the Dog Park.

It confines the dogs and is obviously away from school groups.

Yes but it's small. Need to have one of the empty fields used for more dog to run and enjoy.

Double gate, water and bowls available, trash cans for dog waste, smaller and larger yards can be separated or left open.

Nothing. No water, and grass is not maintained.

I do not use it

I only use the dog park occasionally. When I do I enjoy the company of other dog owners and I like for my dog to get to socialize and play with other dogs. I have not had a problem with other dogs. I also very occasionally go to the Beach with my dog on Sunday mornings. He does not swim, but he likes to be with other dogs. I really love this activity as it builds

community. I sometimes hike without my dog on the trails behind PG. I have also taken my dog on trails when I hike, but he is never off-leash on trails around Pleasant Grove.

A nice place for humans and their dogs to meet and greet. Dogs can learn good canine citizenship and their owners can learn from other dog owners.

Very supportive and active community! The ability to segregate dogs, if needed, is very helpful!

Water readily available, most owners are friendly and control their pets.

Good fencing and it does have water accessible.

I like it has two areas for large and small dogs. Water is provided and waste bags and a few trees for shade.

I don't use the dog park so I do not have an opinion on the current state.

No leashes, dogs get to run

The fenced in areas.

nothing - it is too small - muddy, no facilities. has nothing to recommend it.

n/a

Beautiful scenery and close to nature

-Availability of water -Chance for my dog to socialize with other dogs

It's shady and there's seating for people while the dogs have fun!

It is well fenced and has water nearby.

I do not think it is a good idea

na

Availability. Usually friendly handlers.

That you have one! I like that there's water and poop bags.

Shaded area. Access to water.

nothing

The dogs can't be a nuisance to park users.

Although I am just a walker, I am an animal lover and like to see dogs run and play in a safe environment. Safe for them and safe for me.

It is able to be split into two areas. When dogs want to play rough you can close that area off and play ball in the other area.

I am glad that there is an area of the park that dog owners can use to exercise and socialize their dogs.

When my dog was a pup we used the park quite often but now only now and then. We enjoy the trails more because we both get exercise. I liked the social aspect of the park most. Both dogs and people got to socialize.

I like that my dogs can "be dogs" and run free, play in the creeks, and "hunt" off the trails.
It's great exercise for all of us.

it's nice and shaded

that is is seperate from where I bring my children to run around

the existing dog park gives dog owners the opportunity to let their dogs safely run of leash without bothering other people who exercise and/ or walk dogs on leash at Pleasant Grove. The park also gives opportunity to dog owners to meet with other like minded individuals. The community of users is outstanding. I like that the park is there and is always open. It's great that there's a water supply.

Sandy beach, the shelters in grills

This is really a great spot but I don't use it very much. We have plenty of land to let our dogs run.

Having a place where dogs can safely run off leash.

Talking with other dog owners. The ability to close off part of the dog park.

The only option about use does not cover my use of the park. I "dog sit" on occasion, and I have been delighted that I had a place to exercise my charges--safely, and within my control.

I love that the trail leads to the river (our dog loves the water) and I love the fenced in area for meeting other dog owners & their dogs. Love the picnic area.

A wonderful place to take my dog off leash for her activities. She loves to run and catch the ball and just loves the freedom at the park.

It is a safe place for my dog to run around. We don't have much of a yard @ home.

Socialization for dogs--and owners.

opportunity for dogs to be exercised and play.

Water and outhouse are available. Fenced area is available.

Never used it

I don't use the dog park.

It's great! It has shaded and unshaded areas, running water and great people. I like that my dog can be off-leash in some areas.

It is fenced in.

No comment... I do not use this area.

Don't use

Always available

do not use

I like that it is fairly large and that there are amenities for the dogs like water buckets and the benches for people to sit. I like the fact there is a double gate, since some dogs are pretty smart and could otherwise escape.

N/A - don't use

Separate areas that can become one. The water area has made it easier to come and sometimes clean dirty feet before leaving. I like the long open hill so I can really wear my retriever out chasing the ball.

My dogs can run free and play without restraint. It is also well designed and a safe and secure area.

I've never had a dog that I could take to the dog park until now. Our previous pet was too antisocial so we didn't take her. I do plan to bring my new pup there now that she's been fully vaccinated and I look forward to the off leash area.

Do like the size of the space for my 2 dogs.

A superb facility especially for smaller or younger dogs, but also great for socialization of mature larger breeds. It's (dog owner) self policing policy greatly reduces the possibility of dog-on-dog problems, and its also a great opportunity for dog owner socialization.

Plenty of parking

it's close by.

The gate that can separate the park into 2 sides.

Great location

Very nice place needs to be bigger pls look into get ting one of the open fields to be available in that area for running ones dog free. All dog owner and local folks need to be sure there dogs are well behaved and trained to get along with others. That means by law dog need to be under control with other dogs, kids and service dogs. DO NOT assume anything with animals.

Contained area. Safe for dogs.

Safe, open space for pets. It's a great facility. Has water, space, gates and waste disposal.

We don't use it

Love the interactions dogs get to have. As well as great place to run. The poop bags r a plus.

I got my dog when he was a puppy and having the fenced in dog area allowed him to be socialized in a safe environment.

I dont

Never used it.

Designated areas for dogs

We are fortunate to have a nice fenced area where dogs can run and play off leash. The benches for the people are a most welcome amenity.

Convenient access from Lake Monticello

Location

I like that there is an area for dogs to play within a fenced-in area. I also enjoy the trails around there.

Location, water and shade trees

IT IS A NICE DOG PARK TO GO TOO

It provides an area for dogs to run around together.

I think it is well kept and it is a good trail head to the other parts of the Pleasant Grove parks.

Contained

Nothing - it's a joke - dogs need to run in acres worth of open country rather than square feet of open country. The existing dog park is nothing but a place for ignorant dog owners who have no idea of what a dog needs and deserves on a daily basis to congregate and complain about how demanding their dogs always seem to be of course they are - dogs need exercise - lots of it regardless of size - it's an inescapable fact. It clears their conscience but does nothing for the dogs - no stimulation, no exercise, and how desperately dull to have to return to that place every day ... they may just as well be in their own fenced yard.

It is well-maintained, and in a great location

Socialization of dogs.

It has two separate spaces, it has water available, it's very easy to access. There are bags available there, which is nice.

It is a place for dogs to go that is defined and confined. Others who use it know what to expect and anyone who goes there should not be surprised to encounter a dog.

It keeps the dogs fenced in

Great place to bring dogs for exercise and socialization

It's great to have an area for dogs to be off leash and socialize

Good trail head

What do you dislike about the existing dog park?

Can't think of anything....maybe need more shade by the fenced in area.

Irresponsible dog owners

While it's a nice area, I wish it could be bigger.

Not all dogs can coexist in this environment. My dog is older and shy. Is happier off leash with no other dogs in close proximity.

Needs lighting for winter time when it gets dark early. The area is not mowed nearly enough and the trash cans are often overflowing, unsightly and attract wild animals. The fenced area becomes often too muddy to use and could be easily remedied with CONSISTENT use of straw.

Irresponsible owners who walk around outside the gates area with their dogs off leash.
Dogs are walked off leash in the fields and on the trail to the river. Even to the car from the dog park dogs should be leashed. Also, I don't want my dog drinking stagnant water that's left there.

Not enough benches.

After it rains, it gets pretty muddy, so more straw after it rains would be great. Also, some high traffic resistant grass or other ground cover would help. Some people are distracted when entering the park, so sometimes a gate is left open - self closing gates would help make this a bit more secure.

My dog needs 5-10 miles of exercise, hard to do that in the area.

It's quite small.

Some dog owners fail to sufficiently manage their aggressive dogs

I don't go in there, because I use the trails to let my dogs and me exercise.

Too small. Increase its size, but keep it FENCED.

I don't take my dog to the park for fear of aggressive dogs and diseases.

too small of an area - good for smaller dogs, but bigger dogs need more space to run around - also gets a bit crowded if more than 3-4 dogs in the enclosed area at a time.

It is too small and frequently a mud field.

Nothing

Too small and owners don't supervise their dogs. For the amount of dogs that come there it needs to be 10 times the size.

Nothing.

It is small which is not unusual. Most dog owners enjoy the freedom of off-leash areas, trails and open areas. The park is too small for frisbee throwing, there is no river for water lovers.

The ground conditions aren't the best. Also, having a dog that likes to be the boss, it's usually difficult to take her there for socializing because there are too many dogs/distractions. We tend to keep her away and stick to the hiking trails instead.

it is too small - muddy, no facilities. has nothing to recommend it.

We do not frequent the Dog Park as I am frightened of dogs which may be uncontrollable. I have heard too many 'tales' of dog fights, of docile dogs being attacked, etc.

N/A

No supervision. Some people seem to think they own the dog park. I have a smaller dog. Folks with larger, sometimes aggressive dogs, find it "cute" how their dogs dominate and will not let smaller dogs use the park. There should be very clear rules on this and a very clear process for enforcing the rules.

I like it the way it is.

Never use it.

I would like to see more areas for owners to sit. The benches are narrow, very uncomfortable, and some are leaning that you are afraid to sit on them. The entrance often gets a mud puddle as you come in. Grass is sometimes sparse. Another surface might work better. The ground is very lumpy, uneven and a huge puddle persists long after the rain is gone. An additional area for really small dogs as they really have little chance to socialize by themselves.

Don't use it.

Users who do not clean up after their dogs.

NA

My dogs find being confined with other dogs to be intimidating. I much prefer letting my dog be off leash on the trails, which I do at times of the day in which there are few other visitors. I also keep my dog under control at all time using an electronic leash, and we stand quietly off the trail when others are passing by. She does not bark at horses.

Very nice dog park but it is small. Also up need cameras perhaps to monitor and folks need to clean up at the place could be better. Nice area I volunteer to make it a dog park and proud of it. Could be bigger so we take away the issue of the trails and public dog to go free. Be careful of handicap service dog on trails and areas that can be subject to not monitor dog by owners. Liability we need to be on top of this issue.

I WILL LIKE TO SEE IT GET BIGGING

The waste disposal smells, could be cleaned daily if it isn't already. Would like to be able to let my dogs run off-leash on the trails without running into non-dog walkers.

Too small, no activities for children, no play area for training purposes

People allow their dogs to come up to children playing.

nothing, I love it

It would be nice if the dog park was larger and if the fencing was better secured to the ground (small dogs can squeeze out). Most people seem to look for a larger area to let their dogs exercise. It would be ideal if another separate run would be fenced in, so that not too many dogs are in the fenced area together at the time. If an unfenced off leash area is being considered, it would be best to locate this in the general dog park area. This would allow to keep off leash dogs separate from people who do not care for them.

My dog does not enjoy the dog park, so we don't go there: however, we have enjoyed most of the trails and fields and creeks for the last 5 years.

The dog park...no issues...it's PG!

use of ballfield for dogs pooping

Very muddy in winter. Too small. Frequently out of poop bags.

A little small, but compared to no dog park at all, huge.

Many dog owners let their dogs off the leash outside the fenced in area and this does not seem to be enforced at all

Size: It could be a little bigger. Poor drainage: Any significant precipitation causes it to be so muddy as to be practically unusable! Pet waste bags not replenished frequently enough, leading to issues when picking up pet waste.

Sometimes it is very muddy in some spots. Some people do not pick up their dog's poop. Sometimes there are no bags for picking up.

...too muddy.

Owners not watching their dogs. I stopped going because of this. We then started walking the trails.

uncomfortable seating, muddy, grass too tall, lumpy, slopes on ground(difficult to walk on). water difficult to reach. runs out of poop bags alot.

Fenced and secure

I do not have a dog so I have not been to the dog park.

Nothing. I like that the dog park is a seperate area.

The dogs

n/a

I have heard complaints that it is too small and too muddy.

Sometimes dog owners allow dogs to run free outside the fenced in area and this creates dangerous situations especially when you have young children who the dogs may run up on. You have no idea if this dog is going to attack or be friendly. Even a friendly dog can injure a young child without even meaning to.

nothing

It seems that people think that the entire area is an off leash play area for their dogs.

We come from out of town mostly to ride our horses but we would use it more if we could bring our labs who are used to horses. The problem is when dogs are off leash and not used to horses and charge the horses which has happened there to us. Again our horses are used to dogs and it was fine. We would love for the park to be open to dogs and horses alike but it always comes back to responsible dog and horses owners to know their animals and control them.

Its too small with untrained dogs allowed to run loose. Owners are not being held responsible for their dogs lack of obedience. I use to use it every day until my dog was attacked! HE had been going there since he was a puppy. I have a large dog who is not aggressive, but will defend himself when attacked. I now run with my dog at pleasant grove where he is friends with the other dogs that we encounter on the trails, who also refuse to use the limited space at the dog park.

Nothing. I am not a fan of dog parks, having lived in the UK most of my life, where dogs are allowed to run free with their owners while hiking and enjoying the countryside. This particular park is the smallest I have ever come across in North America (I have lived in several areas in the last 7 years), and is not nearly big enough for dogs to get exercise. It is more of a social gathering place for their owners.

Don't know enough about the existing dog park.

I do not use the dog park.

The current outhouse is crude. There should at least be a modern unisex restroom with real plumbing. The area is vast. It is meticulously mowed and thus boring to people and dogs and unfriendly to wildlife. There should be areas of tall grass, wildflowers, and shrubs; say, the expanse between the gravel road downhill to the highway.

It isn't terribly big, and the ground gets torn up relatively quickly so that it is either wet and muddy or dry and dusty. Sometimes the bags run out for a long period of time, and the trash isn't changed for a long period of time (although this has improved in the past six months).

It's too small. It could use a shelter (shade/out of the weather seating area) and picnic table. When the bags run out, they need to be replaced sooner. The grass sometimes goes too long without being cut.

Fenced in area should be expanded

Needs a water fountain or some access to water. Not enough shade. Too open..

Lack of grass means that it gets so muddy as to be unusable when it rains.

mud

Some people forget to pick up after the pets or are watching them. Maybe a sign with reminder to pick up and help keep things clean; after all we all benefit.

Dog owners who allow their dogs to run around in non fenced areas

Nothing as long as the dogs stay in the defined dog park area.

It gets so muddy. The trashcans in the whole park aren't emptied often enough.

Not big enough, I think there is plenty of land to fence in for a much larger area, maybe 3 acres. There should be separate areas for small, medium, and large dogs. Some agility obstacles would be fun.

No complaints.

To small. No grass.

-It is frequently too muddy -Sometimes have to remove my dog and leave due to the infrequent irresponsible owner

There are some people who do not pick up their dog's excrement.

Never used it

Dogs off-leash

Are the feces ever cleaned up to prevent insects, spread of disease and pollution of the water?

Many dog owners do not respect others. They let / encourage their aggressive dogs to bully or attack other dogs. They say dogs have to work it out together. I and friends have tried using the dog park a number of times. It is not worth putting up with these aggressive dogs. (At Pleasant Grove there needs to be a very large fenced area to protect dogs from cars and going into the wooded area. What about ticks? I cannot control inconsiderate dogs or their owners at PG or the dog park).

Don't use

No dislikes

Not a large enough space for our dogs especially when it's crowded.

do not use

It is too small and many times impossible to use because of mud.

N/A - don't use

The leash policy is a bit vague. Different dog owners interpret "high volume" differently. I think the trails should be leash required (to protect dogs and other users equally), while the large open fields can be off-leash areas. No one can inadvertently sneak up on you in an open area as opposed to the trails where you can surprise (or be surprised by) another hiker and dog around corners and in wooded areas. Most dogs do not do surprises well.

See #1

it is definitely too small for all the use it gets.

Too confining.

As above - it's a joke.

The fenced in area could be expanded at some point in the future.

Potential of danger from aggressive dogs

Nothing

I would like it to be larger.

The wolf dog owner thinks it's funny how his dog acts aggressively towards others.

i wish there was more grass, less mud. (probably wishful thinking!)

I would not use a dog park as there are entirely too many owners who are poor judges of their animals' temperments.

Small. Messy and way too many unruly dogs running around. Owners unable to control there misbehaved dogs. Too many dog getting out of the gates and running away. Just not very safe there odd balls parking drinking.

Lack of upkeep of poop bags and grass mowing. Handlers that sit on the bench and gossip however do not pick up after their dog.

It would be nice to have a street light there for the winter months when it gets dark so early and we can't walk the trails. I would use the dog park more then because I don't get home until after dark in the winter months and have no way to exercise my dog except on the weekends.

poor gated division between the two zones. My little dog can get through the gate if it is closed. We need a new gate that can keep the areas separated when that is needed such as when a bunch of little dogs want to be separated from the big dogs.

Have only peeked at it, haven't used yet but getting a pup soon and will be there a lot.

I think an enclosed fenced area for dogs is tempting fate. I do not use it because of the danger of dogs fighting because not all dogs are properly trained

Wish it was more grass than weeds. Maybe add few obsticals the dogs can play on.

We don't use it

When it rains or snows, you can't use the park for days as it is a mud pit.

Never used it.

There is nothing I dislike about the existing dog parks.

There is *nothing* I dislike about the dog park, which I discovered some six years ago when my Golden was a pup. However, larger dogs need larger areas for real exercise, and, at the dog park, in the presence of more than a few dogs, the distraction makes training and discipline a little more difficult because of the distraction. I frequently use the large meadow just inside Pleasant Grove along Rte 53 for free running, which permits the dog to determinefor himself the needed amount of exercise. He's trained to stay away from roads so as not to get hit or create a distraction to drivers. Seldom are there other dogs there, and I do have a leash and walking stick with me at all times.

Lack of grass, excess of mud. I know that not much can be done about it.

it's too small to really tire out my dog. not big enough for a large dog to play fetch

Too small

Not big enough.

I believe the dog park needs to be larger with obstacle courses.

It is rather small for the amount of dogs that visit. Sometimes there are 15 to 20 dogs. My dogs do not like to play rough and they need to run so I prefer to walk the trails.

Too small for amount of dogs. Unable to use certain times of year due to mud. Some dogs are aggressive when penned up with many dogs. Dogs are unable to run.

There is No supervision. No disinfection protocol. There should be a behavior specialist available to assist. Great for SOME social dogs, but not the majority of dogs.

There are too many irispensible dog owners to have dogs off lease. Not all dogs are off lease friendly to other dogs and humans. My dog has caught fleas at another dog park. that was the end of it for me.

Why need fenced in area with all the open space? Park is Good for dogs to socialize but would rather have that option for neighborhoods.

Grass may need to be cut more frequently as well as emptying the trash cans.

Add fenced areas and divide by dog size

I dislike the times when the dog park gets muddy and playful dogs get quite dirty.

The dogs that come up and make me uncomfortable.

Small and other dog owners do not control their animals appropriately.

It looks small.

I wish we had a little more sophisticated dog water fountains and additional shade structures. I supplied pictures of such amenities when I was on the original dog park fund raising committee.

http://www.pinellascounty.org/virtual_tours/boca_ciega_paw_playground.htm A year or so ago we were promised a better entrance sign, albeit a trickle-down.... - the one out there has deteriorated over the years. I do not like off-leash dogs charging at me and my dogs when I try to walk up the path to the dog park enclosure. This usually happens on Sunday morning. I was seriously injured, requiring 11 hour spinal fusion surgery, in an unfortunate accident where I was clipped from behind by 2 dogs play in the dog park. Every time, I walk the path to the enclosure, I fear that the unleashed dogs will cause me to fall, by their actions and upsetting my dogs. My dogs feel very insecure if they are on leash and other dogs are circulating off leash in their presence.

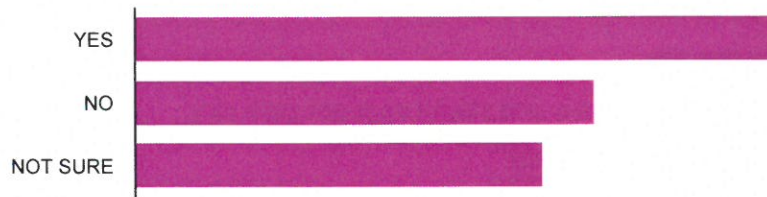
Upkeep. The grass gets worn down and has not always attended to. Sometimes it's so muddy, it's useless.

Is an appropriate response to adequately provide for the needs of both dog owners and other park users. [I think that having designated dogs off-leash areas in Pleasant Grove Park...]



YES	83	57.6%
NO	45	31.3%
NOT SURE	16	11.1%

Will increase the number and variety of people using the park. [I think that having designated dogs off-leash areas in Pleasant Grove Park...]



YES	61	42.4%
NO	44	30.6%
NOT SURE	39	27.1%

Will encourage me to use the park more often. [I think that having designated dogs off-leash areas in Pleasant Grove Park...]



YES	60	41.7%
NO	72	50%
NOT SURE	12	8.3%

May stop me from using the park as it will make me feel insecure. [I think that having designated dogs off-leash areas in Pleasant Grove Park...]



YES	52	36.1%
NO	86	59.7%
NOT SURE	6	4.2%

Will assist County staff and the animal control officer in encouraging responsible dog ownership and enforcing the local leash policy. [I think that having designated dogs off-leash areas in Pleasant Grove Park...]



YES	74	51.4%
NO	36	25%
NOT SURE	34	23.6%

Will provide me with more options to take my dogs off-leash locally. [I think that having designated dogs off-leash areas in Pleasant Grove Park...]



YES	74	51.4%
NO	54	37.5%
NOT SURE	16	11.1%

Will make me feel safer in the park as there will be more people using them. [I think that having designated dogs off-leash areas in Pleasant Grove Park...]



YES	33	22.9%
NO	84	58.3%
NOT SURE	27	18.8%

Will discourage dog owners from letting their dogs off-leash in inappropriate locations. [I think that having designated dogs off-leash areas in Pleasant Grove Park...]



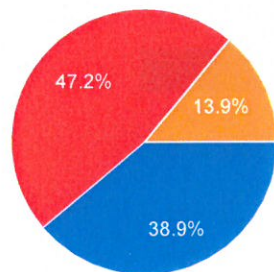
YES	74	51.4%
NO	41	28.5%
NOT SURE	29	20.1%

Will not affect me. [I think that having designated dogs off-leash areas in Pleasant Grove Park...]



YES	15	10.4%
NO	100	69.4%
NOT SURE	29	20.1%

There have been requests to designate specific hours in portions of Pleasant Grove Park including trails for dogs to run off-leash without fences. Would you support off-leash hours for dogs in non-fenced-in park areas?



YES	56	38.9%
NO	68	47.2%
NOT SURE	20	13.9%

We keep our dog on leash unless she is in a contained dog park area.



I don't think you should have specified hours. What is needed is specialized areas that are always off leash. That way, people who don't feel comfortable with dogs off leash will know to avoid those areas at all times, and there will be no confusion about who should or shouldn't be in those areas.

This is a bad idea and will lead to safety issues... there have been dog bites already

This gets too complicated and people won't be aware of when it is an off leash time vs on leash time. This will be like trying to interpret a parking sign in San Francisco.

poop all over...and i can tell u from experience most...not all..do not clean up after their pets there!

It would depend on the times: I frequently walk my dog on the trails between 4 and 7:30pm on weekdays, 7:30 -10 am weekends. If the off-leash hours occurred during these times, I would support it.

This depends on what hours are specified. However, one of the things that I like about the current trails is that you don't typically run into many people. Dog fights, etc. could increase if you have a smaller window of time for dogs to use the trails.

The simpler the rules, the easier they are to follow. We've had bad encounters with offleash dogs, so I prefer them to be on a leash at all times except for the dog park.

Too complicated

Not good idea esp when folks visit from out of town no.

Sign should say, if you dog is not friendly enough for an off leash dog to approach him/her, then please use leash area.

No guarantee I can go to the park during those hours

I also think there could be recommended hours for other activities, such as running, biking and horse back riding. All of these activities mean hikers usually have to give way on the trails. I do not think dogs or horses should run in fields.

This is not safe

I am not opposed to restrictions as long as they are fairly enforced.

I run with my dogs, I keep control of them, and I do not want to be told when I can run an when I can not run with my dogs.

Bad idea. Dogs bite other dogs, people, and horses. Mine doesn't but many do.

I think off-leash hours is more effective than designated areas.

Yes, yes, yes. Great idea for us dog owners.

hours would need to be realistic, though, and not too restrictive for those of us that do work during the day.

But only for well trained dogs - I don't want random dogs running up to me or my dogs.

Depends on the hours designated hours should be am and pm

Bad idea

I want it to stay as it is.

might be hard to enforce. not only will enforcement be in specific areas but at specific times as well. Specific areas for off leash at all times would be easier for dog owners to follow.

I like to go to the park when I want to go. An hours restriction would not benefit me in this.

Dangerous idea

This would be dangerous.

Fluvanna County does not presently have a lease law. Can P.G.Park make their own law?

Leash laws in surrounding areas include verbal control as being on leash. If you can not control your dog, it should be on leash and maybe not at the park at all. You should not allow your dog to chase people who do not know your dog is friendly. The CRAZY senior couple that swing large walking sticks at dogs and handlers for no reason shouldn't be anywhere in the park They are mentally unstable.

I am a frequent user of Pleasant Grove Park. I am hiking or running with my dog and the dog is always leashed. I would be discouraged from my frequent use of the park if dogs are permitted off leash. I have had many uncomfortable encounters with dogs of leash and their owners attitude.

This is a terrible idea. Most park users will not keep track of which hours are which and this will cause run ins between dogs and other park users. People's safety first! Dogs second. probably but don't understand 'without fences?'

I show up to run whenever I want to and I do not want to work my running schedule around dog hours.

I do not think others should be limited in their usage times in order to avoid dogs off leash. I think this might especially discourage families with kids from using the park.

I TAKE MY HORSE AND DOG ON THE HORSE TRAIL

The only designated off leash areas should be fenced in!

Only if there are also designated times for "runners, horseback riders, bikers, hikers, etc. I am not comfortable with singling out dogs only

Depends on when

This option is not fair to people who work or encounter changes to their daily routine and cannot adhere to the set hours on a particular day. We should not ration the use of Pleasant Grove for any purpose except closing hours. The park is not just for retired people or people who do not work and can meet the same hours every day.

Too confusing!

I think it would be too hard to regulate but if there were plenty of after typical work hours for the dogs, I think it would be well received. Just don't see the need to limit the hours.

There is really only one area that may benefit from hours and that would be the beach.

My problem with this is that the off-lease hours may be the times that I am interested in using the park as a non-dog owner.

seasonal temp. changes make this a difficult option

That would be too restrictive for people who work or have other commitments.

Who's enforcing it?

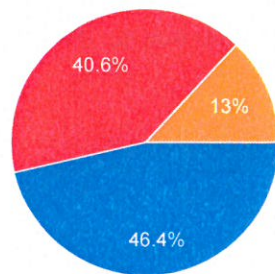
Unless that was the only way to have any off leash time

As long as they are required to put the dog on a leash when approaching other trail users.

because not everyone has a set work schedule so not able to go at same time each day

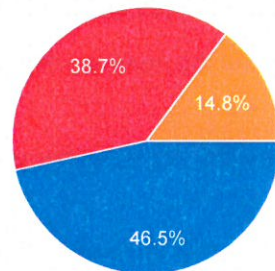


Do you think that you are more likely to use designated dogs off-leash areas?



YES	64	46.4%
NO	56	40.6%
Other	18	13%

Would you use the trails if dogs were off-leash?



YES	66	46.5%
NO	55	38.7%
Other	21	14.8%

What would you improve or change about the dogs off-leash areas at the park?

dogs should be in a refined area only that they cannot approach cars or people. it is also for the safety of the pets I say this. as a runner there many of the dogs are so far away from he owners that if a runner or car approaches it's to late for them to get there dog before something happens. I am speaking from several instances that have occurred while running there. not only have I been nipped at am jumped on, stepped in poop, I have also had the dogs jump and scratch my vechicle. who is responsible for this damage?

keep trails open to off leash and the fields

More open areasu



I think there should be designated areas for dogs off lease.

Improve signage and perhaps include notations in existing park brochures regarding the restricted areas/off leash areas and policies so that more folks are aware of the policies, including those who do not have dogs or have some difficulty being around dogs.

Make them clearly labeled and state the responsibility of the owners by posting clear policies.

making certain areas that are off leash no matter of time

more dog waste stations

I would make the dog park the only area that allows dogs to be off their leash. It is called a dog park for a reason and Pleasant Grove will not be as "Pleasant" if the dogs are running around making people uncomfortable.

Bigger field or a better place just for dogs out of the way of other that do. It want dogs running around them.

Nothing

keep all dogs on leash except in fenced in areas.

Clear rules.

Enlarge the off-leash areas or provide off-leash hours in the general park and trails areas.

encourage people to clean up

unsure at this time

Maybe enlarge/improve current dog park or add location at main park area.

I like the park as it currently stands. However, I do understand the need to keep people safe.

Owners must be take responsibility. I do not walk the trails withy dog to be harassed by dogs off leash with an owner no where to be seen.

dog already have the dog park, they do not need to run around on the trails without a leash

Ban dogs off leash and enforce it more strictly.

Designate days/times for off-leash on the trails and no dogs off-leash on the trails.

For some dog owners who do not control their pets, I think there were have to be a learning curve.

a few more waste areas

needs good, clear signage

Responsible owners must maintain voice control of their dog or immediately leash them.

Aggressive dogs should not go off leash.

Need an area close to the road so that if I go alone I will feel safer if something should occur.

Only have a fenced in area for this activity.

readily available CLEAN water, waste supplies.

I LIKE TO TAKE MY DOG WITH ME ON THE HORSE TRAILS

None.

turf, mud pits, trail condition in general where problems exist

If there is a group of hikers or school kids in the park, dogs in their vicinity MUST be on leash. (Been scared too often with kids at sandy beach.)

A simple agreement for ALL dog owners who use the trails that, upon becoming aware of others on the trail (bikers, hikers, dog walkers), that dogs be put on leash and controlled.

good markers for offleash.

Eliminate them unless it is just at the fenced in dog park

Get a filed area for the of flesh folks to use and that's that other areas they need a leash and follow the rules. All public have right to use the park without dog running around. Get them a nice big area to use.

Require that dogs be leashed.

Need Clear Signage

na

Without knowing what areas will be designated off-leash, I would hope you would be generous in deciding the areas.

I think having designated times is even more effective than having designated areas.

Areas/policy have not been fully defined. Difficult question to answer.

better signage and policies in place to educate visitors

Restrict dogs to hiking owners. Do not allow horse owners to bring their dogs.

Allow owners to have their dogs off leash as long as they have control of the pet.

I'd feel better if there was a fence between the park and Rt. 53

larger fenced area with division

More and bigger would be nice.

Eliminate off lease altogether

Expand the fenced in area

What areas ..?

More and bigger would be nice. Also, maybe segregate sections. Dogs over 50lbs here, under 50lbs there.

Create a second, larger dog park for unleashed dogs

Make the Dog Park much bigger.

Require that all dogs must be leashed.

Leave the trails as they are and let the dogs enjoy them as well

Specificity. Enforcement.

But i also think that irresponsible pet owners should be dealt with by animal control officers. If certain dogs are aggressive, they should be either banned or owners should be fined. But then I think the same should apply to other activities(by non-dog owners) that are inappropriate in a public park.

Require dog owners to put their dogs on leash when approaching other park users. We were just at the trail by the library with our dogs on leash and we were confronted by an aggressive dog whose owner did nothing to control it or put it on a leash (I don't think they even had a leash).

mark the areas somehow and have specific rules for dogs off leash

Restrict off leash areas to specific fenced areas like the fenced dog park.

Policy needs to be clear and simple, and signage needs to be clear and simple.

I would want to make sure there was an area I could take my dogs every day.

People allow their dogs to run loose during peak hours and in high traffic areas (ball fields and upper open fields) where they are more likely to encounter other people. I do not agree with limiting the use of the fenced ball fields that are only used few months out of the year.

Place "doggie bag" dispensers for owners to clean up after their dogs. Just like with parenting, you can't always control who owns dogs.

If there is to be an area for dogs to run off leash make it in a field where they can be seen and all know that they are there

Please, no offleash dogs on the trails.

keep dogs on leashes

Limit it to just the fenced in dog park areas.

Make the athletic fields & manor house leash-required; and the rest of the park off-leash, but with owner have leash ready.

not have it

Watch your dog.

Off leash areas, if any, should be very limited. This should not include the trails or wooded areas at all.

Dogs should not be off leash.

Leave the areas and trails that are NOT next to playing fields off-leash and post more readily visible signs stating dog owners must keep their animals under control at all times.

nothing. it is fine now.

Eliminate any that are not permanent ... How can people keep track?

I would enforce the existing on-leash areas more consistently, people are always letting their dogs run wild at Pleasant Grove

personal responsibility for pets that doesnt seem to happen w/o laws

SIGNAGE!!! The entire park is so poorly marked with conflicting signs!! Make things so obvious that it leaves no room for ambiguity.

Have the Sheriff fine owners for their abuse of the park and others

I think it works fine. In 15 years my dogs and I have not had a bad experience.

trails and open areas would be needed

Keep the dogs in fenced in areas

The dogs should not be allowed to on the grounds of the house, in the ball or soccer fields. It would be great if they were under the owners control i.e. voice control. All dogs that have bitten people should be barred from the park. Owners should carry leashes.

Better signage would be good. Adequately communicating the expectation that people might run into dogs, and by turn that dog owners need to be responsible in keeping a leash handy/cleaning up after their dogs. More trash cans available would help the dog owners clean up.

dogs only in FENCED areas..no exceptions.if

Make sure to include the Rivanna in the off leash area. Dogs love the water!

Do you have any other comments that you would like the County to consider as it develops it's Dog Off-Leash Strategy?

Please don't penalize dog owners who walk their dogs off leash, but reducing the areas they can walk without upsetting others. Designated trails for off leash walkers seems to be the most sensible way forward. That way, people who are afraid of dogs know to avoid those trails at all times. Apart from swimming at the river at specific times, I don't feel that the trails should be restricted by designated times. I think that will simply increase confusion, and encourage people not to adhere to those times.

no

My dog and I have used all the trails at PG and the Rail Trail for the past 8+ years. She loves being able to explore off-leash. However, I always have her leash in my hand and the moment we become aware of bicyclers, horses, hikers, or other dog walkers, she is immediately taken off trail and leashed. We have NEVER had any 'incident' as we are respectful of the rights of others to feel safe on our P.G. trails.

MOST parks in this country you are requested a leash period. Respect other handicap folks with service dogs and medical dogs. We are handicap we do not need to go looking for the owner of wondering dog to tell you please get you dog way for my service animal. This is Fedel law to protect ADA handicap folks with service dogs. Pls be sure to know these laws and respect handicap folks and there service dog have a right to be iPod. Trails, walking running and using public parks. Less you dog respect others..

We are an outside family but do not own any dogs. I want to be able to bring my children to the park to run around in the fields without fearing a dog might come and scare them.

I like to run my dog while I mountain bike on the trails. If a dog is off leash friendly, this should be allowed. If your dog is uncontrollable, it should not be allowed even on leash. dogs don't need to be on ballfields. Owners have to be responsible for poop pick-up. Having my well behaved do run free is so important to me & I hope you know there are many other dog owners who feel the way I do. Thanks for going about this in a fair and balanced way.

The county should consider that the safety of people and especially children should be paramount. The ability for dog owners to let their dogs run around is second to the safety considerations.

Only in fenced-in areas made for this.

Parts of this survey is confusing in its wording.

The emphasis should be on penalizing irresponsible dog-handling. Owners who cannot control their dogs should not have them off leash.

To sum it up, I believe that dogs should stay at the dog park for that is what it was intended. Since the County allows open carry of firearms at Pleasant grove I am wondering if off leash dogs might be harmed if the dogs' behavior is deemed aggressive. Besides an off leash strategy the county should ban open care of fire arms at all county parks, ball fields etc, I have seen holstered pistols at pleasant grove soccer fields in years past. In fact the fire arm caring Dad was running around the field with his pistol flopping around his hip. Not Safe. I've also seen holstered pistols at ball fields. Many counties have this rule in place. When too armed baseball Dads get in a dispute over an umpire's call I don't want to be around that field on that day.

Think of the safety of children and elderly park users and please keep dogs leashed

N/A

I like the leash in hand proposal discussed at the meeting I attended.

Should be a control policy

An outright ban on off leash dogs outside the dog park would alienate a large portion of the park's regular users.

stop crowding the park with people - lets have some free natural areas where people and their dogs can go

I have been jumped on by dogs off leashes on the running trails and was unprepared for this. The incidences have terrified me and the owners, when I requested that they put their dogs back on leashes so that I, or other runners would not be disturbed by their dogs, swore at me and told me I was at fault because I was running. Dogs should not ever be allowed to run free on the trails. People could get bitten, horsed could become frightened, bike accidents could occur.

Dogs are much happier, less nuisance in neighborhoods when they get to run and explore.
Cannot get that same exercise on a leash

Sadly, irresponsible dog owners are everywhere. But, this is a public park, and maintaining balance for ALL users will be tough. Aggressive/biting/challenging dogs cannot be tolerated. Period.

An "control law" instead of a "leash" law. Retractable leashed do not offer control at all, but some owners have better voice control off leash.

I have been taking my dog to Pleasant Grove for 6 years. There are so very few problems that I have seen or heard of in reference to dogs. We very rarely run into people running or walking at all. And when we do they are always pleasant about the dogs-stopping to talk or pet them. I understand that dogs are not welcome at the house and I agree with that, but it is such a large place and so many dog owners use it, that must be places for us to take our dogs. We're also walking there for exercise. It's not just about the dogs. I can't imagine there are that many people offended by seeing a dog in the woods if the owner is close by. Frankly we only encounter others -with or without dogs - less than 1% of the time. Please let us have from the ball fields to the dog park. That allows hundreds of acres for those folks to walk that don't want to see a dog- and I think they are few. Most every one would still use the entire park. It's big enough for all of us.

Don't let the minority spoil it for the majority.

I think this approach asking for input is great. You cannot allow one group, be it dog owners, horse people, bikers, runners, or whoever, decide or dictate who uses the over 900 acres of this county property..

Willing to pay a users fee.

Only securely fenced areas should be used for pets to run free

I

I think it's a great idea. Most dog owners that care enough about their pet to exercise them will be very loving and mindful of what's going on with them.

I have two dogs and love dog parks; but open air, off-leash locations make me nervous as a previous dog & I were attacked. The owner was too far away to help stop the attack. I'm just not convinced that most people are responsible enough for this type of freedom.

I don't think it's a good idea my kids have been scared of dogs off leash and owner not in control

yes....if we have a dog park do not think it's right to have pets off a leash. I have a dog and love animals but as a runner and someone who likes to take the grandchildren to PG. If the rules of PG REGARDING DOGS IS NOT BEING HOMERED NOW BRINGING IN MORE IS RULES IS NOT GOING TO SOLVE THE ISSUE. JUST BE RESPECTFUL AND HONOR WHAT THE SIGN SAYS NOW LEASH AND CLEAN UP AFTER YOUR PET! GOING FOR A RUN AND ENDING UP STRESSED PUT AFTER MY DOWN TIME IS NOT FAIR TO ME

OR OTHERS WHO LIKE TO ENJOY PG WITH OUT CONCERNS OF BEING BITTEN, SCARED TO DEATH, JUMPED ON, AND YOUR VEHICLE BEING JUMPED ON AND SCRATCHED BECAUSE SOMEONE ELSE IS NOT OBEYING THE RULES. MORE RULES IS A JOKE UNLESS U PLAN TO HAVE A POLICE OFFICER THERE ALL HOURS!

be sure everybody is safe away from questionable breeds

I LIKE TO SEE THE HORSE TRAIL BE OFF LEASH

(At Pleasant Grove there needs to be a very large fenced area to protect dogs from cars and going into the wooded area. What about ticks? I cannot control inconsiderate dogs or their owners at PG or the dog park).

Owners must have voice command over their dog & be with in site of their dog.

None.

designate days that are easy to remember instead of times of the day.

I do not think the committee should just think about dogs. They should consider use and restrictions for all groups. All users should share restricted times/ uses -- except perhaps the walkers/hikers who can most easily accommodate the needs of others. The overall goal should be to increase use by all groups. Focusing only on dogs/dog owners is a limited way of looking at usage. I also think more signage explaining uses for all groups -- bikers, runners, horse back riders, dog owners, etc could help. For example, if cross country team runners use trails regularly during a specific time -- let people know that they are likely to run into runners and should accommodate those runners at those times.

My dog (who is always on leash) has been attacked by off-leash dogs in open areas and on trails at Pleasant Grove. Most public parks require that all dogs be leashed. I would like that to be the policy for Pleasant Grove.

Not at this time

No

Dogs off leash subject anyone using the park to dogs of unknown temperments. There are entirely too many dogs that have never seen a horse and have no idea how to appropriately respond in the company of horses. There would be danger to both the dogs, the dog owners, the horses and horse rider if off leash dogs are in areas where horses are present.

I believe as long as people visiting the park are aware of the off leash areas, if they don't like pets they can avoid those areas. seems simple. The park is big enough for everyone, even dogs and deer and bears for that matter to enjoy! Thanks for getting public input.

I would prefer that there were no off leash areas in Pleasant Grove park. Any designated off leash areas should be adequately fenced to prohibit dogs from straying into areas where the public may be present. No unfenced off leash areas should be allowed.

Please do not allow dogs off leash

Maybe it should be a rule that if asked, the dog owner puts the dog on a leash, for example if someone is very afraid of dogs, until that person has passed.

The Look out Deck is a waste. The money could have been better spent on a covered area closer to the river.

I understand the pressure being applied by certain people, but the bottom line is that a dog owner is legally responsible for his pet, if that dog bites someone then the repercussions should fall on said owner. This endeavor is in reality a punitive restriction being placed on ALL dog owners and their dogs because of what seems to be one incident, and two "perceived incidents" by individuals who are not dog friendly.

I feel that dogs should not be allowed off leash in any open areas. One never truly knows how their dog will react at any given time. For safety of all residents, dogs should be leashed in open areas. I am a dog owner and support this stance 100%.

People would not be safe if dogs were allowed off leash all over the park, even if there are defined hours. Someone will get hurt.

As long as I can continue to carry a firearm, open and concealed, I won't feel threatened by big loose dogs.

I would like to see Sunday mornings at the river off leash to remain in effect. I would like to see off leash dedicated trails clearly marked. "Warning: dogs off leash on the designated trails." Horses are catered too, so I believe there is room to accommodate our dogs as well.

Regardless of whether the county would be held legally liable for someone getting bitten or whether they would be immune due to sovereign immunity, the safety of all citizens (humans) is paramount. Dogs running around without leashes will definitely lead to someone getting bitten.

All dogs should be on leash everywhere in the park except the off leash fenced in Dog Park. Just make it bigger.

muzzles might be a next step

There are children, adults, horses who fear dogs and to allow off leash without fences is a horrible idea. You are inviting law suits etc. we trail rode our horses on our trail came across several loose dogs which freaked out horses out had someone gotten injured you and the owners could be legally liable for injuries to the horses and rider. Horrible idea! Keep off leash designated fenced areas only . State laws still apply and can supercede county laws regarding loose dogs.

Horse owners love to ride with their dogs. HOWEVER, I believe when they are in the saddle, they cannot properly supervise their animals. This should NOT be allowed.

I feel very unsafe with unleashed dogs all over the park. I turn around and go home if there are dogs running unleashed

Is this a county-wide law or a PG rule?

Too many times I have seem dog run up to folks that are not dog people. Dogs that were not friendly or owners not paying close enough attention to dogs. This is very big legal issue. What about handicap folks and there service dogs being bothered by of flesh dogs

on trails. They have right to be there and have a service dog with them. Pls consider this. My friend and her service dog have rights to use the trails w/o dogs bothering them. She is scared to go there now bc of rude dog behavior and her dog being attacked.

I am not a dog owner and am a bit skiddish around dogs due to prior experiences. In general the dog owners I have encountered at the park have been very respectful of my space. However, sometimes it feels as if people with dogs think that everyone else enjoys dogs as much as they do and do not make an attempt to keep their dogs away from them. I am frequently at the park with school groups and very uncomfortable with dogs off leash. They scare kids, horses wildlife and some adults.

Agility course

Please at the very least increase enforcement; it seems as if there is 0 enforcement done now

I run with my one dog on a leash at all times because she is not friendly to strange dogs. I let my other dog off-leash once we are away from parking areas because he is friendly and comes right back to me when I want him to be on-leash when I see other people on the trails. Keep it simple. Too much regulation discourages people from using amenities. I have been a taxpayer in Fluvanna County since 1988, and I want to be free to use Pleasant Grove during any daylight hours that I choose, not when a sign says my dog can be off-leash. Dogs who bite should not be allowed off-leash ever again in the park.

It is a bad idea to have unleashed dogs running around- bad for other dogs and bad for humans. Many dog owners mistakenly think their dogs are well behaved when in fact they are not well behaved.

if we end up having off leash areas there needs to be access to the creeks and river for the dogs especially in summer months

I ride horses and do not want dogs off leash on the trails or in the park.

Seems like a good idea if fenced in.

It is a joy to take my well behaved dogs (one is a certified therapy dog) to pleasant grove off leash in the low traffic areas .

Need to emphasize Owners' Personal Responsibility.

dogs need to run, but need rules that are enforced for owners to keep them under control, even off leash

there is no need for this!

All Fluvanna taxpayers pay for the facility. Let's all have the chance to use them respectfully.

How does enforcement work, especially as it relates to county dog licenses and verification of rabies vaccinations?

A family dog is the responsibility of the owner. If someone is injured by a dog the owner is at fault, and should be charged with assault and held responsible for any and all medical

costs to the injured party. Enforce the laws we now have rather than create more government interference in our lives. Good grief, this isn't rocket science!

i run almost everyday in the park with my dog. i allow him off leash on the trails when i feel certain no one else is there. i use common sense with regards to when and where i allow my dog off leash. it's a shame no one else does the same. But i would also like to see areas restricted from the horses due to the amount of damage they cause on some of the trails. As an avid trail runner, they cause more issues than dogs running loose.

My family and I hike at the park weekly. My 3 year old was charged by a pit bull off his leash and obviously not under the verbal command of the owner. Nothing ended up happening but it could have very easily turned a nice family hike into a tragedy. What do you want at Pleasant Grove families or incidents with dogs?

I believe all dogs in open areas should be leashed.

Two concerns: First, a designated area/hours for dogs off-leash may not solve the problem as it puts the same people/dogs in more contact with each other. You may be creating more problems than you are solving. Part of the beauty of the park is being able to take in the nature without seeing many people. Second, you are in essence putting those with good dogs in more of a situation to run into problems. This would be a detriment and I would probably look for other places to take my dogs - which would be a tragedy, as I love Pleasant Grove.

I would like to see some way to ensure that dangerous dogs are kept on leash.

We hike at Walnut Creek Park a lot too and although dogs are required to be on a leash most owners don't obey this - but are always ready to control their dogs and put them on a leash when required because of this rule. This is much different than what happens at PG where most dog owners don't seem to care about controlling their dogs off leash.

I use the Pleasant Grove Park with my dog always on leash. Off leash dogs scare me and I have had many arguments with owners of off leash dogs that are poorly controlled. The park is for people primarily, on leash dogs are acceptable. Off leash dogs will keep people from using the park. Many people are afraid of dogs, rightfully so. There are children and students in the park and any off leash dog is a potential hazard or at least scary to many people.

we ride horses there. They are prey animals, dogs are predators and could startle a horse causing the rider to fall.

The county should also patrol the area on occasion to make sure everyone is safe. People who rent the trails need to be advised that in renting the trail they do not also own the trail right of way. They need to know the trails are to be shared.

Please consider the safety of your human park users before the needs of the pets

If the county insists on having leash free areas without fencing, then require dog owners to post \$100 bond and both dog and owner must wear a tag.

I think that it needs to be spelled out what kind of dogs can be off leash in the park. One that has bitten another dog or person should not be allowed off leash.

Creating an outreach program to teach members of the community about responsible interactions with animals (horse, dog) would be a GREAT way to address the anxiety of these non-pet owners.

Please do not do this

collar coded maps for designated areas

I really appreciate the openness with which Fluvanna has approached the topic and the truly helpful and supportive coordination provided by the parks dept. in enabling the public discourse on the topic.

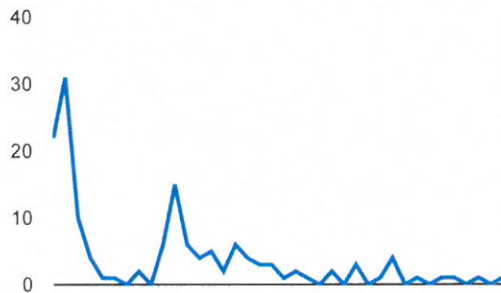
The dogs that are off leash need to be kept on a leash and the county should enforce this better.

Residents should be able to use park facilities without fear of being approached by unleashed dogs.

What about other areas of the county besides Pleasant Grove being off leash?



Number of daily responses



FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Motor Vehicle Use Policy Update				
MOTION(s):	I move to approve the updated Motor Vehicle Use Policy – General Policies 3-1.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Gail Parrish, Human Resources Manager; Will Shaw, Assistant Public Works Director				
PRESENTER(S):	Gail Parrish, Human Resources Manager				
RECOMMENDATION:	approve				
TIMING:	Effective immediately				
DISCUSSION:	<p>Distractions take a motorist’s attention off driving, which can make a driver miss critical events, objects, and cues or abandon control of a vehicle, all potentially leading to a crash. Distracted drivers put not only themselves at risk, but everyone else using the road. According to National Highway Traffic Safety Association, one of every ten fatal crashes in the U.S. involves distraction, resulting in more than 3,000 deaths per year. There are three main types of distraction:</p> <ul style="list-style-type: none"> • Visual: taking your eyes off the road; • Manual: taking your hands off the wheel; and • Cognitive: taking your mind off of driving <p>The updated portion of the Motor Vehicle Use Policy address more specifically what an employee shall not do in order to not be distracted while driving a County vehicle.</p>				
FISCAL IMPACT:	none				
POLICY IMPACT:	none				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Motor Vehicle Use Policy				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
				X	Public Works

3. GENERAL POLICIES

3-1. MOTOR VEHICLE USE POLICY

3-1.1. Purpose

- a. To establish policies for operating County motor vehicles.
- b. To establish a review of driving records of applicants and of employees to whom vehicles are assigned, who operate County vehicles or whose job descriptions require driving.
- c. To provide for review of motor vehicle accidents occurring during the operation of vehicles in the course of conducting County business.
- d. To authorize the County Administrator, Department Heads and Constitutional Officers for their respective employees, to issue and enforce additional regulations consistent with this policy regarding vehicle use and safety.

3-1.2. Applicability. With the exception of the Sheriff's Office, this policy applies to all County employees, including employees of the Constitutional Officers, who operate County vehicles or whose job descriptions either allow or require driving.

3-1.3. Regulations

- a. The County Administrator, or responsible Department Head or Constitutional Officer, may promulgate and enforce rules and procedures governing implementation of this policy and prescribe additional requirements for the purpose of promoting vehicle safety.
- b. This policy shall not be construed to supersede or limit the regulations governing personnel management, nor the authority of the County to take all actions necessary, including termination of employees, to promote the safe conduct of County business.
- c. Department Heads and Constitutional Officers shall include in all current and future position descriptions a requirement for a valid driver's license for every position that is required to drive a County vehicle, may drive a County vehicle, or could be asked or directed or expected to drive a County vehicle.
- d. The Director of Public Works serves as County Vehicle Fleet Manager and shall manage the assignment, maintenance, inspection, repair, acquisition, retirement, and replacement of County vehicles.
- e. In a format provided by the Director of Public Works, each Department Head and Constitutional Officer shall annually confirm that each driving employee possesses a valid driver's license.

3-1.4. Driver Eligibility Criteria. Prospective and current employees to which a vehicle is

assigned, who drive a county vehicle, or whose job descriptions require driving or the possession of a valid driver's license shall be required to meet the following criteria:

- a. Employees shall have a valid driver's license appropriate for the class of vehicle to be operated.
- b. County vehicle driving privileges shall be denied in the case of applicants, or suspended or terminated in the case of current employees, for those individuals:
 - (1) With any conviction of a felony in the previous five (5) years involving the operation of a motor vehicle; or,
 - (2) With a current DMV Record reflecting accumulation of more than six (6) DMV demerit points; or,
 - (3) Whose pattern of driving or convictions (reckless driving or DUI) or physical condition is found by the responsible Department Head or Constitutional Officer to jeopardize the safe performance of County operations.
 - (4) Who do not meet requirements of the County's vehicle insurance policy.
- c. Driving privileges may be suspended or terminated for any employee charged with an offense involving operation of a motor vehicle, if the responsible Department Head or Constitutional Officer determines that continued driving would jeopardize the safe conduct of County operations.
- d. Additional actions may be taken regarding an employee who fails to meet this standard, as determined appropriate by the responsible Department Head or Constitutional Officer in accordance with regulations and policies governing personnel management.

3-1.5. Driving Record Reviews. Human Resources shall:

- a. Authorization. Obtain authorization from all current employees and from new employees at the time of hire, to which a vehicle is assigned, who drive a county vehicle, or whose job descriptions require driving or the possession of a valid driver's license, for access to Division of Motor Vehicles driving records ("DMV Record"). Authorization forms shall be maintained in Human Resource files.
- b. Review. Obtain and review, with the County Administrator or responsible Department Head or Constitutional Officer, the DMV record for all current employees every five (5) years and for all prospective employees. The employee shall be notified of failure to meet the applicable criteria, and shall be provided with a copy of the DMV Record upon request.
- c. Special Reviews. Upon request of the responsible Department Head or Constitutional Officer, obtain and review the DMV record of any employee who is involved in an accident

while driving an assigned or other County vehicle, or when involved in an accident in the course of conducting County business.

d. Exceptions. Department Heads or Constitutional Officers who deem it advisable to hire a candidate or retain an employee who does not meet the criteria set forth in section 3-1.4 above shall submit a written request to the County Administrator for review and approval/disapproval. The request shall detail reasons for recommending the candidate be hired and indicate how the individual's ineligibility may be accommodated on a temporary basis.

e. Confidentiality. Maintain all records obtained pursuant to this policy as confidential personnel records.

3-1.6. Employee Responsibility for Compliance and Reporting. Employees shall:

a. Be responsible for conducting themselves in accordance with this policy and any Regulations adopted pursuant to this policy.

b. Immediately report all accidents involving a County vehicle or involving a personal vehicle being used in the course of County business, to their Department Head or Constitutional Officer.

c. Immediately report any moving vehicle violation or license suspension/revocation to their Department Head or Constitutional Officer.

3-1.7. Maintaining Eligibility. Failure of employees to maintain eligibility requirements for positions that require driving of County vehicles can result in discipline up to and including termination of employment.

a. Suspension/Revocation/Ineligibility

(1) Upon the suspension or revocation of an employee's license by any court or by the Division of Motor Vehicles, the privilege of the employee to operate a County vehicle or to drive in the course of carrying out job duties shall be immediately suspended.

(2) Such suspension shall last for the duration of suspension or revocation of the employee's license.

(3) Should an employee's DMV record inaccurately reflect a license suspension or revocation, a written notice must be sent by the employee to the responsible Department Head or Constitutional Officer detailing the items that are inaccurate and the method by which the employee is seeking to have the record corrected.

b. Accommodation

(1) In consultation with Human Resources, the responsible Department Head or Constitutional Officer may take disciplinary action, elect to alter an employee's responsibilities,

or otherwise accommodate the employee during the period of a suspension or other ineligibility for failure to meet the criteria established by this policy.

(2) Prior to the end of any suspension or period of ineligibility, the employee must complete any training required by the responsible Department Head or Constitutional Officer at his/her own expense. The employee must provide proof of successful completion to the Department Head or Constitutional Officer.

c. Further Action. If the employee's eligibility to operate a motor vehicle is suspended or revoked or if he/she becomes ineligible to drive pursuant to this policy and the employee's restrictions cannot be accommodated within his/her responsibilities, the Department Head or Constitutional Officer, after consultation with Human Resources will determine whether further disciplinary action up to and including termination is appropriate.

3-1.8. Accident Investigation

a. In consultation with Finance, Human Resources, and the Safety Committee, the Director of Public Works shall develop a vehicle accident reporting form and routing process.

b. When an accident occurs while an employee is carrying out County business or driving a County vehicle, his/her Department Head or Constitutional Officer shall ensure completion of a vehicle accident reporting form and shall review the circumstances of the accident, which may include obtaining information from an investigating officer and other appropriate sources,.

c. Vehicle accidents shall be generally reviewed by the Safety Committee for classification of accidents as either preventable or non-preventable. The Safety Committee may make recommendations, including that a particular preventable accident results in action such as counseling, driver training, and/or discipline.

d. Upon request of the responsible Department Head or Constitutional Officer, Human Resources shall obtain the current DMV record and convey to the Department Head or Constitutional Officer.

e. Following review of the accident, the Department Head or Constitutional Officer shall take any actions, as appropriate, in accordance with regulations and policies governing personnel management.

3-1.9. Other Requirements for Operation of County Vehicles. Safe operation of any vehicle in the performance of County business is the responsibility of the employee and must be given appropriate attention at all times.

a. Operation of County vehicles shall be in accordance with all Federal, State and local laws and regulations pertaining to motor vehicles, including those applicable to employees possessing commercial driver's licenses.

b. All drivers of County vehicles shall wear lap and shoulder safety belts and require all

passengers to wear lap and shoulder safety belts, as well.

c. Drivers of County vehicles SHALL NOT:

(1) Use a wireless device while the vehicle is in motion except as specifically permitted in this policy.

(2) Manually use data services on their wireless devices, such as texting, accessing the web, or other distracting activities while driving.

(3) Use any communication/entertainment devices, such as cell phones and laptops, while driving, except as may be reasonably necessary to perform their duties or during emergency conditions.

(4) Read, write information down, or groom themselves while driving a County Vehicle.

(5) Make or answer phone calls unless the vehicle is off the roadway and legally parked before engaging, except as may be reasonably necessary to perform their duties or during emergency conditions.

(6) Program or set up GPS devices while driving. When used, the GPS unit may only be used in hands-free mode while driving, except as may be reasonably necessary to perform their duties or during emergency conditions.

(7) Use County vehicles for purposes other than County business.

(8) Smoke in County vehicles or allow passengers to smoke in the vehicle.

3-1.10. Off-Duty Use of County Vehicles

a. Daily Commuting. An employee may be authorized to commute daily to and from work in a County vehicle when the County Administrator determines that the employee's duties are essential to operations on a 24-hour/day, 7-day/week basis, and that the employee may reasonably be called in to work on more than an occasional basis at any hour day or night to address an emergency.

b. Occasional Use. The responsible Department Head or Constitutional Officer may occasionally allow or require an employee not otherwise authorized to commute daily in a County vehicle to take a County vehicle home overnight. Such instances shall be limited to when it is considered mission essential or the alternative would be more inefficient to support operations.

3-1.11. Employee Tax Implications. Each employee that takes a County vehicle home overnight during the calendar year shall be assessed the applicable IRS rate and shall receive the appropriate tax form for that year.

a. Department Head or Constitutional Officer

(1) The responsible Department Head or Constitutional Officer shall keep a record of each day that each employee takes a County vehicle home overnight.

(2) Records shall be submitted to the Finance Department by January 1st each year.

b. Finance Department. Shall issue IRS Forms to employees following upon receipt of the record of use from the responsible Department Head or Constitutional Officer.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Cost Recovery EMS Agency MOUs				
MOTION(s):	<p>I move to approve the Memorandum of Understanding between Fluvanna County and Fluvanna Rescue Squad, Inc., authorizing participation in the County's cost recovery program, and authorize the County Administrator to execute the MOU, subject to approval as to form by the County Attorney.</p> <p>I move to approve the Memorandum of Understanding between Fluvanna County and Lake Monticello Volunteer Fire Department and Rescue Squad, Inc., authorizing participation in the County's cost recovery program, and authorize the County Administrator to execute the MOU, subject to approval as to form by the County Attorney.</p>				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Cheryl J. Elliott, Emergency Services Coordinator				
PRESENTER(S):	Cheryl J. Elliott, Emergency Services Coordinator				
RECOMMENDATION:	Approval				
TIMING:	Immediate, to continue establishment of Cost Recovery Program				
DISCUSSION:	As part of the documentation required for establishing billing practices for the Cost Recovery Program, an MOU outlining participation of the EMS agencies is required. This MOU ensures that the agencies will continue to provide EMS services; that agencies are granted billing permits (as required by Ordinance); that collected funds will be used for EMS services in the County; that the agencies will promptly provide all necessary documentation; that the ambulances will be used in the Program; and that agencies may continue to engage in lawful fundraising.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft MOU with Fluvanna Rescue Squad, Inc. Draft MOU with Lake Monticello Volunteer Fire Department and Rescue Squad, Inc.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX		XX		XX

**MEMORANDUM OF UNDERSTANDING
BETWEEN LAKE MONTICELLO VOLUNTEER FIRE DEPARTMENT
AND RESCUE SQUAD, INC. AND
THE COUNTY OF FLUVANNA, VIRGINIA**

This Memorandum of Understanding (“MOU”) is entered into as of the 5th day of August, 2015, by Lake Monticello Volunteer Fire Department and Rescue Squad, Inc. (“Agency”), a Virginia non-stock corporation and a volunteer rescue agency, whose address is 10 Slice Road, Palmyra, VA 22963 (sometimes also known as the Lake Monticello Rescue Squad), and the County of Fluvanna, Virginia (the "County"), a political subdivision of the Commonwealth of Virginia, whose address is 132 Main Street (P. O. Box 540), Palmyra, VA 22963. (“Agency” and the “County” are also referred to collectively as “Parties”; each a “Party”).

WHEREAS, Agency is a non-profit emergency medical services agency established in accordance with applicable law, including but not limited to Virginia Code Section 32.1-111.4:7 and predecessor statutes (all references to the Virginia Code in this MOU are to the Code of Virginia of 1950, as amended); and

WHEREAS, the County has for many years provided for emergency medical services to its citizens by means including the provision of such services by Agency, and intends that Agency shall be deemed to be an instrumentality of the county, exempt from suit for damages done incident to the provision of emergency medical services, in accordance with applicable law, including but not limited to Virginia Code Section 32.1-111.4:3 and predecessor statutes; and

WHEREAS, Agency has been recognized by ordinance as an integral part of the official safety program of the County; and

WHEREAS, on March 18, 2015, the Fluvanna County Board of Supervisors enacted an Emergency Medical Services Cost Recovery Ordinance as Section 8-6 of the Fluvanna County Code (the “EMS Cost Recovery Ordinance”), which authorizes fire departments, rescue agencies and private agencies that obtain a permit from the County to charge fees (the "Fees") for transport services provided by emergency medical services vehicles (hereinafter, "transport services"); and

WHEREAS, Agency is willing to participate in the County’s EMS cost recovery program, pursuant to which Agency will charge Fees, billing will be conducted by a billing and collection provider contracted by the County, and all Fees collected will be remitted to and retained by the County; and

WHEREAS, the EMS Cost Recovery Ordinance provides that funds collected from the Fees shall be used by the County for purposes of defraying costs and improving services associated with providing emergency medical transport services, including but not limited to capital, facility, vehicle, equipment and supply costs, and professional services;

NOW, THEREFORE, in consideration of the mutual undertakings set forth herein, the Parties agree as follows:

1. Agency will continue to provide emergency medical services within the County in accordance with Agency’s Emergency Medical Services Response Plan.
2. The County will continue to exercise its oversight and other authority over Agency in accordance with applicable law and regulations.

3. Agency is hereby granted a permit from the County to participate in billing for transport services pursuant to Section 8-6-3 of the EMS Cost Recovery Ordinance on the terms set forth in this MOU. This permit shall terminate upon the expiration or termination of this MOU.
4. Agency will participate in billing for all transport services as part of the County's EMS cost recovery program, commencing on September 1, 2015, or as soon thereafter as the program can be implemented. For billing and collection purposes, the County will serve as the agent and public point of contact for Agency and shall contract with a third-party provider at the County's expense to administer the billings and collections relative to the EMS cost recovery program.
5. All Fees charged for transport services shall be collected by the County's billing and collection provider, in accordance with the EMS Cost Recovery Ordinance and the resolutions, policies and procedures adopted thereunder from time to time, and retained by the County. Agency hereby assigns the Fees to the County. Without limiting the foregoing, Agency acknowledges that the charges of the County's billing and collection provider may be based on a percentage of Fees and collected from the Fees.
6. Agency agrees to promptly provide all reasonably necessary information, documentation, and cooperation to the County, and such billing and collection provider as may be contracted by the County from time to time, for the billing of all transport services delivered or provided by Agency. Without limitation, Agency agrees to supply any information that might be reasonably necessary to obtain and maintain billing approval for the transport services by the Center for Medicare and Medicaid Services, and to execute appropriate HIPAA Business Associate Agreements to allow the sharing of protected information in connection with billing and collections.
7. Agency authorizes all emergency services vehicles owned or operated by Agency, including but not limited to any such vehicles owned by the County and provided for operation by Agency, to be used for the delivery of transport services within the County's EMS cost recovery program.
8. Agency may engage in lawful fundraising efforts for the purpose of generating funds to be used by Agency.
9. The Parties intend that this MOU will last for the duration of the County's EMS cost recovery program. Notwithstanding the foregoing, either Party may terminate this MOU by providing ninety (90) days' written notice to the other Party. Following any termination of this MOU, the Parties will cooperate to close out all outstanding billing and collection matters relative to the EMS cost recovery program.

LAKE MONTICELLO VOLUNTEER FIRE DEPARTMENT AND RESCUE SQUAD, INC. COUNTY OF FLUVANNA, VIRGINIA

BY: _____
 Printed name and title: _____

BY: _____
 Steven M. Nichols, County Administrator

DATE: _____

DATE: _____

Approved as to form:

 Fluvanna County Attorney

**MEMORANDUM OF UNDERSTANDING
BETWEEN FLUVANNA RESCUE SQUAD, INCORPORATED AND
THE COUNTY OF FLUVANNA, VIRGINIA**

This Memorandum of Understanding (“MOU”) is entered into as of the 5th day of August, 2015, by Fluvanna Rescue Squad, Incorporated (“Agency”), a Virginia non-stock corporation and a volunteer rescue agency, whose address is P. O. Box 96, Palmyra, VA 22963, and the County of Fluvanna, Virginia (the "County"), a political subdivision of the Commonwealth of Virginia, whose address is 132 Main Street (P. O. Box 540), Palmyra, VA 22963. (“Agency” and the “County” are also referred to collectively as “Parties”; each a “Party”).

WHEREAS, Agency is a non-profit emergency medical services agency established in accordance with applicable law, including but not limited to Virginia Code Section 32.1-111.4:7 and predecessor statutes (all references to the Virginia Code in this MOU are to the Code of Virginia of 1950, as amended); and

WHEREAS, the County has for many years provided for emergency medical services to its citizens by means including the provision of such services by Agency, and intends that Agency shall be deemed to be an instrumentality of the county, exempt from suit for damages done incident to the provision of emergency medical services, in accordance with applicable law, including but not limited to Virginia Code Section 32.1-111.4:3 and predecessor statutes; and

WHEREAS, Agency has been recognized by ordinance as an integral part of the official safety program of the County; and

WHEREAS, on March 18, 2015, the Fluvanna County Board of Supervisors enacted an Emergency Medical Services Cost Recovery Ordinance as Section 8-6 of the Fluvanna County Code (the “EMS Cost Recovery Ordinance”), which authorizes fire departments, rescue agencies and private agencies that obtain a permit from the County to charge fees (the "Fees") for transport services provided by emergency medical services vehicles (hereinafter, "transport services"); and

WHEREAS, Agency is willing to participate in the County’s EMS cost recovery program, pursuant to which Agency will charge Fees, billing will be conducted by a billing and collection provider contracted by the County, and all Fees collected will be remitted to and retained by the County; and

WHEREAS, the EMS Cost Recovery Ordinance provides that funds collected from the Fees shall be used by the County for purposes of defraying costs and improving services associated with providing emergency medical transport services, including but not limited to capital, facility, vehicle, equipment and supply costs, and professional services;

NOW, THEREFORE, in consideration of the mutual undertakings set forth herein, the Parties agree as follows:

1. Agency will continue to provide emergency medical services within the County in accordance with Agency’s Emergency Medical Services Response Plan.
2. The County will continue to exercise its oversight and other authority over Agency in accordance with applicable law and regulations.
3. Agency is hereby granted a permit from the County to participate in billing for transport services pursuant to Section 8-6-3 of the EMS Cost Recovery Ordinance on the terms set forth in this MOU. This permit shall terminate upon the expiration or termination of this MOU.

4. Agency will participate in billing for all transport services as part of the County's EMS cost recovery program, commencing on September 1, 2015, or as soon thereafter as the program can be implemented. For billing and collection purposes, the County will serve as the agent and public point of contact for Agency and shall contract with a third-party provider at the County's expense to administer the billings and collections relative to the EMS cost recovery program.
5. All Fees charged for transport services shall be collected by the County's billing and collection provider, in accordance with the EMS Cost Recovery Ordinance and the resolutions, policies and procedures adopted thereunder from time to time, and retained by the County. Agency hereby assigns the Fees to the County. Without limiting the foregoing, Agency acknowledges that the charges of the County's billing and collection provider may be based on a percentage of Fees and collected from the Fees.
6. Agency agrees to promptly provide all reasonably necessary information, documentation, and cooperation to the County, and such billing and collection provider as may be contracted by the County from time to time, for the billing of all transport services delivered or provided by Agency. Without limitation, Agency agrees to supply any information that might be reasonably necessary to obtain and maintain billing approval for the transport services by the Center for Medicare and Medicaid Services, and to execute appropriate HIPAA Business Associate Agreements to allow the sharing of protected information in connection with billing and collections.
7. Agency authorizes all emergency services vehicles owned or operated by Agency, including but not limited to any such vehicles owned by the County and provided for operation by Agency, to be used for the delivery of transport services within the County's EMS cost recovery program.
8. Agency may engage in lawful fundraising efforts for the purpose of generating funds to be used by Agency.
9. The Parties intend that this MOU will last for the duration of the County's EMS cost recovery program. Notwithstanding the foregoing, either Party may terminate this MOU by providing ninety (90) days' written notice to the other Party. Following any termination of this MOU, the Parties will cooperate to close out all outstanding billing and collection matters relative to the EMS cost recovery program.

FLUVANNA RESCUE SQUAD,
INCORPORATED

COUNTY OF FLUVANNA, VIRGINIA

BY: _____
Printed name and title: _____

BY: _____
Steven M. Nichols, County Administrator

DATE: _____

DATE: _____

Approved as to form:

Fluvanna County Attorney

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Cost Recovery Business Associate Agreement				
MOTION(s):	<p>I move to approve the Business Associate Agreement between Fluvanna County and EMS Management & Consultants, Inc., to ensure compliance with the Privacy and Security Rules of the Health Insurance Portability and Accountability Act of 1996, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney.</p>				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Cheryl J. Elliott, Emergency Services Coordinator				
PRESENTER(S):	Cheryl J. Elliott, Emergency Services Coordinator				
RECOMMENDATION:	Approval				
TIMING:	Immediate, to continue establishment of Cost Recovery Program				
DISCUSSION:	As part of the documentation required for establishing billing practices for the Cost Recovery Program, this Business Associate Agreement allows EMS MC to access protected patient information to be able to bill insurance companies on our behalf.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft BAA with EMS Management & Consultants, Inc.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX		XX		XX

BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement (the "Agreement") is made effective the 17th day of August, 2015, by and between the COUNTY OF FLUVANNA, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as "Covered Entity," and EMS MANAGEMENT & CONSULTANTS, INC., hereinafter referred to as "Business Associate" (individually, a "Party" and collectively, the "Parties").

WITNESSETH:

WHEREAS, the Parties wish to enter into a Business Associate Agreement to ensure compliance with the Privacy and Security Rules of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA Privacy and Security Rules") (45 C.F.R. Parts 160 and 164) and, if applicable, the "Red Flag Rules" as found at 16 C.F.R. § 681.1, as amended, and applicable to creditors subject to the administrative enforcement of the FCRA by the Federal Trade Commission pursuant to 15 U.S.C. § 1681s(a)(1); and

WHEREAS, the Health Information Technology for Economic and Clinical Health ("HITECH") Act of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5, modified the HIPAA Privacy and Security Rules (hereinafter, all references to the "HIPAA Privacy and Security Rules" include all amendments thereto set forth in the HITECH Act and any accompanying regulations); and

WHEREAS, the Parties have entered into a written or oral arrangement or arrangements (the "Agreements") whereby Business Associate will provide certain services to Covered Entity and, pursuant to such Agreements, Business Associate may be considered a "business associate" of Covered Entity as defined in the HIPAA Privacy and Security Rules; and

WHEREAS, Business Associate may have access to Protected Health Information or Electronic Protected Health Information (as defined below) in fulfilling its responsibilities under the Agreements; [and

WHEREAS, Covered Entity wishes to comply with the HIPAA Privacy and Security Rules, and Business Associate wishes to honor its obligations as a Business Associate to Covered Entity; and

WHEREAS, in the event that Business Associate is engaged to perform any activity in connection with any "covered account" of Covered Entity as defined in 16 C.F.R. § 681.1, as amended, (commonly referred to as the "Red Flag Rules" and applicable to any "creditor" or any "service provider" providing any service to such creditor with regard to a covered account), Business Associate agrees to fully adopt and comply with the Red Flag Rules as are currently in effect and as may be promulgated in the future, including but not limited to the adoption of a Red Flag program that is compliant with applicable federal regulations, and to take all necessary and appropriate steps to ensure that its activities are conducted in accordance with the Red Flag Rules designed to detect, prevent and mitigate the risk of identity theft.

THEREFORE, in consideration of the Parties' continuing obligations under the Agreements, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree to the provisions of this Agreement.

I. DEFINITIONS

Except as otherwise defined herein, any and all capitalized terms in this Agreement shall have the definitions set forth in the HIPAA Privacy and Security Rules. In the event of an inconsistency between the provisions of this Agreement and mandatory provisions of the HIPAA Privacy and Security Rules, as amended, or the Red Flag Rules, the HIPAA Privacy and Security Rules and the Red Flag Rules in effect at the time shall control. Where provisions of this Agreement are different than those mandated by the HIPAA Privacy and Security Rules or the Red Flag Rules, but are nonetheless permitted by the HIPAA Privacy and Security Rules or the Red Flag Rules, the provisions of this Agreement shall control.

The term “Breach” means the unauthorized acquisition, access, use, or disclosure of protected health information which compromises the security or privacy of such information, except where an unauthorized person to whom such information is disclosed would not reasonably have been able to retain such information. The term “Breach” does **not** include: (1) any unintentional acquisition, access, or use of protected health information by any employee or individual acting under the authority of a covered entity or business associate if (a) such acquisition, access, or use was made in good faith and within the course and scope of the employment or other professional relationship of such employee or individual, respectively, with the covered entity or business associate, and (b) such information is not further acquired, accessed, used, or disclosed by any person; or (2) any inadvertent disclosure from an individual who is otherwise authorized to access protected health information at a facility operated by a covered entity or business associate to another similarly situated individual at same facility, and any such information received as a result of such disclosure is not further acquired, accessed, used, or disclosed without authorization by any person.

The term “Electronic Health Record” means an electronic record of health-related information on an individual that is created, gathered, managed, and consulted by authorized health care clinicians and staff.

The term “HIPAA Privacy and Security Rules” refers to 45 C.F.R. Parts 160 and 164 as currently in effect or hereafter amended.

The term “Protected Health Information” means individually identifiable health information including, without limitation, all information, data, documentation, and materials, including without limitation, demographic, medical and financial information, that relates to the past, present, or future physical or mental health or condition of an individual; the provision of health care to an individual; or the past, present, or future payment for the provision of health care to an individual; and that identifies the individual or with respect to which there is reasonable basis to believe the information can be used to identify the individual. “Protected Health Information” includes, without limitation, “Electronic Protected Health Information,” as defined below.

The term “Electronic Protected Health Information” means Protected Health Information which is transmitted by or maintained in Electronic Media (as now or hereafter defined in the HIPAA Privacy and Security Rules).

The term “Red Flag Rules” refers to the provisions found at 16 C.F.R. § 681.1 as applicable to financial institutions and creditors subject to the administrative enforcement of the FCRA by the Federal Trade Commission pursuant to 15 U.S.C. § 1681s(a)(1).

The term “Red Flag” has the same meaning as provided within 16 C.F.R. § 681.1(b)(9) and means a pattern, practice, or specific activity that indicates the possible existence of identity theft.

The term “Secretary” means the Secretary of the Department of Health and Human Services.

The term “Unsecured Protected Health Information” means Protected Health Information that is not rendered unusable, unreadable, or indecipherable to unauthorized individuals through the use of a technology or methodology specified by the Secretary in guidance published in the Federal Register at 74 Fed. Reg. 19006 on April 27, 2009 and in annual guidance published thereafter.

II. PERMITTED USES AND DISCLOSURES BY BUSINESS ASSOCIATE

a. Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in the Agreements, provided that such use or disclosure would not violate the HIPAA Privacy and Security Rules if done by Covered Entity. Until such time as the Secretary issues regulations pursuant to the HITECH Act specifying what constitutes “minimum necessary” for purposes of the HIPAA Privacy and Security Rules, Business Associate shall, to the extent practicable, disclose only Protected Health Information that is contained in a limited data set (as defined in Section 164.514(e)(2) of the HIPAA Privacy and Security Rules), unless the person or entity to whom Business Associate is making the disclosure requires certain direct identifiers in order to accomplish the intended purpose of the disclosure, in which event Business Associate may disclose only the minimum necessary amount of Protected Health Information to accomplish the intended purpose of the disclosure.

b. Business Associate may use Protected Health Information in its possession for its proper management and administration and to fulfill any present or future legal responsibilities of Business Associate, provided that such uses are permitted under state and federal confidentiality laws.

c. Business Associate may disclose Protected Health Information in its possession to third parties for the purposes of its proper management and administration or to fulfill any present or future legal responsibilities of Business Associate, provided that:

1. the disclosures are required by law; or

2. Business Associate obtains reasonable assurances from the third parties to whom the Protected Health Information is disclosed that the information will remain confidential and be used or further disclosed only as required by law or for the purpose for which it was disclosed to the third party, and that such third parties will notify Business Associate of any instances of which they are aware in which the confidentiality of the information has been breached.

d. Until such time as the Secretary issues regulations pursuant to the HITECH Act specifying what constitutes “minimum necessary” for purposes of the HIPAA Privacy and Security Rules, Business Associate shall, to the extent practicable, access, use, and request only Protected Health Information that is contained in a limited data set (as defined in Section 164.514(e)(2) of the HIPAA Privacy and Security Rules), unless Business Associate requires certain direct identifiers in order to accomplish the intended purpose of the access, use, or request, in which event Business Associate may access, use, or request only the minimum necessary amount of Protected Health Information to accomplish the intended purpose of the access, use, or request. Covered Entity shall determine what quantum of information constitutes the “minimum necessary” amount for Business Associate to accomplish its intended purposes.

III. OBLIGATIONS AND ACTIVITIES OF BUSINESS ASSOCIATE

a. Business Associate acknowledges and agrees that all Protected Health Information that is created or received by Covered Entity and disclosed or made available in any form, including paper record, oral communication, audio recording, and electronic display by Covered Entity or its operating

units to Business Associate or is created or received by Business Associate on Covered Entity's behalf shall be subject to this Agreement.

b. Business Associate agrees to not use or further disclose Protected Health Information other than as permitted or required by this Agreement or as required by law.

c. Business Associate agrees to use appropriate safeguards to prevent use or disclosure of Protected Health Information other than as provided for by this Agreement. Specifically, Business Associate will:

1. implement the administrative, physical, and technical safeguards set forth in Sections 164.308, 164.310, and 164.312 of the HIPAA Privacy and Security Rules that reasonably and appropriately protect the confidentiality, integrity, and availability of any Protected Health Information that it creates, receives, maintains, or transmits on behalf of Covered Entity, and, in accordance with Section 164.316 of the HIPAA Privacy and Security Rules, implement and maintain reasonable and appropriate policies and procedures to enable it to comply with the requirements outlined in Sections 164.308, 164.310, and 164.312; and

2. report to Covered Entity any use or disclosure of Protected Health Information not provided for by this Agreement of which Business Associate becomes aware. Business Associate shall report to Covered Entity any Security Incident of which it becomes aware. For purposes of this Agreement, "Security Incident" means the successful unauthorized access, use, disclosure, modification, or destruction of Protected Health Information or interference with system operations in an information system, of which Business Associate has knowledge or should, with the exercise of reasonable diligence, have knowledge, excluding (i) "pings" on an information system firewall; (ii) port scans; (iii) attempts to log on to an information system or enter a database with an invalid password or user name; (iv) denial-of-service attacks that do not result in a server being taken offline; or (v) malware (e.g., a worms or a virus) that does not result in unauthorized access, use, disclosure, modification or destruction of Protected Health Information.

d. Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides Protected Health Information received from, or created or received by Business Associate on behalf of Covered Entity, agrees to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information.

e. Business Associate agrees to comply with any requests for restrictions on certain disclosures of Protected Health Information to which Covered Entity has agreed in accordance with Section 164.522 of the HIPAA Privacy and Security Rules and of which Business Associate has been notified by Covered Entity. In addition, and notwithstanding the provisions of Section 164.522 (a)(1)(ii), Business Associate agrees to notify Covered Entity and comply with an individual's request to restrict disclosure of Protected Health Information to a health plan for purposes of carrying out payment or health care operations if the Protected Health Information pertains solely to a health care item or service for which Covered Entity has been paid by in full by the individual or the individual's representative.

f. At the request of The Covered Entity and in a reasonable time and manner, not to exceed ten (10) business days, Business Associate agrees to make available Protected Health Information required for Covered Entity to respond to an individual's request for access to his or her Protected Health Information in accordance with Section 164.524 of the HIPAA Privacy and Security Rules. If Business Associate maintains Protected Health Information electronically, it agrees to make such Protected Health

Information available electronically to the applicable individual or to a person or entity specifically designated by such individual, upon such individual's request.

g. At the request of Covered Entity and in a reasonable time and manner, Business Associate agrees to make available Protected Health Information required for amendment by Covered Entity, and incorporate any amendments into the Protected health Information maintained by Business Associate, in accordance with the requirements of Section 164.526 of the HIPAA Privacy and Security Rules.

h. Business Associate agrees to document any disclosures of and make Protected Health Information available for purposes of accounting of disclosures, as required by Section 164.528 of the HIPAA Privacy and Security Rules.

i. Business Associate agrees that it will make its internal practices, books, and records relating to the use and disclosure of Protected Health Information received from, or created or received by Business Associate on behalf of, Covered Entity, available to the Secretary for the purpose of determining Covered Entity's compliance with the HIPAA Privacy and Security Rules, in a time and manner designated by the Secretary.

j. Business Associate agrees that, while present at any Covered Entity facility and/or when accessing Covered Entity's computer network(s), it and all of its employees, agents, representatives and subcontractors will at all times comply with any network access and other security practices, procedures and/or policies established by Covered Entity including, without limitation, those established pursuant to the HIPAA Privacy and Security Rules and the Red Flag Rules.

k. Business Associate agrees that it will not directly or indirectly receive remuneration in exchange for any Protected Health Information of an individual without the written authorization of the individual or the individual's representative, except where the use or disclosure of Protected health Information is otherwise permitted or required by this Agreement or required by applicable law, and the purpose of the exchange is:

1. for public health activities as described in Section 164.512(b) of the Privacy and Security Rules;
2. for research as described in Sections 164.501 and 164.512(i) of the Privacy and Security Rules, and the price charged reflects the costs of preparation and transmittal of the data for such purpose;
3. for treatment of the individual, subject to any further regulation promulgated by the Secretary to prevent inappropriate access, use, or disclosure of Protected Health Information;
4. for the sale, transfer, merger, or consolidation of all or part of Business Associate and due diligence related to that activity;
5. for an activity that Business Associate undertakes on behalf of and at the specific request of Covered Entity;
6. to provide an individual with a copy of the individual's Protected Health Information pursuant to Section 164.524 of the Privacy and Security Rules; or

7. other exchanges that the Secretary determines in regulations to be similarly necessary and appropriate as those described in this Section III.k.

l. Business Associate agrees that it will not directly or indirectly receive remuneration for any written communication that encourages an individual to purchase or use a product or service without first obtaining the written authorization of the individual or the individual's representative, unless:

1. such payment is for a communication regarding a drug or biologic currently prescribed for the individual and is reasonable in amount (as defined by the Secretary); or

2. the communication is made on behalf of Covered Entity and is consistent with the terms of this Agreement.

m. Business Associate agrees that if it uses or discloses patients' Protected Health Information for marketing purposes, it will obtain such patients' authorization before making any such use or disclosure.

IV. BUSINESS ASSOCIATE'S MITIGATION AND BREACH NOTIFICATION OBLIGATIONS

a. Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of Protected Health Information by Business Associate in violation of the requirements of this Agreement.

b. Following the discovery of a Breach of Unsecured Protected Health Information, Business Associate shall notify Covered Entity of such Breach without unreasonable delay and in no case later than forty-five (45) calendar days after discovery of the Breach. A Breach shall be treated as discovered by Business Associate as of the first day on which such Breach is known to Business Associate or, through the exercise of reasonable diligence, would have been known to Business Associate.

c. Notwithstanding the provisions of Section IV.b., above, if a law enforcement official states to Business Associate that notification of a Breach would impede a criminal investigation or cause damage to national security, then:

1. if the statement is in writing and specifies the time for which a delay is required, Business Associate shall delay such notification for the time period specified by the official; or

2. if the statement is made orally, Business Associate shall document the statement, including the identity of the official making it, and delay such notification for no longer than thirty (30) calendar days from the date of the oral statement unless the official submits a written statement during that time.

Following the period of time specified by the official, Business Associate shall promptly deliver a copy of the official's statement to Covered Entity.

d. The Breach notification provided shall include, to the extent possible:

1. the identification of each individual whose Unsecured Protected Health Information has been, or is reasonably believed by Business Associate to have been, accessed, acquired, used, or disclosed during the Breach;

2. a brief description of what happened, including the date of the Breach and the date of discovery of the Breach, if known;

3. a description of the types of Unsecured Protected Health Information that were involved in the Breach (such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved);

4. any steps individuals should take to protect themselves from potential harm resulting from the Breach;

5. a brief description of what Business Associate is doing to investigate the Breach, to mitigate harm to individuals, and to protect against any further Breaches; and

6. contact procedures for individuals to ask questions or learn additional information, which shall include a toll-free telephone number, an e-mail address, Web site, or postal address.

e. Business Associate shall provide the information specified in Section IV.d., above, to Covered Entity at the time of the Breach notification if possible or promptly thereafter as information becomes available. Business Associate shall not delay notification to Covered Entity that a Breach has occurred in order to collect the information described in Section IV.d. and shall provide such information to Covered Entity even if the information becomes available after the forty-five (45)-day period provided for initial Breach notification.

V. WARRANTIES OF BUSINESS ASSOCIATE

Business Associate warrants:

a. That its internal practices, policies, and records relating to the use and disclosure of Protected Health Information will comply with the HIPAA Privacy and Security Rules; and

b. That it will train all of its employees, agents, representatives, and subcontractors on the network access and other security practices, procedures and/or policies established by Covered Entity including, without limitation, those established pursuant to the HIPAA Privacy and Security Rules and the Red Flag Rules prior to permitting such employees, agents, representatives, and subcontractors to be present at any Covered Entity facility and/or to access Covered Entity's computer network(s).

VI. OBLIGATIONS OF COVERED ENTITY

a. Upon request of Business Associate, Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with Section 164.520 of the HIPAA Privacy and Security Rules.

b. Covered Entity shall provide Business Associate with any changes in, or revocation of, permission by an individual to use or disclose Protected Health Information, if such changes affect Business Associate's permitted or required uses and disclosures.

c. Covered Entity shall notify Business Associate of any restriction to the use or disclosure of Protected Health Information to which Covered Entity has agreed in accordance with Section 164.522 of the HIPAA Privacy and Security Rules, and Covered Entity shall inform Business Associate of the termination of any such restriction, and the effect that such termination shall have, if any, upon Business

Associate's use and disclosure of such Protected Health Information.

VII. REQUIRED COMPLIANCE WITH RED FLAG RULES

In the event that Business Associate is engaged to perform an activity in connection with any "covered account" as defined in 16 C.F.R. § 681.1, as amended, (as applicable to Covered Entity as a "creditor" and therefore to Business Associate as a "service provider" providing any service to Covered Entity), Business Associate agrees to: (i) fully adopt and comply with the Red Flag Rules currently in effect and as may be promulgated in the future; (ii) adopt a Red Flag program that is compliant with federal regulations as promulgated in 16 C.F.R. § 681.1; and (iii) take all necessary and appropriate steps to ensure that its activities undertaken as a part of this Agreement are conducted in accordance with the Red Flag Rules and its Red Flag program, including, without limitation, ensuring the adoption of and continued compliance with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft, detecting any Red Flag that may arise during the term of this Agreement, reporting any such Red Flag to Covered Entity, and taking any such further steps as may be necessary to prevent or mitigate identity theft.

VIII. TERM AND TERMINATION

a. Term. The Term of this Agreement shall be effective as of the date first written above, and shall terminate upon the later of the following events: (i) in accordance with Section VIII.c., when all of the Protected Health Information provided by Covered Entity to Business Associate or created or received by Business Associate on behalf of Covered Entity is destroyed or returned to Covered Entity or, if such return or destruction is infeasible, when protections are extended to such information; or (ii) upon the expiration or termination of the last of the Agreements.

b. Termination for Cause. Upon Covered Entity's knowledge of a material breach of this Agreement by Business Associate, Covered Entity shall have the right to immediately terminate this Agreement and the Agreements. If termination is not feasible, Covered Entity shall report such violation to the Secretary.

c. Effect of Termination.

1. Except as provided in paragraph 2. of this subsection, upon termination of this Agreement, the Agreements or upon request of Covered Entity, whichever occurs first, Business Associate shall within ten (10) business days return or destroy all Protected Health Information received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to Protected Health Information that is in the possession of subcontractors or agents of Business Associate. Neither Business Associate nor its subcontractors or agents shall retain copies of the Protected Health Information.

2. In the event that Business Associate determines that returning or destroying the Protected Health Information is infeasible, Business Associate shall provide within ten (10) business days to Covered Entity notification of the conditions that make return or destruction infeasible. Upon mutual agreement of the Parties that return or destruction of Protected Health Information is infeasible, Business Associate shall extend the protections of this Agreement to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

IX. MISCELLANEOUS

a. Indemnification. Business Associate shall indemnify and hold Covered Entity harmless from and against all claims, liabilities, judgments, fines, assessments, penalties, awards, or other expenses, of any kind or nature whatsoever, including, without limitations, attorneys' fees, expert witness fees, and costs of investigation, litigation or dispute resolution, relating to or arising out of any breach or alleged breach of this Agreement, or any Breach, by Business Associate or subcontractors or agents of Business Associate. The foregoing indemnification shall survive the termination of this Agreement. Nothing contained in this Agreement shall be deemed to be a waiver of sovereign immunity by Covered Entity.

b. No Rights in Third Parties. Except as expressly stated herein, in the HIPAA Privacy and Security Rules, or in the Red Flag Rules, the Parties to this Agreement do not intend to create any rights in any third parties.

c. Survival. The obligations of Business Associate under Section VIII(c) of this Agreement shall survive the expiration, termination, or cancellation of this Agreement, the Agreements, and/or the business relationship of the parties, and shall continue to bind Business Associate, its agents, employees, contractors, successors, and assigns as set forth herein.

d. Amendment. This Agreement may be amended or modified only in a writing signed by the Parties. The Parties agree that they will negotiate amendments to this Agreement to conform to any changes in the HIPAA Privacy and Security Rules or Red Flag Rules as are necessary for Covered Entity to comply with the current requirements of the HIPAA Privacy and Security Rules, the Health Insurance Portability and Accountability Act, and the Red Flag Rules. In addition, in the event that either Party believes in good faith that any provision of this Agreement fails to comply with the then-current requirements of the HIPAA Privacy and Security Rules or any other applicable legislation including, but not limited to, the Red Flag Rules, then such Party shall notify the other Party of its belief in writing. For a period of up to thirty (30) calendar days, the Parties shall address in good faith such concern and amend the terms of this Agreement, if necessary to bring it into compliance. If, after such thirty (30)-day period, the Agreement fails to comply with the HIPAA Privacy and Security Rules, the Red Flag Rules or any other applicable legislation, then either Party has the right to terminate this Agreement and the underlying arrangement upon written notice to the other party.

e. Assignment. Neither Party may assign its respective rights and obligations under this Agreement without the prior written consent of the other Party.

f. Independent Contractor. None of the provisions of this Agreement are intended to create, nor will they be deemed to create, any relationship between the Parties other than that of independent parties contracting with each other solely for the purposes of effecting the provisions of this Agreement and any other agreements between the Parties evidencing their business relationship.

g. Governing Law. To the extent this Agreement is not governed exclusively by the HIPAA Privacy and Security Rules, the Red Flag Rules, or other provisions of federal statutory or regulatory law, it will be governed by and construed in accordance with the laws of the state in which Covered Entity has its principal place of business.

h. No Waiver. No change, waiver, or discharge of any liability or obligation hereunder on any one or more occasions shall be deemed a waiver of performance of any continuing or other obligation, or shall prohibit enforcement of any obligation, on any other occasion.

i. Interpretation. Any ambiguity of this Agreement shall be resolved in favor of a meaning that permits Covered Entity to comply with the HIPAA Privacy and Security Rules and the Red Flag Rules.

j. Severability. In the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the provisions of this Agreement will remain in full force and effect.

k. Notice. Any notification required in this Agreement shall be made in writing to the representative of the other Party who signed this Agreement or the person currently serving in that representative's position with the other Party.

l. Certain Provisions Not Effective in Certain Circumstances. The provisions of this Agreement relating to the HIPAA Security Rule shall not apply to Business Associate if Business Associate does not receive any Electronic Protected Health Information from or on behalf of Covered Entity.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year written above.

Covered Entity:

Business Associate:

COUNTY OF FLUVANNA

EMS Management & Consultants, Inc.

By: _____

By: _____

Title: County Administrator

Title: _____

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Cost Recovery Provider and Billing Company Confidentiality and Non-Disclosure Agreement				
MOTION(s):	<p>I move to approve the Provider and Provider Advisory Confidentiality and Non-Disclosure Agreement between Fluvanna County and EMS Management & Consultants, Inc. (EMS MC), to allow for information exchange with Anthem Blue Cross and Blue Shield so that EMS MC can provide billing services on the County's behalf, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney.</p>				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Cheryl J. Elliott, Emergency Services Coordinator				
PRESENTER(S):	Cheryl J. Elliott, Emergency Services Coordinator				
RECOMMENDATION:	Approval				
TIMING:	Immediate, to continue establishment of Cost Recovery Program				
DISCUSSION:	As part of the documentation required for establishing billing practices for the Cost Recovery Program, this NDA allows EMS MC to access patient information from Anthem Blue Cross and Blue Shield for billing purposes on our behalf.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft NDA with EMS Management & Consultants, Inc.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX		XX		XX

**PROVIDER AND PROVIDER ADVISOR (BILLING COMPANY/AGENCY)
CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT**

This Provider and Provider Advisor Confidentiality and Non-Disclosure Agreement ("Agreement") is made and entered into this 1st day of July, 2015 (the "Effective Date"), by and between _____ ("Provider"), EMS Management and Consultants (EMS/MC) ("Provider Advisor") on behalf of themselves and their respective employees, agents and representatives, for Provider, located in _____, Virginia for Provider Advisor located in Winston-Salem, North Carolina (collectively, "PPA"), on the one hand, and Anthem Health Plans of Virginia, Inc. doing business as Anthem Blue Cross and Blue Shield (hereinafter "Anthem"), located in Richmond, Virginia.

WHEREAS, Provider Advisor has been retained to provide billing services on behalf of Provider (the Business Objective");

WHEREAS, the Provider is requesting that Anthem make available certain information to Provider Advisor;

WHEREAS, Anthem considers the Information to be highly confidential, proprietary, and competitive information and desires to establish terms and conditions with respect to the use and disclosure thereof;

NOW, THEREFORE, in consideration of the release of the information to PPA, PPA jointly agrees as follows:

1. Provider shall use the Information solely in connection with, and in furtherance of achieving, the Business Objective, and for no other purpose whatsoever.
2. Provider Advisor shall use the information solely in connection with, and in furtherance of, advising the Provider with respect to the Business Objective, and for no other purpose whatsoever. Without limiting the generality of the foregoing, Provider Advisor specifically agrees that it will not use the information or its representation of the Provider in an attempt to further the interests of any of itself, its other clients or any other person or entity, including other health care providers. Provider Advisor shall not use the information in any manner that violates state or federal laws or regulations, including, without limitation, laws relating to price-fixing, illegal boycotts and other antitrust laws.
3. PPA each warrant that the information will be kept confidential in accordance with the terms hereof and that they will maintain the confidentiality of the information in a manner not less stringent than that which they employ to protect their own proprietary and confidential information. The information may be disclosed to directors, officers, employees, agents, and representatives of PPA who need to know such information.
4. PPA each agrees not to disclose or distribute, directly, indirectly, explicitly or implicitly, to any third party any information, in whole or in part.
5. Provider Advisor represents and warrants that it has fully disclosed to Provider and Anthem any actual or potential conflicts of interest, and agrees to respond fully and truthfully to any inquiries concerning possible conflicts of interest.
6. PPA shall notify Anthem immediately upon discovery of any unauthorized use or disclosure of Information, or any other breach of this Agreement by PPA, or any of their directors, officers, employees, or agents, and PPA will cooperate with Anthem in every reasonable way to help Anthem regain possession of the information and prevent its further unauthorized use.
7. PPA acknowledge that monetary damages may not be a sufficient remedy for unauthorized disclosure of information, and Anthem shall be entitled, without waiving any other rights or remedies, to such injunctive or equitable relief as may be deemed proper by a court of competent jurisdiction.
8. If any party employs attorneys to enforce any rights arising out of or relating to this Agreement, the prevailing party shall be entitled to recover from the breaching party its reasonable attorneys' fees if it shall prove that breaching party violated the terms of this Agreement.
9. Provider Advisor understands that Anthem, at its sole and absolute discretion, may decide not to negotiate with Provider Advisor, but to negotiate only with Provider, or require Provider to be present whenever Provider Advisor engages in discussions with Anthem.

10. All information and any information derived therefrom shall remain the sole and exclusive property of Anthem. Upon the completion of the contract negotiation, the completion of Provider Advisor's role as representative for Provider, or the request of Anthem, whichever is first, Provider Advisor shall return all information, copies thereof, excerpts therefrom, and materials incorporating any information, except to the extent information is incorporated in Provider Advisor's product or a confidential and privileged communication between Provider, as client, and Provider Advisor.
11. This Agreement shall be governed by and construed in accordance with the laws of the state where Anthem is located, as indicated in the first paragraph of this Agreement, unless such state laws are otherwise preempted by Federal law.
12. This Agreement will inure to the benefit of and be binding upon the parties, their successors, and permitted assigns.
13. If any provision of this Agreement shall be held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused their authorized representatives to execute this Agreement as of the Effective Date.

ANTHEM HEALTH PLANS OF VIRGINIA

EMS Management and Consultants

By: _____

By: _____

Name: Valerie Ringo

Name: _____

Title: Ancillary Provider Contracting Director

Title: _____

Date: _____

Date: _____

PROVIDER: _____

By: _____

Name: _____

Title: _____

Date: _____

TIN: _____

NPI: _____



Capital Reserve Maintenance Fund Request

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:
 Provide \$42,900.00 from the Capital Reserve Maintenance Fund to pay the costs of:
 Materials, labor and services associated with the replacement of various HVAC equipment and components at the Fluvanna Community Center, Courts Building, Public Safety Building and the Treasurer's Building.

Section 1 - REQUEST

Requesting Dept. / Agency: Public Works PW16-001		Dept / Agency Contact: Wayne Stephens	Date of Request: Sep 2, 2015	
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org	Fiscal Year: FY16	
Reserve Fund Purpose Category: Unexpected facility repairs or replacements				
Description of Project/Repair	Qty	Unit Price	Total Price	
Replace Compressor at Fluvanna Community Center	1	\$4,850.00	\$4,850.00	
Replace 2 Compressors at Courts Building + Preventive Maint on Controls	1	\$18,950.00	\$18,950.00	
Replace 3 Compressors on Energy Recovery Unit at Public Safety Bldg	1	\$10,350.00	\$10,350.00	
Replace HVAC Air Handling Unit at Treasurer's Building	1	\$8,750.00	\$8,750.00	
			Total Request:	\$42,900.00

Description and Justification for Proposed Use

We have experienced several failures of major heating, ventilation and air conditioning components at four County facilities. These facilities, along with the work to be performed at each, are listed above. Cost estimates are based on actual assessments of the failed equipment by the County's HVAC contractor, and County estimates on necessary related support work.

This request is for the funds to perform all necessary work to replace the failed equipment at all four facilities.

Department / Agency Head Name: Wayne Stephens, Director of Public Works	Signature <small>Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, email=wstephens@fluvannacounty.org, o=Microsoft Date: 2015.08.24 07:53:40 -04'00'</small>	Date 2015/08/24
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Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director <small>Digitally signed by Eric Dahl DN: cn=Eric Dahl, o=County of Fluvanna, ou=Finance Department, email=edahl@fluvannacounty.org, c=US Date: 2015.08.24 14:55:02 -04'00'</small>	Date
Recommended? <input type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator Steven M. Nichols 2015.08.25 16:42:17 -04'00'	Date

Section 3 - BOARD OF SUPERVISORS

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date:	Comments:
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Capital Reserve Maintenance Fund Request

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:

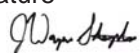
Provide \$73,700.00 from the Capital Reserve Maintenance Fund to pay the costs of:
 Replacing the Septic System at the Fluvanna Society for Prevention of Cruelty to Animals (FSPCA) facility; as well as repairing/replacing a rusted doors on 48 dog kennels, providing epoxy-sealing of three outdoor concrete kennel slabs and providing shelter from rain/sun within each outdoor kennel at the facility to address violations noted by the State veterinarian during past inspections.

Section 1 - REQUEST


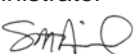
Requesting Dept. / Agency: Public Works PW16-002		Dept / Agency Contact: Wayne Stephens	Date of Request: Sep 2, 2015	
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org		Fiscal Year: FY16
Reserve Fund Purpose Category: Unexpected facility repairs or replacements				
Description of Project/Repair	Qty	Unit Price	Total Price	
Replace Septic System (Alternative System Required)	1	\$32,000.00	\$32,000.00	
Refinish/Replace Kennel Doors (Total of 48 Doors)	1	\$32,000.00	\$32,000.00	
Epoxy Coating of Outdoor Concrete Kennel Slabs	1	\$3,700.00	\$3,700.00	
Provide rain shelter/shade over a portion of each outdoor kennel	1	\$6,000.00	\$6,000.00	
			Total Request:	\$73,700.00

Description and Justification for Proposed Use

The work described above is needed to bring the FSPCA facility in to compliance with State requirements and to assure the County is meeting its obligations under its contract with FSPCA. All prices are based on the latest available contractor estimates. The original in-house estimate for replacement of kennel gates was inaccurate and resulted in a significant change from the amount included in the presentation at the July 15, 2015, meeting of the Board of Supervisors. Providing permanent cover over a portion of each of the outdoor kennels was not included in the presentation, but following clarification by State vets office personnel regarding one of the recent inspection infractions, it is needed in order to bring the facility in to compliance.

Department / Agency Head Name: Wayne Stephens, Director of Public Works	Signature  <small>Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, email=wstephens@fluvannacounty.org, o=Microsof Date: 2015.08.24 13:37:30 -0400</small>	Date 2015/08/24
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Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director  <small>Digitally signed by Eric Dahl DN: cn=Eric Dahl, o=County of Fluvanna, ou=Finance Department, email=edahl@fluvannacounty.org, c=US Date: 2015.08.24 14:58:29 -0400</small>	Date
Recommended? <input type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator  Steven M. Nichols 2015.08.25 16:42:39 -04'00'	Date

Section 3 - BOARD OF SUPERVISORS

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date:	Comments:
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FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	FY16 Supplemental Budget Appropriation for County Capital Reserve Maintenance Fund.				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$50,000 to the FY16 County Capital Reserve Maintenance Fund Budget from Unassigned Fund Balance.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Mary Anna Twisdale, Management Analyst				
PRESENTER(S):	Mary Anna Twisdale, Management Analyst				
RECOMMENDATION:	Staff recommends the Board of Supervisors approve this request for additional funds to be used to cover future FY16 Capital Reserve Maintenance Fund Requests.				
TIMING:	Effective upon approval				
DISCUSSION:	<p>Due to large unexpected Capital Reserve Maintenance Fund requests for the FSPCA and HVAC issues, an additional \$50,000 is being requested from Unassigned Fund Balance to cover any future CRMF requests for FY16.</p> <p>FY16 Capital Reserve Maintenance funding was cut to \$100K from the usual \$200K.</p>				
FISCAL IMPACT:	Increase the FY16 Capital budget by \$50,000				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		XX			

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Naming of Palmyra Park Survey Results				
MOTION(s):	I move to formally name the Fluvanna County park area in the Palmyra Court Square as _____.				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Steve Nichols, County Administrator				
PRESENTER(S):	Steve Nichols, County Administrator				
RECOMMENDATION:	Select a formal name				
TIMING:	Current				
DISCUSSION:	<p>By request of the BOS, a short survey was created to gather public input regarding formal naming of the park in Palmyra's Court Square area.</p> <p>271 survey responses were received in Jul/Aug 2015 and the compiled statistics and participant comments are attached for review and discussion.</p>				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Park Naming Survey Results				
REVIEWS	Legal	Finance	Purchasing	HR	Other
	X				



County of Fluvanna

Palmyra Park Naming Survey Results

September 2, 2015



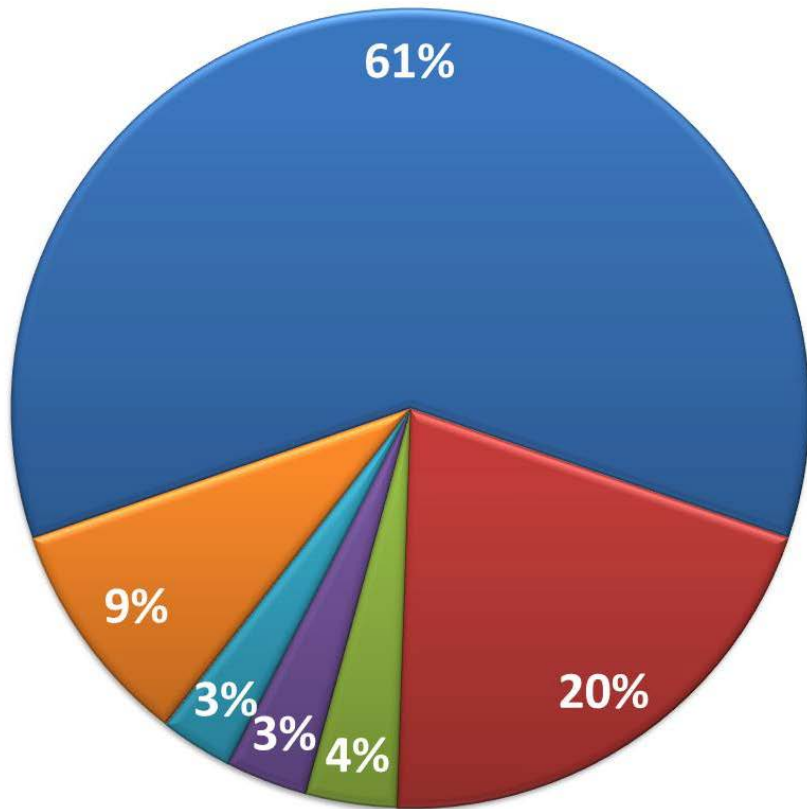


Park Naming Survey

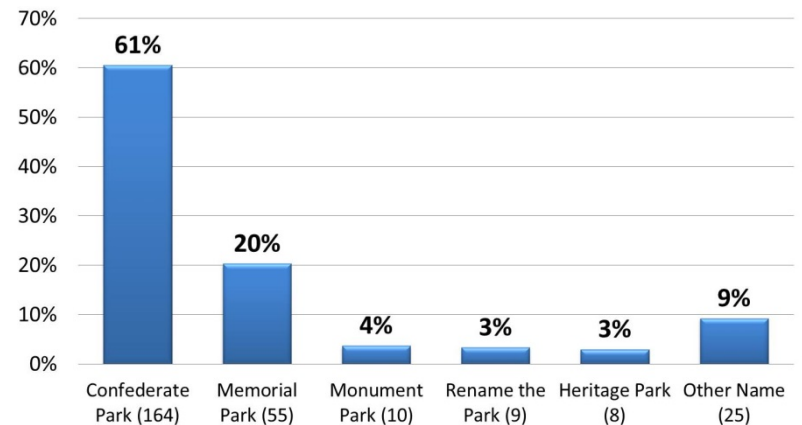
- **At BOS request, a short survey was created to gather public input regarding formal naming of the park in Palmyra's Court Square area.**
- **271 survey responses received in Jul/Aug 2015**



Recommended Official Name for the Park?



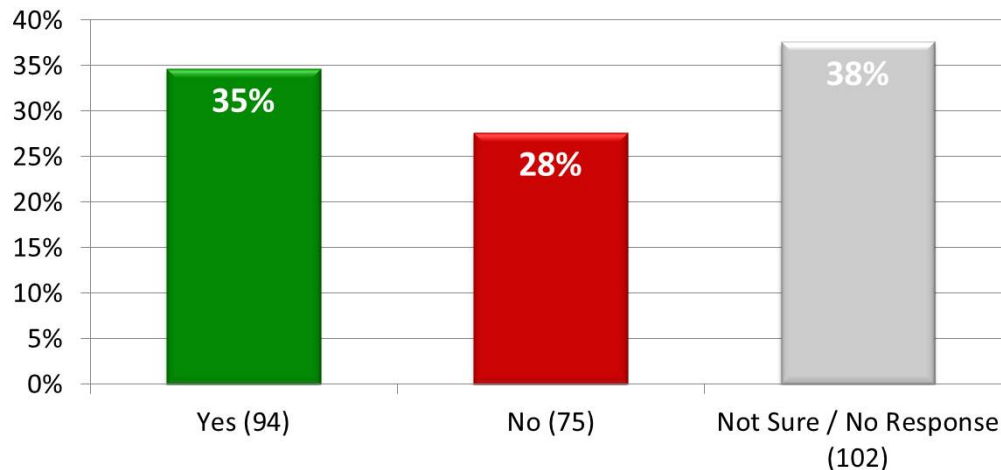
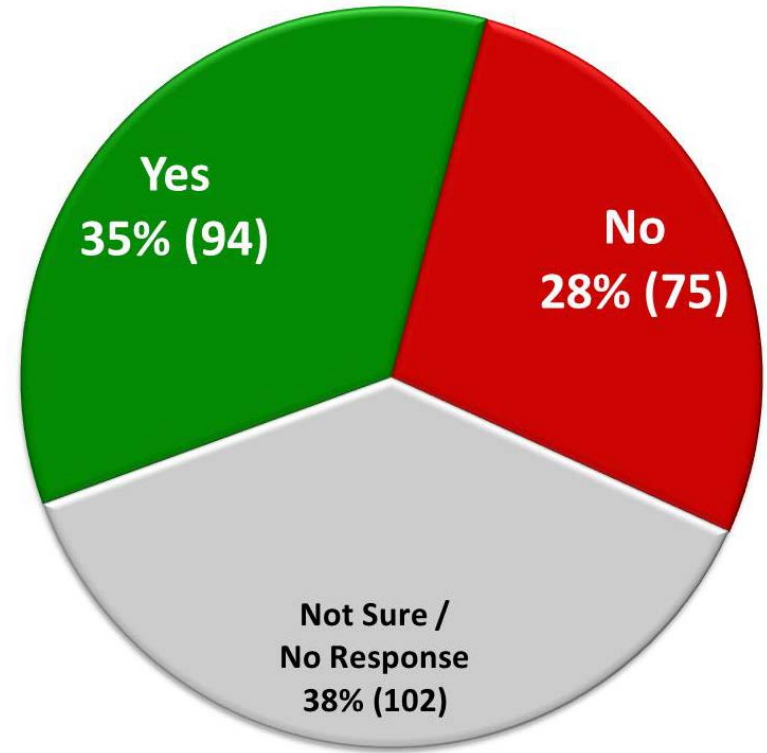
- Confederate Park (164)
- Memorial Park (55)
- Monument Park (10)
- Rename the Park (9)
- Heritage Park (8)
- Other Name (25)





Other Monuments or Memorials?

Should the park also be used to display other historical monuments or memorials?





Other Park Naming Suggestions

- Ancestry Memorial Park
- Civil War Memorial Park
- Community Park
- Confederate Memorial Park
- Defenders of Slavery Park
- Embarrassment Park
- Fluvanna County Memorial Park
- Fluvanna Park
- Freedom Park
- Lee Park
- Liberty Park
- No Name
- Palmyra's Historian Pride Park
- Palmyra's History Park
- Palmyra's History Remembrance Park
- Patriot Park
- Persimmon Park
- Racist Park
- Remembrance Park
- Reuben Boston Park
- Rivanna Park
- Robert Poore Park
- The Lawn in Palmyra
- The Place of Hate
- United Park

Three or fewer responses each



Naming Ideas for Local Buildings, Bridges, etc.

- **Abraham Lincoln**
- **Annie Morris**
- **Any of the Indian tribes**
- **Col. Reuben Boston**
- **David Ross Bridge for the bridge over the Rivanna River on Route 6 east**
- **Eleanor Ferguson (did hair for Envoy residents)**
- **Fluvanna veterans of other conflicts such as WWI, WWII, Korea, Vietnam, Iraq and Afghanistan**
- **Frederick Douglass**
- **General John Hartwell Cocke**
- **Gloria and George Vest**
- **Harriet Tubman**
- **Jefferson's Landing at 1 of the many boat landings**
- **Jerome Booker**
- **Kerry Harmond**
- **Maimie Lewis (Helen Carter's mom)**
- **Mike Brent**
- **Minnie Lee McGehee**
- **Names of significant local places, individuals or other non-divisive terminology**
- **Only for long dead people.**
- **Other history**
- **Rassawek Bridge for the bridge over the Rivanna on Route 6 East**
- **Robert E Lee**
- **Stonewall Jackson**
- **Temperance Bridge for the bridge over the Hardware River on Route 6**
- **Texas Jack Omohundro**
- **Thomas Jefferson**
- **Wallace "Boots" Wills**

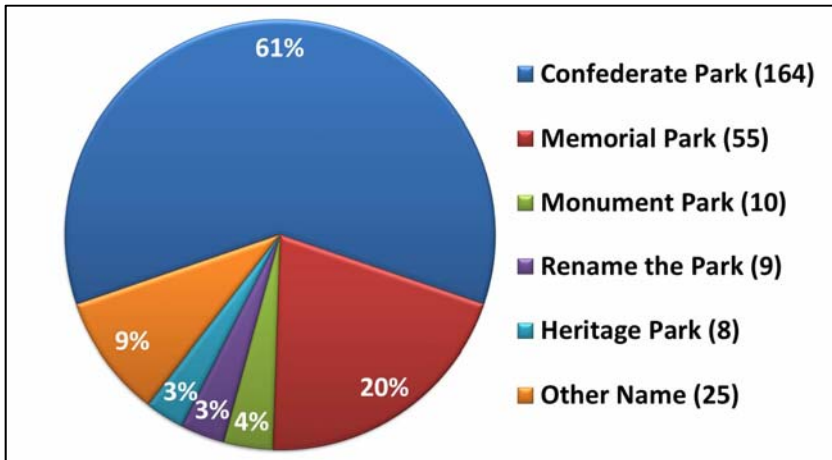


Questions?



PALMYRA PARK NAMING SURVEY COMMENTS

Jul-Aug 2015 (271 Responses)



Recommended Official Name for the Park?

Other Park Naming Suggestions

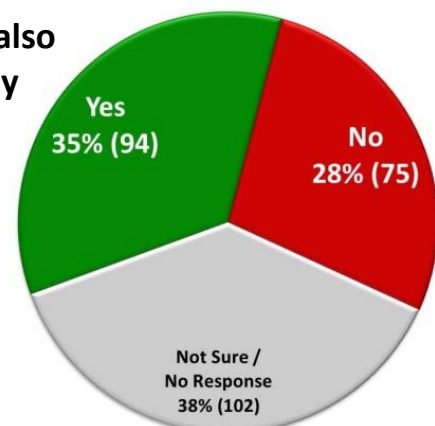
- Ancestry Memorial Park
- Civil War Memorial Park
- Community Park
- Confederate Memorial Park
- Defenders of Slavery Park
- Embarrassment Park
- Fluvanna County Memorial Park
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- Persimmon Park
- Racist Park
- Remembrance Park
- Reuben Boston Park
- Rivanna Park
- Robert Poore Park
- The Lawn in Palmyra
- The Place of Hate
- United Park

Note: Three or fewer responses each

Naming Ideas for Local Buildings, Bridges, etc.

- Abraham Lincoln
- Annie Morris
- Any of the Indian tribes
- Col. Reuben Boston
- David Ross Bridge for the bridge over the Rivanna River on Route 6 east
- Eleanor Ferguson (it may be Elinor, she did hair for Envoy residents)
- Fluvanna veterans of other conflicts such as WWI, WWII, Korea, Vietnam, Iraq and Afghanistan
- Frederick Douglass
- General John Hartwell Cocke
- Gloria and George Vest
- Harriet Tubman
- Jefferson's Landing at 1 of the many boat landings
- Jerome Booker
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- Maimie Lewis (Helen Carter's mom)
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- Names of significant local places, individuals or other non-divisive terminology
- Only for long dead people.
- Other history
- Rassawek Bridge for the bridge over the Rivanna on Route 6 East
- Robert E Lee
- Stonewall Jackson
- Temperance Bridge for the bridge over the Hardware River on Route 6
- Texas Jack Omohundro
- Thomas Jefferson
- Wallace "Boots" Wills

Should the park also be used to display other historical monuments or memorials?



PALMYRA PARK NAMING SURVEY COMMENTS

Jul-Aug 2015 (139 Comments)

Comments (Numbered for convenience only)	
1.	If we are dead set on changing the name I think UNITED PARK would be acceptable. We are all Americans and can be United under heritage remembrance of BOTH flags (the union flag and Actual confederate flag. Not the battle flag everyone is up in arms about). The soldiers who actually fought the war buried the hatchet at "the Angle" in 1913. I think that we should to. We should remember that our grandfathers fought for what they thought was right and because of their sacrifices we can ALL be UNITED. That being said, I think that Confederate Park would be a fine name as well. We already have the signs up so why waste more tax money. I feel that we in Fluvanna County are better than what the media is going for Recently. We should not jump on this "Band Wagon". Thank you Everyone
2.	I'm glad to learn there are picnic tables on the large mowed strip of grass in the middle of Palmyra (the lawn), thanks for including the picture.
3.	"Rivanna Park" would be a good name for the confederate park.
4.	Please rename the park - for perhaps an historical figure of importance in the County's history. The county has history more directly with the Revolutionary War than with the Civil War. It Would be so nice to remember those who built the county in addition to those who felt they were defending it. A recent name that occurs to me would be Jerome Booker. There are surely many others who were civilians when they made their most important contributions.
5.	I think it is outrageous that the County would name ANYTHING 'Confederate' in 2015. This is a slap in the face to every black person, and God knows they have been and continue to be badly served by our government, companies and individuals in more ways than anyone can recount, even (especially) since slavery was abolished. I do not think any white person has any right whatsoever to glorify the Confederacy in any way. If every black person in the County agrees that a park should be named "Confederate", then fine. And good luck. As for me, I very much resent any positive reference to the Confederacy. We all know what that stood for, and still stands for, notwithstanding assertions by some that it meant 'states' rights'! If you have any doubts, put it on the ballot!
6.	I think we should abolish the Confederate Park altogether. You talking about bringing people together? that would truly do it. what people fail to realize is that, the park represents oppression and hatred. something this county ought to be ashamed of instead of glorifying.
7.	I am all for history but I think the name of the Confederate Park should be changed. Confederacy is a constant reminder of slavery, although slavery is a part of history, there was nothing pleasant about it.
8.	Fluvanna veterans of other conflicts such as WWI, WWII, Korea, Vietnam, Iraq and Afghanistan
9.	Ladies and Gentlemen: I would like to register my whole-hearted support for Chairwoman

Booker's proposal that Confederate Park be renamed. I believe that it is simply inappropriate for public institutions to honor the confederacy, and would welcome a re-christening (perhaps "Patriot Park"?). Thank you for your consideration.

10. Jerome Booker - a great leader of all people in Fluvanna County during his service on the Board of Supervisors and Fluvanna County...he was loved and respected by everyone in the community. I never knew him to have a personal agenda...Fluvanna was his agenda.

11. Why does it need a name. Has it ever had one.

12. I wanted to voice my opinion regarding the park in Palmyra with the Confederate monument. I strongly and wholeheartedly believe that the name should be changed. The Confederacy and the Civil War is a dark chapter in American history and a blight on Southern culture that should be repudiated, not honored. My ancestors, like many in Fluvanna County, fought for the Confederacy; they fought and bled to keep their fellow Americans in perpetual bondage. Let the monument stand as a reminder but the park in our fine county seat should be more than that.

13. Thank you for providing this method to share our opinions.

14. Use names of significant local places, individuals or other non-divisive terminology that will tie the community together. How about using references to the Rivanna, the canal and locks, the railroad, the county's Revolutionary War connections, crops that citizens farmed to make their living, etc. A group of volunteers could research possibilities. I would happily volunteer to help.

15. Greetings and, from what is available on the Fluvanna Review's website, thank you for conducting a sensitive, thoughtful, and productive discussion regarding the possible naming of the park in Court Square. I do need to challenge any impression that "nobody" paid attention to the name on the sign prior to the recent Charleston tragedy. To the contrary a goodly number of us have discussed our concern over the sign since its placement.

Memorial Park - I am of Fluvanna stock and have visited the county for 70 years. If the park requires a name, my family and I request that it be MEMORIAL PARK. The monument was dedicated to the memory of the Soldiers not to a government or political system. Language changes over time, and in context "Confederate" has come to refer more often to a government than to individuals.

I was introduced to and still very much respect the monument as a memorial. This is how my great aunt (of Mountain View) introduced me to the park during my childhood. She said with some emotion how the monument honored her much beloved uncle -- the one she never knew who lost his life in the war. She mentioned some other soldiers and also noted the marker that was added to honor the women who kept the home fires burning during the war. She emphasized that she did not celebrate the war.

The Rest of the Story - Recently there was a photograph on the internet of a group of young people with different ethnicity gathered around the monument, arms over shoulders, and the pictured was titled "Reconciliation." What a powerful photographic editorial. The gathering gave further respect to the monument and made it very relevant to the present age! I urge our continuing to respect this monument and also to let the park be a memorial to the rest of the story.

It has been quite some years since additions have been made to the original memorial; however, this Sesquicentennial Year of both the American Civil War and The Emancipation Proclamation

presents a wonderful opportunity to place a marker in the park in recognition of these two events that are interrelated. The Rev. Walker Timberlake (I am a direct descendant) gave the county the land on which the monument stands. In 1832, when he and Gen. John Hartwell Cocke discussed with Thomas Jefferson Randolph the men's desire to work toward Emancipation, Timberlake said that none of us (enslaved or free) could be happy as long as slavery prevailed. His sons and grandsons were Civil War soldiers, and he was always a loyal to Virginia. He died not knowing the war's outcome. However, in the spirit of his earlier statement, I feel certain he would agree that not only did The Emancipation Proclamation legally free the enslaved, but it freed our society from a system he deemed to be evil.

In this spirit of freedom for all, I trust that we can seize the opportunity to complement the park with a Sesquicentennial Memorial – it is directly related to the monument and the markers already in place. Can the Fluvanna Historical Society be asked to take the lead and to explore options? May action be taken quickly as 2015 is rapidly passing.

We need to recognize the Sesquicentennials to better understand all of the events it illuminates. Such a memorial will build a greater sense of community for everyone.

16. My great grandfather and his 3 brothers fought for Georgia in the Civil War . All survived .. They were blessed to make it through alive. They then attended many of the reunions including the last one at Gettysburg. We don't choose in life where, when or to who we're born to .. We just show up someday and God says "welcome - make it through your life" and oh "good luck with that". I'm confident that naming the park " Memorial Park" would be fitting. That's really what it is ..a place to memorialize those who didn't choose and had their lives ended all too soon. The majority of the soldiers and citizens were just there trying their best to make it through. Thank you for all of your service.
17. I would like to see other memorial statues put in the park and renamed "Memorial Park." As a lifelong citizen of Fluvanna, the park has never been inviting to me. In my opinion, although it is part of this country's history, neither slavery nor the confederacy is anything to be proud of.
18. Please change the name of the Confederate Park to Memorial Park.
19. I was recently made aware of the park located in the town of Palmyra and it's name, "Confederate Park". As a former resident of Fluvanna County, and a die hard supporter, that name in no way represents me. I would like to see the name changed to "Memorial" park immediately!
20. I am writing in concern of the park in Palmyra being name Confederate Park. I do not and will not agree with the renaming. I can understand Memorial Park which adapts to all but being specific with the name is disrespectful to all Fluvanna residents as well as visitors. Again re-consider naming the Park. Concerned Fluvanna County Resident
21. Not sure why you would limit the park to just the Confederacy. There is so much more to VA than that part of history.
22. Fluvanna County has a long history and its park should represent that history starting with the early native Americans and going on to colonists, the Revolution, the War of 1812, the Civil War, Emancipation, Civil Rights, etc. Right now, with the name "Confederate Park", it represents one short period of time in which one group was held in submission to another group which is not the best thing we could celebrate. I am in favor of having a park named "Memorial

<p>Park" where all are recognized and none excluded which is presently the case for a portion of Fluvanna residents.</p>
<p>23. In addition to the Emancipation Proclamation, other displays to place in the park might include a plaque acknowledging that the Civil War was fought in part to preserve an economy that depended on the enslavement of humans by others, apologizing that our ancestors did so, and assuring commitment to our constitution's principle that all are created equally.</p>
<p>24. I THINK THE PARK AT THE COURTHOUSE SHOULD BE RENAMED MEMORIAL PARK.</p>
<p>25. There is no good reason for only honoring our confederate history. Yes, honor our confederate history, but also allow the honoring of other important groups that were and are just as important to this county as were the confederate soldiers. I am white, but "my history" is not the only history of this county. To think otherwise is racism, pure and simple.</p>
<p>26. dont think we should waste too much time over the Confederate name issue. Slavery is a part of US history and Va. history - deal with it! A lot of men died in that war regardless of what side they were on. That's who we should honor, those fallen men regardless of the side they were on. We cant erase the past because it's not p.c. today, slaves built a lot of the world's great sites, the pyramids for one. Should we tear them down because of that? Acknowledge that fact and enjoy what they left behind. would be nice to add other monuments honoring other war's fallen heroes. County has a lot more important issues to deal with here. Re-name it, add other memorials and move on folks!</p>
<p>27. I support renaming the "Confederate Park" the "Memorial Park." This is not an issue of political correctness as Ms Avers said... this is an issue of respect and consideration for the African American citizens of our community for whom the Confederate flag represents racism and support of the institution of slavery. Let's be inclusive, not divisive.</p>
<p>28. I like the idea of renaming Confederate Park to Memorial Park, and allow additional memorials to be added that recognize the sacrifice of all different types of members of our community.</p>
<p>29. According to a survey conducted by the Fluvanna County Historical Society, our ancestors who erected and held annual Memorial Day ceremonies at the park overwhelmingly referred to the park as, "Memorial Park." I believe their naming of the park should be honored. I made the choice I made based on that alone; not because I agree with the current Stalinist-style purge of Southern history now fashionable among the Twitter, Facebook, and media mobs who currently control our nation's elected officials.</p>
<p>30. Since this Palmyra park was never officially named, 2015 presents the right time to select a name that reflects the total story of what the monument reflects in a way that honors its ongoing significance. We are in a year of commemoration of the Sesquicentennial of both the American Civil War and The Emancipation Proclamation. Recognition of both in the park with one marker or stone would be both contemporary and inclusive of all people of Fluvanna -- past and present. Regarding a name: the space is so small and the monument so obvious, does the space require a sign? Thank you for your concern.</p>
<p>31. I like the idea of officially naming the park, Memorial Park.</p>

32.	As a former Fluvanna County resident and historian, I appreciate the efforts to name our historic part and remember ALL the people affected by the Civil War. I support the use of the name Memorial Part, and I also highly support the idea of commemorating those freed by the Emancipation Proclamation.
33.	I understand that the small memorial park in front of the Old Jail was never officially named but began being called Confederate Park a couple of years ago by some group or othe. In the interest of harmony and going forward, keep the monument that's there and add one to honor the slaves of Fluvanna County. Then rename the park, Liberty Park and let's move forward.
34.	Change the name of the park to Heritage Park and include a large plaque on a stone to honor all the unnamed slaves who toiled to build this county. Note: When the civil rights statue was added to the Capital grounds in Richmond ,it was a tremendous statement about recognizing the inclusive history of our state. I'll be the first to donate to such an effort.
35.	While I understand and even to a limited extent respect the PC environment, we should stand firm against the agenda of erasing our history. How far will they go? Eliminate our Founding Father's and historical figures because they owned slaves, which while no doubt wrong, was a world-wide accepted practice in it's time.
36.	I think bridges should be named after service members that gave their life on active duty as happens on many sttae roads.
37.	A neutral name for the park avoids controversy but will require some sort of official county policy provision/criteria that will be used to determine what monuments go there based primarily upon what they officially represent. Renaming the park should not have any bearing on what the current Confederate monument there represents but the park itself, as public space, should not be a part of that representation.
38.	With all the division inserted into every existing name, statue,etc., at this point, we should leave well enough alone, and not bring any new problems into the mix. People need to get over themselves and let history stand as it happened...denying or renaming it isn't going to change ANYTHING!
39.	So we're choosing NOW to name this place????? REALLY???????
40.	I think it is totally asinine that we have so much of an uproar over the Confederate Park and the Confederate Battle Flag. Maybe we should remove the US Flag and I am sure it is offensive to some British citizens whose ancestors lost their lives during our fight for independence. Old Farm Day should be renamed Farm Day as the term "OLD" may insult some of our senior citizens. The world we currently live in has gone totally crazy over political correctness. Regardless of what we do to satisfy one demographic we are sure to upset another. If we want to change something, lets change the make up of our do nothing Congress and out the rabble rouser in the White House and his cronies.
41.	I do not think the name of the park should be changed!
42.	Leave Confederate Park alone!
43.	This is the South!!!!!! Confederate Park is perfect! You want add other historical monuments do

it at Pleasant Grove
44. We must maintain our USA history not just the PC parts.
45. Name it for Obama. He is doing more to destroy the nation than the confederates ever succeeded in doing.
46. I believe naming bridges, buildings, rooms and/or facilities should be of those that have done something here in the county for the county such as E.W. Thomas who started and operated the first grocery store in Palmyra. FF White who lived in Fork Union and started with a single gas station and built what was Virginia Oil Company. The Sheridans who have supported the community for year as well as John May who support and helped make Old Farm Day for what it is today. Wallace Boots Wills for the lifetime award for his dedication for over 30 years of support and volunteering at Palmyra Fore Departement, as well Gordon Richardson who was the sheriff for years and helped make the foundation for our safe county. Again there are several names here locally that can be and should be used instead of using other names from outside of the community.
47. I would hope you take the true advise of the people you ask unlike the City of Charlottesville or Albemarle County.
48. Leave it alone. To change history does not change the truth.
49. Please leave the Confederate Park as it is. Don't change the name and don't put any more memorials there. Don't change anything.
50. The park has always been called Confederate Park, don't you mean rename the park. I use my sons e-mail address.
51. Leave Confederate Park name like it is. You people are making a mountain out of a mill hill. Before yall came up with this idea, I didn't even know the park existed. I'm sure many, many people here in the county didn't know it existed. Yall have other, more important things to worry about.
52. I would like to keep the "Confederate Park" as is. It's a part of history, and we can't change that. The problem, as I see it, is that the country is trying to be politically correct in everything, including our history. I vote to keep it as it is.
53. Confederate Park should stay labeled as it is. I am a transplanted northerner who had several relatives killed as Union soldiers in the Civil War. One item of memorabilia is a letter written by a relative as he was bleeding out from a bullet wound that went unnoticed in his high cavalry boot, and the pen just runs diagonally off the edge of the paper as he died. So I consider myself a neutral commenter. The monument reads, "To the Memory of Confederate Soldiers of Fluvanna County," Soldiers of Fluvanna County were obviously Confederate Soldiers and this monument is for them, not for any political cause. If you don't cater to Confederate Park, name it "Confederate Soldiers Park." I just don't see this being the place to put a celebration of the Emancipation Proclamation - somehow that just does not fit with honoring soldiers. I would support placing in its own park.
54. Our little Confederate monument honors our Fluvanna heroes as well as the 300,000 + southern

boys and men who died fighting for their homes, their families, their beliefs and their agrarian way of life. All of that was swept away by the armies of Abraham Lincoln, the author of the Emancipation Proclamation. Putting what is essentially a monument to Lincoln in our little park would be sacrilege to say the least. Our boys in gray would roll over in their graves. I would sooner see every part of the monument and park rolled down the hill and into the Rivanna River where it would be safe, until a time when politically correct cultural cleansing had stopped and Virginians have returned to their senses. Tourists come to Virginia (with their dollars) to see Confederate history, with all its glory... and its faults.

55. I would appreciate it if the "Confederate Park" was totally left alone. Leave the name "Confederate Park". If the county decides to build another memorial, please build it somewhere else. That park was built to honor Fluvanna residents who fought and died during the civil war. I think it is very disrespectful, and spiteful, to medal with it, by renaming it, or building another memorial there.

56. Confederate Park does not symbolize slavery, emancipation or states rights. It reflects part of our collective history that should not be forgotten. We cannot make up for past events or unfair acts. We should remember not to let similar events occur. A veteran who proudly served our county so that all have the freedom to speak and be heard.

57. I'm concerned about the recent calls for the white-washing of American history, including proposals regarding Palmyra's own Confederate Park. We have a complex and rich history, but the worst thing we can do is to pay homage to passing political fads and pander to emotional demands. It's a fact that Virginia was part of the Confederacy, and 89% of service eligible men outside of Union areas, over 155,000, served in the Confederate Army. The 'Park in Court Square' as the Boards notes refer to the issue as, has been known as Confederate Park for many years and is a solemn reminder of the Virginians who served, and died, for a cause they believed in. While today we may disagree on why they fought, or reframe the war in simple terms, the truth is much more complex. The Civil War happened, and we are all glad that the United States remained intact, but any attempts to rename the park is an affront to all Virginians. We must remember our past or else we are doomed to repeat it.

58. Confederate Park in the middle of Court Square has sat quietly with a sign for 2 years and without a sign for many years with no controversy. There is no reason that I can see for bringing it up unless to cause controversy, strife, and division in our county to create a diversion for something else. Live and let live. Leave it alone.

59. Please leave Confederate Park alone. I am of the string opinion that all of the crazy news and people wanting to change road names, monuments, etc..., that when we start changing we are indeed setting a dangerous precedence. The fact is that people will never be satisfied. You will not be able to please everyone. You can change the name of the park and please 100 people but offend 500 in the process. Leave it alone, do not succumb to the ridiculous media frenzy that is happening right now. Let's rise above. Let's not let ourselves perpetuate the war that's brewing in our county. In our country. It's everywhere and if we don't stop feeding into it, it is going to get much worse before it gets better. My husband is also a Fluvanna County resident and he's from Southern California. He's lived through the race wars and has seen blacks, whites, and Mexicans killing each other over race. Sadly if this nonsense doesn't stop, we will be experiencing the same war all over again.

60. The word confederate means ally, and a flag is just a piece of cloth. Hate is something that

people have inside them. I think instead of buying into this crazy media frenzy our county would be better served trying to unite. What purpose would it serve to take down a sign that had been sitting quietly for two years not hurting anyone, none! All I think would happen, is that we as tax payers would have to use our revenue to remove a sign and rename a park to ease someone's feelings! Why not erase history and rewrite the books to not include any word that may offend someone, that would be crazy right! Stop and think how far this ridiculous situation can go if we don't take a stand and put a stop to this lunacy!

61. Confederate Park...DO NOT change the name that this park has been know as for years! A name change is NOT required to add other memorial markers...Do I smell the sent of "Political Correctness" in the air...?

62. I am in favor of leaving the Confederate Park named as the Confederate Park. We can't change history. Actually, down through the years, I have seen many county employees of color enjoying their lunch at the picnic tables in the park. They never seemed to be offended by the park. The word confederate, flag or whatever, had nothing to do with the senseless killings in South Carolina. Likewise, eradicating the word doesn't mean there will never again be senseless killings.

63. To Whom It May Concern, I will write this in a couple of sections with [An analogy],[Stupid Personal Story], [Today], [Closing]

Family Analogy - I don't always get along with my brother. In fact, we don't agree on much of anything anymore. But he is my brother and we challenge each other daily, weekly, monthly and yearly throughout our lives of 37+ years now. We fought, we suffered, and we celebrated together ... Today, I look back at our lives and I cannot imagine doing it anyway differently. These were not regular fights either as we were growing up. He was and is still is very jealous of me. We fought hard. He is smarter than me in academia, every "C" I got I had to study three times harder than he did for his "A". But, God had a different plan for him then me. He is not as successful as I am. His family is in worse shape than mine is. But, every day I call him and check in with him. Our late parents would want that.

Yes, we suffered together. Our Dad always took jobs that didn't pay enough. So, there was always an empty stomach at the dinner table. Our car was always breaking down and my Mom and Dad never owned any property. We lived in a hotel in Orlando, Florida while Dad was trying to find a job at Walt Disney. Because, that's what artist do. They dream together... That's what America is too. A dream.

My family analogy, which is very personal, and I hope you all treat as such. Is an analogy of race relations in America. Especially, between black and white. You see, I would never try and take away my brother's identity or history of our suffrage together. Our tears together. Our walk together. Today, I have black friends and we love each other. We talk about the past and we see our struggles together. We still wake up every morning and work together and we defend our country together, as brothers and sisters do defend their Mom and Dad and their family. We got each other's backs and we won't let "anything" come between us, including this.

Stupid Personal Story (That doesn't matter, since it is a personal story) - There was a time in my childhood where our parents decided to get divorce. The divorce lasted a few years but they decided to get back together. During the divorce years, my grandfather would pick my brother and I up on Saturday and we always ended up at Dairy Queen for lunch and an ice cream. Not just any ice cream, but a dipped chocolate one. I remember, the arcade games playing in the

background as well.

To be honest with you, I think this is where I got interested in the world around me. My grandfather used to meet other men there as well. All with their grandchildren who were also going through divorces and their moms had to work a Saturday shift. One morning, they started discussing the Civil War. As a lot of boys, I was interested in this subject. So, I listened for the very first time to an adult conversation. The conversation quickly turned to the subject of slavery and the role it played in the war. I didn't understand this, so I listened more.

The black man spoke, with as much wisdom and knowledge that I had ever heard. It was like thunder to my young ears, and my grandfather was silent. I will never forget it ... His eyes scared me, to this day I remember how scary his eyes were when he spoke about this. Normally, he was a very gentle grandpa and we fished together. I can almost say I loved him.

His thunder was about the love he had for his grandfather. His grandfather, whom he inherited a lot of land from, I remember. His grandfather told him of the battles he fought in Atlanta as a FREE, LAND OWNER in Georgia. Defending his farm against an invader who didn't understand that slavery was not as it seemed in the north, as it was in the south. He told me what I was learning in school wasn't the truth. And one day, this would tear the nation apart.

He told me and my best friend that day, his grandson, to never listen to the history they were teaching us. He told us about the Confederate black platoons that fought freely and bravely, alongside the Indians and the whites. Because we were ... family. And that is what family does. You see, you guys might be looking at the wrong flag.

To whom it may concern, this old black man, whom I respect as much as my own grandfather would disown me if I didn't write this essay to you, Fluvanna Board of Supervisors who are thinking about erasing our suffrage away ... don't. It will cause more problems.

The argument - They say, "The controversy isn't about the Civil War, it's about white southerners' decision to transform the flag into the emblem of segregation and black subordination in 1948-c. 1970". Okay, There are 318.9 million people live in the United States today that is counted for. As of 2010, an estimated 114,555,744 people, or thirty-seven percent of all U.S. residents, lived in the South. What percentage of them do you actually think are actively racist people? How many do you think intend family BBQs together, Christmas at churches, and weddings together as southerners with shared family past? How many played the Dukes of Hazzard together (white/black)?

Today - If you want to bring your enemies into the fold, crushing spirit is never a good thing. Remember Germany post-WWI, pre-WWII? Lent to the atmosphere that supported Hitler's rise. Let them have their dignity. And though it wasn't a clean transition, part of the greatness of Lincoln's leadership was his firm stance against punishing the South after the Civil War.

In closing, I would like to share with you Friar. Schall's words, who taught political philosophy at Georgetown University for many years until recently retiring. He is the author of numerous books and countless essays on philosophy, theology, education, morality, and other topics, "As many of their (South) most basic assumptions are now rejected at the most fundamental level, we see the shadows of what once concerned the Old South. The term "slavery" takes on a new image; the masters are civil officials. A more dangerous and demanding enemy shows itself. It does not just demand that we stay in the Union. We must also agree with its laws as "rights" that must be obeyed as the price of citizenship."

Whatever - In the end, rename it what you will ... But, remember Blacks also fought for the Confederates. Free ones at that ... fighting for the same thing the whites were and the Indians.

<p>Confederate Park means more than just a name to them and us. It's who we are. Just like what our last name is and who our brothers are. Even if we don't always agree ... Maybe, invite all the pastors together to hold a Sunday service there. All of us will have a Sunday service there and we will will have lunch together and share love. But, keep the name as it is in honor of those American soilders who gave thier life for Freedom and Liberty</p>
<p>64. Leave the name alone!</p>
<p>65. Our history is our past - Those of us alive today have neither the right nor the obligation to try to change it. We should be concentrating on molding our future, not trying to make our past more "acceptable" by today's standards.</p>
<p>66. The county administration needs to focus on our problems here in Fluvanna and not so much on what's happening elsewhere. This should have never even made it to the BOS agenda and i honestly question why a new survey has been created.</p>
<p>67. For my specific thoughts on the park, please see "My Two Cents."</p>
<p>68. There is no need to change the name. It has never offended anyone. It is only an issue now because we are being "told" we should be offended.</p>
<p>69. If you feel you need to remove the monument, I would be glad to place it in my front yard in Fork Union!</p>
<p>70. In response to the Fluvanna Review's article "Confederate controversy comes to Palmyra par" History is just that - history. We can't change it and shouldn't try to hide it. I would think so called "offended" groups would look at these symbols and be thankful for the progress made as a people and a country since the Civil War. I feel the name Confederate Park should remain. However I do agree that a monument representing the Emancipation Proclamation would be a very appropriate addition to the park. Thank you for the opportunity to put in my two cents worth.</p>
<p>71. Names of local Fluvanna County or Virginia State people of history is a good thing</p>
<p>72. This is gone too far. You need to leave the name alone. Where is this going to end? Next, we are changing the names of roads. Are you going to remove books from libraries and stop teaching about the Civil war in school? By removing items that reference to the Confederacy, it's like you're trying to forget it happened. It's a part of our history and that can't be changed. You are attempting to dishonor those that fought this war. We should be learning from this war and not trying to "dispose" of it. This is one of the most ridiculous and petty things you have come up with.</p>
<p>73. I think the name of confederate park should be left the way it is, afterall it is part of American history...</p>
<p>74. I'm a Confederate born in VA. Please do not dishonor our dead Fathers, Grand Fathers, sons and all Sotherners by naming the park anything else then Confederate Park. God bless you.</p>
<p>75. Please add my name to the list supporting the naming of the park Confederate Park. My family originated in your neck of the woods, and I am sure they walked or rode thru your beautiful town</p>

	a time or two. Thank you for taking the time to read this and have a GREAT day!!!!
76.	please leave our history alone leave the park name there is nothing wrong with it it is the southlands history
77.	Concerning Confederate park - what OTHER name would be appropriate for a monument to CONFEDERATE soldiers? Or were you planning on jumping on the PC bandwagon and tearing down the monument because of the current hysteria?
78.	Confederate Park. Leave it alone.
79.	Please leave the Confederate park alone.
80.	Leave Confederate Park alone!
81.	keep it confederate park.
82.	Keep Confederate Park named Confederate Park! It is in honor of the Confederates who fought for Fluvanna, not the Board of Supervisors who is demolishing Fluvanna
83.	I so hope we avoid officially naming Palmyra's village park as "Confederate Park." I vote to name the park "Memorial Park" or "Monument Park." I agree with FHS president Marvin Moss that we seize the opportunity to add additional commemorative structures to pay homage to Fluvanna County's heritage. Let's not forget that heritage can mean more than just honor, pride and courage, but also oppression, suffering and poverty. We cannot acknowledge one without the other. Fluvanna County owns its fair share of both.
84.	This survey should be limited to only Fluvanna County residents. We all should be aware that fallen Confederate soldiers are officially designated as Veterans of the United States by act of Congress (in 1958). Let us also remember that all Confederate soldiers were pardoned to promote reconciliation in our country. The park is commonly known as "Confederate Park" and should remain so to preserve the spirit of reconciliation. Changing the common name is inspired by a politically-inspired policy that would result in more divisiveness and not reconciliation.
85.	This park is part of our history and the name should not reflect upon the Confederate flag which should never be displayed except in a museum or historical reenactment.
86.	Don't give me this stuff about formally naming the park. The park has been called "Confederate Park" my whole life, and I am 54 years old. The park has a name, "Confederate Park". The timing for this stinks and the person who started this conversation is only trying to damage the Confederate Memorial. Most people can figure that out. I think this whole exercise sucks, and the people involved should be ashamed of them selves.
87.	Leave as is. Board should work
88.	This is in reference to changing the name of Confederate Park. The park is so small, you can hardly turn around in it. How could anyone have a picnic there or even think about putting another monument (emancipation) in ? This is the most ludicrous things I have heard of!
89.	I see no need to change the Confederate monuments name or move it to another location. Like it

<p>or not it is a part of our history, just because there are those who do not like it, it is our history and it is what it is.</p>
<p>90. Why make a mountain out of a mole hill.....Leave things alone....Political Correctness "IS" the problem not the solution.....signed>>>White, Italian, Irish, German American</p>
<p>91. It would be my want that no name change be made to the Confederate Park. I agree with all the others who have stated that this has all come about because of what happened recently in S. Carolina. Tragic as it may have been, there are more important things to worry about other than a name of a park. It makes no sense to change any names as this is all part of our history, like it or not. Thank you for allowing me to express my opinion.</p>
<p>92. I agree with Bob Ullenbruch - "We in Fluvanna are above the PC culture - there are more important things for county supervisors to focus on". I vote keep the name Confederate Park.</p>
<p>93. Subject: Rural Virginian article entitled "Confederate Park proposal meets with concern" - Wednesday, July 29, 2015 - Front Page: After reading this article I was surprised at our community's response to "jump on the bandwagon" of divisiveness in this country...and the world. Despite terrorists, starvation, world hunger, religious genocide and the corruption, greed and "I gotta git mine" mentality of our own country, we're now going to waste passion, money and time on an undeniable period of our history? Has anyone given any thought to the history that our nation was the first to make slavery illegal? Has anyone given any thought to the unimaginable amount of lives , both black and white, that fought and died in the Civil War? We must remember how very fortunate and blessed we are as a country; probably the best lifestyle, the most individual income and the most freedom in the world at this very moment. Would something as simple as re-naming the park "Civil War Park", or "Fluvanna Historical Park" make everyone happy???? (How many people are picnicking there anyway???) We need to wake up, enjoy who we are, where we are and make the world around us a better place...join together as Americans. Our future is at stake and it's more important now that we become one.</p>
<p>94. The "Confederate Park" should not be renamed. This political correct BS needs to stop. The county needs to focus on bringing businesses into the community, lowering taxes, and promoting tourism. Mozell Booker's proposal smacks of an agenda that is not needed.</p>
<p>95. I would like for Confederate Park to remain named Confederate Park. It has not been as issue before and should not be an issue now.</p>
<p>96. It is my understanding that the board of supervisors are considering renaming Confederate Park. I am 62 years old and recently moved here from WV to retire after spending 22 years in the U.S Navy and another 15 years with the Postal Service. I normally try to stay out of local political matters but the renaming of this park makes absolutely no sense to me. For the life of me I do not understand why we should try to erase our history. Being that my ancestors were probably mostly Yankees I really have no desire to visit this park but I sure wouldn't want the name changed on my account. So if anyone cares, my 2 cents are the name should remain as is. Thanks,</p>
<p>97. There is significant history here in our county and Confederate Park is part of that history, as much as the Old jail and the Old Courthouse. It is too obvious to me that Ms. Booker is taking advantage of a tragedy to drive an agenda, no matter what she re-states or tries to explain away.</p>

<p>Leave it alone. Its not your to change at your whim. Remember...votes count or they should.</p>
<p>98. Lets not be like the children and chase after the Pied Piper of Hamlin..... It did not end up well for the children.</p>
<p>99. Booker is definitely using this for PC reasons. You can keep the park name (Confederate Park) and have a monument (s) for the end of the Civil War and the Emancipation Proclamation. Let's not erase our history. I'll remember your vote.</p>
<p>100. Like Miss. Aver I am a transplanted "Yankee" & proud to be called a Virginian. History never changes and certainly after 150 years now, it is as it is. At my age, of almost 7 decades now, I'm definitely not P.C. In the north the "Civil War" is never discussed, here in Virginia a week doesn't go by that the "war of northern aggression" is spoken of with great enthusiasm ! I engage in the discussion with great interest because I love this country and its colorful history. All our soldiers fought with honor and time will never change that, so we must "call it as it is"(and was) a Confederate memorial.</p>
<p>101. KEEP the name of Confederate Park as Confederate Park. This is Virginia HISTORY. Virginia was the capitol of the Confederacy. Virginian Robert E. Lee was the head General not because he wanted Virginia to secede from the Union, but because he loved Virginia, it was HIS home state, and would not turn his back on his home. Keep the name. It's history! History is not to be re-written for the sake of political correctness. I hardly think Lincoln Park would be renamed had someone committed a murder dressed like Lincoln.</p>
<p>102. Renaming of Confederate Park is nothing more than Political Correctness based upon the young man who committed those horrific murders in Charleston South Carolina which resulted in the killing of nine African Americans. Therefore renaming a park would be nothing more than giving into political correctness which is destroying this country. Keep the current name as Confederate Park.</p>
<p>103. No structure, park etc. should be named for anyone who has not been deceased for at least 50 years.</p>
<p>104. We need to keep the Confederate Park as it was intended - a memorial to honor Fluvanna's war dead as well as a solemn reminder of all those who fought and died for the Southern cause. We really need to stop denying our AMERICAN history - the good, the bad, the ugly. And no, it should not be shared with any other memorials.</p>
<p>105. I do not agree with the suggestion to open up Confederate Park to other memorials or to rename it. Both my great grandfather and great-great grandfather served in that un-civil war. Both were Fluvanna residents, neither rich, neither slave holders. They fought for Virginia, and what they believed to be right. There is honor in that. Leave well enough alone.</p>
<p>106. I think Confederate Park should keep its name that was bestowed on it by the people of Fluvanna County. When a popular name for something is used for a long time period and there's no valid reason to change it, that name should become the official name.</p>
<p>107. The Confederate Flag and word is history. We don't need to change it. Leave the park name as it is. Our children need to know this and remember black and white. Fluvanna county has a lot more to worry about without this. Move on with problems that you can fix</p>

108. Booker is definitely using this for PC reasons. You can keep the park name (Confederate Park) and have a monument (s) for the end of the Civil War and the Emancipation Proclamation. Let's not erase our history. I'll remember your vote.
109. I think changing the name of confederate park is very divisive. This propaganda technique of forcing people to change their values, or only believe in what is acceptable by the gov. is against our freedom in this country. There are many people who view this flag, or name differently. Taking it down, stifling freedom of expression will only add to resentments, and frustration. I think we move forward in our treatment of each other regardless of any differences. Can't we judge a man by the content of his character....?
110. The park is what it is - a confederate monument to those who died for what they believed in at the time.
111. The sign is already up. The county just placed that sign there last year. Why spend more tax dollars to change it!!
112. Re: "Confederate Park" Sign. Just my feelings; is to leave it alone. "We can't change everything in this world and fix it" Is Gov't./State going to take away or change ALL books, history, coins etc. that have the word "Confederate" in it?
113. Please leave the name of the park as is, Or take down the sign that was just put up last year. We cannot go back and change Fluvanna history. Please do not change the name. Thank You.
114. I think confederate park is the most appropriate name for the park but monument park is also suited
115. Would like for the park surrounding the memorial to the county's Confederate soldiers to be called "Confederate Park" or "Memorial Park".
116. Leave it alone.
117. Leave the name on confederate park alone! who is it honoring? Confederate soldiers! Is this another way to raise taxes? I suppose everyone will have to pay the price of renaming it? Wake up people and leave history alone? Who made the suggestion to change the name? Let's be transparent and stop acting one way to get elected and then crawfishing. I welcome the response from the bone head that came up with the idea.
118. Leave the name of Confederate Park alone. It doesn't promote racism, it is history. Why revise it? I came to VA from PA. Born in the North, had relatives that fought for the Union, and I'd want their memories honored just the same as I'd want the memories of the Confederate soldiers honored. Leave the name alone.
119. The park should still be called "Confederate Park" If it was good enough last year, it should be good enough now.
120. Please leave the park name as it is. It is not a racist name. We are allowing people to disgrace our history. The flag and the Confederate had nothing to do with race. It was a battle and a costly one at that.. I do hope that people wake up before we end up in another civil war. So yes I

am against all of this.
121. CONFEDERATE PARK! THIS IS HISTORY, NOT HATE!
122. Leave the name alone. We're going too far with the "politically correct" propaganda. We're creating racism where there was none. The park name is about history and heritage, not hate.
123. Keep the name of the Confederate Park the same. Stop trying to turn Fluvanna into something it is not.
124. Leave it alone.
125. LEAVE THE NAME OF THE PARK AS IS!!!!!!!
126. Names for the park; just keep it Confederate Park. The only other name I can think will suit it is either Robert Poore or Reuben Boston Park. Poore organized the Fluvanna Rifle-Guards and was killed at Gettysburg. Reuben Boston was a colonel when he was killed by a bullet at High Bridge just south of FarmVille. He was the last Confederate officer to be killed in action.
127. Please leave the name of the park in Palmyra as it is. Why do you think it needs to be changed. Just leave it alone. We do not have to politically correct like everyone else.
128. Leave the name of the park alone;
129. My suggestions for the "Confederate Park" First of all I like this name. Why would we dishonor our Confederates by taking that name away, who fought for us during that time . Some of our Confederate soldiers were imprisoned on Governor's Island in New York "Castle Williams" and that has been forgotten, Some Confederate Soldiers in that building were starved to death, some shot and others hung. Why has that been forgotten. If that name is not chosen, than I have a couple more ideas. "Palmyra's Historian Pride Park" or "Palmyra's History Remembrance Park" Or "Palmyra's History Park". Keep the History theme. The name "Memorial Park" sound too much like a cemetery name.
130. The park name should remain confederate park there is not one good reason to change the name of the park. If any name change does take place it should hold the name of another confederate. Lee park would be a good name if any name change but as said I se no need in a name change all this stuff needs to stop and stop now it is uncalled for.
131. Leave the damn name alone!!! We are a southern state, with a southern heritage! You can't change history, and people need to accept history!!! DO NOT CHANGE THE NAME!
132. I'm a life-long Fluvanna Country Resident. I say, leave the Confederate Memorial in Palmyra ALONE. There is no need to change anything concerning it, including its name. Let history be history!
133. Leave Confederate Park alone. Don't change the name.
134. Leave it alone, re: The sign for the Confederate Park. It should stay. It pays tribute to all who fought in the civil war. Why are we trying to forget our history. Our children need to know why and the real reasons that war was fought and taking down a sign is not ever going to change

anything.

135. Leave it alone! Its been unofficially Confederate Park for a very long time. The BOS officially gave it that name a year ago so why change it now? It is was it is, a Confederate Park! I've read comments about putting other memorials there but honestly think that's just a way to get around the name change! Its been that way for many many years. Would any of this even be a topic if the Confederate Battle Flag wasn't brought into the spotlight?? I think not! "My Two Cents", leave it alone Fluvanna! Changing the name now is just creating more attention to all this crap that should have never been an issue anyway. And besides, how much is it going to cost Fluvanna Citizens for another sign?? Couldn't that money be put toward something better? There's always one to stir the pot!!!! Shame on you!!!!

136. Col. Reuben Boston, CSA Fluvanna born Died at High Bridge near Appomattox

137. I think the Name " Confederate Memorial Park" would be a Great Name for it.

138. I am a resident of Lake Monticello. I think the park in Palmyra should be named either Confederate Park or Confederate Memorial Park. I also think there should be a Confederate flag flown under the American and Va state flag beside the monument.

139. Name should be inclusive, not a reminder of families being tortured, separated, bought and sold. If offensive to one, offensive to all.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Board of Supervisors' Compensation Plan																				
MOTION(s):	<p>I move to adopt the new compensation plan for members of the Fluvanna County Board of Supervisors, effective January 1, 2016, with the Board Chair annual salary increasing from \$9,000 to \$12,000, Vice Chair salary increasing from \$8,400 to \$11,000, and regular member salary increasing from \$7,800 to \$10,500, resulting in an overall annual increase in BOS salaries of \$13,700, plus ~\$1,048 in benefit costs, with such increase to come from the existing FY16 BOS Budget.</p>																				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other																
		XX																			
STAFF CONTACT(S):	Steve Nichols, County Administrator																				
PRESENTER(S):	Steve Nichols, County Administrator																				
RECOMMENDATION:	Approve																				
TIMING:	Effective January 1, 2016																				
DISCUSSION:	<p>Current BOS member compensation levels were set in 2008. A review of surrounding and other county board compensation plans shows that Fluvanna is significantly below average for BOS salaries.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Current Annual</th> <th style="text-align: center;">Effective Date</th> <th style="text-align: center;">Proposed Annual</th> <th style="text-align: center;">Effective Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">\$9,000</td> <td style="text-align: center;">1-Jan-08</td> <td style="text-align: center;">\$12,000</td> <td style="text-align: center;">1-Jan-16</td> </tr> <tr> <td style="text-align: center;">\$8,400</td> <td style="text-align: center;">1-Jan-08</td> <td style="text-align: center;">\$11,000</td> <td style="text-align: center;">1-Jan-16</td> </tr> <tr> <td style="text-align: center;">\$7,800</td> <td style="text-align: center;">1-Jan-08</td> <td style="text-align: center;">\$10,500</td> <td style="text-align: center;">1-Jan-16</td> </tr> </tbody> </table> <p>Based on State Code, BOS compensation cannot be addressed until July 2015, with an effective date of any change not earlier than Jan 1, 2016.</p>					Current Annual	Effective Date	Proposed Annual	Effective Date	\$9,000	1-Jan-08	\$12,000	1-Jan-16	\$8,400	1-Jan-08	\$11,000	1-Jan-16	\$7,800	1-Jan-08	\$10,500	1-Jan-16
Current Annual	Effective Date	Proposed Annual	Effective Date																		
\$9,000	1-Jan-08	\$12,000	1-Jan-16																		
\$8,400	1-Jan-08	\$11,000	1-Jan-16																		
\$7,800	1-Jan-08	\$10,500	1-Jan-16																		
FISCAL IMPACT:	Increase in annual salaries of \$13,700, plus benefit costs of ~\$1,048. The additional funding is included in the FY16 BOS Budget.																				
POLICY IMPACT:	N/A																				
LEGISLATIVE HISTORY:	Current BOS member compensation levels were set in 2008.																				
ENCLOSURES:	<ul style="list-style-type: none"> • BOS Compensation Comparison between Localities • Virginia Code - 15.2-1414.2 																				
REVIEWS	Legal	Finance	Purchasing	HR	Other																
	XX	XX		XX																	

BOS Compensation Comparisons

From VGFOA - March 2015

Locality	Population 7/1/2014
AVERAGE	
Average for Pop. 20-35K	

Chair	Vice Chair	Supervisors
\$12,100	\$11,004	\$10,707
\$12,226	\$10,905	\$10,544

AVERAGE
\$11,270
\$11,225

Spotsylvania County	126,337
Albemarle County	103,707
Bedford County	77,213
Augusta County	74,642
Fauquier County	67,512
Henry County	53,273
Gloucester County	37,225
Orange County	34,487
Louisa County	34,317
Accomack County	33,870
Botetourt County	33,521
Caroline County	29,727
Dinwiddie County	28,971
Powhatan County	28,706
Fluvanna County	25,970
Rockbridge County	22,390
Goochland County	21,703
New Kent County	20,164
Amelia County	12,824
Middlesex County	11,061
Mathews County	8,882
King & Queen County	7,072

\$25,775	\$24,000	\$24,000
\$16,931	\$15,131	\$15,131
\$8,100	\$7,600	\$6,600
\$10,392	\$10,392	\$10,392
\$21,378	\$19,821	\$18,267
\$8,636	\$8,181	\$8,181
\$8,800	\$7,000	\$7,000
\$15,836	\$12,668	\$12,668
\$10,200	\$9,000	\$9,000
\$9,072	\$8,446	\$7,210
\$10,000	\$9,400	\$8,200
\$19,500	\$19,500	\$19,500
\$10,580	\$10,240	\$9,905
\$15,000	\$12,000	\$12,000
\$9,000	\$8,400	\$7,800
\$8,800	\$7,300	\$6,700
\$15,000	\$12,000	\$12,000
\$11,500	\$11,000	\$11,000
\$12,600	\$12,000	\$12,000
\$8,600	\$8,000	\$8,000
\$6,500	\$6,000	\$6,000
\$4,000	\$4,000	\$4,000

\$24,592
\$15,731
\$7,433
\$10,392
\$19,822
\$8,333
\$7,600
\$13,724
\$9,400
\$8,243
\$9,200
\$19,500
\$10,242
\$13,000
\$8,400
\$7,600
\$13,000
\$11,167
\$12,200
\$8,200
\$6,167
\$4,000

State Code for BOS Compensation

§ 15.2-1414.2. Salaries to be fixed by board; limits; reimbursement in addition to salary.

The annual compensation to be allowed each member of the board of supervisors of a county shall be determined by the board of supervisors of such county but such compensation shall not be more than a maximum determined in the following manner. Prior to July 1 of the year in which members of the board of supervisors are to be elected or, if the board is elected for staggered terms, of any year in which at least forty percent of the members of the board are to be elected, the current board, by a recorded vote of a majority present, shall set a maximum annual compensation which will become effective as of January 1 of the next year.

Until the board is able to set a maximum compensation as provided above, the maximum compensations for the several counties shall be as authorized on July 1, 1981.

Any board of supervisors may fix a higher salary for the chairman, or the vice-chairman, or both, than for the other members of the board without respect to the limits herein set forth.

A member of the board of supervisors of any county may accept in lieu of salary, reimbursement for actual expenses incurred in maintaining an office and secretarial assistance necessary for the proper performance of his duties. Such reimbursement shall be subtracted from the amount of the salary due such official and the remaining sum shall be paid to him at his option; however, such expense shall not exceed the salary. In addition to the salary, members of each governing body may receive the same fringe benefits which are given to county employees generally, and all prior grants of such benefits are validated.

A county may provide a member of its board of supervisors in addition to salary, reimbursement for actual expenses incurred in purchasing, operating, maintaining and using a telephone, including a car telephone or other portable telephone, provided the expenses are attributable directly to the proper performance of the member's official duties.

No increase in the salary of a member of the board of supervisors shall take effect during the incumbent supervisor's term in office; however, this restriction shall not apply to boards of supervisors when the supervisors are elected for staggered terms nor to corrections to the above listed compensation.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	TJPDC Legislative Priorities Update				
MOTION(s):	N/A				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Steve Nichols, County Administrator				
PRESENTER(S):	David Blount, TJPDC Legislative Liaison				
RECOMMENDATION:	Information				
TIMING:	Current				
DISCUSSION:	Legislative priorities update from TJPDC.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	TJPDC 2015 Legislative Priorities				
REVIEWS	Legal	Finance	Purchasing	HR	Other



2015 Legislative Priorities
(Counties of Albemarle, Fluvanna, Greene, Louisa and Nelson & Charlottesville City)

***EQUALIZED REVENUE AUTHORITY:** We urge the governor and legislature to equalize the revenue-raising authority of counties with that of cities.

- State-level studies, as far back as 30 years, recommend this difference be eliminated.
- This proposal removes restrictions on meals, lodging, cigarette and admissions taxes.
- It would help diversify and broaden the revenue base of counties.

STATE MANDATES and FUNDING OBLIGATIONS: We urge the governor and legislature to 1) not impose financial or administrative mandates on localities; 2) not shift costs for state programs to localities; and 3) not further restrict local revenue authority.

- Unfunded mandates and shifted costs strain local ability to craft effective budgets.
- The State should examine how services are delivered and paid for in the future as a different economy takes hold in Virginia.

PUBLIC EDUCATION FUNDING: We urge the State to fully fund its share of the realistic costs of the Standards of Quality without making policy changes that reduce funding or shift funding responsibility to localities.

- Public education funding is 32% of the State's FY15/16 general fund budget (35.4% in FY08/10).
- Local governments boost education funding by over \$3.5 billion more per year than required.

TRANSPORTATION FUNDING and DEVOLUTION: We urge the State to find additional revenues for secondary/urban construction and unpaved roads. We oppose transfer of secondary road responsibilities to counties.

- Construction funding, suspended in 2010, will continue to be elusive given recent revenue reductions of nearly \$500 million in the current Six-Year Improvement Program.

(more)

WATER QUALITY: We support the goal of improved water quality, but as we face mounting costs for remedies, we need major and reliable forms of financial and technical assistance from the federal and state governments.

- Investments should include authority, funding and other resources, and cost/benefit analyses of solutions that yield the greatest pollution reductions per dollar spent.
- High priority areas are stormwater management, upgrading treatment plants, and aid to farmers for best management practices.

LAND USE and GROWTH MANAGEMENT: We encourage the state to provide local governments with additional tools to manage growth, without preempting or circumventing existing authorities.

- Tools and solutions should be helpful, rather than one-size-fits-all rules that hamper different local approaches to land use planning.

***Top Priority and Legislative Request**

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Fluvanna Feral Cat Coalition				
MOTION(s):	N/A				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Steve Nichols, County Administrator				
PRESENTER(S):	Lizz McKenzie, Fluvanna Feral Cat Coalition				
RECOMMENDATION:	Information Only				
TIMING:	Current				
DISCUSSION:	<p>The Fluvanna Feral Cat Coalition provides services within our county. The group will provide a short briefing to the BOS regarding their work.</p> <p>The County may want to consider providing supportive funding to the group since the services they provide are not currently available through Animal Control or the Fluvanna SPCA.</p>				
FISCAL IMPACT:	TBD				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	2015 Fluvanna County Fair Post-Event brief				
MOTION(s):	N/A				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Jason Smith, Parks and Recreation Director				
PRESENTER(S):	Jason Smith, Parks and Recreation Director				
RECOMMENDATION:	N/A				
TIMING:	N/A				
DISCUSSION:	2015 Fluvanna County Fair updates and program successes.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	2015 Fluvanna County Fair program successes.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Unapproved Subdivision Roads and Outstanding Subdivision Bonds				
MOTION(s):	N/A				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Jason Stewart, Planning and Zoning Administrator, Jay Lindsey, Planner				
PRESENTER(S):	Jason Stewart, Planning and Zoning Administrator				
RECOMMENDATION:	NA				
TIMING:	NA				
DISCUSSION:	<p>Staff has reviewed all available Subdivision records to compile a comprehensive list of streets that were meant to be taken into the VDOT system but have not been approved for VDOT acceptance.</p> <p>The list includes info about Subdivisions with Bonds or Letters of Credit remaining to help ensure compliance with this requirement.</p>				
FISCAL IMPACT:	NA				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	List of Unapproved Streets and Outstanding Bond Amounts				
REVIEWS	Legal	Finance	Purchasing	HR	Other
					XX

Fluvanna County Streets in Subdivisions Still Requiring VDOT Approval

August 26, 2015

Unapproved Street	Subdivision	Bond/ LOC Remaining
Developer currently working with VDOT to complete approval process		
Spruce Drive	Nahor Village	\$ 176,750
Tulip Drive	Nahor Village	\$ 176,750
Village Blvd	Nahor Village	\$ 176,750
Canal View Lane	River Oaks	\$ 91,370
Lakeside Ave	Village Oaks/ River Oaks	\$ 91,370
Manor Blvd	Village Oaks/ River Oaks	\$ 91,370
Virginia Ave	Village Oaks/ River Oaks	\$ 91,370
Awaiting completion of VDOT punch list		
Panorama Lane	Panorama	\$ 35,826
Rosewood Drive	West River Meadows	\$ 44,000
Rosewood Manor	West River Meadows	\$ 44,000
Developer never contacted VDOT		
Boxwood Lane	Taylor Ridge/ Boxwood	\$ 40,923
Lilac Place	Boxwood	\$ 40,923
Country Creek	Taylor Ridge/ Fox Hollow	\$ 16,575
Carriage Hill Road	Needham Village	\$ 30,000
Needham Lane	Needham Village	\$ 30,000
Awaiting completion of VDOT punch list		
Acorn Court	Taylor Ridge Estates	none
Berry Court	Taylor Ridge Estates	none
Chapel Court	Taylor Ridge Estates	none
Cunningham Court	Taylor Ridge Estates	none
Taylor Ridge Way	Taylor Ridge Estates	none
Cunningham Meadows Drive	Cunningham Meadows	none

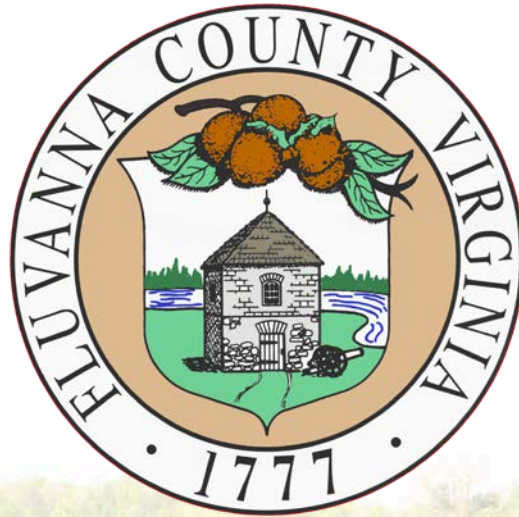
FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Comprehensive Plan Update Review				
MOTION(s):	N/A				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			x		
STAFF CONTACT(S):	Jay Lindsey, Long Range Planner				
PRESENTER(S):	Jason Stewart, Planning and Zoning Administrator				
RECOMMENDATION:	Please address any comments or recommendations to Planning staff prior to the public hearing so that desired changes may be made and communicated to the public before the hearing.				
TIMING:	CURRENT				
DISCUSSION:	<p>Fluvanna County’s Comprehensive Plan, in accordance with Chapter 15.2-223 of the Code of Virginia, has undergone a 5-year update. The proposed revisions to the Comprehensive Plan are in accordance with the applicable sections of Chapter 15.2 of the Code of Virginia. Fluvanna County’s last Comprehensive Plan was adopted in 2009 and the update of the Plan began in 2013. The present draft represents the culmination of a year and a half of citizen, Planning Commission, and Planning Staff efforts.</p> <p>The Comprehensive Plan sets forth the community’s Vision, as developed with public input and numerous discussions with the Planning Commission and Board. The Plan contains primary subject areas that are divided into chapters: Natural Environment, Land Use and Community Design, Infrastructure, Economic Development, Historic Preservation, Parks and Recreation, Housing, Human Services, Education, Public Safety, and Transportation. All chapters have been revised or are newly drafted, and each has unique visions, goals, and strategies. The County’s Future Land Use Map corresponds with the visions, goals, and strategies set out in the Land Use and Community Design chapters. The successful adoption and implementation of the Plan relies on continued public input and interaction.</p> <p>The Board of Supervisors public hearing will be held on September 16, and is the final step in the process of adopting the Comprehensive Plan. The public hearing offers citizens the opportunity to formally express their opinions about the Plan to the Board.</p>				

FISCAL IMPACT:	N/A				
POLICY IMPACT:	Influences decisions related to land use, capital investments, and economic development.				
LEGISLATIVE HISTORY:	The Comprehensive Plan was approved in 2009. State code requires that it be updated every five (5) years. This process represents the culmination of efforts to update the Comprehensive Plan for 2015.				
ENCLOSURES:	Draft Five (5) Year Update to the Comprehensive Plan				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

Fluvanna County



Comprehensive Plan

2015



COUNTY OF FLUVANNA 2015 COMPREHENSIVE PLAN

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EXECUTIVE SUMMARY

The *Comprehensive Plan* is divided into twelve interconnected subjects. The plan sets forth a vision for each, describes the existing conditions regarding that issue, and recommends a course of action with specific goals and implementation strategies.

Chapter 1, *Natural Environment*:

The context for all land-based activity within the county is provided. This chapter details Fluvanna's physical characteristics and natural resources.

Chapter 2, *Land Use and Community Design*:

This section combines two closely related chapters from the 2009 plan. The new chapter focuses on where development is encouraged and discouraged. This chapter includes the Future Land Use Map, which shows the county's urban development area and recommended growth areas. Each community area is discussed, and this chapter is a primary land-use guide for the county. The primary emphasis is that development must be well planned, mixed-use, and mixed-income. It should efficiently utilize county resources, protect rural areas, and promote development areas as a place where land uses, facilities, and services exist and support the county's future growth goals and needs. The form and function of development within and outside the growth areas, called community planning areas, is also covered here.

Chapter 3, *Infrastructure*:

This is an integral component of development, and the use of water, sewer, stormwater, communications, and other infrastructure is highlighted. This chapter ties development to the natural environment and emphasizes the need for sustainable, energy-efficient, and fiscally responsible development.

Chapter 4, *Transportation*:

The roadways in Fluvanna County are an integral part of development and need to be routinely reevaluated as state funds for construction and maintenance diminish.

Chapter 5, *Economic Development*:

Economic development is essential to a sustainable Fluvanna County. The chapter reinforces the growth-area concept and sets forth the strategy for implementing the Zion Crossroads Urban Development Area and community planning areas.

Chapter 6, *Historic Preservation*:

Heritage, nature, and agricultural tourism are critical components of healthy community and economic development strategies. Chapter 7 explores the cultural amenities and heritage of the county.

Chapter 7, *Parks and Recreation*:

The county's recreational plans and facilities will define the degree to which Fluvanna is successful in becoming a more livable community.

Chapter 8, *Housing*:

To remain sustainable and livable, the community needs diverse and affordable housing. Affordable housing serves homes making 80 percent or less of the area median income (AMI). Rent or mortgage plus utilities also must not exceed 30 percent of monthly gross income. This chapter explores the challenges of providing a diversity of homes for everyone in order to achieve a sustainable community.

Chapter 9, *Human Services*:

Human service needs, particularly for low- and moderate-income families, are related to affordable housing, and demand for services in Fluvanna County continues to rise. This chapter explores the programs offered by the Department of Social Services and other critical agencies that provide complementary services.

Chapter 10, *Education*:

The chapter discusses the county's most important investment. Engagement and investment in the community, in terms of a viable workforce and productive citizenry, are vital to the future of Fluvanna. Continuing education and workforce preparedness are as critical as college degrees to the future success of the county's economic health.

Chapter 11, *Public Safety*:

This chapter discusses the importance of adequate human and capital resources for maintaining an effective public safety system. Efficient and effective communication, among agencies and mutual aid localities, is the top priority for improving the provision of emergency services.

Chapter 12, *Financial Sustainability*:

This chapter emphasizes the importance of managing the fiscal demands of a growing county. Expenditures and financial obligations are entered into only when it is in the citizens' best interest. The Capital Improvement Program, annual budget, and fiscal policies are explored.

The concluding *Implementation Guide* discusses the steps necessary to let the Comprehensive Plan be amended as necessary to strengthen the Vision, and to implement the recommended goals and strategies. These strategies will be tracked and reassessed annually to determine the success of the plan's implementation. This section emphasizes accountability; every goal is given a timeline for completion and person, agency, or department to carry it out.

This plan prepares Fluvanna to accommodate anticipated growth while sustaining the county's rural character and livability. Land use and other government policy decisions must balance the desire to remain rural and "small town" while welcoming new people and businesses. Each chapter addresses important issues for Fluvanna over the next twenty years. The county's vision must be balanced and implemented according to the available financial resources anticipated over this period.

INTRODUCTION

The *Comprehensive Plan* is a guide to the future growth and development of the county. It assesses current conditions and reflects the community's vision for its future. It describes, in general terms, proposed land uses, locations of utilities and public facilities, and potential capital investments. The *Comprehensive Plan* forms the basis on which zoning and subdivision ordinances, transportation plans, and the capital improvement program are based.

The *Comprehensive Plan* cannot bind the policies of the Board of Supervisors, but as a public policy document that reflects public input, it should guide the land use policies and fiscal decisions of Fluvanna.

Authority to develop a comprehensive plan is derived from chapter 15.2–2223 of the *Code of Virginia*, which requires the Planning Commission to prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction, and the Board of Supervisors to adopt a comprehensive plan for the territory under its jurisdiction.”

The Planning Commission is required to review and update the *Comprehensive Plan* at least once every five years. Fluvanna's most recent plan was written in 2009. The updated version is the result of the 2014-2015 five-year review process. This review included meetings with citizens to discuss their priorities and concerns for the community. Important data about the county has been updated and analyzed, and previously established goals have been revisited and reassessed.

A plan is only as effective as its implementation, and so this plan review greatly reduces the number of goals and objectives from the 2009 version. Some of the removed actions were redundant or contradicted remaining goals, some no longer reflected the county's desires, and some were simply not possible to implement through the means available to the county. What remains is a more concise plan, focused on:

- Maintaining Fluvanna's rural character;
- Diversifying the tax base through economic development; and
- Investing wisely in infrastructure which can facilitate desirable growth.

The updated version of the *Comprehensive Plan* emphasizes simplicity and clear language. This plan does not include a formal glossary of terms, but uses the definitions found in the county's subdivision and zoning ordinances, along with those found in two commonly used planning texts (*Latest Illustrated Book of Development Definitions* and *A Planner's Dictionary*).

VISION 2035

Mission:

Fluvanna County is committed to providing an excellent quality of life for our citizens and businesses through the delivery of competitive public services and programs in an efficient and effective manner.

Vision Statement:

Fluvanna County...The heart of central Virginia and your gateway to the future. ***A great place to live, learn, work, and play.***

— Fluvanna County Board of Supervisors (2014)

Fluvanna County's vision is based on the following key principles, which are used as guides for future development, governance, and land use policies for the county:

That our government should reflect the values and principles of the people,

That solidarity and prosperity are the proper means of fostering communities,

That people forge economies and communities,

That our rural character and natural resources are part of Fluvanna's unique heritage, and should be preserved where practical,

That a comprehensive, accessible, and quality system of education enabling a modern, highly skilled 21st century workforce is to be fostered,

That future development be fiscally prudent while respecting individual property rights,

That our infrastructure requirements are maintained and first-class,

That our public safety personnel are properly equipped and compensated in a manner and means that respects their sacrifice,

That Fluvanna's rich community heritage and our history be the cornerstones of our shared identity moving forward into the 21st century.

NATURAL ENVIRONMENT

Fluvanna's Natural Resources

Fluvanna conserves its natural resources and manages growth by directing development into specified growth areas called community planning areas, and by specifying how development can have a positive impact on the county. Well-managed forests and farms are still a primary land use, and a key component of the county's historic and rural character and economic viability.

The James, Rivanna, and Hardware rivers are critical to the history and ecology of the county. They are healthy, viable rivers with a diversity of aquatic life. Vegetative buffers along floodplains, sensitive development within the watersheds, and other development and preservation techniques protect these natural resources. Groundwater is protected and serves as the primary water source for the rural areas of the county.

Well-planned, compact development that efficiently utilizes green infrastructure to create interconnected, walkable, and fiscally sustainable communities that employ the latest in environmental controls is desirable. Fluvanna County's government strives for energy efficiency and the use of renewable technologies.

Conservation easements and lower land-use assessment taxes continue to be valuable tools for land preservation and conservation. Ag/forestal districts are also abundant in rural areas, and permanent open spaces including greenways, parks, and buffer areas are preserved as part of the development process. The growth areas and surrounding rural areas are connected through this open-space network.

EXISTING CONDITIONS

Geology

Fluvanna County lies entirely within the Piedmont region, between the Blue Ridge to the west and Coastal Plain (Tidewater) to the east. Some of the bedrock of Fluvanna was formed locally, while some was transported here by natural events over time. As it broke down, this diverse bedrock left the numerous soil types found in the county.

Approximately 8,500 acres of soil in Fluvanna are underlain by subsoils with clays that become plastic to very plastic when wet, and are indicators of "shrink/swell" soils (USDA Soil Survey, ca. 1950). These soils should be evaluated by professionals to determine site-specific conditions if the construction of buildings or roads is contemplated. These soil types can also restrict the installation of traditional septic fields, which historically has limited development.

Fluvanna County: Septic Field Restrictions

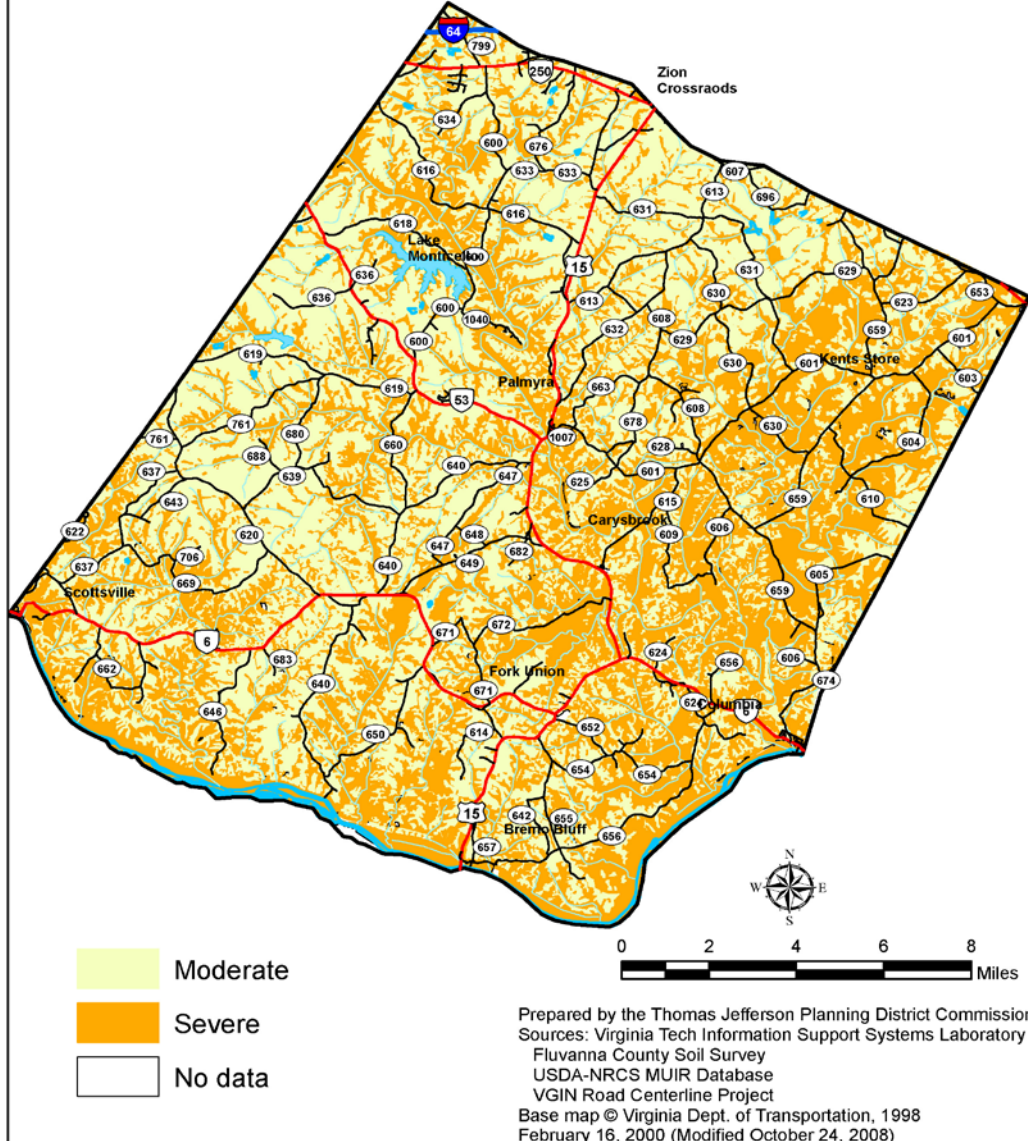
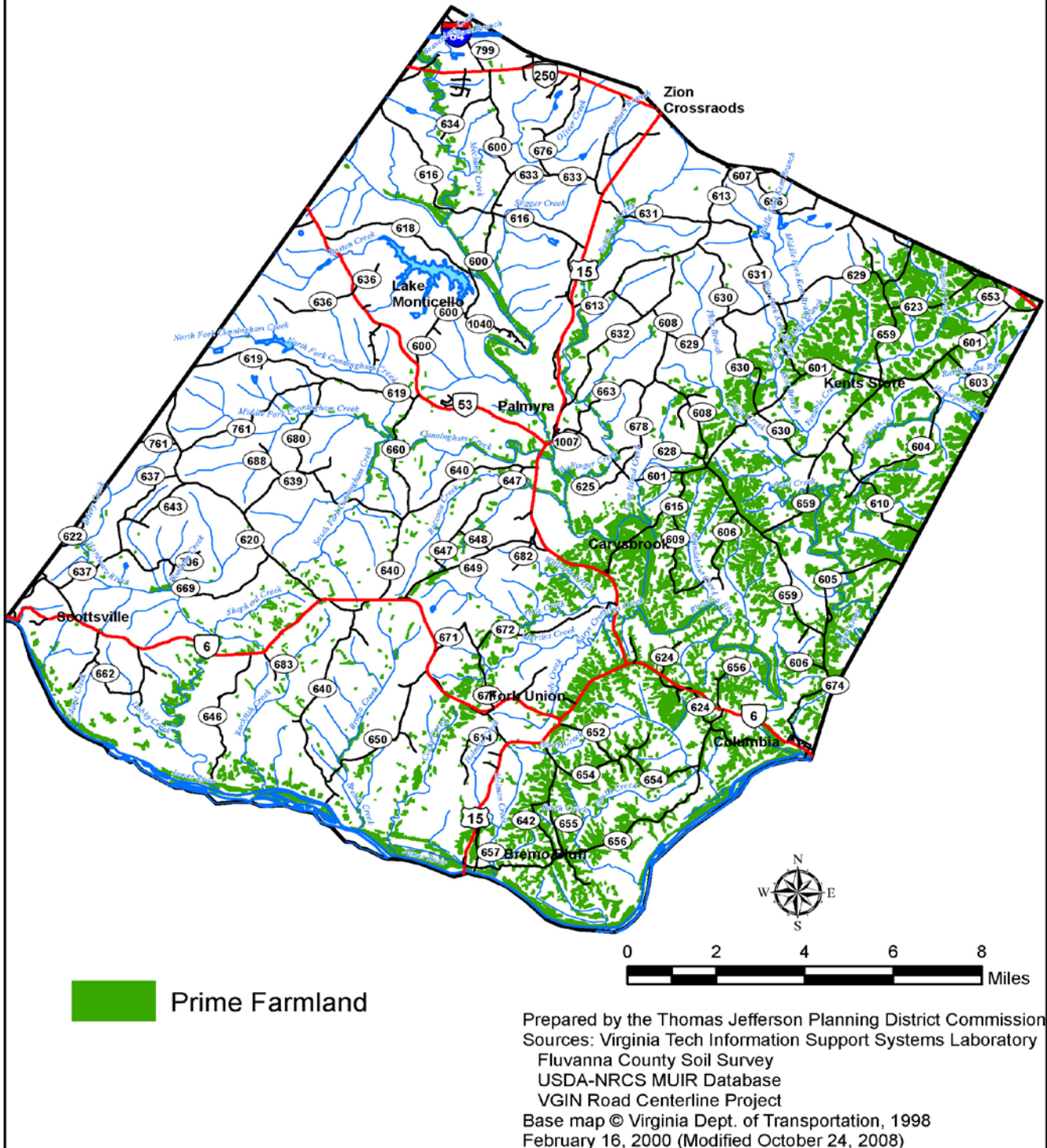


Figure NE-1, Septic Field Restrictions

Fluvanna County: Prime Farmland



Prepared by the Thomas Jefferson Planning District Commission
 Sources: Virginia Tech Information Support Systems Laboratory
 Fluvanna County Soil Survey
 USDA-NRCS MUIR Database
 VGIN Road Centerline Project
 Base map © Virginia Dept. of Transportation, 1998
 February 16, 2000 (Modified October 24, 2008)

Figure NE-2, Prime Farmland

Present Conditions

Fluvanna contains 180,480 acres, or 282 square miles of land. The upland areas of the county are no higher than 548 feet above sea level and slope gently toward the James and Rivanna rivers, which are approximately 200–275 feet above sea level. There are no mountains in Fluvanna County; the terrain is rolling Piedmont.



Figure NE-3, Native Vegetation

The 2013 rainfall was 50.31 inches, and the average growing season is 166 days. The growing season usually begins around April 27 and extends to October 10. Average temperatures range from 36.9 °F in January to 76.8°F in July.

Forest Resources

The predominant land cover in the county is forest, with 131,182 acres. The income from timber sales provides the incentive for landowners to grow timber. From 1986 through 2001, Fluvanna’s annual forest harvests averaged \$823,763. Over the last two decades, forest management has become less profitable due to rising costs and land values, so only 94,980 acres of Fluvanna’s forest are currently suitable for producing forest products on a large scale.

Cleaner air and water, and other ecoservices, are no-cost byproducts of responsible forest management. Aside from direct economic and aesthetic benefits, forests contribute services like stormwater management, wildlife habitat protection, reduced erosion, groundwater recharge, carbon sequestration, and insect pollination.

Fluvanna’s stream corridors are an important part of its overall environmental health. The Rivanna River bisects the county and is the Commonwealth’s first designated scenic river. The James River is Fluvanna’s southern border. Other significant rivers and streams are the Hardware River, Cunningham Creek, Byrd Creek, and Mechunk Creek.

The Rivanna River

The Rivanna drains a 766-square-mile watershed that is home to approximately 140,000 people. The basin’s rivers and streams offer indispensable services in the form of water supply and waste treatment capability. About 72.2% of the basin is forested, and much of the aquatic system retains its exceptional natural assets, including some of the healthiest small Piedmont streams in the mid-Atlantic region.



Figure NE-4, Rivanna River

These waterways provide habitat to wildlife,

including river otters, bald eagles, and over eighty species of fish. For some organisms, such as the globally threatened James River spiny mussel, the Rivanna basin is one of few places in the world suitable for survival and reproduction. The streams of the Rivanna also provide recreational opportunities to hikers, canoeists, kayakers, and fishermen.

The James River

The 340 mile James River is Virginia's longest, flowing across the entire state to its mouth at the Chesapeake Bay. The James is Virginia's largest tributary to the Chesapeake Bay.

The James River watershed encompasses approximately 10,000 square miles, or almost 25 percent of the state. Home to one-third of all Virginians in thirty-nine counties and nineteen cities and towns, it touches the lives of more Virginians than any other feature on the landscape (James River Association).



Figure NE-5, James River

Open Space

Open space in Fluvanna can be categorized in three primary ways:

1. Privately owned open space is associated with a farm or a home and is usually not open to public access.
2. Common open space is reserved for open space in a development and is intended solely for use by that development's residents.
3. Publicly owned open space is intended for use by the entire community.



Figure NE-6, Open Space

All three types of open space contribute to quality of life in the community. Open spaces also help to preserve and protect natural features such as groundwater recharge areas, steep slopes, and wildlife habitats. The protection of open spaces will play an important role in the county's future.

Challenges

Water Quality and Quantity

Surface Water

Surface water is tested by the Virginia Department of Environmental Quality (DEQ). The DEQ has tried to increase its monitoring capacity by encouraging local monitoring programs. StreamWatch engages the community to develop useful data. The organization is guided and funded by a formal partnership of local governments, resource management agencies, and nongovernmental organizations. StreamWatch coordinates volunteer water quality monitoring on the Rivanna. The Rivanna Conservation Society, which is a volunteer organization, is also active in conservation efforts related to the Rivanna.

In 2011, StreamWatch summarized the biological health of the Rivanna River at thirty-five sites. Of the ten sites in Fluvanna, seven sites received a rating of fair, two were rated good and one was very good. Fluvanna's stream quality appears to generally outperform the watershed as a whole. (StreamWatch, *2011 Stream Conditions Map*).

The General Assembly of Virginia approved the creation of the Rivanna River Basin Commission, an independent local entity representing Fluvanna, Albemarle, and Green Counties and the city of Charlottesville. The commission discusses issues affecting the basin's water quality and quantity, and provides guidance for the stewardship of the Rivanna River Basin.

In good weather, water quality in Fluvanna's streams is generally fair-to-good. In high flows from storms, phosphorus, suspended solids, and fecal coliform reduce water quality. Nitrogen, phosphorus, and sediment threaten aquatic life and fecal coliform is a health hazard. The Hardware River, Byrd Creek, and portions of the Rivanna River and the Middle Fork of Cunningham Creek are listed as impaired by the Virginia Department of Environmental Quality.

Flooding, drainage problems, erosion and sedimentation, groundwater pollution, failed septic systems, and construction problems are all possible if soil characteristics are not considered when developing land. Fluvanna's topography includes slopes greater than 7 percent, which are susceptible to soil erosion. These areas of high erosion potential are interspersed throughout the county. Groundwater availability and vulnerability to contamination is determined by factors related to soils, saprolite (weathered rock), and bedrock geology.

Groundwater

Fluvanna citizens have major concerns about groundwater availability. Development should be required to show its projected impact on surrounding groundwater supplies, particularly within the context of the diminishing and limited supply of water available. Mitigating this impact, along with others such as stormwater and traffic on surrounding property owners, is of utmost importance in any discretionary zoning action.

Hydrogeological Testing

Hydrogeologic investigation and testing is an evaluation of groundwater quantity and quality and the potential effects that a proposed land development may have on water resources in Fluvanna County. The evaluation consists of on-site hydrogeologic

investigation and testing, as well as compilation of existing and readily available information.

Hydrogeologic investigations, testing and reports should be required and specifically defined for the two basic types of residential subdivisions:

- Residential subdivisions not served by a central water system (i.e. served by individual wells); and
- Residential subdivisions served by a newly proposed or expanded central water system not owned and/or operated by Fluvanna County, FUSD, JRWA or other public entity.

Stormwater

As of April 2014, the county has elected to “opt out” of administering new stormwater regulations. This does not mean that stormwater will not be regulated; for the near-future, the Department of Environmental Quality will administer stormwater management for the county. As the regulatory process becomes more established and county staff becomes more familiar with the new stormwater requirements, responsibility will shift to the county. Stormwater ordinances address quality and quantity of stormwater runoff and outline the use of low-impact development practices.

Riparian buffers, the forested areas along stream banks, are the best use of land near streams; however, many of the county’s rivers and streams do not have adequate riparian buffers, or the buffers are threatened by development. Riparian buffers filter nutrients, sediments, and other pollutants before they can enter a waterway. The U.S. Department of Agriculture (USDA) recommends that over 80 percent of nutrients and sediments be captured by a hundred-foot-deep forest buffer. Additionally, riparian buffers offer a great habitat for plants and wildlife.

Flood Protection

Fluvanna County has added a flood protection ordinance to its zoning code. The purpose of these provisions is to prevent the loss of life and property, health and safety hazards, the disruption of commerce and governmental services expenditure of public funds for flood protection and relief, and the impairment of the tax base.

The ordinance regulates uses, activities, and development that will increase flood heights, velocities, and frequencies; restricting certain uses, activities, and development within districts subject to flooding; requiring all those uses, activities, and developments in flood-prone districts to be protected and/or flood-proofed; and discouraging individuals from buying land and structures that are unsuitable because of flood hazards. These provisions apply to all lands within Fluvanna County identified as being in the hundred-



Figure NE-7, Wheat Field

year floodplain by the Federal Insurance & Mitigation Administration.

Erosion and Sedimentation

The predominant soils in Fluvanna County are silt loams, many of which have high clay content. These soils support significant areas of marginal farmland, with some prime land in river bottoms, predominantly in the southern part of the county.

Fluvanna County has adopted an erosion and sediment control ordinance in compliance with state regulations. This ordinance promotes the health and welfare of the people of Fluvanna by establishing requirements and enforcement procedures for the control of erosion and sedimentation.

Air Quality and Energy

Fluvanna's air quality is a major asset to the county. The Environmental Protection Agency (EPA) establishes standards monitored by the Department of Environmental Quality, which determine whether a region is an "air quality attainment area" or not. Fluvanna County lies within a region that achieves this designation.

Air pollutants come primarily from the combustion of fossil fuels from stationary and mobile sources, not only locally but also from other areas. Motor vehicle emissions are the major local source. Preserving or planting appropriate trees species throughout vehicular corridors is a good way to mitigate the effects of automobile emissions.

The best way to support air quality and conserve resources is to reduce energy use, thus decreasing fossil fuel combustion and air pollutant emissions. Transportation accounts for most of the energy consumed in the county. The county can improve its energy efficiency and reduce emissions with a compact development pattern, and by developing a greenway, bikeway, and walkway system. Infill, cluster, and mixed-use development reduce residents' transportation energy needs, while alternatives to driving reduce energy use and improve community health.

Energy consumed by buildings accounts for another portion of the county's energy consumption. Improving the efficiency of buildings is essential to increased energy efficiency, and resulting energy savings often translate into financial savings.



Figure NE-8, Tenaska

Conservation

Efforts to conserve land are ongoing throughout the county. Some examples are Virginia's land-use taxation program, agricultural and forestal districts, conservation easements, and cluster development.

Land-Use Taxation

In Virginia, localities may elect to reduce the real estate tax burden on land used for agriculture, horticulture, silviculture, viticulture, aquaculture, improved pasturage, and open space. The Commissioner of the Revenue determines if the land is suitable for such land-use valuation. When the locality accepts the application for the land-use valuation, the property tax reflects productivity rather than fair market value, resulting in lower real property taxes on the land. During years of general reassessments, the Commissioner of the Revenue reviews the recommendations of the State Land Evaluation Advisory Council (SLEAC) and then establishes rates for the productive value of the land when calculating the real property tax obligation of the landowner. Land-use values are determined for agriculture, horticulture, forestry, and open space.

The locality may take an individual property out of land-use assessment when a landowner changes the use. Examples include the owner harvesting timber with no provision to reforest, or a landowner causing pollution by not following accepted best management practices, or the property being developed. Landowners may elect at any time to remove the property from land use to take advantage of demand for development property. Although this taxation program does not offer long-term conservation, it removes some of the financial pressure for sale and development of land. The open-space class of lands, such as scenic rivers and Virginia byways, makes properties automatically eligible for the special land-use tax program (*Virginia Outdoors Plan, 2007, Ch. 3*).

Ag/Forestral Districts

Agricultural lands provide economic value and as contribute to the unique character of the county. A challenge in preserving this valuable land use is the fact that land suitable

Figure NE-9, Fluvanna County Land Use District Totals

for agricultural use is also suitable for development.

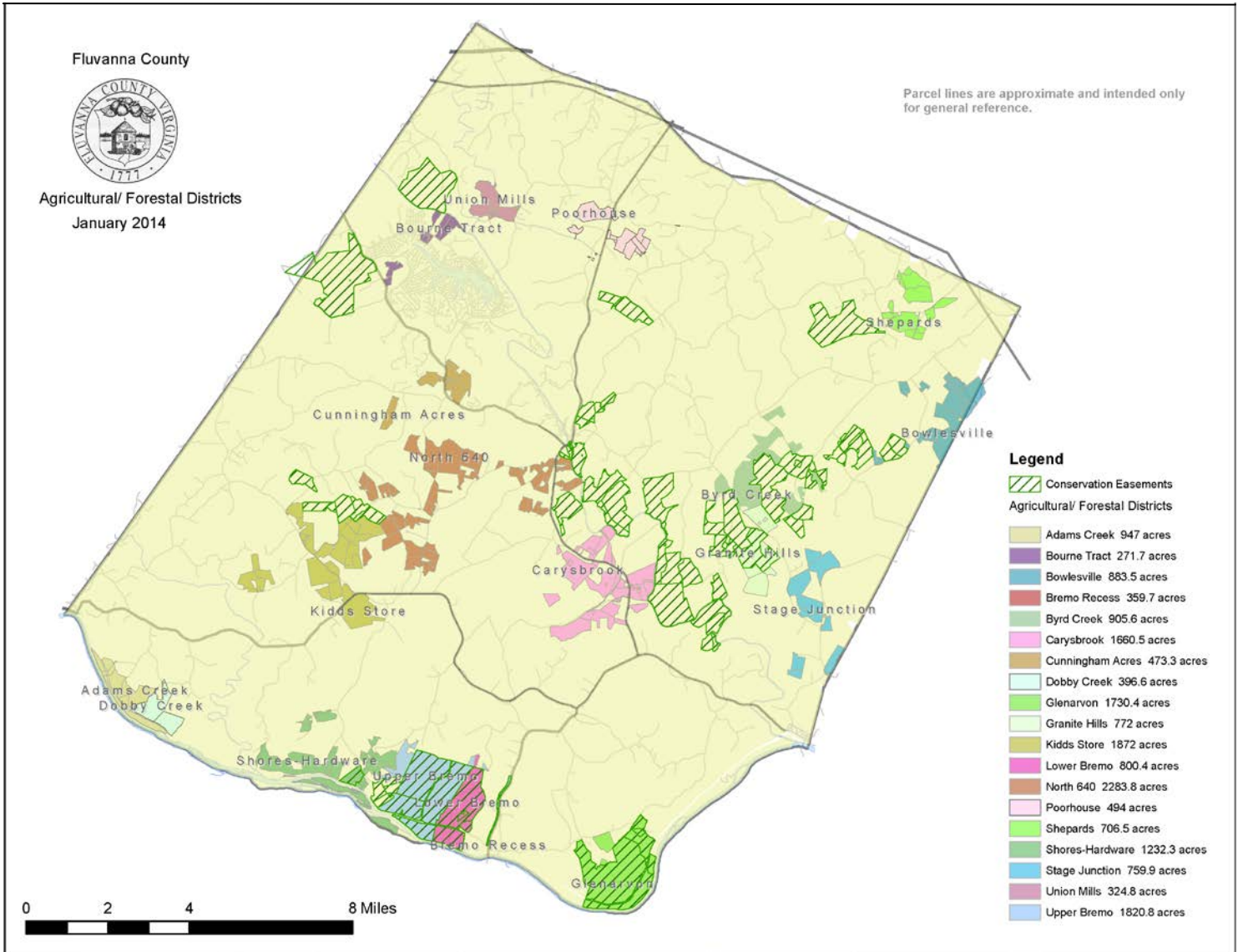
Agricultural and forestal districts were established to conserve, protect, and encourage the development of agricultural and forestal lands for food and other agricultural and forestal products. The districts conserve and protect agricultural and forestal lands as

2013 Land Use District Totals for Fluvanna County									
Magisterial District	Number of Parcels	Change Since 2006	Agricultural Acres	Change Since 2006	Forest Acres	Change Since 2006	Open Space Acres	Change Since 2006	Total Land Use
Palmyra	429	-40	5,513	-580	15,591	-1,171	0	0	21,104
Columbia	496	-3	5,161	-1,248	21,320	-1,620	21	21	26,502
Cunningham	403	5	5,930	-1,019	16,499	-2,884	54	-348	22,483
Fork Union	733	31	9,498	102	25,966	-730	9	-31	35,473
Lake Monticello	2	2	1,084	1,084	42	42	0	0	42
Total	2,063	-5	27,186	-1,661	79,418	6,273	84	-379	105,604

Source: Fluvanna County Office of the Commissioner of Revenue

valued natural and ecological resources that provide open space for watershed protection, wildlife habitat, and aesthetic purposes. As of 2013, 331 parcels, totaling almost 18,695 acres, were within Fluvanna's 19 Agricultural/Forestal Districts. The majority of these districts are roughly located throughout the midsection of the county (see figure NE-13).

Figure NE-10, Ag/Forestal Districts and Conservation Easements



Conservation Easements

The Board of Supervisors created an easement program whereby the jurisdiction may hold and protect easements and, in 2007, Fluvanna County accepted the first easement under its conservation easement program. There are currently 34 conservation and historic easements in the county, totaling 13,266 acres (figure NE-13). Most of the easements are owned by the Virginia Outdoors Foundation.

Cluster Development

The county adopted cluster development zoning in 2004 to help conserve open space. Cluster developments in the residential (R-1) zoning district require 50 percent open space, while in the agricultural (A-1) zoning district they require 75 percent open space. Environmentally, this development scenario will help to reduce the impacts of erosion, sedimentation, and quantity of stormwater runoff.

Low-Impact Development (LID)

LID is an approach to site development and stormwater management designed to mitigate development impacts to land, water, and air. The approach emphasizes site design and planning techniques that conserve natural systems and hydrologic functions on a site. The practice has been integrated into municipal development codes and stormwater management ordinances throughout the country. LID begins with the site planning process, and is more sustainable than traditional development practices.

LID:

- Preserves open space and minimizes land disturbance;
- Protects natural systems (drainage ways, vegetation, soils, sensitive areas);
- Reexamines the use and sizing of traditional site infrastructure (lots, streets, curbs, gutters, sidewalks);
- Customizes site design to each site;
- Incorporates natural site elements (wetlands, stream corridors, mature forests) as design elements; and
- Decentralizes and manages stormwater at its source.

Economic Development

The county's natural resources deserve consideration as economic development tools – forestry and agriculture are essential parts of the local economy, and Fluvanna's trails, rivers, and wildlife attract people from other communities for recreation. At the same time, preserving the county's natural resources depends on the continuing health of the local economy. The more economic activity our natural resources can support, the safer those resources will remain. Future discussions about economic development should include natural resources, and economic development efforts should include protecting, enhancing, and promoting these resources.

LAND USE and COMMUNITY DESIGN

Mapping Fluvanna's Future Form

The county wants a balance between individual property rights and the community's development goals. Private choices affect public policy concerning land uses, providing public facilities and services, anticipating transportation needs, and safeguarding the environment. Public policy affects housing location and costs through the provision of utilities, zoning, subdivision regulations, and building codes. Growth should be guided to ensure that adequate public services are provided and proper transitions exist between land uses.

This approach encourages development that diversifies the tax base, allows the population to increase at sustainable levels, minimizes the impact on existing infrastructure, and accounts for impacts including stormwater runoff, traffic, public safety, schools, and water and sewer capacity. The way a community chooses to grow, or not grow, directly impacts the tax base and the taxes paid by existing citizens. Responsible land-use policies result in fiscally self-sustaining development that will have a positive impact on taxpayers. Growth models should show a healthy, balanced mix of business and residential uses that provide a net gain to the community.

In Central Virginia, the debate is not about whether to grow or not to grow—the area is too attractive to newcomers, both economically and environmentally—but rather how we should grow. Fluvanna chooses to manage its growth in a way that strengthens the community and protects areas identified for preservation. Change is inevitable, but how a community changes depends on how closely it adheres to its vision, goals, and strategies for making the vision a reality.

EXISTING CONDITIONS

The location of development has long-reaching impacts on the community. This chapter discusses how to balance economic growth with quality of life, and should reflect the community's goals for the location and character of growth. As importantly, it should reflect the areas to be preserved. Challenges include determining where growth is appropriate (given the rural nature of the county), existing and future traffic patterns, and the relationship to current and future infrastructure.

This chapter can be used to:

- Assist in identifying where to locate infrastructure and public facilities;
- Serve as a guide for evaluating proposed developments;
- Establish the framework to develop policies that will promote the desired land-use development patterns;
- Assist federal, state, and local agencies in coordinating their work, such as planning for future road and infrastructure needs; and
- Reflect the land-use opportunities and needs identified in other Comprehensive Plan chapters.
- Explain the desired elements for successful community design.

Land-Use Patterns

Fluvanna County is a rural community with a few small manufacturing firms and a desire for a sustainable and agriculturally friendly economy. Development has generally occurred close to primary road networks and community services. The county has retained its rural character despite continued growth. Development has been dispersed throughout the county and in the communities of Fork Union, Bremono Bluff, Palmyra, and Lake Monticello, along with the towns of Columbia (its citizens voted to dissolve the town in January 2015) and Scottsville. Other smaller communities are associated with rural stores that existed throughout the county.

Lake Monticello, established in the early 1970s, was the county's primary residential growth area through the end of the twentieth century. While Lake Monticello houses approximately 40 percent of the county's population, no traditional urban center has developed there.

Commercial and industrial development has seen changes as well. As the county's population has grown, so has the demand for goods and services. Commercial and industrial growth has centered around Lake Monticello and Zion Crossroads. These areas are ideally situated to attract more development.

Development around Lake Monticello has primarily been strip commercial development that serves the needs of the local population. Zion Crossroads is poised to become the new center of industry and commerce for the county. Its location in relation to existing and proposed infrastructure, an interstate interchange, and the intersection of Routes 250 and 15 makes it a logical choice for business development. Additionally, rapid commercial development on the Louisa County side of Zion Crossroads will likely bring even more development to Fluvanna County. The Northwest Fluvanna / Southwest Louisa Multimodal Corridor Study, developed in conjunction with the Thomas Jefferson Planning District Commission, projects that there will be 28,000 additional jobs in the area by 2050.

To further enhance development opportunities in the Zion Crossroads area, the counties of Fluvanna and Louisa have joined together to ensure that the infrastructure needs of the area are met. A joint pipeline from the James River is in the planning stages.

Recent Trends

Increased growth has brought pressure to develop agricultural and forested lands. In 2013, 61 percent, or 112,262 acres, of the county was in land-use assessment status. While this was down from 66 percent in 2007, it was a 1,122 acre increase from 2012. Of the total land use acres, farmland accounted for 24.2 percent of that total, 76 percent was forested, and less than 1 percent was open space.¹

In response to requests from landowners, the Board of Supervisors approved fifteen agricultural and forestal districts in 1999 and 2000. As of 2013, 19 districts, totaling 18,694.8 acres, had been established in Fluvanna County. Two of the districts were renewed in 2007 through 2015, with eleven more coming up for renewal within the next two years.

¹ Fluvanna County Commissioner of Revenue.

District Name	Planning Area	Approval Date	Review Period	Review Date	Total Acreage
Adams Creek	Rural Residential	5/16/2001	10 Years	05/01/11	947.26
Bourne Tract	Rural Preservation	8/4/1999	8 Years	03/01/15	271.66
Bowlesville	Rural Preservation	3/17/1999	8 Years	03/01/15	883.54
Bremo Recess	Rural Preservation	1/17/2001	10 Years	01/01/11	359.67
Byrd Creek	Rural Preservation	7/21/1999	10 Years	07/01/09	905.57
Carysbrook	Rural Preservation	7/21/1999	10 Years	07/01/09	1,660.45
Cunningham Acres	Rural Preservation & Residential	11/17/1999	10 Years	11/01/09	473.25
Dobby Creek	Rural Residential	1/17/2001	10 Years	01/01/11	396.55
Glenarvon Farm	Rural Preservation	11/17/1999	10 Years	11/01/09	1,730.36
Granite Hills	Rural Preservation	8/4/1999	10 Years	08/01/09	771.98
Kidds Store	Rural Preservation	12/15/1999	10 Years	12/01/09	1,872.08
Lower Bremo	Rural Preservation	1/17/2001	10 Years	01/01/11	800.38
North 640	Rural Preservation	11/17/1999	10 Years	11/01/09	2,283.78
Poorhouse	Rural Residential	1/19/2000	10 Years	01/01/10	494.04
Sheperds	Rural Preservation	11/15/2000	10 Years	11/01/10	706.54
Shores-Hardware	Rural Preservation	1/17/2001	10 Years	01/01/11	1,232.27
Stage Junction	Rural Preservation	6/7/2000	10 Years	06/01/10	759.93
Union Mills	Rural Preservation	5/15/2002	10 Years	05/01/12	324.75
Upper Bremo	Rural Preservation	9/20/2000	10 Years	09/01/10	1,820.78
Total Acreage					18,694.82
% of Total County Acreage within Agricultural & Forestal Districts					10.18%

Figure LU-1, *Open Space*

In 2006 the Board adopted a county conservation easement program. As of January 1, 2014, there are 33 conservation and historic easements in Fluvanna County. These easements protect 13,266 acres, or approximately 7.2% of the County. The Virginia Department of Forestry (VDOF), Virginia Department of Historic Resources, Virginia Outdoors Foundation, and Fluvanna County itself hold easements countywide.

Future Trends

Population

According to US Census data, Fluvanna's population grew from 20,047 in 2000 to 25,691 in 2010, a 28 percent increase. By 2014, the population was 25,970 (1.1% growth from 2010-2014). By 2020, Fluvanna's population is projected to reach 29,009.

Year	Population
2040	34,537
2030	31,839
2020	29,009

Source: Weldon Cooper Center

Figure LU-2, Population Projections

Pattern of Development

Fluvanna's rate of growth and pattern of development create challenges to maintaining the rural character of the county. With Lake Monticello nearing build-out, an increasing number of homes have been built elsewhere in the county. Between 2001 and 2013, 37 percent of new homes built in the county were within Lake Monticello proper. From 2009 through 2013, however, only 8 percent of Fluvanna homes were built in the Lake.²

A primary cause of sprawl is the sporadic rezoning of properties throughout a locality. Spot zoning is the reclassifying of one or more tracts of land primarily for the private interests of one or more landowners instead of furthering the welfare of the entire community as part of an overall zoning plan. There must be valid reasons for any zoning amendment that are substantially related to the public welfare and necessity. **It is not sufficient that an applicant merely show that there is no neighborhood objection to the requested amendment.**

Three questions may be asked as a litmus test for spot zoning:

- (1) Is the proposed change contrary to the established land-use pattern?
- (2) Is the proposed land-use change in conformance with the Comprehensive Plan?
- (3) Would the proposal create an isolated zoning district unrelated to similar districts?

Zoning applications should be well planned and complementary to the vision for that area. Critical items include buffers and screening between incompatible uses, connectivity and walkability, adequate infrastructure, sustainable and attractive design, and other factors that will mitigate any adverse impacts.

Rezoning applications that do not compliment the community's vision and address all anticipated adverse impacts from the project are not approved. Successful applicants will meet with the

community and county officials in advance of application submittal. This process benefits the project, and results in development that improves the overall quality of the community.

It is not sufficient for an applicant to receive approval for a rezoning simply because a property is within a community planning area. Each application is considered by the county to see if the proposed development is well planned within the context of the surrounding community.

Applications that do not address a project's external costs to the community and provide a clear fiscal benefit to the county will not be favorably received. This decision is subjective, and completely within the purview of the Board of Supervisors; however, the Comprehensive Plan will be used as a reference in evaluating all such discretionary projects.

Future Land-Use Tools

Utilities, specifically sewerage systems, need to be carefully controlled and regulated. Both centralized and decentralized systems have serious long-term maintenance challenges that need to be proactively addressed by the county in coordination with the Virginia Department of Health. These regulations and controls are designed not to control land use but rather to assist the prescribed land-use plan in a sustainable and environmentally responsible manner.

Design Approaches

The 2000 Comprehensive Plan established three land-use designations to further guide development—community planning, rural residential, and rural preservation. The community planning areas, designated growth areas established pursuant to the Code of Virginia, section §15.2-2223.1, direct new development to communities which have infrastructure to support population growth and sustainable development. The growth-area plan allows conservation of the rural preservation areas by slowing and controlling development in these areas.

Five areas—Lake Monticello (Rivanna), Palmyra, Zion Crossroads, Fork Union, and Columbia—are designated growth areas established pursuant to the Code of Virginia, section §15.2-2223.1. These areas are also referred to as Community Planning Areas, or CPAs. Areas outside the community planning areas—the rural residential and rural preservation areas—complete the continuum from the more dense community areas to the more rural and natural areas. Since 2000, Lake Monticello (Rivanna), Palmyra, Zion Crossroads, and Fork Union have had community plans developed to further refine how those areas should grow.

The preference for the dispersion of new development within these land use classifications is:

- 70 percent in community planning areas;
- 20 percent in rural residential areas; and
- 10 percent in rural preservation area.

To date, a review of actual building permits issued in 2013 shows that 37.5 percent of these permits were issued in the community planning areas. 42 percent were in rural residential areas, and 22 percent in rural preservation areas. This balance is the reverse of the desired development

pattern, with the most development occurring in the areas intended for the lowest density and most preservation of open space. The future development of approved subdivisions could provide significant challenges to the preservation of rural character.

The 2009 Comprehensive Plan retained the same goals for development distribution among the land use designations. These changes are intended to strengthen the land-use vision of the county, more effectively implement the community planning areas established pursuant to the Code of Virginia, section §15.2-2223.1, and better buffer the rural residential and rural preservation areas.

Design Elements and Standards

The design elements and standards described in this section detail how development should occur and what type of development should be permitted.

Community Elements

- Most new growth occurs at Zion Crossroads, which develops into a regional mixed-use center featuring employment centers and a diverse mix of retail opportunities and housing options. The Zion Crossroads Community Planning Area will serve as the county's Urban Development Area, established pursuant to the Code of Virginia, section §15.2-2223.1.
- The current retail centers surrounding Lake Monticello, in the Rivanna community planning area, develop into neighborhood mixed-use centers with smaller-scale retail opportunities and housing options.
- Growth in the courthouse area of Palmyra should be scaled to match that of the surrounding village.
- Fork Union should continue to develop as a village in the core area near Fork Union Military Academy, surrounded by residential neighborhoods.
- Developments in rural areas should be limited to rural housing clusters and limited residential development with a large open-space component.

Regional Center

The regional center is comprised of regional mixed-use and regional employment. These two elements are similar, and may overlap at some points. As the county's Urban Development Area (established pursuant to the Code of Virginia, section §15.2-2223.1), Zion Crossroads remains the ideal location for such uses.

Regional Mixed-Use

The regional mixed-use center is a focal point for the region; it reinforces this through its scale of development and rich range of land uses. Regional mixed-use development is characterized by a higher intensity and mixture of land uses than surrounding areas. Larger-scale commercial uses,

such as big-box stores, are situated along the main arterial roadway, with slower-speed streets and smaller block sizes off of the busy arterial.

Regional Employment

The regional employment center is predominantly devoted to employment, but maintains a mixed-use component to serve employees and surrounding residents. Employment uses may include professional office space, research facilities, storefront offices, and warehouse and light industrial uses.

Office uses are recommended at the core, while warehousing and light industry are appropriate at the periphery. It is important to link single-use areas with adjacent mixed-use development. Live-work units are recommended to maximize the residential capacity of regional employment centers. Although some uses may require large blocks, smaller block sizes should be maintained wherever possible.

Compact blocks around a mixed-use main street define the core of the regional center. The main street must provide a comfortable pedestrian environment between small shops, stores, and offices. Higher-density residential areas are encouraged within close walking distance to the main street.

Street Types

The regional employment center's main street provides wide sidewalks, shade trees, and safe crosswalks. When larger-scale commercial roads pass through regional mixed-use and employment centers, the cross section should be scaled to balance vehicular traffic with the presence of pedestrians. Large commercial uses may front onto the commercial street, with smaller retail uses lining the main street and surrounding streets set back from the higher-speed commercial street.

Connectivity and Block Size

Because of building density and desire for walkability, small block sizes are appropriate in the regional center. Block sizes may be expanded to accommodate larger retail stores, or office and light industrial campuses, without disrupting the overall block network. Buildings should line the perimeter of blocks, with the center of the block used for surface parking and courtyards. The tight street network provides many routes for pedestrians, connects parking lots, and joins the residential and mixed-use areas.

Building Height and Frontage

The tallest buildings along the main street should provide a sense of enclosure, creating an "urban room" for pedestrians. Setbacks should be minimized, with no setback along primary streets, particularly those with retail uses. Residential uses toward the edge may have lower building heights and small setbacks.

Parking

On-street parking is encouraged along both commercial and residential streets. Surface parking should be placed to the rear of buildings, shielded from the sidewalk and main street setting. As density increases over time, structured parking may become an option.

Mix of Uses

The regional mixed-use center has the largest diversity of uses, combining retail and office in close connection to residential and other varied uses. This mixed-use quality is important for creating a vibrant Main Street core and an energized streetscape for residents, patrons, and workers.

The regional employment center is primarily composed of office uses and related services. Despite this focus, the employment center should incorporate mixed-use elements, including restaurants, retail, and some multifamily residential. This mixed-use quality is important for the establishment of a desirable workplace, and its relationship to surrounding development.

Density

The regional center is a high-density community element. Large parking areas should be minimized in order to optimize the potential density of the center. Residential uses are primarily multifamily, taking form as apartments and townhouses. Larger uses, such as large-footprint commercial, office, and light industrial, should be placed toward the edge of the development area.

Integration of Open Spaces

With its intense style of development, the regional center has limited opportunities for open space. A town square is the most appropriate type of open space for the mixed-use center, and can serve as a public civic space at the core of the downtown area. Pocket parks are the most appropriate open space in employment centers, and can be distributed throughout the area. Greenways may provide connections to downtown and from surrounding areas.

Neighborhood Mixed-Use

The neighborhood mixed-use community element incorporates multiple uses in a walkable, pedestrian-friendly environment with compact block sizes. Neighborhood mixed-use areas include a mix of retail and office uses at the center, with connected residential uses at the edge. A centralized public space is encouraged as a focal point and civic space for the community.

Street Types

Commercial areas within neighborhood mixed-use elements should incorporate Main Street standards. As land use transitions to residential, neighborhood streets should be used. Where larger, high-speed roads enter the pedestrian-oriented core of a neighborhood mixed-use element, the cross section should feature commercial streets, to balance vehicular and pedestrian needs.

Connectivity and Block Size

Small block sizes are appropriate for the neighborhood mixed-use element. Block sizes for commercial uses must expand to accommodate large retail stores without disrupting the overall block network. Where there are smaller-scale storefronts, office uses, and residential, block sizes should be minimized.

Building Height and Frontage

The tallest buildings making up the neighborhood mixed-use element should be concentrated around the main street to provide a sense of enclosure, creating an “urban room” for pedestrians. Setbacks should be minimized, with no setback along areas serving as the main street.

Parking

On-street parking is encouraged along commercial and residential streets. Surface parking should be placed to the rear of buildings, shielded from the sidewalk and main street setting. Large surface parking lots should be placed within the interior of blocks and arranged to maximize sharing between uses.

Mix of Uses

Although the neighborhood mixed-use element favors retail, other uses, including storefront retail, office, civic, and residential, are recommended. This mix of uses is important to the vibrancy of the center, creating an energized streetscape for residents, customers, and workers.

Density

The neighborhood mixed-use element combines higher-density retail and residential uses. Large parking areas should be minimized in order to optimize density. Most residential uses should be multi-family, with single-family residences only appropriate as a transition into neighborhood residential areas.

Integration of Open Spaces

Due to its development intensity, the neighborhood mixed-use element allows limited opportunities for open space. A town square or pocket park is the most appropriate type of open space at the core. Greenways may connect the center and peripheral areas. Recreational parks may be integrated at the edge of the commercial area to serve the community.

Neighborhood Residential

Neighborhood residential areas should provide a range of residential housing types and lot sizes. Generally, this includes a balance of single-family residences and multifamily housing. A central neighborhood park is an excellent asset for a neighborhood center, and is strongly encouraged. Connections should be made to surrounding neighborhoods and commercial centers where possible. Neighborhood residential centers typically border higher-density neighborhood mixed-use areas. In some cases, small commercial and institutional uses may be incorporated into the neighborhood residential community element.

Street Types

Neighborhood streets are the primary street type within the neighborhood residential element. Because of the residential character of these centers, commercial streets are limited.

Connectivity and Block Size

Block size should relate to lot size and density. Higher-density blocks allow for smaller block sizes, where lower-density areas may have larger-scale blocks. Connectivity with adjacent land uses, primarily nearby neighborhoods, is encouraged. Where street connections are not feasible, greenways are recommended.

Building Height and Frontage

The majority of buildings in neighborhood residential areas are residences. Buildings have a reduced scale and greater setbacks in comparison to regional centers and neighborhood mixed use. Shorter setbacks are recommended for higher-density residential blocks.



Figure LU-3, Residential Streetscape

Parking

On-street parking is suggested in higher-density residential areas. Where block sizes are bigger, on-street parking may give way to residential driveways and garages. Where garages are present, it is important to set them to the side or rear of the residence, so they do not dominate the residential frontage.

Mix of Uses

While predominantly single-family residential, neighborhood residential areas should incorporate some degree of mixed use, primarily multifamily residential. Storefront retail and office may be integrated at a residential scale.

Density

The neighborhood residential element is primarily composed of single-family residences. Residential development should strive to maintain a reasonable density (e.g., less than quarter-acre lots), freeing green space as a shared amenity.

Integration of Open Spaces

The neighborhood residential element can incorporate a shared green space at its core. Neighborhood parks vary in scale, but serve local residents as recreational and gathering space. If possible, greenway trails should be integrated to link the neighborhood to surrounding neighborhoods and open spaces.

Village

Villages are characterized by a small, mixed-use core surrounded by residential uses and a connection to natural features and open spaces. Despite their limited scale and density, villages typically favor mixed use; often a major civic use. Outside of a small mixed-use center, villages are characterized by single-family residential uses. A green buffer may be created at the perimeter of the village to integrate open spaces with the developed area.

Street Types

Main streets and neighborhood streets are the primary street types within villages. When higher-speed roads approach the walkable core of a village, the street should better balance vehicular and pedestrian needs.

Connectivity and Block Size

The mixed-use village core should have small blocks to accommodate a limited but dense



Figure LU-4, Neighborhood Street

collection of small retail uses. Residential block size should relate to the lot size and density of residences. Higher-density blocks allow for smaller block sizes, where lower-density areas may have larger-scale blocks.

Building Height and Frontage

The majority of buildings in villages are residential. Buildings have a reduced scale and greater setbacks in comparison to downtown and commercial centers. Due to the varying rural quality of villages, setback requirements should remain flexible.

Parking

On-street parking is suggested in higher-density residential areas. Where block sizes are bigger, on-street parking may give way to residential driveways and garages. Where garages are present, it is important to set them to the side or rear of the residence, so that they do not dominate the residential frontage.

Mix of Uses

While predominantly single-family residential, villages should incorporate mixed use at their core, including small-scale storefront retail and office. Multifamily residential may also be integrated at the core and within surrounding blocks.

Density

The village element combines a range of uses and densities. In general, development should strive to maintain a reasonably high density, in turn freeing green space for community use or for use as a natural buffer.

Integration of Open Spaces

Villages provide a great opportunity for open-space preservation, typically at the periphery surrounding the developed area. Neighborhood parks are recommended at the core. If possible, greenway trails may be integrated to link villages with surrounding neighborhoods and open spaces.

Rural Clusters

Rural clusters are small-scale residential areas surrounded by farmland, preservation zones, or otherwise environmentally sensitive land. Although they are small in scale, clusters should strive to maintain density similar to that of the neighborhood residential community element. This will maximize preserved land by clustering homes on small lots. Rural cluster planning must be sensitive to existing natural features, agricultural land, and viewsheds when positioning development. Rural clusters are predominantly single-family residential, but may incorporate limited multifamily residential, small-scale retail, and farm uses.

Street Types

Within their developed area, rural clusters primarily use neighborhood streets and are connected to other places in the region by rural roads. Because of the rural character of these centers, streets do not require curbs and gutters or fixed sidewalks. Off-road paths are often a more appropriate pedestrian facility than formal sidewalks.

Connectivity and Block Size

When a rural cluster takes a compact form, block sizes should remain relatively small. However, some situations do not allow for typical defined blocks, in which case no maximum block size is applicable. In such situations, it is still important to maintain a connected street network.

Building Height and Frontage

Most buildings in rural clusters are residential and have a reduced scale and greater setbacks in comparison to those in neighborhood settings. Setback requirements should remain flexible, due to the varying rural quality of rural areas.

Parking

In a rural setting, formal on-street parking is rarely required or appropriate. For residential parking, it is important to set garages to the side or rear of the residence, so that they do not dominate the residential frontage.

Mix of Uses

While predominantly single-family residential, rural clusters may incorporate a limited multifamily residential component. This is typically found at the center of the developed area.

Density

The rural cluster element concentrates development in a compact area, leaving the remaining land for preservation and common use. In general, development should strive to maintain a reasonable net density (i.e., within the non-open-space portion of a development), to maximize preservation.

Integration of Open Spaces

Rural clusters provide an opportunity for open-space preservation, typically at the periphery surrounding the developed area. Open space should be clustered to maximize large areas of open space whenever possible. Neighborhood parks are recommended at the core. If possible, greenway trails may be integrated to link rural neighborhoods with surrounding neighborhoods and open spaces.

Rural Preservation

Development in the rural preservation areas should consist of farmland, preservation zones, or otherwise environmentally sensitive land with scattered housing.

Street Types

This area is characterized by rural roads that connect farmland to markets. Because of the rural character of this area, curbs and gutters or fixed sidewalks are not appropriate. Where stormwater management is needed, it should be managed with grass swales.

Connectivity and Block Size

Farms and scattered housing are connected to main roads by informal private drives. Because the housing is dispersed, there is no block size requirement.

Building Height and Frontage

The majorities of buildings in the preservation area are residential and farm use. Building types should be limited to single-family residential and agricultural uses, with the height of structures varying with use. Setback requirements should remain flexible, due to the varying rural quality of this area.

Parking

In a rural setting, formal on-street parking is rarely required or appropriate.

Mix of Uses

The rural preservation area consists primarily of open space and agricultural and forestry uses with scattered single-family residential.

Density

In general, development should strive to maintain a very low density in order to maximize the opportunity for continued preservation of farms and open space.

Integration of Open Spaces

Development in the rural preservation area should maximize open space. Open space should be clustered to maximize large areas of open space whenever possible. If possible, greenway trails may be integrated to link rural neighborhoods with surrounding neighborhoods and open spaces.

Community Element Standards

Figure LU-21 provides a development matrix on the seven community elements that provide suggested development standards. These standards should be used as a general guide for development proposals such as planned unit development projects, but it should be recognized that each project will have unique characteristics, and will not always adhere to the standards recommended in the matrix.

Figure LU-5, Community Element Matrix

COMMUNITY ELEMENT MATRIX						
urban ←					→ rural	
Regional Center					Rural Areas	
Regional Mixed Use	Regional Employment	Neighborhood Mixed Use	Neighborhood Residential	Village	Rural Cluster	Rural Preservation
Street Types						
Commercial street Main street Neighborhood street	Commercial street Main street Neighborhood street	Commercial street Main street Neighborhood street	Neighborhood street	Commercial street Neighborhood street Rural road	Neighborhood street Rural road	Rural road
Block Size						
400–800 ft.	400–800 ft.	300–600 ft.	200–600 ft.	200–600 ft.	200 ft.–varies	Varies
Building Height						
2–6 stories	2–6 stories	2–4 stories	1–3 stories	1–3 stories	1–2 stories	1–2 stories
Frontage						
Commercial storefront	Commercial storefront	Storefront Porch	Storefront Porch Residential yard	Storefront Porch Residential yard	Porch Residential yard	Porch Residential yard Open space
Parking						
Structured On-street Surface	On-street Surface	On-street Surface Residential	On-street Surface Residential	On-street Surface Residential	Residential	Residential Unstructured
Mix of Uses						
Large commercial (25–40%) Storefront retail (25–40%) Civic (10–25%) Office (10–25%) Restaurant (10–25%) Multifamily residential (5–20%)	Office (25–75%) Health/medical (10–25%) Light industrial (10–25%) Storefront retail (5–20%) Multifamily residential (5–20%)	Storefront retail (25–75%) Civic (10–25%) Office (10–25%) Restaurant (10–25%) Multifamily residential (10–35%) Single-family residential (5–20%)	Single-family residential (50–75%) Multifamily residential (10–25%) Limited retail (10–25%)	Storefront retail (10–25%) Civic (10–25%) Office (10–25%) Restaurant (5–20%) Multifamily residential (25–50%) Single-family residential (25–75%)	Single-family residential (50–100%) Multifamily residential (25–50%) Limited retail (10–25%)	Single-family residential (10%) Country stores (5%)
Density						
Commercial FAR: 2.0 Residential DUA: 10–15	Commercial FAR: 2.0 Residential DUA: 10–15	Commercial FAR: 1.0 Residential DUA: 8–10	Commercial FAR: 0.5 Residential DUA: 4–8	Commercial FAR: 0.75 Residential DUA: 4–6	Commercial FAR: 0.5 Residential DUA: 2–6 (net)	Commercial FAR: 0.1 Residential DUA: 0.5–0.1
Open Space						
Town square Pocket park	Pocket park	Town square Pocket park Neighborhood park	Neighborhood park Recreational park	Neighborhood park Recreational park Passive open space	Neighborhood park Recreational park Passive open space	Recreational park Agriculture and forest land Passive open space

Residential Areas

Residential development within the community planning areas should respect the rural design theme, particularly at the periphery of the growth area and the rural fringe. A variety of housing types should be included as part of neighborhood mixed-use communities. Neighborhood residential that is primarily single-family should not be the only housing within the growth areas. Due to the limited amount of developable land within community planning areas, single-family subdivisions are inefficient. Within single-family residential developments, a variety of housing sizes and styles should be available.

Affordable housing and workforce housing are vital to the community. Many affordable homes will be single-family attached, townhouse, duplex, condominium, or other multifamily structures. Some smaller single-family detached homes are affordable to median-income families and should be part of a neighborhood's design.

Workforce housing is generally price-constrained and marketed toward middle-class homeowners. Market-rate housing is not price-constrained and is available to any buyer at any income level.



Figure LU-6, Mixed-Income Neighborhood

Commercial Areas

The county's designated growth areas, established pursuant to the Code of Virginia, section §15.2-2223.1, are places where, because of existing populations, established villages, commercial services, employment, and infrastructure such as highway access, growth has occurred and should continue to grow. Zion Crossroads, with an interstate interchange and the intersection of Routes 250 and 15, and its existing and planned infrastructure, is an ideal location for a regional employment and mixed-use center. Rapid commercial development on the Louisa County side of Zion Crossroads will likely bring more development to Fluvanna County.

Fluvanna and Louisa County are working together to ensure that the infrastructure needs of the area are met. A joint water pipeline from the James River is in the final planning stages. Additionally, Louisa County may be able to extend waste treatment lines into the area for some capacity, along with the development of future wastewater capacity for the area as part of major mixed-use development. This infrastructure will be supplemented by sewer and water provided by the Fluvanna Correctional Center for Women on Route 250.

Palmyra is the county seat and Fluvanna's historic center of development. The Rivanna planning area is centered around Lake Monticello, which was the county's primary development area since the early 1970s until recently, when the Lake began to approach its build-out capacity. These two areas will continue to grow, but should do so in an integrated, sustainable way that compliments existing development and the history of each area. Much of this growth will fill the role of traditional infill development.

Mixing commercial uses on the ground floor with residential uses on upper floors enhances street-level vitality attracting both pedestrians and “downtown” residents along Main Street. Additionally, the concept of “eyes on the street” argues that crime is reduced when people use a street or other public area for a greater period of time than during normal business hours.

In order to create a more functional and appealing pedestrian environment, parking lots should be less visible from the street. This means parking should be relegated to the back or sides of building, or within structures. This approach engages and attracts pedestrians and “walk-in” customers.

Walkable Community

The primary functions of streets include providing thoroughfares for pedestrians and traffic, access for emergency vehicles, and accommodating parking. Streets are important open-space features. The streetscape—building facades, sidewalks, benches, lighting, trees, and other characteristics—influences the character of the surrounding environment. Well-designed streetscapes are pedestrian-friendly environments. Pedestrian promenades create areas for people to gather and walk.

Phasing

Another important element in designing a sustainable project is the phasing of a project. Rarely will a project be developed all at once. Larger projects, in particular, will need to be phased, which should be discussed during the rezoning/master plan phase of the project.

Plans can be proffered in a certain order, during certain time frames, or in contingency on the provision of certain infrastructure. For instance, a developer could proffer that a project’s residential component would not commence until an adequate public water supply was in place. Such a proffer assures the community that this infrastructure will be in place prior to additional demand being placed on the existing community’s resources. The wording of proffers made during a rezoning process should be clear and concise, so that those commitments can be met if the project is approved.

Architecture

The design, style, and material quality of building impact the aesthetics and sustainability of the community. Low-maintenance, sturdy, but attractive products should be used as a standard in lieu of lower-grade materials like vinyl or metal siding, asphalt shingles, or flat tarpaper roofing.

State-of-the-art materials are more energy-efficient and require less upkeep. Current products vary widely but include HardiePlank siding, composite decking, nontoxic cellulose wall insulation, low-VOC caulks, adhesives, and paints, low-E argon-filled windows, and Energy Star light fixtures. Recycled or renewable products such as bamboo floors reduce the environmental footprint of development. Brick, block, standing seam metal roofing, green roofs, higher-grade asphalt shingles, and other traditional materials are also encouraged.

Architectural styles can and should vary among developments, but should remain consistent within a project. Quality of material and sustainability should not vary widely, and should not be compromised by low-quality, high-maintenance materials. While it is not desirable to regulate specific materials, it is reasonable and feasible for a developer to commit to specific material types and styles as part of a project’s approval, preferably through legally binding proffers.

The Relationship between Community Elements and the Community Planning Areas

Each community element correlates to a community planning area (or land use designation) and the urban development area. The community elements may be appropriate in different configurations within each community planning area as shown below and discussed previously.

Community Element	Community Planning Area
Regional mixed use	Zion Crossroads
Regional employment	
Neighborhood mixed use	Columbia, Fork Union, Palmyra, Rivanna (Lake Monticello), Scottsville, Zion Crossroads
Neighborhood residential	Columbia, Fork Union, Palmyra, Rivanna, Scottsville, Zion Crossroads
Village	Columbia, Fork Union, Palmyra, Scottsville
Rural cluster	Rural residential Rural preservation
Rural preservation	Rural preservation

Figure LU-7, Land-Use Relationships

In practice, the specific recommendations for each type of community element should guide the design of a development depending on its location, both in terms of the specific community planning area as well as the precise location within a planning area. The Comprehensive Plan lays out the framework and basic parameters of each land-use designation, including the community planning areas and urban development area (established pursuant to the Code of Virginia, section §15.2-2223.1), in the context of the various community elements.

Community Plans

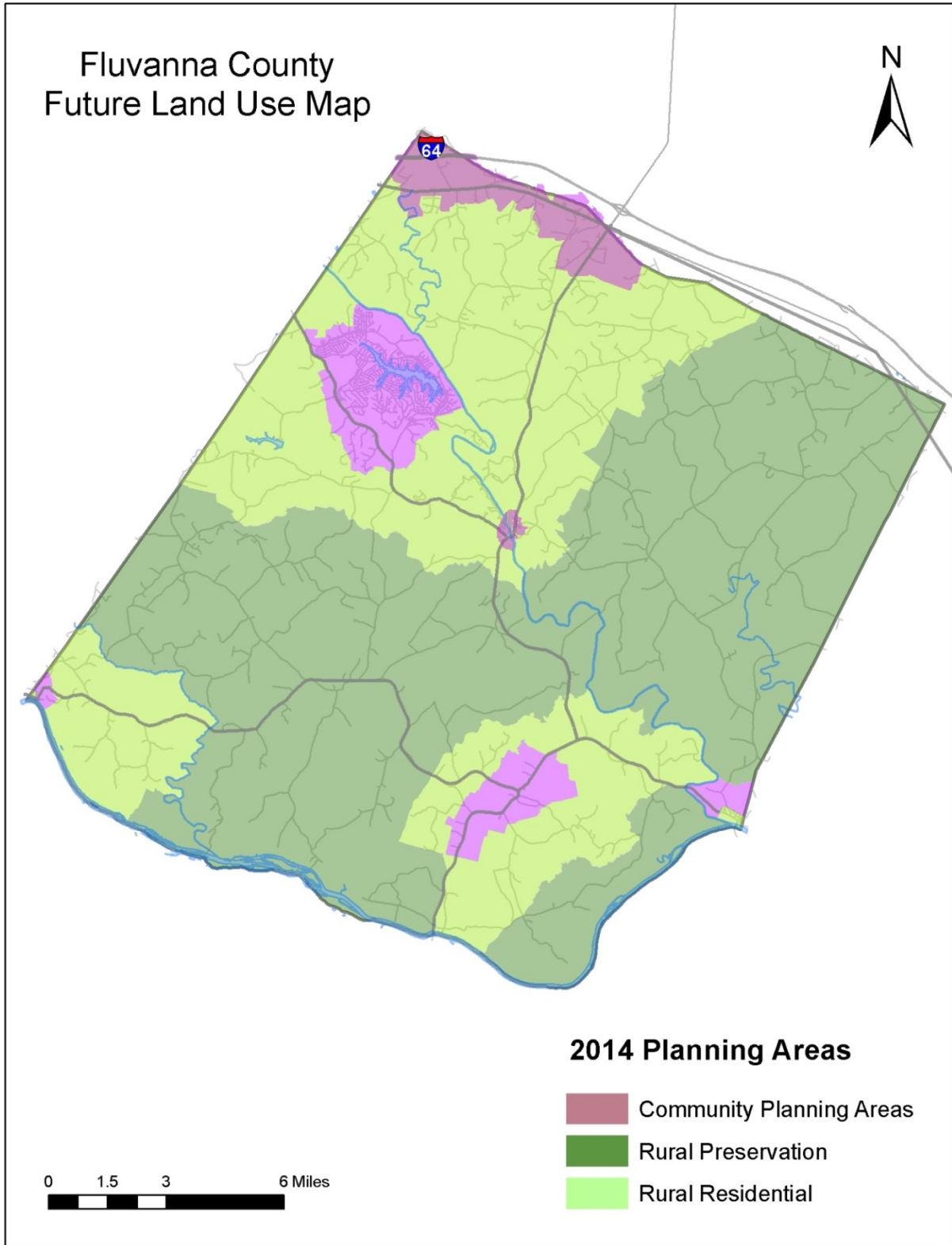


Figure LU-8, 2029 Future Land Use Map

Zion Crossroads Community Plan

Overview

Located at the crossroads that connect Charlottesville, Richmond, and destinations to the north and south, Zion Crossroads is situated to contribute to Fluvanna County’s goals for the future. The county seeks to expand the services, recreation, restaurant, and retail options available to its residents, while at the same time retaining the area’s rural character.

Zion Crossroads is the primary gateway to Fluvanna County, and should be enhanced to provide a scenic welcome to residents and tourists. It should develop as an employment, retail, commercial, and recreation destination for county residents and travelers along Routes 64, 15, and 250.

As the county’s Urban Development Area established pursuant to the Code of Virginia, section §15.2-2223.1, Zion Crossroads is envisioned to be the most intensely developed part of the county, consisting of regional mixed-use, regional employment, and neighborhood mixed-use developments. This area is the county’s primary regional economic development area and is targeted as a regional employment center with primarily mixed-use, mixed-income development.

Commercial and neighborhood streets make up the primary transportation network, along with sidewalks, trails, and bicycle lanes. Other open space consists of green infrastructure such as streams, storm channels, and small pocket parks or town squares.

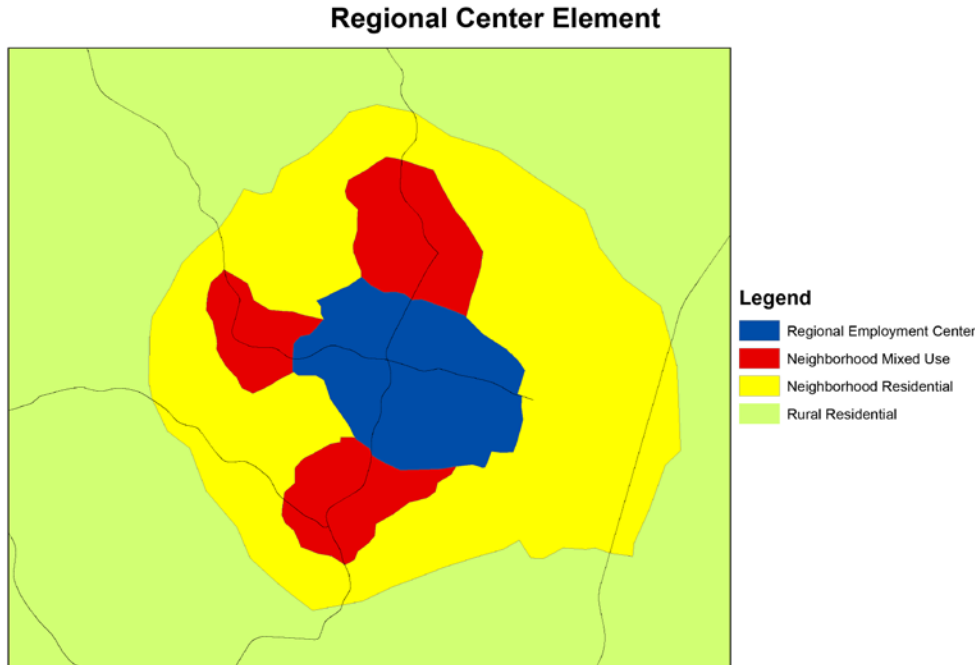


Figure LU-9, Regional Center Element

Large, medium, and small commercial businesses, along with office, civic, and multifamily residential uses, combine to form a neotraditional development or series of interconnected developments. Commercial and office structures do not exceed six stories, and residential density is up to ten dwelling units per acre (10 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

Zion Crossroads lacks an adequate transportation system, especially to serve new development. Sidewalks, bicycle lanes, and transit service are nonexistent. Moreover, Zion Crossroads lacks a center of commerce and has no clear identity beyond the through-traffic amenities such as service stations and fast food chains.

Recommendations

The following recommendations focus on the potential of Zion Crossroads as a center of commerce, employment, and higher-density residential uses. This includes creating an identity for Zion Crossroads, improving transportation for pedestrians, bicyclists and vehicles, protecting the natural features of Zion Crossroads through compact, efficient development, and enhancing economic and employment options.

Create an identity by constructing gateways to Zion Crossroads. Through street design and road enhancements, a Zion Crossroads gateway can be formally established. The Route 250 and Route 15 intersection presents an opportunity to introduce travelers to the rural character of Fluvanna County. Wide lanes, the absence of sidewalks and bicycle lanes, and a flat median contribute to the auto-oriented nature of this roadway. At high speeds, motorists barely notice the rural surroundings or local businesses. The traffic signal, overhead utility lines, and cluttered signage contribute to the poor visual quality of this gateway to Zion Crossroads. Addressing these functional and visual issues will greatly improve people's first impression of Fluvanna County.

Define a village-scaled center. At the heart of this recommendation are two village-scaled complexes: one as a center for residential, neighborhood-scaled commercial and recreation, and the second as a higher-intensity commercial area, anchored by a major retail establishment.

A village-scaled center concentrates growth within clearly defined boundaries. Within these boundaries there is a mix of uses—residential, recreational, small-scale and more intensive commercial—as well as a clearly defined Main Street and recreation amenities. Much of the Fluvanna County portion of Zion Crossroads is rural. In order to retain this rural character, new growth should occur in specific areas that are clearly defined.

Zion Crossroads lacks a distinct town center, without which Zion could grow in a conventional strip development pattern. Higher-density, village-scaled development would distinguish Zion Crossroads as a regional center. Village-scaled development provides the necessary framework for economic activity and community-oriented services while protecting the environment beyond the edge of the village center.

Support mixed-use development. Mixed-use development appropriate for Zion Crossroads should include multifamily housing, small, locally owned shops, larger retail development, and light industry. Zion Crossroads is also favored for more intensive uses that stimulate the county economy, provide jobs, offer a range of retail stores, and provide for leisure activity through parks and playing fields within the defined growth area. It may be appropriate to introduce a more flexible zoning classification to the area, in order to make economic development easier.

In any area, development needs to be paired with the availability of appropriate infrastructure (e.g., water, sewer). Intensive mixed-use development in Zion Crossroads must be appropriately phased with enhancements to the supporting infrastructure. As the county moves towards acquiring such infrastructure, economic development will become more feasible.

Improve the safety and efficiency of the transportation system. Coordinate safety improvements for Routes 250 and 15. Route 15 southbound from Interstate 64 is of particular concern, as many through travelers stop for fuel and food. The new diamond interchange alters existing traffic patterns, and these impacts should be studied. Traffic drops off significantly on Route 15 after its intersection with Route 250. Much of the traffic on Route 250 now uses

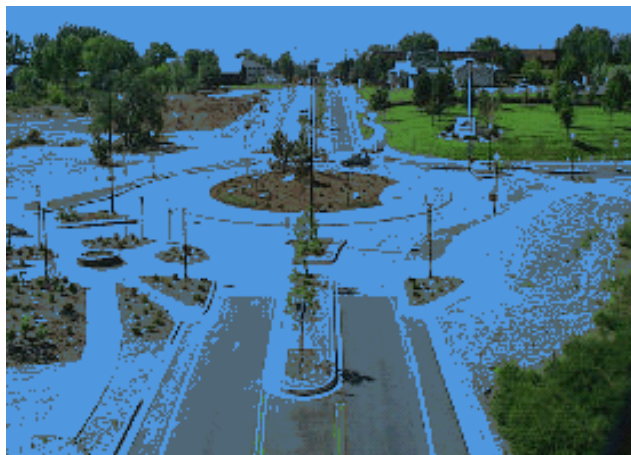


Figure LU-10, Roundabout

Interstate 64. The Route 250 / Route 15 intersection is an ideal roundabout location. A roundabout would improve the flow of traffic, provide safer pedestrian and bicycle access, and facilitate the creation of an attractive gateway from each of the four approaches. Roundabouts make intersections more attractive and safe for motorists, bicyclists, and pedestrians.

Other improvements can be implemented in the Zion Crossroads area for safety, overall attractiveness, and accessibility for all modes of travel. Crosswalks and

sidewalks will further improve pedestrian safety and encourage activity along the corridor. Financial impacts and quantities of impervious surfaces (which contribute to stormwater runoff) can be reduced by installing sidewalks only on one side of the street.

The Northwest Fluvanna / Southeast Louisa Multimodal Corridor Study, which focuses on Route 15, Route 64, and Route 250 throughout the northwest Fluvanna, southwest Louisa, and eastern Albemarle corridor to create a transportation plan for the area, provides excellent descriptions and illustrations of the types of improvements desired along the corridor. Despite the time elapsed since the study was published, most of the elements discussed remain desirable and should continue to influence development in Zion Crossroads.



Figure LU-11, Pedestrian Oriented Roadway Section

Increase alternative transportation options. RideShare provides a free service to match travelers who are going to similar areas at similar times, and provide a car or vanpool service. RideShare participants are also enrolled in the Guaranteed Ride Home program, which provides free rides home in an emergency to users of alternative transportation. RideShare can work with employers in the Zion Crossroads area to develop and implement traffic-reduction programs that target the specific needs of the area’s travelers. RideShare also maintains park-and-ride lots. Currently, there is only one park-and-ride lot in the Zion Crossroads area. New mixed-use development may also create new opportunities for park-and-ride lots, and for pairing park-and-ride lots with JAUNT transit service.

JAUNT has an eighty-vehicle fleet which provides transportation service throughout the region (City of Charlottesville, Fluvanna, Albemarle, Louisa, and Nelson counties). JAUNT is funded by local governments in the area, and uses federal, state, and local funding to supplement the fares its users pay.

Protect the rural features of the Zion Crossroads area. The development of Zion Crossroads need not come at the expense of its rural and environmental features. Two techniques serve to enhance both the rural and environmental features and the village-scaled development recommended in this plan. Siting development in areas that do not compromise natural features will preserve prominent rural and environmental features. If development is so sited, residents, shoppers, and employees will be in close proximity to these natural features, making the development areas more attractive and appropriate.

Mitigate runoff through green street techniques, bio-swales, and reduced impervious surface in all new and remodeled development.

The county should encourage development that leaves natural features as intact as possible. Site disturbances such as excessive grading, unnecessary removal of helpful plants and trees, and large quantities of impervious surfaces all contribute to stormwater runoff and sedimentation (degrading the county’s rivers and streams), reduces groundwater recharge, and generally results in a more attractive site. This low-impact approach to development often reduces a developer’s costs, and allows the county to meet its stormwater management obligations. Best of all, it frequently requires little more than creative site planning.

Green street solutions help control stormwater while enriching the character of neighborhoods. Pedestrian-oriented street facilities can be designed to achieve water management and pedestrian goals. In particular, the same landscaping components of a street that add to pedestrian comfort can also perform stormwater retention and treatment functions, contributing to better flood control and water quality. Planting strips, planted medians, tree wells, and other planted areas can reduce urban runoff by retaining stormwater. The soils in these planted areas also remove pollutants, providing natural water treatment. Paved areas, such as parking lots and vehicle and bike lanes, sidewalks, and ball courts, if designed with porous surfaces and ample reservoir or infiltration capabilities beneath, can be used to improve water management. Considering these ideas will ensure that environmental sustainability and quality-of-life objectives are incorporated into the planning and engineering analyses of collection system improvements.

Protect existing open, forested, and agricultural areas by clustering growth into defined areas. As described above, new development should be clustered in carefully defined growth areas and sensitively placed in the context of rural and environmental features.



Figure LU-12, Open Space

Employ conservation and open-space easements. Conservation and open-space easements are designed to hold land in perpetuity. Nonprofit corporations, local governments, individual landowners, and subdivision landowners may set aside such an easement as defined by a homeowners association.

Support economic development and community-based services. Since much of what constitutes Zion Crossroads is in Louisa County, the main opportunities in Fluvanna

County lie south of the Route 15 and Route 250 intersection. The current industrial park on Route 250 just east of this intersection is in both Fluvanna and Louisa counties and may have the potential for additional development. Encourage cross-county cooperation on economic development.

At present there is the potential for three centers or nodes in Zion Crossroads. First, north of Interstate 64 interchange in Louisa County; second, along the Route 15 strip between Interstate 64 and the Route 250 and Route 15 intersection, also in Louisa County; and third, south of the Route 250 and Route 15 intersection in Fluvanna County. This third center is undeveloped but has the potential for a mix of uses such as residential development of varying densities, large and small-scale commercial development, and light industry.

Develop a marketing strategy and marketing plan. Identify the community's strengths in appealing to businesses and set goals that build on the identified strengths. These goals can then be used to prepare a marketing plan. A marketing plan identifies the specific actions to be taken to achieve the goals.

Expand and diversify local tax revenue. An expanded and diversified tax base can result from a diversity of uses as recommended in this plan. Higher-intensity commercial, locally based businesses and retail establishments, a workplace center, and light industry all contribute to an expanded and diverse tax base.

Develop higher-intensity commercial use. Zion Crossroads offers the greatest potential for higher-intensity commercial development. An “anchor” store with smaller retail establishments can serve as a regional center for shoppers.

Encourage locally based businesses and retail establishments. Care must be taken to avoid too many conventional, nationally based retail shops at the expense of local businesses. Locally based business and retail help distinguish the unique character of Zion Crossroads and tend to have a greater impact on the local economy.

Site an integrated workplace development center in Zion Crossroads. An integrated workplace center offers opportunities for offices and businesses, integrated into a walkable, mixed-use center. A campus-style complex offers an attractive workplace and, with sufficient infrastructure, could become a site for a corporate headquarters.

Support development of additional light industry. Light industry is usually less capital-intensive than heavy industry, and is more consumer- than business-oriented (light industry products are produced for end users—consumers—rather than as components for use by other industries). Light industry has less environmental impact than heavy industry and is more compatible with residential areas, albeit with an appropriate buffer. Increasing the flexibility of zoning in Zion Crossroads could help support industrial growth.

Enhance tourism and related recreation. Fluvanna County has many sites and facilities of interest to tourists. With its proximity to Interstate 64, Zion Crossroads is an excellent location for a tourism / visitors’ center.

Improve the quality of employment opportunities. Good pay, upward mobility, and employee benefits are all important to improving the quality of employment opportunities. A workplace center/office park, as opposed to retail establishments, offers more opportunities for full-time employment with benefits and opportunities for advancement. Efforts and incentives to recruit employers should make this priority apparent.

Study the feasibility of Zion Crossroads as a satellite location for Piedmont Virginia Community College. An adult distant learning campus, with classes for professional advancement, can contribute to improvements in the quality of employment. Educational facilities also draw additional people and businesses to the area, which directly helps the economy. If the satellite location focuses on career development, it can act as an anchor for further economic development. For example, a nursing program could attract urgent care or geriatric facilities to Zion Crossroads.

Support the vocational and technical job demands of the current and future job market. The Virginia Workforce Network offers employment services, with key services based in Charlottesville. Zion Crossroads could be a future site for a satellite center or, at a minimum, a location for a workforce information booth.

Rivanna (Lake Monticello) Community Plan

Overview

The Lake Monticello area of Fluvanna County has grown rapidly in recent years. As the Lake approaches build-out, its proportion of the county’s growth has diminished, although the area surrounding the Lake still sees robust growth. The private Lake Monticello community has a dominant presence in this part of the county, and a significant number of residents live close by. Lake Monticello and the surrounding area make up most of the Rivanna District and a portion of the Cunningham District of Fluvanna County.

The private community of Lake Monticello encompasses approximately 3,500 acres, containing 4,625 lots, 418 of which remain vacant. The lake itself is 350 acres. Residents include retirees, young families, and commuters to Charlottesville and Richmond. Residents pay dues to the Lake Monticello Owners’ Association (LMOA), which is responsible for community services and general maintenance of community infrastructure, including sixty-two miles of private roads. Water and sewer service is provided through a private source.

While there are a range of opinions on the extent and type of growth desired, most residents agree that it is important to take steps to maintain the rural character of the surrounding area, enhance the “country suburban” character of the community, promote a vibrant quality of life for residents, and plan for the future.

The Lake proper is nearing build-out, but there is significant growth outside of the Lake. The desirable form of growth at the “Lake gates” is neighborhood mixed-use. Beyond the gates, growth should be neighborhood residential development.

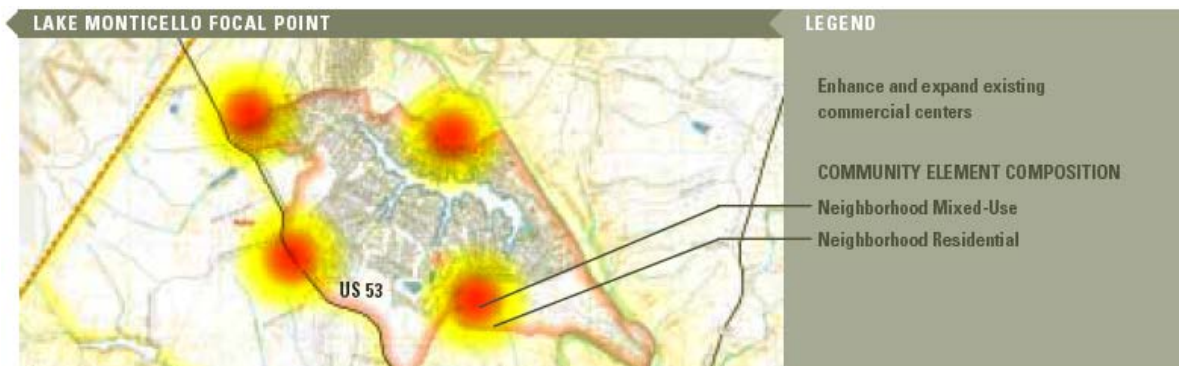


Figure LU-13, Neighborhood Mixed Use around Lake Monticello

Home to approximately half of the county’s residents, largely in the Lake Monticello community, this community planning area (established pursuant to the Code of Virginia, section §15.2-2223.1) lies adjacent to the municipal services of the Palmyra area, but also has the significant private infrastructure of the Lake community. The area is traditionally neighborhood residential, with primarily single-family detached dwellings. Surrounding growth should be a mixture of uses and residential dwelling types that serve a variety of incomes. Neighborhood

Neighborhood Residential Element

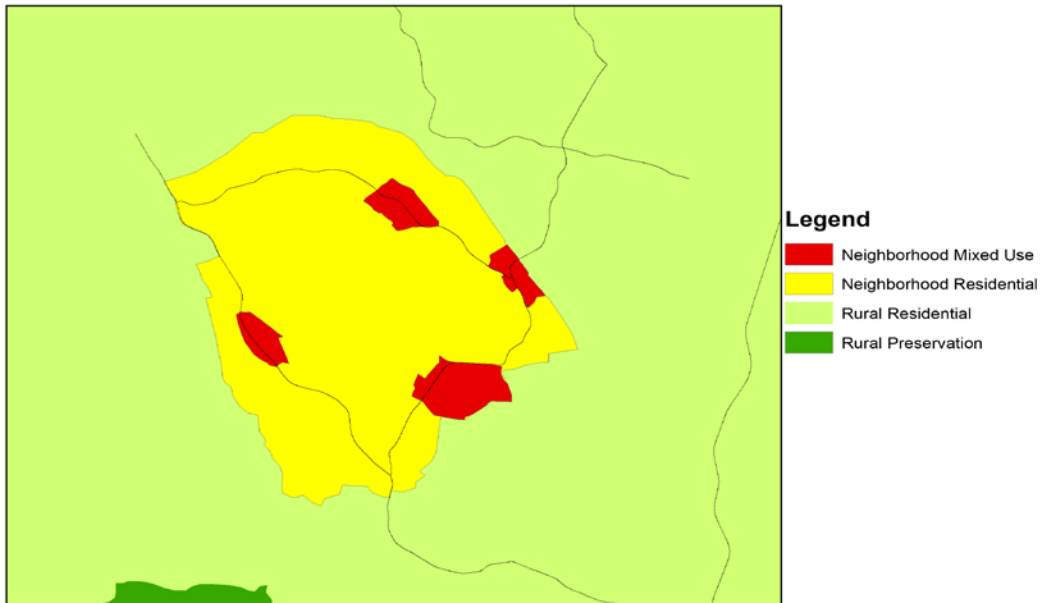


Figure LU-14, Neighborhood Residential Element

mixed-use is needed to help offset the volume of single-family residential development in this community. Additional services and infrastructure are needed to accommodate more growth. Commercial and neighborhood streets, along with rural roads, make up the transportation network, along with sidewalks, trails, and bicycle lanes in the newly developed areas. Open space includes access to Pleasant Grove, neighborhood parks, and greenways.

Medium and small commercial uses, along with office, civic, and residential uses, combine to form a series of neotraditional developments that are interconnected with surrounding development. Commercial and office structures do not exceed four stories, and residential density is up to six dwelling units per acre (6 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

Summary of Community Plan

In previous studies, residents identified key strategies and projects to improve the quality of life for residents inside and outside of Lake Monticello. Participants agreed upon several priorities, including:

- ❑ To increase traffic safety and improve flow at key intersections.
- ❑ To enhance existing commercial centers in appearance, design, and available services, focusing on “village center” concepts.
- ❑ To provide housing choices for a variety of age groups and income levels, appropriate to the area.

- To preserve the rural character of the surrounding area and protect natural resources.

Recommendations

Improve traffic safety. Large volumes of traffic on small country roads lead to safety problems. Improving intersections, paving shoulders, and adding features for pedestrians and bicycles can alleviate traffic and promote safety. This becomes essential as the county's population grows. Roundabouts can improve pedestrian access and safety over typical intersections.



Figure LU-15, Median splitter islands and set-back crosswalks

Create walking and biking trails. Biking and walking trails provide safe access for residents to commercial areas, decrease traffic for short trips, and provide recreational facilities. There are dirt footpaths in many areas, showing where people walk from the gates to commercial areas.

Enhance commercial areas as village-scaled communities. There are existing commercial areas just outside of the Lake Monticello gates, including Piedmont Village, Crofton Plaza, and Jefferson Center. Clustering development around existing centers preserves rural areas.



Figure LU-16, Several conceptual options for village-scaled infill development in the Turkeysag Gate shopping center

Preserve natural resources and rural character. The health of the Lake and surrounding land and waterways is important to the health and vitality of the environment and economy of Lake Monticello.

Provide community services and amenities. Cultivating community services and amenities improves the quality of life for residents of all ages, decreases traffic to and from Charlottesville, and connects neighbors. Suggestions for services include a post office, library, senior services and adult day care, hiking/biking trails, and a movie theater.

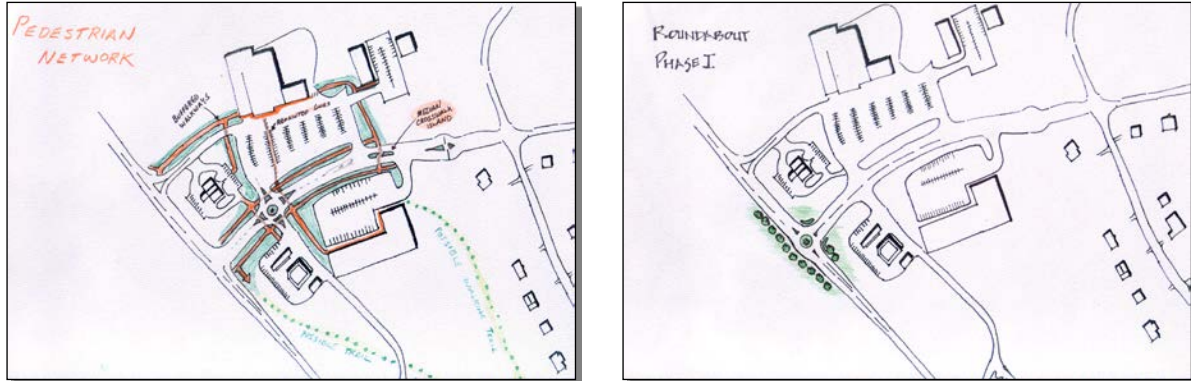


Figure LU-17, Potential pedestrian network (left), and possible roundabout at entry (right) for capacity and safety

Encourage housing for seniors and a growing workforce. Healthy communities include housing for people in a range of income levels and ages. Although housing is more affordable than in nearby urban areas, prices are rising steadily.

Palmyra Community Plan

Overview

Centrally located, Palmyra serves as the county seat and governmental center. The village has natural and social resources that form a village atmosphere. These include the historic courthouse, Old Stone Jail and Main Street residences and businesses, the county administrative offices and courthouse, and the businesses that front Routes 15 and 53. Palmyra is one of the county's designated growth areas (established pursuant to the Code of Virginia, section §15.2-2223.1).

The area to the immediate south and southwest of the village should develop as a neighborhood mixed-use area. The area directly to the north and east of the village acts as a transition to the county's more

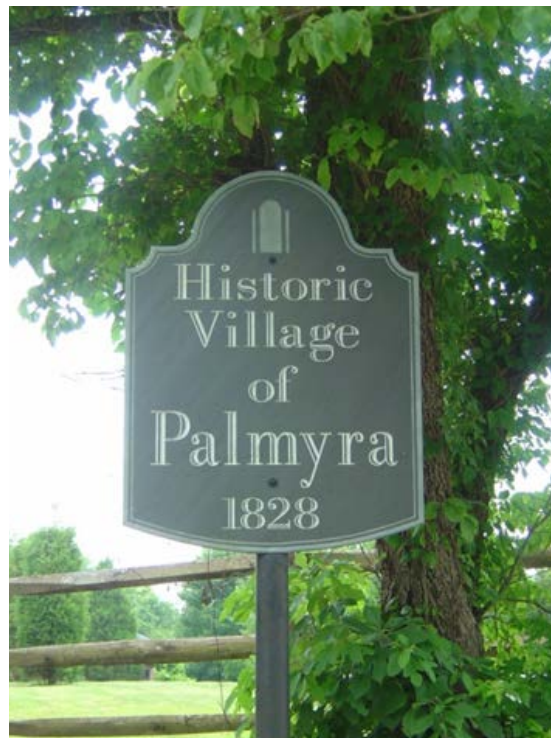


Figure LU-18, Sign for Village of Palmyra

rural elements, and future development should reflect this.



Figure LU-19, Old Stone Jail

Commercial and neighborhood streets, along with rural roads, make up the transportation network, along with sidewalks, trails, and bicycle lanes. Open space includes Pleasant Grove, neighborhood parks, and greenways, along with the town square.

A mix of medium and small commercial businesses combines with office, civic and residential uses to form a village-like neotraditional development or series of interconnected developments. Commercial and office structures do not exceed three stories, and

residential density is up to four dwelling units per acre (4 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

Growth in the Palmyra area should occur at the village scale described in the previous chapter (“Community Elements Standards”), with economic and residential development complementing the existing conditions and fostering street life. Existing and new development must be served by a safe, efficient, multimodal transportation system that respects pedestrians and cyclists. New development should not compromise the natural and social fabric unique to Palmyra.

New housing should complement existing historic resources and expand the population base for local businesses. Economic development is desired in this area, and opportunities for tourism, such as commercial uses that complement the historic aspects of Palmyra, should be promoted.

The Palmyra Community Plan aims to fulfill the following goals:

- To enhance and maintain the village-scale atmosphere of Palmyra.
- To improve the safety, efficiency, and diversity of the transportation system.
- To protect the social and environmental resources of the area.

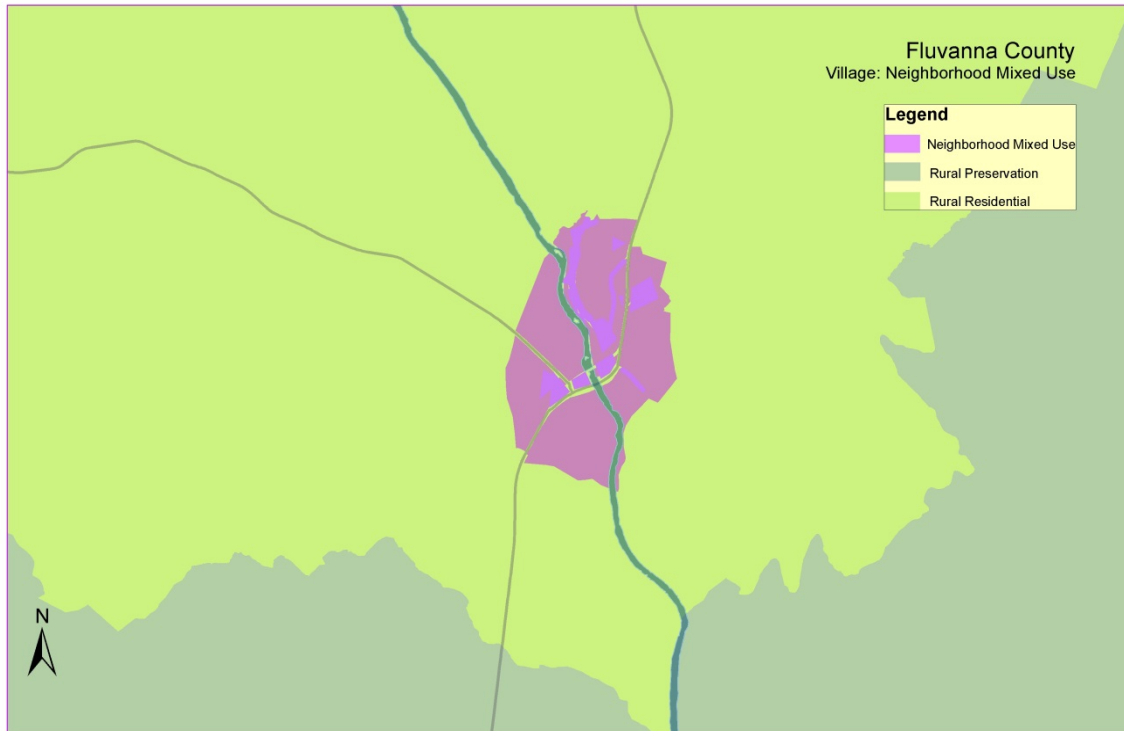


Figure LU-20, Neighborhood Mixed Use Village

Recommendations

Enhance village character.

- Remove the rural edges of the Palmyra CPA.
- Consider additional zoning or regulations to preserve the rural character at the edges of the Palmyra CPA.
- Improve the streetscape by burying utility lines, completing the sidewalk network through the village, installing streetlamps, and constructing a centrally located town clock.
- Install a gateway median and welcome signs on Route 15.
- Consider design guidelines for development around the Route 15 gateway.

Guide village-scaled development.

- Develop guidelines to foster village-scaled developments that include a mix of building types, commercial uses, local jobs, increased retail options such as shopping, cafés and restaurants, and affordable housing.
- Seek out commercial uses that complement historic features and integrate new development with existing assets.



Figure LU-21, Historic Courthouse

- Explore expansion of the historic district to include the area south of Stoneleigh Road and east of Route 15.

Improve the safety and efficiency of the transportation system.

- Increase transportation choices by improving bus service, promoting participation in RideShare, and developing visible and accessible park-and-ride locations.
- Implement a plan to improve safety on Route 15 that includes roundabouts or other safety and capacity improvements, a median island, and curb and gutter enhancements for access management.
- Improve connectivity to Pleasant Grove.
- Enhance the pedestrian network by improving access and incorporating streetscape enhancements and traffic-calming measures.
- Ensure that pedestrian and bicycle facilities on Route 15 mirror those on the new Route 15 bridge.
- Explore the long-term option of constructing a pedestrian/bicycle bridge over the Rivanna River as part of a larger network of trails in the surrounding area.

Protect social and environmental resources.

- Encourage development that fosters social interaction and takes advantage of the natural beauty of the area.
- Actively preserve open space and the rural character of the area by clustering new development on a village scale, partnering with local and regional agencies, and analyzing the size of the Palmyra community planning area.
- Support the county's efforts to develop a stormwater management ordinance and a dark-sky ordinance.

Fork Union Community Plan

Overview

Located in the southeastern center of Fluvanna County, the Fork Union District contains 3,366 residents. This includes the village of Fork Union as well as the surrounding areas such as West Bottom, Thessalonia, Cloverdale, Weber City, and Dixie. While certain areas of the county have experienced dramatic growth in recent years, others have struggled to maintain economic viability. According to the 2010 Census, the median family income in the Fork Union District was \$57,669 compared with a median of \$71,181 for the county as a whole. 7.2 percent of the area's families were living below the poverty level. Fork Union is a designated growth area (established pursuant to the Code of Virginia, section §15.2-2223.1).

Most people who live in Fork Union commute out of the area to work. In 2010, the mean travel time to work for Fork Union residents was 35.4 minutes, compared to 32.2 for Fluvanna as a whole. This indicates that many people commute to Charlottesville or possibly to Richmond for work. With many of its residents commuting long distances to work, maintaining a sense of place and community can be difficult. With the advent of additional roadways easing traffic flow

from Richmond, it is anticipated that more people who work in Richmond will move to the area, and more Fork Union residents will commute to Richmond for work.

The county has received several transportation enhancement grants for streetscape and traffic safety improvements in Fork Union. Design has begun on village signage, crosswalks, improved sidewalks, and street lighting in Fork Union Village.

This historic village area is home to the Fork Union Military Academy and has access to some of the academy's recreational amenities and open space. The area should remain a village, and surrounding growth should be a mixture of uses and residential dwelling types that serve a variety of incomes.

Recommendations

Enhance village character. Areas along Route 6 and West River Road in Fork Union proper should continue to be developed as a village, and the areas to the northeast should develop as neighborhood residential areas. One of the major obstacles to achieving the development needed to revitalize Fork Union is the lack of an adequate sewer system. Securing an improved sewer and water system in Fork Union is a necessary step to redeveloping the village of Fork Union.

Fork Union would benefit from a stronger sense of community, making it a comfortable and desirable location for residents and visitors. This can be done by creating visual entrances to the village of Fork Union, beautifying buildings and landscaping, and encouraging compact growth in the downtown area, while preserving the rural nature of the surrounding areas.

Create community support and activities. Fork Union has many resources, including dedicated residents and business owners, natural beauty, a community center, and religious and education institutions. In order to build upon these resources, community members should consider establishing an organization to implement priority projects and organize community events.

Improve the community transportation network. Commercial and neighborhood streets, along with rural roads, make up the transportation network, along with sidewalks, trails, and bicycle lanes. Neighborhood parks and greenways are an integral part of new development. A mix of smaller-scale commercial businesses, along with office, civic, and residential uses, form a village-like neotraditional development or series of interconnected developments. Neighborhood residential development is also appropriate within the community planning area. Commercial and office structures do not exceed three stories, and residential density is up to four dwelling units per acre (4 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.



Figure LU-22, Open Pasture near Fork Union

Several transportation-related improvements, such as the streetscape enhancement project, will enhance the safety and appearance of Fork Union.

Foster a thriving economy with local conveniences. Possible locations for economic development include downtown (Routes 6 and 15) and the Village Shopping Center. Encourage development in the existing commercial areas to preserve rural feel. Assess existing services and determine what demands are not met. Prioritize renovation over new construction.



Figure LU-23, Possible Bike Path in Fork Union

Provide affordable housing. Healthy communities include housing for people of all income levels.

Preserve natural and historic resources. The Fork Union District is full of natural and historic resources to be valued and protected.

Ensure adequate infrastructure to support existing and future needs. Chief among the obstacles to revitalizing Fork Union's downtown are the lack of an adequate sewer system and limited well capacity. Securing an improved sewer

and water system is vital to developing the village of Fork Union.

Columbia Community Planning Area

Overview

In March 2015, the citizens of the town of Columbia voted to annul and repeal the town charter and fully absorb into Fluvanna. Columbia was one of Virginia's smallest incorporated towns. The county will now be responsible for developing and implementing a plan that will enhance the area's natural and historic assets while ensuring that its residents are not unfairly displaced or deprived of necessary services.

This area lies mostly within a floodplain and needs to be comprehensively revitalized either as a village or neighborhood mixed-use project. There are potentially beautiful views of the Rivanna and James Rivers, but development is highly constrained by the existing floodplain and the presence of blighted buildings.

In the future, the existing rail line along the northern bank of the Rivanna and James Rivers could be used for commuter transportation to Richmond, as well as increased freight. This historic town once relied heavily on the confluence of the rivers for commerce, and this feature can still be an excellent heritage and ecotourism destination, with the rail line serving as a commerce and commuter lifeline.

Village Element

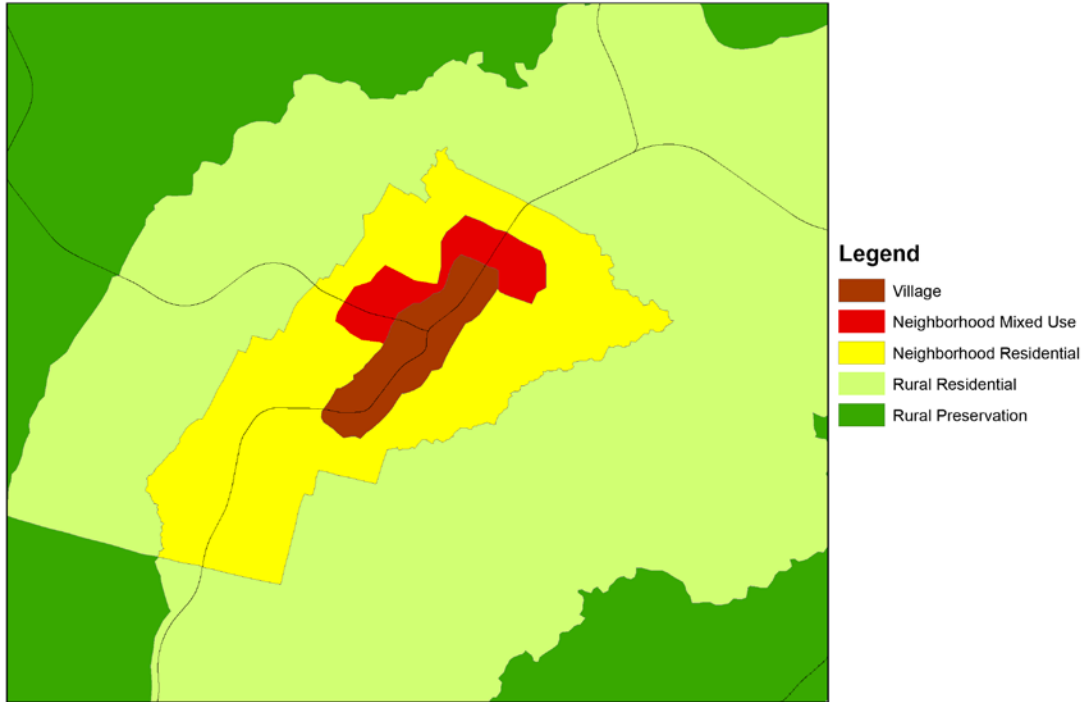


Figure LU-24, Village Element

Neighborhood streets with a main street, along with rural roads such as Route 6, comprise the transportation network. Sidewalks, trails, and bicycle lanes are needed. The floodplain in this area, while unusable for residential and commercial structures, lends itself to an extensive park, greenway, and trail network.

Columbia's status is fluid – while its citizens made it clear in 2015 that Columbia's future is as an area of Fluvanna and not as a separate town, the change becomes official in 2016. As Fluvanna and Columbia face this change together, Fluvanna's leaders and staff will be responsible for making the transition a smooth one. Columbia needs effective zoning and subdivision regulations, a plan for future infrastructure, improved transportation, and the removal of current blight. These goals must be approached strategically – revitalization measures should complement one another and the rest of the Comprehensive Plan. Communication with residents will play an indispensable role in pursuing these goals for the area. Residents are the ultimate stakeholders, and their well-being and ability to have a voice in this process is essential.

Scottsville

The county's newest community planning area, Scottsville is also a historic town that lends itself to well-planned neighborhood mixed-use development with some limited neighborhood residential on the periphery. All development should enhance the character of the area and reinforce the village-like atmosphere of the town.

Neighborhood streets, along with rural roads such as Route 6, comprise the transportation network. Sidewalks, trails, and bicycle lanes are needed. The rail line also could be used for commuter transportation to Charlottesville and Richmond, as well as increased freight.

A mix of smaller-scale commercial businesses, and office and residential uses, forms a village-like neotraditional development or series of interconnected developments. Commercial and office structures do not exceed two stories, and residential density is up to four dwelling units per acre (4 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

To most efficiently serve the Scottsville community, it is desirable that Fluvanna, Albemarle, and the town of Scottsville cooperate. This can occur through shared resources and collaborative planning.

Rural Areas

Maintaining the rural character of the county is the principle vision that drives this plan (see Appendix A, “2006 Planning Issues Survey”). Two land-use designations with that goal in mind were identified in the 2000 Comprehensive Plan: rural residential and rural preservation.

Rural Residential

Rural residential areas are linked to the rural cluster community element and generally surround the six community planning areas. Rural residential areas conserve open space by clustering development or developing on larger lots. Projects should achieve the goal of preserving as much open space, and thus rural character, as possible. The open space should be strategically located to preserve viewsheds from roads and existing developments, and to be used by the residents of the planned community. Open spaces in subdivisions should be available to the community for rural uses such as farming, wildlife, and recreation.

Streets are neighborhood streets within developments, or rural roads. Commercial and multifamily developments are limited, neighborhood-oriented, and smaller in scale. Multiuse trails should connect rural cluster developments wherever possible. Provisions should be made for future connections.

Some mixed-use development may be possible at a very small, rural neighborhood scale, but most development is single-family or two-family residential projects with limited commercial uses. Structures do not exceed two stories, and residential density is up to one unit every two acres gross (i.e., counting the acreage for the whole parcel), or six units per acre net (i.e., just the developable area, not including the permanent open space), whichever is most restrictive. There are no density incentives outside of the cluster development concept in the rural residential areas. Larger subdivisions should be located within identified community planning areas and discouraged in the rural residential areas.

Rural Preservation

The rural preservation areas are intended to be the least developed areas of the county. Large parks, agricultural and forestal districts, working farms, and passive open spaces should comprise most of the land use, with very low-density residential development. The open space

should be strategically located to preserve viewsheds from roads and existing developments, and to be used by the residents of the planned community. Open spaces in subdivisions should be available to the community, be available for rural uses such as farming, wildlife, and recreation, and minimize or exclude utilities such as wells and septic fields or reserve areas.

Large subdivisions in the rural preservation areas should be discouraged. Rural roads, two-story structures, single-family dwellings, home occupations, and country stores are examples of the most intense developments that should generally occur.

Rural Design

Preserving the character of the rural preservation and rural residential areas presents a special challenge for the county, particularly with existing by-right development rights (one dwelling unit per two acres). These areas contain the majority of the county's land mass, and with the evolution of alternative wastewater systems, will be subject to intense development pressures as Fluvanna's population continues to grow. Current zoning encourages a majority of developed land to remain as significant open space to maintain the county's rural atmosphere and to provide large contiguous expanses of green space.



Figure LU-25, Rural Cluster

Rural design means that clear boundaries exist between rural and development areas. This principle minimizes sprawl in the rural areas and supports the efficient development of growth areas. Historically, Fluvanna's villages had discrete boundaries with rural land surrounding the village. Rural design reinforces this historical trend.

In 2004, the Board of Supervisors adopted residential cluster development regulations. Cluster development became mandatory for the subdivision of more than 5 lots in the A-1 district and an alternative development style in other residential districts. For A-1 clusters a minimum of 75 percent open space is required, but this open space can be configured in a variety of ways and with a diverse number of uses. Cluster developments in the R-1, R-2, and R-4 zoning districts are required to preserve no less than 50 percent of the site as permanent open space, while the R-3 district requires 25 percent. Clustering single-family homes on small lots decreases infrastructure costs for the developer, and reduces long-term maintenance costs. Clustering has other advantages, such as preserving open space and agricultural land, protecting environmentally sensitive areas, helping to maintain viewsheds, and reducing pollution.

Open Space

The common element among all rural development is open space. The utilization of green infrastructure in a project is the key to its long-term success or failure. Green infrastructure means efficiently using the land upon which a project is located. Greenways, parks, trails, and undisturbed areas all comprise a project's green infrastructure and allow it to fit into a rural environment. Open space can buffer residential development from surrounding agricultural uses,

which is a benefit to both the residents and the farmers. Open space can separate different uses within a development, and is particularly effective within compact developments in growth areas.

Open space reaches its true potential when arranged contiguously (sharing boundaries). Contiguous open space provides vital habitat and corridors for plants and wildlife, resulting in healthier and more diverse natural areas. Contiguous open space is more effective at protecting streams and ponds from runoff pollution and at recharging groundwater. Contiguous open space provides larger recreational areas and contributes to a more natural, rural feeling community. Additional organization and coordination is required to arrange open space contiguously, but the associated advantages and efficiencies reward such efforts. When considering developments, the presence of contiguous space enhances a project's desirability.

Scenic Views and the Rural Landscape

Preserve Rural Community and Landscape

The small town and rural character of the community is a major asset, and depends on the quietness of the area, its relative remoteness, the scattered village centers, farmhouses, isolated homes, open land scattered with forests and wildlife, and livestock. If Fluvanna is to remain rural, these qualities must be protected.

Protect and Enhance Natural Features

Natural features – streams and rivers, steep slopes, prime agricultural land – contribute to the ecological health and scenic quality of the county. Clustering of development in rural areas can protect these natural features and the systems they comprise. Through technical analysis of a site, natural resources can be identified. Once identified, they can be protected by clustering residences on areas without sensitive natural features. Not only are scenic vistas preserved; trails can be built to provide access to natural areas, to the benefit of residents.

Protect Scenic Views

Comments from the citizens focus on the need to preserve the scenic beauty of Fluvanna County. Threats to this resource include incompatible development, inconsistent or insufficient regulations, growth pressures, and pollution and litter. These scenic views are often located along important corridors, and can serve as “gateways” into the community. Special measures, such as “scenic corridor” regulations, could be taken to preserve these views.

Gateways and Corridors

Primary Gateways and Corridors

- ◆ Route 250 (Richmond / Broad Street Rd)
- ◆ Route 15 (James Madison Highway)
- ◆ Route 53 (Thomas Jefferson Parkway)
- ◆ Route 6 (East and West River Road)

Secondary Gateways and Corridors

- ◆ Route 600 (North / South Boston Road)
- ◆ Route 601 (Courthouse / Venable Road)
- ◆ Route 610 (Community House Road)



Figure LU-26, Tree-lined Street

- ◆ Route 659 (Stage Junction Road)
- ◆ Route 613 (Bybees Church Road)
- ◆ Route 616 (Union Mills Road)
- ◆ Route 619 (Ruritan Lake Road)
- ◆ Route 620 (Rolling Road South)
- ◆ Route 637 (Antioch Road)
- ◆ Route 640 (Haden Martin / Shores Road)
- ◆ Route 649 (Central Plains Road)
- ◆ Route 659 (Cedar Lane / Kents Store)

Features such as open space, signs, landscaping, and parking areas affect the visual quality of gateways and corridors. Informal and formal measures are available to address the needs of these corridors. These methods include increased regulation of design within corridors, the Virginia Department of Transportation's Adopt-a-Highway program, community cleanup drives, and entrance-area landscaping.



Figure LU-27, Good Landscape Buffers

Rural residential and rural preservation planning areas comprise the majority of the county. These areas are a mix of residential subdivisions, open space, and agricultural and forestal districts as well as farmland and historic resources. These areas have scattered housing and the least commercial and industrial development. It is the desire of county that these areas should remain primarily rural, with an appropriate mix of land uses.

Environment

The rural residential and rural preservation planning areas encompass much of the county's prime forest and farmland. The largest ag/forestal districts are located there, as well as most conservation easements. These planning areas comprise a large portion of the county's watershed.

Development in these planning areas should be designed to manage erosion, stormwater, and nutrient loads into streams and rivers. To achieve this goal it is necessary to minimize site disturbances such as excess grading and removal of vegetation. Traditional developments are not appropriate for these areas but large-lot or rural cluster neighborhoods that employ sustainability and preservation development techniques could be very compatible with these rural areas.

Agricultural and forestry operations that institute best management practices to minimize soil loss and nutrient loading of streams ought to be encouraged.

The county should encourage wider use of conservation easements and expansion of ag/forestal districts as a means of protecting natural resources and open space.

Economic Development

The rural residential and rural preservation planning areas currently offer very limited commercial and industrial uses. Some additional commercial services for the convenience of those living out in the country are appropriate and may be considered if these uses are designed and arranged to complement the rural character of the area and its surrounding uses. These uses are especially encouraged around existing communities from the county's past, including Kents Store, Kidds Store, and Cunningham. However, agricultural and forestal districts that will limit development opportunities surround many of these areas.

Landholders in these planning areas should be given the opportunity to pursue options that will supplement their income. This is particularly the case for landowners who may need to supplement their income in order to maintain rural land uses. Although these areas do not have the population base or location attributes to attract much commercial development, other types of development may be appropriate and should be reviewed on an individual basis.

For example, farmers or foresters could augment their income with a small cluster development of residences sheltered off the road and a farmhouse-style office building. In this manner, most of the land could be retained for farm or forestry use while also providing work and housing in a pastoral setting. To the maximum extent possible, nonagricultural land uses should complement agricultural lands and operations. When development occurs, appropriate buffering should also be required when differing uses adjoin each other.

Housing

There is growing pressure for housing development in the rural residential and rural preservation areas. Until recently, they had the fewest number of subdivision lots approved in the county; however, with Lake Monticello nearing build-out, several large subdivisions have received preliminary approval. In order to preserve the rural nature of these planning areas, most housing development should be redirected to the community planning areas.

Current zoning encourages cluster development, but still allows for individual lots (i.e., strip development) along rural roads, which is contrary to the desired pattern of development in many ways. Housing developments should minimize access points and be adequately set back from roads. Housing developments of a significant magnitude should be clustered and incorporate open space or limited to large lots. Open-space provisions could enhance rural character and be used to buffer residential subdivisions from adjacent agricultural uses. Areas of farmland should be identified and preserved for future agricultural needs. Requirements for dry hydrants should be explored for all housing developments.

Infrastructure

Private wells and septic systems serve the vast majority of this planning area. Large-lot subdivisions are typically dispersed enough to utilize traditional well and septic systems. However, due to environmental concerns regarding failing septic systems and recurring drought, newly approved major cluster subdivisions should have carefully designed water and sewer systems that ensure ongoing and proper maintenance.

The Fork Union Sanitary District provides water to portions of Carysbrook and its middle school; in order to limit development primarily to the community planning area, however, the expansion of this infrastructure is not recommended outside of the Fork Union planning area. As a whole, the extension of utilities and other growth-inducing public facilities should be discouraged in these areas, but may have limited availability for specific uses and locations.

Transportation

Route 616 and Route 619 are two of the major secondary roads that traverse through rural residential and rural preservation planning areas. Route 616 is the most heavily traveled secondary road in the county and is quite scenic. Route 619 is part of the U.S. Bicycle Route 76.

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INFRASTRUCTURE

Building Blocks of the Community

The term “infrastructure” can describe more than one thing:

- Water, sewer, transportation, and open space are integral to each community planning area. A diverse mix of uses and incomes within projects, along with the provision of green and traditional infrastructure, benefit Fluvanna’s taxpayers.
- Green infrastructure includes stormwater management and other development techniques that are sustainable, and are a fundamental component of development that respects the physical environment.

Infrastructure improvements require significant funding for initial development and continual maintenance and operation. Comprehensive planning is vital to ensure the highest benefit is provided to the citizens in exchange for the cost of these services.

Sustainable infrastructure is the result of careful planning, design, and implementation. The development community, with input and direction from the county and other government agencies, is essential to this process. Infrastructure should be designed in accordance with the best available technologies and environmental practices. Renewable sources of energy generation are encouraged and supported.

The county’s capital improvement program (CIP) guides development of large-scale projects for which costs exceed the amount normally available in the annual budgeting process, such as water and sewer, or government buildings. The CIP ensures that major projects, considered together, are within the fiscal reach of the county. The county continually reexamines the efficiency and cost savings in its operations.

The cost-effectiveness and efficiency of water and sewer infrastructure is critical to the county. These systems are carefully managed and require cooperation from the county and state, with particular attention to future operation and maintenance needs. Central systems are bonded if privately operated and maintained, and carefully regulated by state agencies.

Green infrastructure addresses stormwater issues by reducing quantities of stormwater runoff and associated pollutants. Stormwater controls throughout the county, placed with cooperation from major developments and individual landowners, protect critical drainage areas. The county also enforces its own stormwater management ordinance.

Telecommunications infrastructure is now critical for daily life and economic development. The county will continue to seek ways to improve telecommunications infrastructure in a manner that minimizes the proliferation of towers and the impact to the county’s viewshed.

EXISTING CONDITIONS

Lake Monticello, Fluvanna's 4,200-home subdivision, has its own water and sewer infrastructure. As Lake Monticello nears its building capacity, the county's growth has slowed to what is comparable to the mid- to late 1970s. Fluvanna and Louisa counties are planning to provide water to the Zion Crossroads area and the Route 250 corridor. This new infrastructure will direct development to community planning areas (primarily Zion Crossroads - established pursuant to the Code of Virginia, section §15.2-2223.1), making it paramount to rural conservation.

Local Government Facilities

The county must manage its own facilities well. This requires planning and budgeting for periodic renovations, major capital repairs, asset replacement (vehicles, HVAC systems, and so on), and new facilities. Many of these items can be planned for in advance, but maintaining existing infrastructure and facilities requires rapid response to unexpected needs such as premature equipment or structure failure.



Figure I-1, Fluvanna Courthouse

Please see attached spreadsheet for an over-view of work which is known to be needed at County-owned buildings. The list is not complete since all buildings have not yet been fully inspected/studied. A comprehensive analysis is currently underway of the Administration Building. Results are forthcoming. A staff-level Space Study is also underway in an effort to identify needs and maximize efficient use of every building.

School, park, and public safety improvements are detailed in chapters 8, "Education," 11, "Parks and Recreation," and 12, "Public Safety."

Water Systems

The county has one large, private, central water system and several smaller systems. The largest water system serves the Lake Monticello community, where over 40 percent of Fluvanna's population resides. This private water system is owned by Aqua Virginia and draws from the Rivanna River. The maximum daily withdrawal rate for the plant is 2.5 million gallons per day (mgd) with an annual withdrawal of 400 million gallons (which equates to a 1.1 mgd average withdrawal rate). River flows in the Rivanna are usually adequate, but also highly variable and occasionally subject to periods of severe drought. During such low-water periods, in-stream flow may be restricted by natural conditions and the demands of upstream localities and industrial users.

Other systems include the Fork Union Sanitary District, the Central Elementary system, the Fluvanna County High School system, and privately owned systems operating in Palmyra and Columbia. All of these systems draw from public wells. The county's other residents draw their water from private sources such as wells or springs.

The Fork Union Sanitary District provides water through twenty-six miles of pipe to roughly 425 customers, including residences, small businesses, Dominion's Bremono Bluff power plant, the Fork Union Military Academy, Carysbrook, and Fluvanna County Middle School. The district's service area includes Bremono Bluff, Fork Union, Thessalonia, Cloverdale, West Bottom, and portions of Carysbrook. In 2007, the system enhanced its volume and pressure by replacing two ground-level standpipe storage tanks with two elevated storage tanks. While this increased pressure was a positive step for the system, it highlighted the fact that the remaining infrastructure was aging.

The availability of water and sewer infrastructure can be considered the primary constraint on development in the county. The economic development of Zion Crossroads depends on the provision of water and sewer, and development in the rest of the county will be largely influenced by the location, availability, and capacity of new infrastructure. Infrastructure plans vary for different parts of the county. All of these options, and more, are the issues which require comprehensive analysis during the ongoing process of developing a County-wide Water & Sewer Master Plan.

Zion Crossroads

The county is preparing to issue a request for proposals (RFP) for the water system's design. The initial source and capacity of water and sewer will come from the purchase of excess from the Department of Corrections, whose Women's Correctional Facility is located on Route 250, west of Zion Crossroads. Potential additional water sources include groundwater, an upgrade of DoC's Water Treatment Plant, and JRWA water, which would be provided by either Louisa County or the construction of a new treatment plant.

Potential additional sources of sewer capacity include an expansion of DoC's Wastewater Treatment Plant, a purchase of capacity from a neighboring municipality such as Louisa or Albemarle County, or the construction of a wastewater treatment plant with sub-surface disposal.

Fork Union

The county is investigating two existing wells as potential additional water sources (Carysbrook & FUMA). A rate increase is being sought to fund system improvements. Major maintenance and repairs are needed for the Morris and Omohundro wells and water treatment plants.

A hydrogeologic study is recommended when funding becomes available. Extending or expanding FUSD water system is not advisable until an additional water source is on-line and certain water line improvements/replacements have been completed. To date, it does not appear the provision of sewer service to the Fork Union area has been seriously investigated.

Palmyra

There is an existing water system, owned by Aqua in Palmyra (formerly held by Sydnor) which must be accounted for when considering the provision of public water service to the area. Fluvanna County owns several wells at Pleasant Grove, which serve various portions of the park and the municipal buildings located there. Fluvanna County also owns a well which serves the Courts building with domestic water and fire control service.

Potential sources of water for a future public water system in Palmyra include existing and newly developed groundwater resources, a feeder line from Zion Crossroads or Fork Union/Carysbrook, a purchase of excess water from Lake Monticello, or the establishment of a water treatment plant (WTP) in or near Palmyra. The Palmyra WWTP has limited sewer capacity, and according to the DEQ's nutrient regulations, limited-to-no ability to expand.

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James River Water Authority Water Pipeline

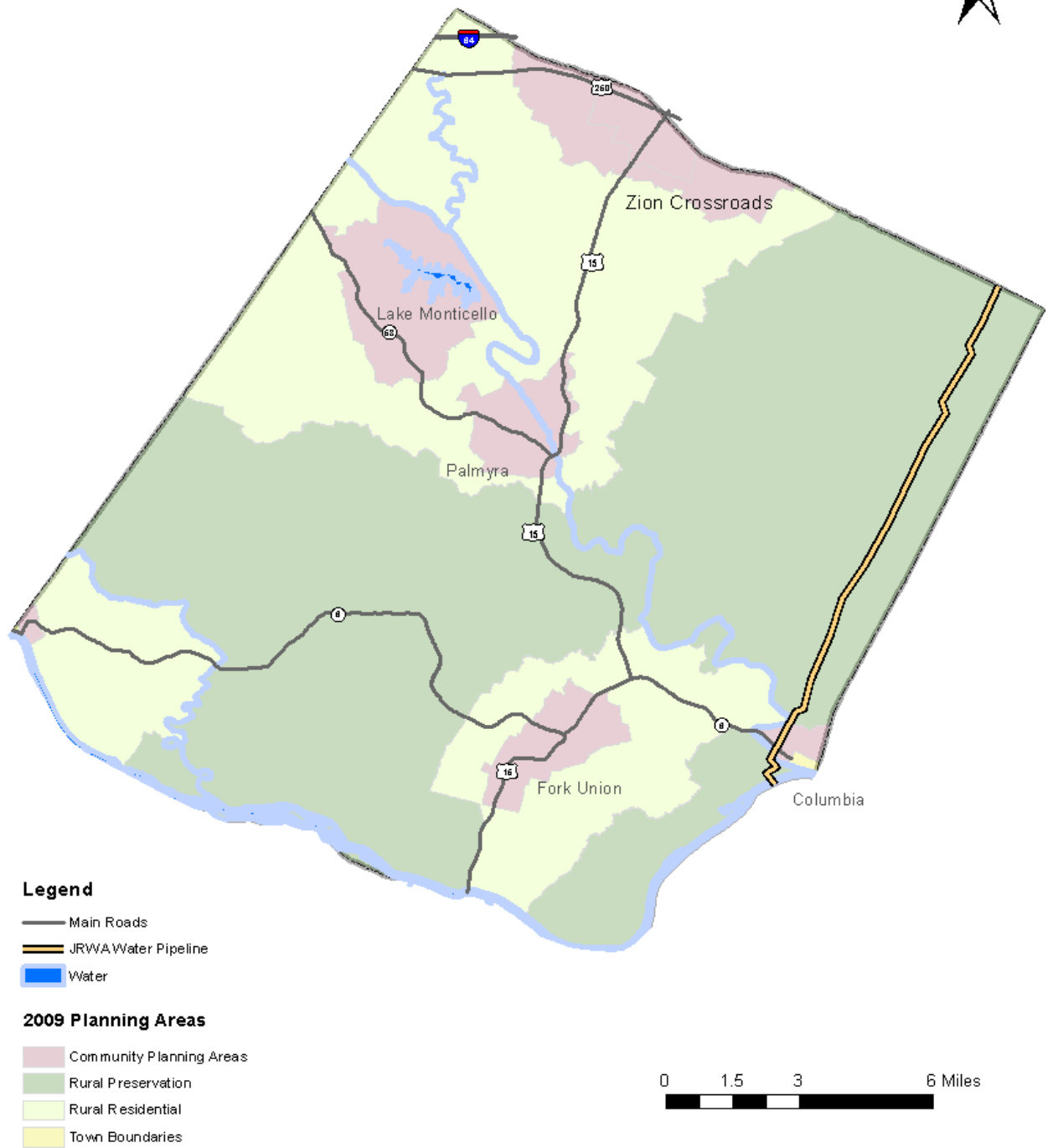


Figure I-2, JRWA Pipeline

Sewer Systems

The primary resources available to provide sewage collection and treatment in the area are the activated sludge treatment plants serving Lake Monticello and the package plant in the Palmyra area. Lake Monticello is presently permitted for 600,000 gallons per day (gpd) with space and preliminary designs to expand to at least 3.75 million gallons per day (mgd). According to the Department of Environmental Quality (DEQ), there are currently no permitting problems with the effluent amount discharged into the Rivanna River from the Lake Monticello treatment plant, as long as standards for industrial waste treatment are met.

The package plant in Palmyra has a permitted capacity of 150,000 gpd. It is currently constructed with a capacity to treat 40,000 gpd.

In support of economic development at the Zion Crossroads area, and with the James River water feed coming online, sewer is the logical next step. Additional sewerage capacity will be needed in this area for both Fluvanna and Louisa counties. Private, mixed-use development may offer the benefit of providing or significantly contributing to a package plant that may ultimately be publicly owned and operated. The location of this facility will depend on the exact nature of the proposed development for the Zion Crossroads area, as well as its location within the area.

A significant constraining factor in the expansion of sewer services is the fact that the Department of Environmental Quality (DEQ) requires permits for additional effluent discharge. This reality will have a continuing influence on the county's land use and infrastructure decisions.

Pipelines

Natural Gas

Williams operates several pipelines throughout the country, including the 10,500 miles of the Transco pipeline system that traverses the country from Houston to New York City, including its northern route through the western part of Fluvanna County. The Transco pipeline system is a major provider of natural gas to the northeastern and southeastern states. Its compressor stations help move gas from the Gulf Coast to twelve southeastern and Atlantic seaboard states, including major metropolitan areas in New York, New Jersey, and Pennsylvania (http://www.williams.com/gas_pipeline).



Figure I-3, Transco Pipeline

Liquid Petroleum

Colonial Pipeline Company is an interstate common carrier of refined petroleum products in over 5,500 miles of pipeline. Colonial has two lines—a 32-inch and a 36-inch line—that cross the southern and eastern parts of the country from Houston to New York City,

including Virginia destinations such as Roanoke and Norfolk. These lines carry multiple petroleum products, including diesel, gasoline, and kerosene, simultaneously and under pressure, flowing at the rate of 13 million gallons per day. The pipeline supplies 20 percent of the country's petroleum and 70 percent of the state's.

Excavators and homeowners should use the one-call system before starting any digging project such as fences, landscaping, storage buildings, foundations, swimming pools, ground clearing, deep plowing, or laying underground pipe or wiring. By taking the time to call, contractors can prevent disruption of service, accidents, injuries, and possibly death. Call Miss Utility at 811 or 1-800-552-7001 (<http://www.missutilityofvirginia.com>) at least forty hours in advance of digging.

Colonial Pipeline recommends a minimum setback for all structures of seventy-five feet from the edge of its easement.

Aerial patrol is the only practical method of inspecting thousands of miles of right-of-way. This can succeed only if the surface of the rights-of-way can be observed from the air. Trees and large shrubs prevent effective inspection of the rights-of-way. Tree roots pose a danger to the coatings that protect pipelines from corrosion, and trees can hinder repair crew access to the pipelines. For these reasons, it is essential that Colonial regularly clear its rights-of-way corridors. The federal government requires that easements be inspected twenty-six times a year, but Colonial inspects its lines weekly, weather permitting (<http://www.colpipe.com>).

Solid Waste

As a result of the state-madated closing of the county's landfill in 2007, alternative waste disposal methods have been implemented. These include a convenience center at the former landfill site for residential waste and an agreement with Allied Waste for collection of commercial trash from haulers at their site on Route 250. The county's Convenience Center, located in Fork Union on West River Road, opened in 2010. Recycling at the Convenience Center is free. Other options for waste disposal include Van der Linde Recycling, BFI Fluvanna Transcyclery, and Fluvanna Disposal.

The county conducts a comprehensive set of monitoring tests on groundwater to determine whether the former landfill is the source of any contamination deriving from the solid waste in the closed landfill. This testing will continue for at least the next thirty years. If any contamination is found to be leaving the site, an appropriate corrective action plan will be developed and implemented.

Communication Infrastructure

Public Safety Communications

The existing public safety communications system is in need of a substantial upgrade or replacement. A number of factors have contributed to this circumstance. The county is currently operating four frequencies (two for law enforcement and two for fire and rescue) on a wide-band VHF system. The system has an inadequate coverage area that appears to be degrading. There is a single transmitting site, and three receiver sites. In some areas at the farthest points from the transmit site, there is little or no communication capability (including wireless). This is an obviously dangerous situation that the county is committed to alleviating.

The county commissioned a study in 2000 that includes detailed propagation maps and demonstrated that the county's options are clear: (1) joining the Charlottesville/Albemarle 800 MHz system, (2) using a stand-alone 800 MHz system, (3) using a UHF simulcast trunked system, or (4) using a VHF simulcast trunked system.

The purpose of the communications master plan that deals with this aspect of communications is to detail and rate each upgrade option based on factors such as ability to meet or exceed system expectations, cost, and ongoing maintenance.

Wireless Communication

The purpose of the wireless communications portion of the plan, and associated ordinance amendments, is to establish general guidelines for the siting of wireless telecommunications towers, antenna, ground equipment, and related accessory structures. Policies and recommendations should minimize the impacts of wireless communication facilities on surrounding areas by establishing standards for location, structural integrity, and compatibility; encourage the location and colocation of wireless communication equipment on existing structures; accommodate the growing need and demand for wireless communication services; encourage coordination between communication providers; establish consistent and balanced legal language governing wireless communications facilities that take into consideration the Comprehensive Plan and communications master plan; and maintain compliance with applicable laws, including but not limited to the 1996 Telecommunications Act.

Rural Broadband

While investigating options that may lead to a greater investment in infrastructure for public safety and wireless communications, the county would like to have a plan in place for the provision of rural broadband throughout the underserved areas of the county. This service is intended to serve three functions:

- Provide high-speed internet service at a reasonable cost for Fluvanna County residents and businesses.
- Provide for county-wide use of law enforcement mobile data terminals through this system solely, or a combination of this system and the wireless or public safety communication system if feasible.

The Director of Public Works recommends that water and sewer lines be installed in their own trenches/excavations, and that the sharing of trenches between water/sewer lines and telecommunications lines be avoided wherever possible.

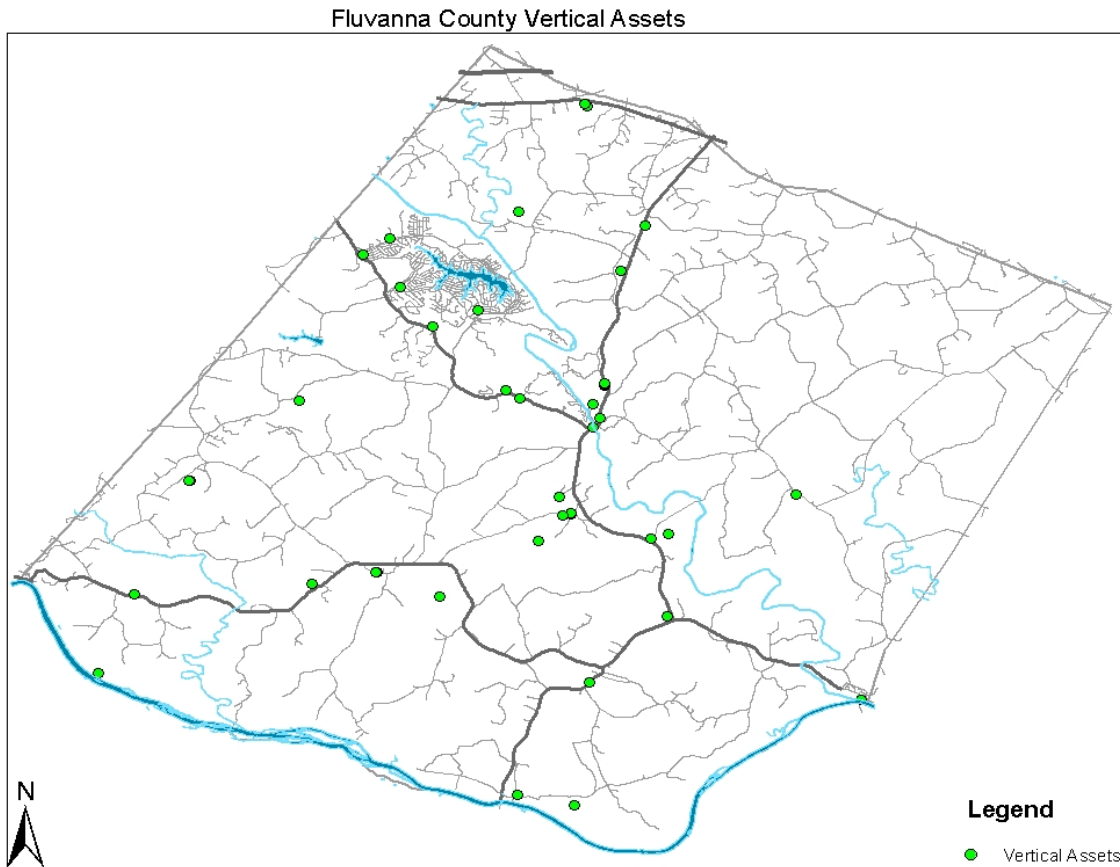
Typically, fiber-optic lines do not share ditch capacity with “wet utilities” unless there are spatial hindrances that require shared ditches. The Rt. 250 Corridor has no such restriction since the VDOT Right-of-way has ample area for both technological utilities and water and sewer.

There was a recent data capacity upgrade along the Rt. 250 corridor in 2013. Most fiber-optic lines are now put in place by boring technology and the need to use open ditch line occurs only at critical crossings of other utilities where there might be a depth conflict.

Television

Cable television service is not available in most areas of the county, although satellite networks have narrowed the cable service gap over the past decade. Dish Network and DirectTV are the two satellite television providers in the area.

Figure I-4, Vertical Assets



Green Infrastructure

Sensitive development of land is critical to the sustainability of a project and its value to the community. An important goal in development should be to retain as much of a site's natural hydrology (drainage) as possible. Issues to be avoided should include erosion and sedimentation, loss of vegetative cover and topsoil, and the flow of nutrients (nitrogen and phosphorous) into the watershed.

In the past, stormwater was channeled quickly from altered sites, allowing large quantities of water, full of sediment and nutrients, to enter streams and rivers. This method bypassed natural drainage, during which water infiltrates the soil, evaporates off of plants, and recharges groundwater supplies. This problem becomes apparent when it rains and the rivers turn brown from sediment. Through natural drainage and infiltration, the water that does finally enter streams and rivers is reduced in quantity and has lost much of the problematic nutrients and sediments. Addressing these issues is not just important for the county; it is now required by Virginia policy.

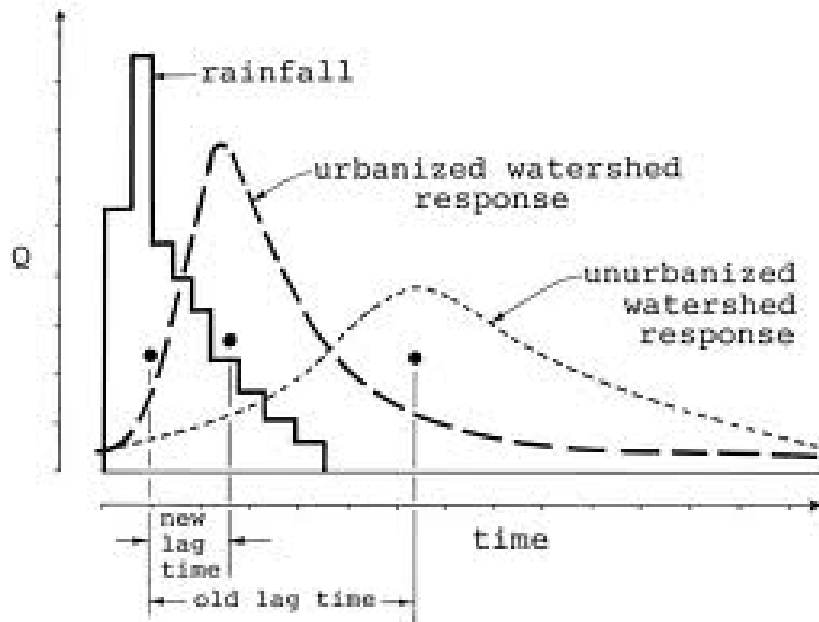


Figure I-6, Pre vs. Post Development Stormwater Runoff

The simplest and most powerful options available to developers involve “rooftop disconnection” – in which impervious surfaces, such as roofs and parking areas, are surrounded by permeable surfaces (vegetation, permeable pavers, etc) which allow water to infiltrate the ground instead of rushing towards streams. Rainwater captured on-site can be used for landscaping during dry spells while reducing total runoff. Combining stormwater practices is often especially effective. Additional management practices are available from the Department of Environmental Quality’s *Virginia Stormwater BMP Clearinghouse* (<http://vwrrc.vt.edu/swc/NonProprietaryBMPs.html>).

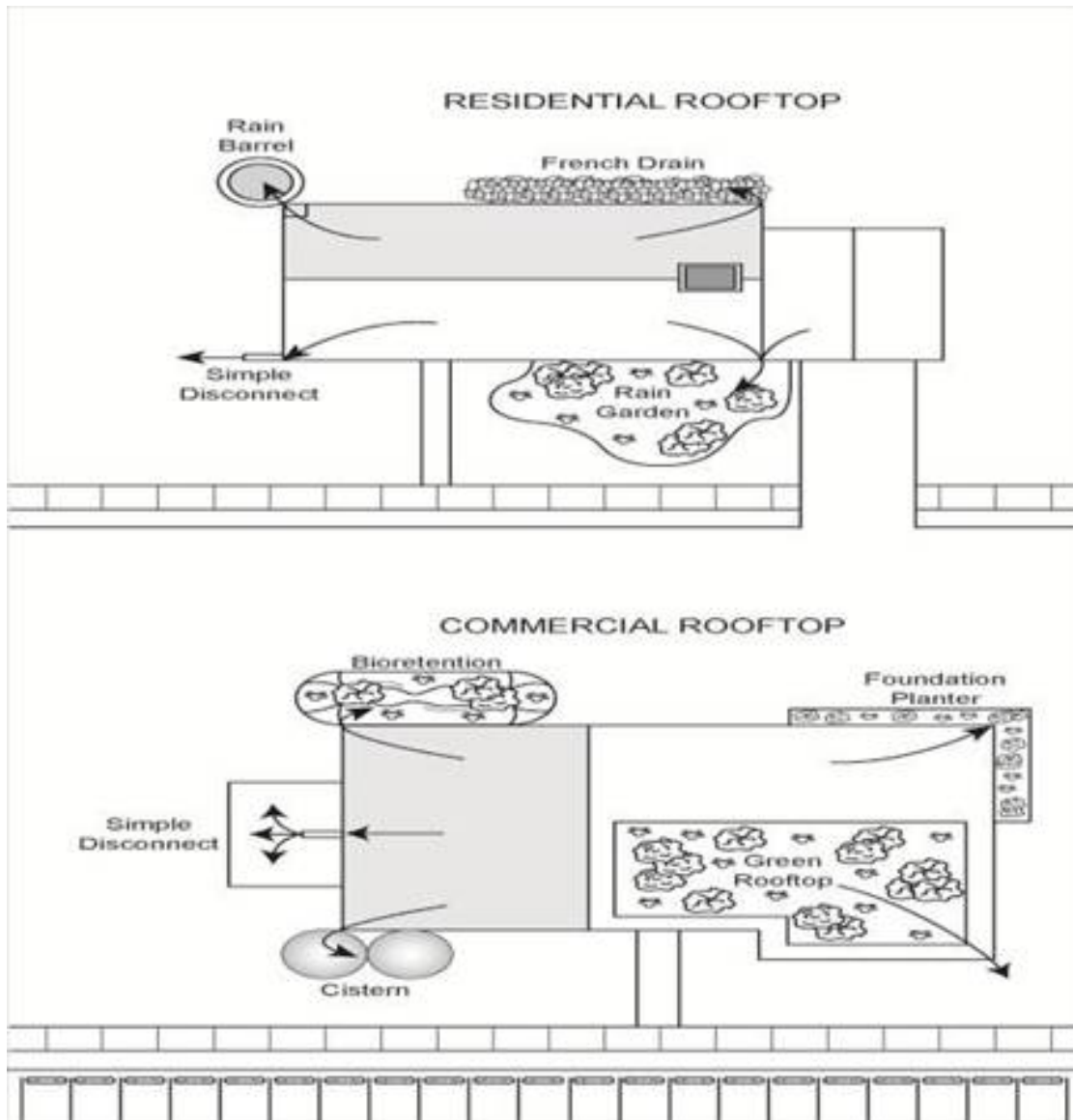


Figure I-6, Rooftop Disconnection

Preservation of wetlands, wildlife corridors, and other sensitive habitats lessens a project's environmental impact and improves the final product. Subdivisions with open spaces, such as greenways and parks, are more attractive and bring a higher market value. Green infrastructure creates integrated neighborhoods and communities as opposed to isolated developments and subdivisions.

All of these techniques can be used in residential and commercial/industrial development, and should either be strongly encouraged or required.

Energy Efficiency

As much as 30 percent of the energy consumed in commercial buildings, including government, is wasted. By diversifying the economic base of the county and reducing

direct energy costs, energy efficiency can save taxpayer dollars, create jobs, and improve the overall health of the local economy.

Energy use in commercial and industrial facilities creates over 50 percent of all U.S. carbon emissions. Recycling and renewable resources conserve natural resources. Promoting growth in the community planning areas helps preserve farmland, wildlife habitats, and future recreational and environmental amenities.

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TRANSPORTATION

Transportation systems are closely correlated with land-use policies for a comprehensive and diverse network of roads and alternative transportation networks. Primary roads serve community planning areas with a well-maintained network of secondary and local roads that are connected to disperse traffic throughout each community.

EXISTING CONDITIONS

Fluvanna's transportation system is comprised of local and regional roads, JAUNT transit service, and limited accommodations for pedestrians and bicyclists. Like most rural localities, Fluvanna's transportation system relies on automobiles. However, recent approaches to land-use planning—most notably community plans for Palmyra, Fork Union, and Lake Monticello—emphasize alternative transportation options, especially walking, biking, and transit, to reduce reliance on automobiles.

There are 53.65 miles of primary roads in Fluvanna County, including US 250, US 15, and Routes 53 and 6. US 15 bisects the County from north to south, and Route 6 runs east to west along the southern end of the County. These roads join in Fork Union. Route 53 enters the County from Albemarle County to intersect with US 15 in Palmyra. These roads, along with secondary Route 616, are heavily used by commuters from the northwest section of the County, including Lake Monticello. As with many rural areas, some secondary roads remain rustic. Increasing commuter and tourist traffic is noteworthy. Parts of US 250 are congested due to increasing traffic from Louisa and Richmond.

Fluvanna shares the Zion Crossroads area, which is anticipated to be a site for commercial and mixed-use development, with Louisa County. Other areas of expected growth include the Lake Monticello area on Routes 618 and 53.

State Code Requirements

The *Code of Virginia*, section 15.2-2223, states specific requirements for the development of a transportation plan. This chapter addresses these *Code of Virginia* requirements and recognizes the integral link between transportation and land-use planning.

Road Classifications

Roads are broken down into three basic categories: arterial, collector, and local. Arterials provide through-movement of traffic; they are classified as either principal or minor. Collector roads provide both through-movement and access to property. Local roads primarily provide access to property.

Roadways are also classified as primary and secondary. Primary roads connect cities and towns with each other and with interstates. Secondary roads are a system of local connector or county roads that serve interregional and localized traffic.

Interstate System

Interstate 64

Interstate 64 crosses the county for 1.5 miles, but roughly parallels its northern boundary. All of I-64's exits are in adjacent localities. Commuters to Charlottesville and Richmond from the northern part of the county and elsewhere usually access I-64 at Boyd Tavern, Zion Crossroads, Ferncliff, or Shannon Hill.



Figure T-1, Major Interstates

Interstate 64 has an interchange at Zion Crossroads (in Louisa County) connecting to Route 15 and Route 250. Interstate 64 connects to Interstate 81 to the west and Interstate 95 to the east. In 2010, approximately 32,000 vehicles per day traveled Interstate 64 in Fluvanna County; in 2007 this number was 17,000. Interstate 64 offers access to Charlottesville/Albemarle and Richmond, providing a commuter route for residents of Fluvanna to get to work. In addition, Interstate 64 connects economic growth in Zion Crossroads with neighboring populations.

County Road System

Primary Roads

Primary roads in the county include US Route 250 (Richmond Road west of Zion Crossroads, Broad Street Road in the northeast corner of the county), US Route 15 (James Madison Highway), State Route 6 (East River Road east of Route 15, West River Road west of Route 15), and State Route 53 (Thomas Jefferson Parkway).

US Route 250 roughly parallels I-64. It is a two-lane road spanning 6 miles in the county between Zion Crossroads and the Albemarle County line (Richmond Road), and 0.71 miles at the northeast end of the county (Broad Street Road). In 2010, approximately 5,500 vehicles per day traveled Interstate 64 in Fluvanna County. Route 250 is becoming more commercial and industrial from Zion Crossroads west, and VDOT plans to expand it to four lanes within the next twenty years.

US Route 15 is a two-lane highway that runs through the middle of the county from Zion Crossroads in the north, through Palmyra, Dixie, and Fork Union, to Bremono Bluff in the south. Segments from Wildwood through Palmyra to Cunningham Creek, and from Dixie through Fork Union to Weber City, could benefit from efforts to mitigate problems with tight curves, low shoulders, sight distance, and grading. The new bridge over the Rivanna River at Palmyra was completed in September 2007. Along with the construction of the new bridge, a portion of Route 15 was realigned, mitigating some of the tight curves through Palmyra.

Route 6 from Richmond to Afton Mountain is a state-designated Virginia Byway - a corridor of aesthetic or cultural value near areas of historic, natural, or recreational significance. Local use in the western part of the county is primarily for commuting to Scottsville and Charlottesville. Use in the east is primarily for commuting to Richmond and for trucks to join and exit US Route 15 at Dixie.

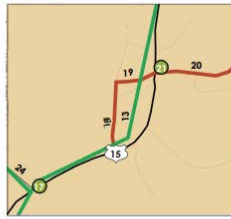
State Route 53 (Thomas Jefferson Parkway) runs from Palmyra northwestward through Cunningham and past Lake Monticello to the Albemarle County line. The road then continues past Monticello to the south side of Charlottesville. Route 53 stretches for roughly nine miles in Fluvanna and ends at Route 15 in Palmyra. As part of the Route 15 realignment, upgrades were made to Route 53 as it approaches Palmyra. Other intersection upgrades include the Route 618 (Lake Monticello Road) intersection with Route 53 and the Turkeysag intersection at Lake Monticello. US Bicycle Route 76 is located on the eastern portion of Route 53.

2035 Rural Long Range Transportation Plan

The included map comes from Thomas Jefferson Planning District Commission and VDOT's 2035 Rural Long Range Transportation Plan. This project is designed to "create regional transportation plans in rural and small urban areas that complement those in Virginia's metropolitan areas." The regional planning process included a number of transportation recommendations for Fluvanna, to address the anticipated impacts of population and employment growth on the transportation system. These plans will be used as a basis to identify transportation funding priorities (*TJPDC 2035 Rural Long Range Transportation Plan*).

FLUVANNA COUNTY RECOMMENDATIONS

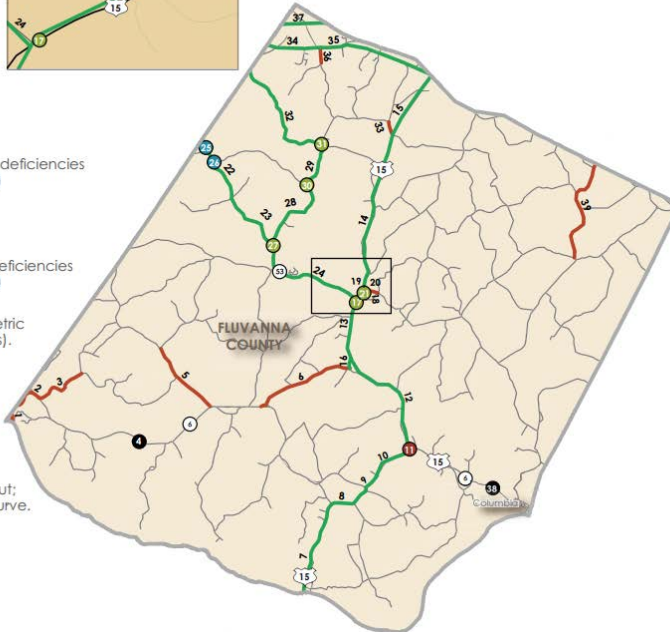
- 12 US 15/VA 673 to VA 6 East**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders). (Local Priority)
- 13 US 15/VA 632 to VA 637**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders). (Local Priority)
- 14 US 15/VA 616 to VA 632**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders). (Local Priority)
- 15 US 15/Louisa County Line to VA 616**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders). (Local Priority)
- 17 VA 53/US 15**
Long-term reconstruct a roundabout. (Local Priority)
- 22 VA 53/Albemarle County Line to VA 636**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders). (Local Priority)
- 23 VA 53/VA 636 to VA 660**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders). (Local Priority)
- 24 VA 53/VA 660 to US 15**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders). (Local Priority)
- 26 VA 53 (Thomas Jefferson Pkwy.)/VA 618 (Lake Monticello Rd.)**
Mid-term add turn lanes and consider a roundabout;
Long-term reconstruct roadway to lower vertical curve. (Local Priority)
- 27 VA 600/VA 53**
Long-term construct a roundabout. (Local Priority)
- 28 VA 600/US 53 to VA 618 (Lake Monticello Rd.)**
Long-term widen to four lanes. (Local Priority)
- 29 VA 600/VA 618 (Lake Monticello Rd.) to VA 616**
Long-term widen to four lanes. (Local Priority)
- 30 VA 600/VA 618**
Mid-term add turn lanes and consider a roundabout; Long-term reconstruct roadway to lower vertical curve. (Local Priority)
- 31 VA 616 (Union Mills Rd.)/VA 600 (Boston Rd.)**
Long-term consider roundabout or signalization and addition of turn lanes. (Local Priority)
- 32 VA 616/VA 600 to Albemarle County Line**
Long-term widen to four lanes. (Local Priority)
- 34 VA 250/Albemarle County Line to VA 600**
Long-term widen to four lanes with median. (Local Priority)
- 35 VA 250/VA 600 to Louisa County Line**
Long-term widen to four lanes with median. (Local Priority)
- 1 VA 637/VA 6 to Scottsville City Limit**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 2 VA 637 (Poplar Spring Rd.)/Albemarle County Line to VA 773 South**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 3 VA 669/VA 773 to VA 669**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 4 US 6 Over Hardware River**
Short-term replace bridge.
- 5 VA 620/VA 6 to VA 639**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 6 VA 649/VA 6 to VA 673**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).



FLUVANNA COUNTY DEFICIENCIES

Legend

- Segment Deficiency
 - Operation Deficiency
 - Safety Deficiency
 - Geometric Deficiency
 - Intersection Deficiency
- Operation Deficiency
 - Safety Deficiency
 - Both Deficiencies
 - Other Deficiency



- 7 US 15/Buckingham County Line to VA 695**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 8 US 15/VA 695 to VA 652**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 9 US 15/VA 652 to VA 702**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 10 US 15/VA 702 to VA 6 East**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders). Seek to reserve rights-of-way (through setbacks) in order to allow for potential widening to four lanes with a median. (Local Priority)
- 11 US 15/VA 6**
Long-term reconstruct intersection as one-lane roundabout.
- 14 VA 649/VA 673 (Bethel Church Rd.) to US 15**
Long-term widen road to increase capacity and accommodate existing and future travel demand.
- 18 VA 1001 (Main St.)/US 15 South to VA 1003**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 19 VA 1003/VA 1001 to US 15**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 20 VA 601 (Courthouse Rd.)/US 15 to VA 663 (Courthouse Rd.)**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 21 US 15/VA 1003**
Long-term construct a roundabout.
- 25 VA 53 (Thomas Jefferson Pkwy.)/VA 618 (Marlin Kings Rd.)**
Short-term maintenance and replace signage.
- 33 VA 631 (Troy Rd.)/US 15 to VA 633**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 36 VA 600/VA 634 to US 250**
Long-term reconstruct road to address geometric deficiencies (including full-width lanes and shoulders).
- 37 I-64/Albemarle County Line to Louisa County Line**
Long-term widen road to increase capacity and/or accommodate travel demand on alternative corridors or modes.

Secondary Roads

Secondary roads are numbered 600 and above. There are 285 miles of roads in the secondary system, with 261 paved miles and 24 stabilized dirt (gravel) miles. Aside from funding, the most significant hindrance to improvement on many roads is inadequate right-of-way. Relatively few of the miles have the required fifty-foot right-of-way needed for adequate bank cut, shoulders, and drainage. Utilities, both above- and below ground, challenge the limits of the narrow rights-of-way. The secondary road system has thirty-six bridges and twenty-six major culverts of various designs and construction methods, with fifty-two being two-lane and ten being one-lane.

Former gravel roads, currently being paved, have eighteen feet of pavement, mitigated curves, and wide shoulders. New bridges and culverts installed as individual projects are wide enough to accommodate later road upgrades. Many secondary roads serve as heavily traveled commuter routes, commercial routes, and emergency detours during natural disasters.

An annual allocation of funds to the county from VDOT provides for improvements to the secondary road system. These funds are used as decided by the Board of Supervisors with advice of VDOT's Louisa Area Land Use Engineer and through input at annual public hearings.

Private Roads

There are numerous private roads in the county, ranging from primitive logging roads to the fifty-eight-mile paved system of Lake Monticello. The Department of Game and Inland Fisheries and the Department of Conservation and Recreation have a limited road presence in the county. The county has some direct responsibility for roads such as those in the Carysbrook complex and the landfill access road.

Alternative Transportation

Pedestrians

Fluvanna County's rural setting and narrow roads constrain pedestrian mobility. Very few places in the county have designated walkways, and most pedestrians walk along the side of the road. There are few sidewalks in populous areas of the county, and many are in disrepair. Fork Union has sidewalks and the County's only crosswalks, but these sidewalks are often impeded by utility poles.

The state is now required to provide pedestrian accommodations for all VDOT construction projects. New subdivisions should provide for pedestrian access within the development and in conjunction with adjoining housing developments and businesses in order to reduce vehicle trips.

Previous County plans have called for improved pedestrian amenities. The 2000 Comprehensive Plan suggested the importance of these amenities in its *Vision for 2020*:

In designated growth areas, subdivisions and businesses are linked by hard surface paths so that bicycling and walking are a practical means of transportation . . . Pedestrian and bicycle access are also provided in other appropriate settings, such as across bridges and in rural subdivisions and towns . . . children are able to walk to a park or playground.

Bicycles

Fluvanna lacks many of the on-road facilities necessary to support bicycling in the County as anything more than a recreational activity. The US Bicycle Route 76 trail and numerous back roads allow cyclists to take short trips or longer recreational treks, but the lack of amenities and connectivity constrains the growth of bicycling as a viable way to get around the County. As the County grows, incorporation of bicycle infrastructure will become more important.

Bicyclists frequently ride Route 616 (Union Mills Road) and many other roads in the county without any special facilities or cautionary markings. There are no public facilities for off-road bicycle riding, but Pleasant Grove may be suitable for that purpose.

US Bicycle Route 76 was designated for cyclists during the National Bicentennial. The bike route enters the county from Albemarle on Route 620 (Rolling Road South) and continues to Route 619 (Ruritan Lake Road) and Route 53. From Route 53 it runs east to Route 15, north to the middle of Palmyra, and east on Route 601 (Courthouse Road / Venable Road) through Wilmington and Kents Store. Bike lanes have been added to Venable Road wherever stretches of the road have been resurfaced. It continues east on Route 603 (Tabscott Lane) to the Goochland County line, eventually ending in Yorktown, Virginia.

Segment	Role	Type	Signage	Level of Service	Recreational Value	Recommendations
Ruritan Lake Road	Bypasses Rte. 53; links Albemarle and Fluvanna	Rural Two-Lane	8 Rte. 76 signs; no other bike-related signs	C: high traffic and narrow lanes	Low: no amenities or resources	<ul style="list-style-type: none"> • Additional signage • Shoulder improvements
Palmyra Area (53 and 15)	Goes through central Fluvanna including Palmyra Village	Rural Two-Lane	6 Rte. 76 signs; no other bike-related signs	C-D: no shoulder on 53; volume and speed of traffic; trucks and guardrails	High: scenic views, historical assets, parks and trails	<ul style="list-style-type: none"> • Additional signage • Designate shoulders as bike lanes • Road widening • Shoulders at guardrails • Minor Rerouting
Courthouse Road	Links Palmyra Village with eastern Fluvanna	Rural Two-Lane	4 Rte. 76 signs; no other bike-related signs	C: narrow lanes; no shoulder; guardrails	Low: no amenities or resources	<ul style="list-style-type: none"> • Additional signage • Maintain vegetation • Road widening • Bike lanes at guardrails
Venable and Tabscott Roads	Links eastern Fluvanna with Louisa County	Rural Two-Lane	8 Rte. 76 signs; no other bike-related signs	B-C: low traffic offsets narrow lanes; few trucks; bike lanes offset guardrail	Low: no amenities or resources; historic scenery	<ul style="list-style-type: none"> • Additional signage • Maintain vegetation

In its 2014 *Route 76 Corridor Study*, Thomas Jefferson Planning District Commission has analyzed the road segments which make up Route 76, and made suggestions for improvements:

Rail Access

AMTRAK passenger rail service is available in Charlottesville, with at least two trains daily. The Crescent travels between New Orleans and New York City, stopping in Charlottesville in the morning on the way north, and in the evening on the way south. A second train, the Cardinal, travels between New York (by way of Washington, D.C.) and Chicago three times a week.

Freight rail serving Fluvanna County is the CSX line, whose single track follows the James River along the county's southern border from Columbia in the southeast to Scottsville in the southwest.

Public Transportation and RideShare

The majority of workers commute to Richmond and Charlottesville for employment, with commuting distances averaging sixty miles and twenty-five to thirty miles, respectively. These distances and the cost of commuting leave many low-income families struggling to improve their economic conditions. Elderly, infirm, and indigent persons usually have to travel to Richmond or Charlottesville for medical care and other basic services but frequently require transportation assistance.

The number of commuters to Richmond and Charlottesville increases congestion on roads. A majority of commuters travel by automobile with a single occupant. The Thomas Jefferson Planning District Commission's RideShare program is designed to reduce congestion and increase mobility throughout the region by offering free carpool and "SchoolPool" services. RideShare is also responsible for marketing the region's park-and-ride lots.

JAUNT provides transportation opportunities for those who are unable to afford the high cost of commuting while also reducing the congestion on the roadways throughout the region. JAUNT offers two daily commuter routes and advance-notice request-response transportation, along with intra-county service three days a week and service to Charlottesville three days a week, operating between the commuter route times.

Air Travel

Richmond International Airport, within a one-hour drive from the Zion Crossroads exit on I-64, is the nearest major air transportation hub. The closest passenger and commercial airport—the Charlottesville-Albemarle Airport (CHO) in Albemarle County—is a non-hub commercial service airport offering daily nonstop flights to and from Charlotte, Philadelphia, New York/LaGuardia, Washington/Dulles, Cincinnati, Detroit, and Atlanta. There are also one-stop international and domestic destinations. The facility includes a 60,000-square-foot terminal facility with modern customer amenities.

Louisa County Industrial Airpark is a general aviation airport that provides local, charter air service. The airport has a 4,300-foot runway. There are approximately forty-six hangars now located at the airport, with space for more.

There are two private airfields in the county: Camp Friendship Airfield and Fork Union Military Academy Airfield. These are used for small private aircraft only.

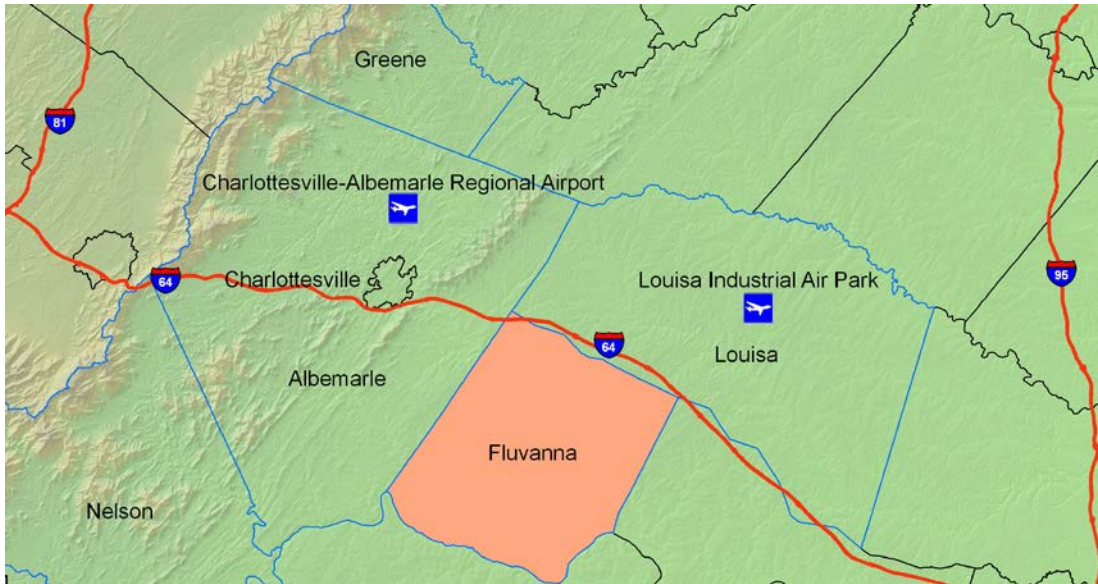


Figure T-2, Regional Airports

FY15 Six Year Improvement Program

The Six-Year Improvement Program (SYIP) outlines spending for transportation projects proposed for construction, development, or study for the next six years. The SYIP is updated annually. The SYIP also identifies planned program funding for the succeeding five fiscal years. The FY15 Six Year Improvement Program calls for a number of improvements in Fluvanna:

1. Fork Union streetscape improvements along scenic byways into the Village of Fork Union;
2. Construct rural, single lane roundabout at the intersection of Routes 15 and 53;
3. Construct left turn lane at Lake Monticello Road;
4. Route 6 Bridge Replacement over Rivanna River;
5. Route 6 Bridge Replacement over Hardware River;
6. Route 629 Structure over middle fork of Kents Branch.



Fluvanna County

FY15 Six-Year Improvement Program

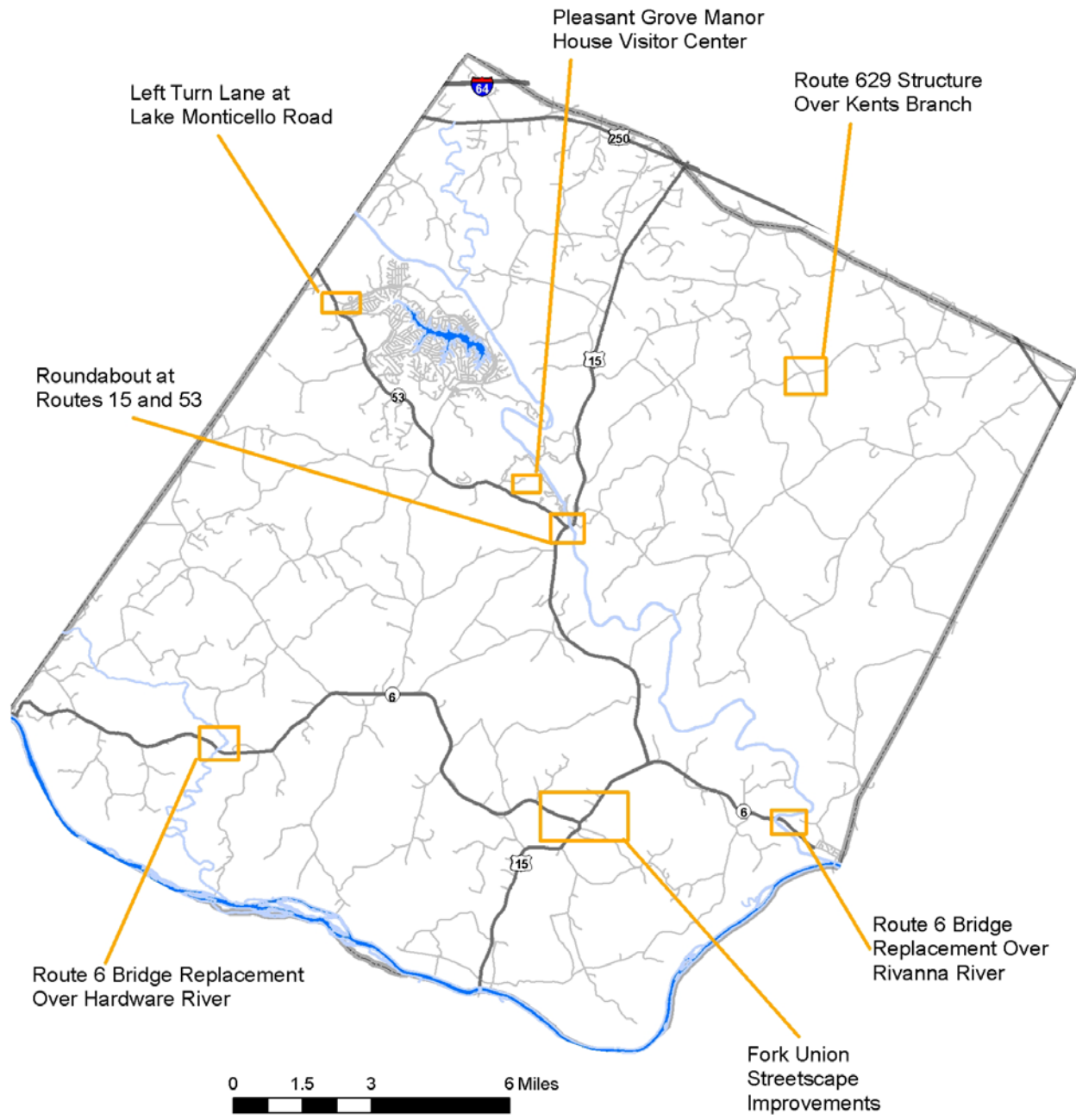


Figure T-3, Six Year Plan

Community Plans

Each of the three community plans prepared by the county and the Thomas Jefferson Planning District Commission—Lake Monticello (Rivanna), Palmyra, and Fork Union—make recommendations for transportation improvements.

Rivanna (Lake Monticello) Community Plan

One of the key recommendations of this community plan is to improve traffic safety. Large volumes of traffic on small country roads can lead to safety problems. Improving intersections, paving shoulders, and adding features for pedestrians, bicycles, and slow-moving vehicles in congested areas can alleviate traffic and promote safety. This may be particularly important as the county's population continues to grow.

- Provide paved shoulders to improve the safety of walking and biking on the surrounding roads. Shoulders can also be safer for slow-moving vehicles such as cars and trucks with trailers, and for pull-offs for disabled vehicles. This improves the overall safety of the roadway while retaining its rural character.
- Ensure that the county's zoning code encourages safe pedestrian access to shopping and residential areas, especially in compact village development areas (requiring sidewalks, crosswalks, and safe access to commercial areas).
- Work with county and local residents to establish a park-and-ride lot at Effort Baptist Church, near the main gate, or at the Lake Monticello Clubhouse.
- Encourage participation in RideShare, which encourages alternative forms of transportation and pairs up commuters in carpools, vanpools, and SchoolPools. For more information, go to www.rideshareinfo.org.
- Consider establishing transit target stops at key shopping-center parking lots (and possibly within the Lake gates) so that JAUNT and other commuter services can have fixed stops where possible. With trails connecting residential areas to these service areas, alternatives to single-occupant commuting will be more attractive.
- Consider roundabouts at key intersections, particularly where traffic enters and exits commercial areas or the main gate, and for entrances to new developments.

Roundabouts are safer than signalized intersections or stop signs. A recent study by Virginia's own Insurance Institute for Highway Safety reviewed before-and-after crash data for twenty-four roundabouts in eight states that had replaced either signals or three- and four-way stop signs. The study found highly significant reductions in crashes, injuries, and fatalities:

- 39% reduction for all crash severities combined;
- 76% reduction for all injury crashes;
- 90% reduction for fatal and incapacitating injury crashes.

Palmyra Community Plan

- Increase alternative transportation options by improving bus service (JAUNT), including creating transit target stops in the Village. Also, encourage greater participation in RideShare and construct visible and accessible park-and-ride locations. Future locations should be determined by RideShare, JAUNT, local officials, and citizens.

- Develop a coordinated plan to improve traffic safety on Route 15 while maintaining capacity in accordance with VDOT requirements and reflecting changing vehicular activity as a result of the new Palmyra Bridge. As part of the plan, explore the following improvements:
 - Enhance the pedestrian and bicycle network. For the transportation system to operate at optimal efficiency, continue creating a pedestrian and bicycle network within the village and surrounding area.
 - Pedestrian improvements should be coordinated with traffic-calming measures on Route 15 to improve pedestrian access to areas east of the highway.
 - Install curb and gutters along Route 15 through the commercial district. The priority areas for curb and gutters are noted on the Transportation Master Plan.
 - Ensure pedestrian and bicycle features similar to those on the new Route 15 bridge will be built on north- and southbound Route 15.
 - Create connections to Pleasant Grove. In the short term, residents can use the Route 15 bridge; citizens could pursue a pedestrian/bicycle bridge over the Rivanna River at a location that increases connectivity to both sides of the river and between Palmyra and Pleasant Grove.
 - The pedestrian and bicycle network will not be complete until direct connections are established between the historic village and Pleasant Grove. Trails should also be constructed to Lake Monticello, and the rail trail should be expanded.

Fork Union Community Plan

There are several transportation-related improvements that can be done to improve the safety and appearance of Fork Union.

- Add a walking/biking trail between the Community Center and “downtown.” Determine whether a sidewalk setback from Route 15 or a trail behind houses, such as the Fluvanna Heritage Trail, would be more appropriate. Both options require consent from landowners.
- Conduct an engineering analysis to determine whether traffic-calming devices (curb extensions, median crossings, roundabouts) can be installed at key intersections.
- Install marked crosswalks along Route 15 in strategic places.
- Improve existing sidewalks and add additional sidewalks along Route 15 connecting downtown to the Village Shopping Center.
- Consider adding bike lanes, which make the roads safer for cyclists and slow traffic by narrowing lanes, on wide roads.
- Review building and zoning codes and recommend relevant changes to allow the type of development and infrastructure desired by residents.

ECONOMIC DEVELOPMENT

A Sustainable Plan for the Future

Zion Crossroads is the county's primary commercial node, with primarily retail, office uses, and light industrial, it also incorporates mixed-use, mixed-income residential development. Route 250 is a vital alternative to Interstate 64 and is a primary gateway into Fluvanna.

Residential development within the community planning areas encourages a diverse workforce. Varied housing types and income levels ensure a labor pool for a variety of businesses. Concentrations of employment and residential development reduce congestion on the county's roads and infrastructure, minimizing the cost to the community while maximizing the revenue from businesses.



Figure ED-1, Eco-friendly Business

EXISTING CONDITIONS

Fluvanna's location between Charlottesville and Richmond creates employment options for residents. Around 2,000 people live and work in Fluvanna. 2,554 commute into the county, and 8,265 county residents commute elsewhere. This means that, currently, 5,711 more people commute *from* Fluvanna for work every day, than *to* it.

Local sales tax revenues brought Fluvanna \$1,400,149 in 2013. This continues an overall positive trend over the past decade (sales tax revenue brought in \$908,731 in 2003). The county's tax base currently relies on personal and real property taxes to finance approximately 69 percent of local needs.

Business Climate Factors

Strong and supportive government, quality education and labor resources, public safety, favorable taxation policies, and loyal consumers are just some of the important factors that contribute to a positive business climate. Increased risk, uncertainty, and instability, in the marketplace and in the community, negatively impact businesses.

Workforce Preparedness and Education

Fluvanna County is located near a major university and two community colleges. Fluvanna County High School has a strong relationship with a local technical education center, Charlottesville Albemarle Technical Education Center (CATEC). Fluvanna County High School is a top-quality public school with new (opened 2012) facilities (<http://www.fluco.org>).

Institutions of higher learning offer partnering opportunities for industry to pursue research, development, and production. They are economic generators for the region,

offer a variety of cultural activities for the entire community, and create opportunities for residents.

University of Virginia

The University of Virginia (UVA) is located in Charlottesville, less than thirty miles west of Fluvanna County. The university has ten schools that offer bachelor's, master's, educational specialist, first-professional (law and medicine), and doctoral degrees. There were just over 23,464 students during the 2013–14 academic year. UVA continues to rank in the top twenty-five among all national universities, public and private. The University of Virginia health system is a nationally renowned academic medical center (<http://www.virginia.edu>).

Piedmont Virginia Community College

Piedmont Virginia Community College (PVCC) was established in 1972 and is a nonresidential two-year institution of higher education that serves central Virginia—principally residents of Charlottesville, Albemarle, Buckingham, Fluvanna, Greene, Louisa, and Nelson. PVCC is located in Albemarle County, approximately thirty miles west of Fluvanna. The college offers fifty-two associate degrees and certificate programs to meet educational and career goals. PVCC also offers noncredit workforce classes and certificates as well as individual classes for personal enrichment (<http://www.pvcc.edu>).

J. Sargeant Reynolds Community College

J. Sargeant Reynolds has two campuses in Richmond, and one campus in Goochland County. The college was founded in 1972 and is the third largest college in the Virginia Community System, enrolling students at all three major campuses, five off-campus sites, and “virtually” through distance learning. The college currently offers two-year degree programs, occupational/technical certificate programs, two-year college transfer programs, and career studies certificate programs requiring less than one year of full-time study. Over 15,500 noncredit students come to the college for workforce development courses and services through the Community College Workforce Alliance (<http://www.jsr.cc.va.us>).

Charlottesville Albemarle Technical Education Center (CATEC)

CATEC offers students at all ability levels programs designed to respond to the community's employment needs. Students may seek employment upon graduation and/or continue their formal education through apprenticeship programs or advanced study at technical institutes, community colleges, and universities. High school programs include computer repair and maintenance, computer operating systems, computer-aided drafting and design, auto body repair, auto technology, barbering, cosmetology, culinary arts, television and video production, carpentry, electricity, masonry, nurse aide, and horticulture, and landscaping (<http://www.catec.org>).

Other Institutions

There are other colleges, universities, and technical schools within an hour of Fluvanna County, or that offer satellite or online classes and credits. Virginia Commonwealth University, Longwood, Virginia Tech, Mary Washington, Mary Baldwin, and George

Mason are other universities in relatively close proximity, or that have satellite programs available to residents of central Virginia.

Community Safety

Fluvanna County’s crime rate is consistently below the regional averages. The Department of State Police’s *Crime in Virginia* document details crime statistics, by type, for each police jurisdiction in the state using the incident-based reporting (IBR) system. Group A crimes are those considered to be the most serious (e.g., murder, rape, kidnapping, drug trafficking, fraud, larceny, vandalism, etc.) and are generally felonies.

Fluvanna had 293 Group A offenses in 2013 - a crime rate of 1,672 offenses per 100,000 residents. This is significantly lower than the state (4,883 per 100,000), Albemarle County (3,663 per 100,000), Louisa County (3,180 per 100,000), and Buckingham County (2,735 per 100,000); it is also slightly lower than Goochland County (1,729 per 100,000).

Wages

Businesses typically examine the average wages paid in an area as part of making relocation decisions. Good employers want to pay their employees competitively, and knowing how their compensation compares within a region is valuable information along with the other business climate factors. Fluvanna County had an average weekly wage of \$676 in 2013, an increase of 41 percent since 2007 (\$479). In comparison, the state average increased approximately 18 percent, from \$872 in 2007 to \$1,027 in 2013.

Utilities and Taxes

The real estate tax rate in Fluvanna County (\$0.88 per \$100 of assessed value) is \$0.16 higher than the regional average of \$0.72, and the machinery and tools tax rate (\$2.00) is lower than the regional average (\$2.97). The personal property tax rate in Fluvanna County (\$4.15 per \$100 of assessed value) is higher than the regional average of \$3.76, and is the second highest in the region.

Regional Tax Rates, 2013			
	Real Estate	Personal Property	Machinery & Tools
Fluvanna County Source: Fluvanna Co. Commissioner of the Revenue	\$0.88	\$4.15	\$2.00
Albemarle County Source: Albemarle Co. Dept. of Finance	\$0.79	\$4.28	\$4.28
Buckingham County Source: Buckingham Co. Commissioner of the Revenue	\$0.50	\$4.05	\$2.90
City of Charlottesville Source: City of Charlottesville Commissioner of the Revenue	\$0.95	\$4.20	N/A
Goochland County Source: Goochland Co. Treasurer	\$0.53	\$4.00	\$3.75
Louisa County Source: Louisa Co. Commissioner of the Revenue	\$0.65	\$1.90	\$1.90
Regional Average	\$0.72	\$3.76	\$2.97

Figure ED-2, Regional Tax Rates

Fluvanna’s business sector comprised approximately 7 percent of tax-generated revenue in 2013; this is down from 11 percent in 2007. The county’s vision is to have at least one-third of its revenue stream come from the business sector. This has been a common measure of economic success over the years in communities—70 percent revenue from residential (real estate taxes) and 30 percent from businesses (real estate, inventory, BPOL, machinery and tools, etc.).

Economic Base Analysis

Economic Sectors

The number of establishments and the number of employees working in these establishments show a positive trend for the period 1997 to 2012. All industries except for arts, entertainment, and recreation show an increase in employees for this period.

Statistics by Economic Sector, 1997, 2002, 2006, and 2012								
Industry Description	Number of Establishments				Number of Employees			
	1997	2002	2006	2012	1997	2002	2006	2012
Wholesale trade	10	12	13	14	20-99	100-249	123	113
Retail trade	33	29	32	41	196	243	270	344
Real estate and rental and leasing	9	19	26	15	0-19	36	42	0-19
Professional, scientific and technical services	22	35	42	32	47	95	107	20-99
Administrative and support and waste management and remediation services	6	26	32	45	47	71	157	237
Health care and social assistance	8	17	19	23	72	100-249	306	210
Arts, entertainment, and recreation	1	3	7	6	0-19	0-19	Suppressed	20-99
Accommodation and food services	9	11	14	23	107	173	300	312
Other services (except public administration)	13	22	37	38	48	162	281	235

Source: U.S. Census

Figure ED-3, Economic Sector Statistics

The type of growth of the local economy is an indicator of its strength and weaknesses. As figure ED-9 shows, accommodation and food services have shown the greatest increase in new hires, followed by education services and retail trade. Many of these sectors tend to hire entry-level employees at typically lower wages than, for example, professional and technical services, which hired far fewer new employees.

New Hires by Industry 2nd Quarter, 2013	
Industry	Hires
1. Admin. Support and Waste Mgmt	184
2. Retail Trade	112
3. Accomodation and Food Service	96
4. Construction	44
5. Health Care and Social Assistance	42
6. Other Services (except Public Admin.)	27
7. Public administration	22
8. Arts, Entertainment, and Recreation	16
9. Manufacturing	13
10. Transportation and Warehousing	9
11. Real Estate and Rental and Leasing	7
12. Wholesale Trade	6
13. Agriculture, Forestry, Fishing, and Hunting	6
14. Educational Services	4
15. Professional, Scientific, and Technical Services	3

Source: Virginia Employment Commission

Figure ED-4, New Hires by Industry

Data on the ten largest employers in the county reinforce the emphasis on education services but do not reflect the strong growth of accommodations and food services and retail trade. This may be due to the smaller size of retail establishments, which means that no one retail operation, save for Food Lion, made the top ten.

Ten Largest Employers Third Quarter, 2013	
1.	Fluvanna County Public School Board
2.	Fluvanna Correctional Center
3.	Fork Union Military Academy
4.	County of Fluvanna
5.	Lake Monticello Owners
6.	Camp Friendship
7.	Food Lion
8.	Domino's Pizza
9.	Correctional Medical Systems
10.	Dominion Virginia Power

Source: Virginia Employment Commission

Figure ED-5, Ten Largest Employers

Perhaps as important to the county taxpayer as the top ten employers are the top ten taxpaying companies, which help to diversify the tax base and contribute significantly to the county's revenue stream. In the future, along with these companies, Fluvanna needs to attract low-impact, high-value companies to further strengthen and diversify this list of companies.

Business Name	Assessed Value	% of Tax Base
Tenaska Virginia Partners	\$264,721,751	6.3%
Virginia Electric and Power	\$113,860,658	2.71%
Central Virginia Electric Co-op	\$26,947,391	0.88%
Aqua Resources, Inc.	\$21,134,423	0.5%
Transcontinental Gas Pipeline	\$15,667,442	0.37%
Colonial Pipeline Co.	\$11,482,400	0.27%
Central Telephone of Virginia	\$10,434,696	0.25%
CSX Transportation	\$9,903,516	0.24%
East Coast Transport	\$6,555,118	0.16%
Virginia Properties LLC	\$5,490,300	0.13%
Total	\$496,197,695	11.8%

Figure ED-6, Top Ten Taxpayers

Employment

Local and state government and construction dominate the number of employees by industry.

Employment by Industry Third Quarter, 2013	
Industry Classification	Number of Employees
Local government	844
Administrative and waste services	594
State government	383
Retail Trade	343
Accommodation and Food Services	335
Health Care and Social Assistance	328
Construction	315
Other Services (Except Public Administration)	164
Utilities	109
Wholesale Trade	105

Source: Virginia Employment Commission

Figure ED-7, Employment by Industry

Unemployment in the county is consistently lower than in the state, which is in turn lower than the national rate. While unemployment has yet to return to pre-recession levels, the unemployment rate is dropping at a faster pace in Fluvanna than in the state as a whole.

Unemployment Rates: 2003–2013		
Year	Fluvanna Unemployment Rate (%)	Virginia Unemployment Rate (%)
2003	3.4	4.1
2004	3.0	3.7
2005	3.0	3.5
2006	2.4	3.0
2007	2.4	3.1
2008	3.3	4.0
2009	6.0	7.0
2010	5.9	7.1
2011	5.4	6.4
2012	4.8	5.9
2013	4.4	5.5

Source: Virginia Employment Commission

Figure ED-8, Unemployment Rates

The number of people employed in the county is appreciably smaller than the number of employees who are county residents, but work outside the county.

Land Use

Community planning areas established pursuant to the Code of Virginia, section §15.2-2223.1, (particularly Zion Crossroads) need to effectively balance land use, transportation, and economic development in a holistic approach instead of viewing them as individual issues that could negatively impact the county. By concentrating development off primary transportation corridors, and providing additional critical infrastructure such as water and sewer, the county can then direct commercial, industrial, and a significant amount of residential development into these community planning areas. Conversely, this also helps to alleviate the residential growth pressures throughout the rest of the county, particularly in the rural preservation areas.

Open Space

Preservation of open space is an important value in Fluvanna County. Virginia’s land-use assessment laws help to encourage this, as well as benefiting businesses that engage in agricultural, horticultural, and forestal activities.

The *Code of Virginia* allows any locality that has adopted a comprehensive land-use plan to enact an ordinance providing for special assessments of agricultural, horticultural, forestal, and open-space real estate. Agricultural and horticultural uses, and open-space real estate, must consist of a minimum of five acres. Forestal land must be a minimum of

twenty acres. These assessments are intended to encourage the preservation and proper use of land in order to allow for the production of agricultural, horticultural, and forestal products. These assessments also help alleviate pressures that result in the conversion of these lands to more intensive uses by keeping the assessed tax rate low.

Fluvanna County has had this land-use assessment policy since 1978. The ordinance allows for land-use value assessments in all categories—agricultural, horticultural, forestal, and open-space real estate.

Infrastructure

To promote growth in the Community Planning Areas, established pursuant to the Code of Virginia, section §15.2-2223.1, infrastructure must be established to attract businesses. Having water and sewer infrastructure will make Fluvanna’s growth areas “move-in ready.”

Despite current sources, water and sewer infrastructure are the primary constraints on community growth. Efforts to expand sewer and water services require partnering with Louisa County and the Department of Corrections. The James River Water Authority is the cooperative body representing the water interests of Fluvanna and Louisa. JRWA’s resources will be supplemented by water and sewer services provided by the Department of Corrections, whose Fluvanna facilities enjoy sewer and water surpluses.

The primary infrastructure service areas will be the Zion Crossroads, Lake Monticello, and Fork Union community planning areas, which established pursuant to the Code of Virginia, section §15.2-2223.1. Of these, Zion Crossroads is considered the most viable area to attract light industrial, technology business, medical facilities, and retail. As part of this development, Zion Crossroads could see several large projects; these could include walkable mixed use areas, retail destinations, healthcare facilities, and industrial or office parks. Collaboration with Louisa will be instrumental in the development of Zion Crossroads, as Fluvanna expands on the visibility and success of the Louisa side.

Multiple electric power resources are available, and several high voltage transmission lines deliver large amounts of electricity to the area. Broadband and wireless telecommunications facilities, while not yet widespread, are expanding throughout the county.

Our Share of a Flourishing Industry

A study commissioned by the Virginia Wine Board indicates that the impact of the wine and winegrape industry on Virginia’s economy was \$747 million in 2012. This includes thousands of jobs and hundreds of millions of dollars in sales. Remarkably, this economic impact represents a 106% increase from 2005 – a period of time which includes the recent economic downturn. (THE ECONOMIC IMPACT OF WINE AND WINE GRAPES ON THE STATE OF VIRGINIA – 2010 updated 2012)

The wine industry’s benefits to Fluvanna could extend far beyond its direct economic impact. As wine tourism in Central Virginia becomes more common, Fluvanna can

capitalize on its proximity to other wine destinations, inventory of convenient and scenic byways, and agricultural identity to become a vibrant wine destination in its own right. In order to seize this opportunity, the county should ensure that its policies offer the flexibility to allow wineries and related activities to operate successfully.

Community Efforts

Increased reliance on the economic development function may eventually necessitate dedicated economic development coordinator role and the addition of support staff. A professional economic development team will coordinate efforts of the EDA, and FCCC and be the driving force in the economic development of Fluvanna. Strong and consistent economic development management, along with additional resources, will help the county maintain a fiscal balance between residential and economic tax bases. An expanded staff will provide a competitive advantage in the region.

Although the county will continue to rely on the EDA and the FCCC, an expanded staff is ideal for successful economic development. Business recruitment and retention programs are successful only to the extent that the targeted businesses are able to receive the attention they deserve.

The following are examples of key volunteer organizations and efforts that comprise Fluvanna County's current economic development program:

The Economic Development Authority

The Industrial Development Authority was renamed the Economic Development Authority (EDA) in 2008 to reflect the broad interests of the authority and the county. The EDA is a political subdivision of the state that is authorized to issue tax-exempt revenue bonds. Enabled by Virginia's Industrial Development Authority legislation, the EDA may assist in the financing of startup and expansion programs for both private and public economic development projects. The EDA works to identify areas of economic development for the county and provide input for the economic development business plan, as well as financial assistance to facilitate project implementation.

Fluvanna County Chamber of Commerce

The Fluvanna County Chamber of Commerce (FCCC) has been serving the community since 1956. The chamber now employs one part-time worker. This volunteer organization, composed of over 189 members, promotes the commercial and civic interests of the area.

Central Virginia Partnership for Economic Development

The Central Virginia Partnership for Economic Development (CVPED) is the regional economic development marketing organization, funded by member counties and private business contributions. The partnership works to address the issues affecting economic development across the region and offers assistance when needed.

HISTORIC PRESERVATION

Discovering Our Cultural Heritage

EXISTING CONDITIONS

Fluvanna County is blessed with many historic and cultural resources. The county is also fortunate to have an active, knowledgeable, and dedicated historical society. In 1993 the Board of Supervisors matched a grant from the Virginia Department of Historic Resources to aid the Fluvanna County Historical Society in producing a study entitled *Architectural History, Identification, and Assessment of Fluvanna County, Virginia*. This publication includes a preservation plan with many goals and provides a list of 480 historical sites identified in the county. Copies of the study are available at the public library or from the society.

The Fluvanna County Historical Society has ownership of and responsibility for four historic properties: the lock and mill site on the Rivanna River at Palmyra, the “Triangle Park” at the north end of Palmyra on Route 15, the Holland Page Log House on Route 601, and Maggie’s House in Palmyra. The society uses Maggie’s House for their offices and archives. These properties are intended to be available for public use and education.

Fluvanna County, the Fluvanna County Historical Society, and the Fluvanna Heritage Trail Foundation have partnered in the restoration of the Summer Kitchen at Pleasant Grove. They will continue to work together in the restoration of the manor house at Pleasant Grove. The Old Stone Jail Museum is owned by the county, but is open for tours through the management and efforts of the Historical Society.

Easements

Fluvanna County has taken a proactive position on conservation easements. The Board of Supervisors created a county easement program whereby the county, as a jurisdiction, may hold and protect easements. As of January 1, 2014, there are 33 conservation and historic easements in Fluvanna County. These easements protect 13,266 acres, or approximately 7.2% of the County.

The Virginia Department of Forestry (VDOT), Virginia Department of Historic Resources, Virginia Outdoors Foundation, and Fluvanna County itself hold easements countywide. The County itself currently holds four (4) conservation easements totaling approximately 916 acres. Most of the land protected by conservation and historic easements is located in the eastern portions of the County, along or near the Rivanna and James Rivers. A significant number of properties in the county have been placed under other conservation and historic easements to protect them in perpetuity from overdevelopment. Easements currently exist on Oak Hill Farm, Red Bank Farm, Lower Bremono, Bremono Recess, Cumber Farm, Lakeview, Melrose, Glen Burnie, Chatham Plantation, Maranatha Farm, Lowfields Farm, Glenarvon, Upper Bremono, Upper Yewers Farm, Granite Hills, Little Byrd Creek, the Palmyra mill site and lock, and the Scheier Natural Area (owned by Rivanna Conservation Society), and the first two county-held conservation easements, on the Barber and Zehler properties.

National Register Historic Districts

Bremo Plantation

This historic district consists of three plantation house groupings and their outbuildings, all built on Bremo Plantation by General John Hartwell Cocke (1780–1866) between 1803 and 1845. The first to be constructed was Bremo Recess (1803–1809); the second and most important of the three, Upper Bremo, was completed in 1820; the last was Lower Bremo, built circa 1844, at the same time Bremo Recess was extensively remodeled.

Noted architectural historian Fiske Kimball has described Upper Bremo as the most nearly perfect of all the houses in the Jeffersonian tradition. Also at Upper Bremo is a large stone barn, which is undoubtedly the finest neoclassical barn in the United States. The entire group of houses and farm buildings at Bremo, taken together, forms one of the most remarkable collections of early-nineteenth-century structures in the country.



Figure HP-1, Upper Bremo



Figure HP-2, Historic Courthouse

Fluvanna County Courthouse Historic District

The first public building erected in Palmyra was the stone jail, completed in 1829. The courthouse was completed in 1831, and has been in continuous use since.

Seven Islands Archaeological and Historic District

The Seven Islands Archaeological and Historic District covers an area of approximately 312 acres and contains archaeological and architectural resources distributed near the confluence of the James and Slate Rivers in Buckingham County and Fluvanna County. A total of eight archaeological sites have been identified within the district, of which six are considered contributing properties.



Figure HP-3, Seven Islands

National Register Listings

Properties on the State and National Register include the Bremo Plantation Historic District, Fluvanna County Courthouse Historic District, Point of Fork Arsenal Site, Point of Fork Plantation, Glenarvon, Bremo Slave Chapel, Glen Burnie, Melrose, Rivanna Farm, The Oaks,

Laughton, Western View, Gum Creek, Pleasant Grove, and Union Mills Canal Outlet Locks 1 and 2. In addition, several properties that qualify for listing on the National Register of Historic Places are being processed.



Figure HP-4, Point of Fork Arsenal Site



Figure HP-5, Bremo Slave Chapel

Historic African American Schools

Among Fluvanna's most important historic resources are its early 20th Century African American schools including the New Fork High School and the four existing Rosenwald Schools. Julius Rosenwald donated funds for construction of schools for African American children throughout the south in a concerted effort to bring educational opportunities to everyone. Fluvanna County participated in the program by assisting in the building of six (6) Rosenwald Schools, four (4) of which are still standing. The New Fork High School, a small wooden building on Route 650 in the southern part of the county was the earliest central high school for black students. The NAACP, local churches, and the Fluvanna County Historical Society have launched a program to restore the Dunbar Rosenwald School on Route 650, as well as the New Fork High School, to create a museum of early 20th Century African American educational history.

Other Properties of Historic Significance

The Historic Preservation Task Force, in its 1999 report, recommended that additional historic districts and individual landmarks be recognized either nationally or at the state level. Historic districts would include Palmyra, Wilmington, Columbia, Fork Union, and Bremo Bluff. Properties that may qualify for individual listing on the State and National Registers include Chatham, Cumber, Currin's Tavern, Dunbar School, Mount Airy, Oak Grove, Spring Garden, Jackson House, Roadview, Variety Hill, Bowlesville, and Winnsville. Properties of state and local importance include Allegre's Tavern (Lafayette's Hill Tavern), Carysbrook, Hannum House, Cohasset Railroad Station, Riverview, Twelve Oaks, Weaver's Tavern, Tarnwood, Hill Dale, Hill Grove, Hickory Level, Pleasant Green, Solitude, Groom's Tavern, Union Mills Church, Gilnockie Farm, Locust Grove, Oak Hill, Mount Burgha, Old Orchard, Beaverdam Farm, Ellerslie, Oakland Grange, Quaint Lea, Terre Haute, Center Hill Farm, and the Oscar Seay House. There may be other properties in the county that have yet to be reviewed or inventoried.

ECONOMIC BENEFITS

Historic preservation can be a key factor in economic growth, stimulating the local economy and providing incentives to improve property maintenance. Properties listed on

the National Register qualify for tax credits. Residential properties may qualify for Virginia State tax credits, and commercial properties may also qualify for federal tax credits in addition to the state credits.

Property Values

Property values consistently increase in areas with architectural protection or access to tax incentives. Tax credits and other incentives encourage property owners within historic districts to increase the amount they invest in their properties. This investment improves property maintenance, makes the area more attractive, and encourages individuals to buy real estate. In established historic districts, property values generally increase at a higher rate than for properties located outside the district.

Tourism

Visitors seeking historic or cultural experiences provide an economic benefit. Providing visitors with historic and recreation opportunities encourages them to remain in the area longer, thereby increasing the county's revenues.

Employment

Building rehabilitation is one way to expand employment in the county. The rehabilitation of historic structures is not only cost-competitive but labor-intensive. Both factors increase employment and earnings within the county. For each \$1 million spent on the rehabilitation of older sites, 15.6 construction jobs and 14.2 other jobs are created, and \$779,800 is added to household incomes. This translates into 3.4 more jobs and \$53,000 more added to household incomes than if the same \$1 million was spent on new construction. This difference is due to the variety of skills needed to complete rehabilitation projects.

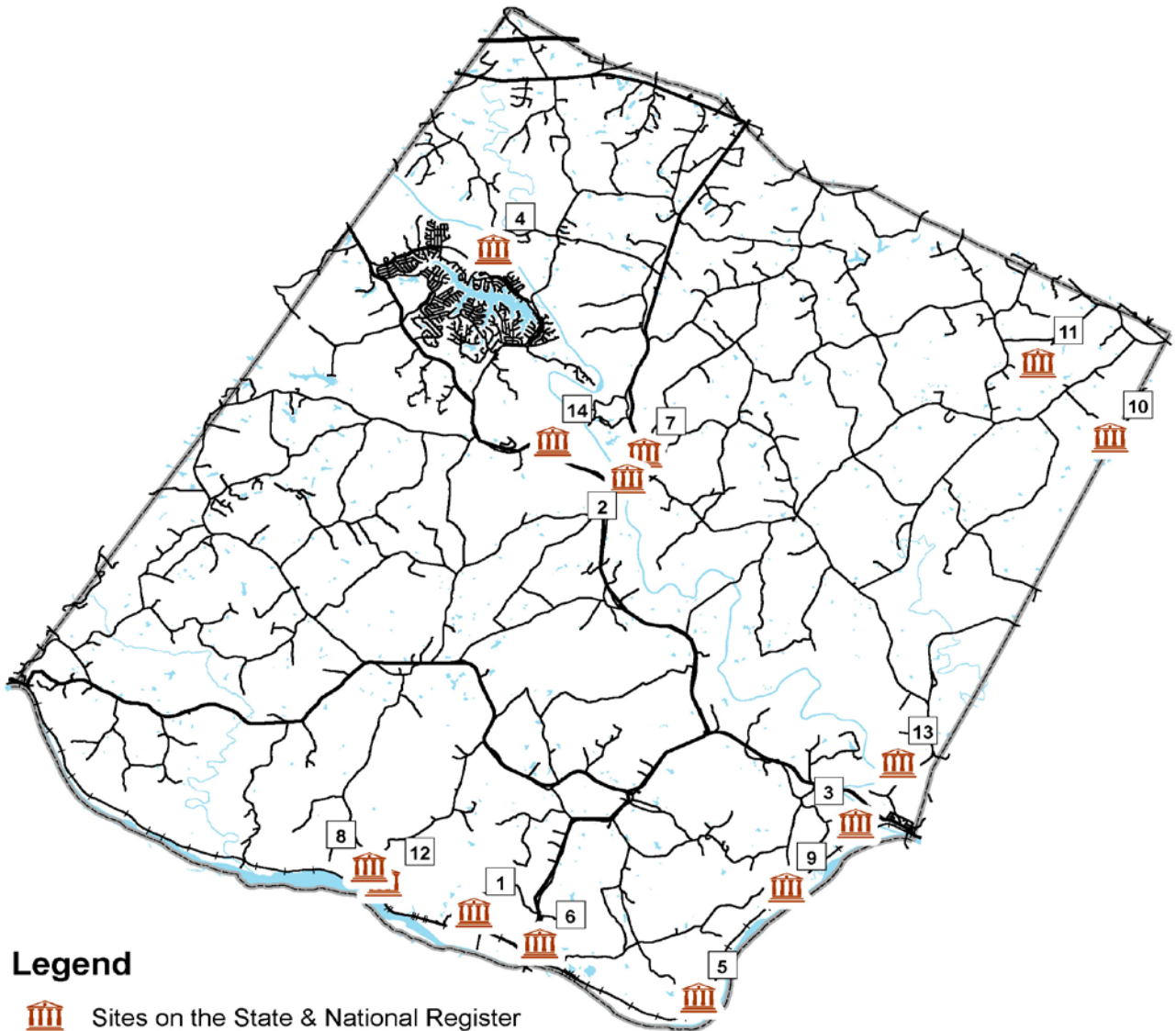
Adaptive Reuse

Historic structures can be utilized in a variety of ways without disrupting the building's character if appropriate preservation techniques are employed. Converting structures for new uses can help prevent expensive rehabilitation or demolition in the future. The reuse of historic buildings often improves property maintenance for an area, as owners tend to maintain these properties better due to this increased investment. However, historic structures are not suitable for all types of uses. Residential structures converted to business space should only be utilized for low-intensity purposes such as office, home business, or similar uses. The intensity or scale of a new use should not require major alterations or accelerate structural deterioration.

Fluvanna County

Historic Properties on the State and National Register

Not to Scale



Legend

 Sites on the State & National Register

- | | |
|---|---------------------|
| 1 - Bremono Plantation | 8 - Melrose |
| 2 - Fluvanna County Courthouse District | 9 - Rivanna Farm |
| 3 - Point of Fork Plantation | 10 - The Oaks |
| 4 - Union Mills Canal Locks 1 & 2 | 11 - Laughton |
| 5 - Glenarvon | 12 - Western View |
| 6 - Bremono Slave Chapel | 13 - Gum Creek |
| 7 - Glen Burnie | 14 - Pleasant Grove |

Figure HP-6 Map of Sites on the State & National Register

PARKS AND RECREATION

A Master Plan for Tomorrow

Recreational opportunities are vital to the health and well-being of Fluvanna's citizens. Recreational programs provide the means for citizens to learn new skills, improve their physical fitness, and develop an appreciation and understanding of the arts, through the offering of various leisure activities located in a variety of high-quality facilities.

Pleasant Grove is an eight-hundred-acre park, with an historic area, that serves the Fluvanna community as a center for recreational activities. The community's vision through the Pleasant Grove Master Plan, along with funding from state and federal grants, private/public partnerships, and local tax dollars, has built a flagship facility for the whole community.

Community fairs and events give the county a sense of identity and serve to unite the citizens with a common purpose. These events also bring in valuable tourism dollars to the county. The Fluvanna County Fair, the Kite Festival, and Old Farm Day are among the many proud recreational traditions of Fluvanna.

The careful planning and conservation of natural and historic resources, provision of recreational opportunities, and holistic development of mixed-use residential and commercial areas, with interconnected trails and open space, have enabled Fluvanna to reach its full potential in providing the highest quality of life for its citizens.

EXISTING CONDITIONS

Citizen surveys and task forces have been used to assess the demand for recreational facilities and programs in Fluvanna County. These studies suggest citizen demand for trails, a pool, sports fields, a community park, and for additional programs and facilities. The county also encourages private recreational facilities.

Facility Standards

There are five classifications for recreation facilities within the county: regional park, community park, neighborhood park, special use facilities, and district park. These classifications are based upon minimum standards for area and service. These classifications together provide a minimum of 16 acres of parkland per 1,000 citizens, or about 480 total acres for a population of 30,000. The county currently owns approximately 1,000 acres of parkland.

All parks should be designed and constructed in a manner which preserves the natural environment and showcases the natural features of the land. This approach does not preclude the development of amenities commonly provided in parks, but it does encourage environmentally responsible planning in accordance with the best available technologies and planning practices.

Parks support both active and passive recreational activities, through appropriate buffers

Carysbrook facility includes two lighted ball fields, a multiuse field, a playground, a picnic shelter, a mini skate park, and a community arts center. The Fork Union Community Center hosts a playground, an outdoor basketball court, a community center that houses the Jefferson Area Board for Aging (JABA) senior center, classrooms, an auditorium, and the Parks and Recreation administrative offices.

Neighborhood Park

Neighborhood parks are within walking distance of adjacent neighborhoods. They usually do not provide parking or restrooms. Amenities include playgrounds, shelters, trails, and multipurpose fields. School parks may function as neighborhood parks. Neighborhood parks span a minimum of five acres and have a service radius of one-half mile. A typical ratio for neighborhood parks is 3 acres per 1,000 persons. The Lake Monticello community, Broken Island, and other cluster developments have neighborhood parks that function as community parks with facilities for athletics.



**Figure PR-3,
Lake Monticello LMOA Park**

Special Use Facilities

Special use facilities includes recreation centers, aquatic centers, nature centers, outdoor swimming pools, school parks, mini parks, golf courses, urban spaces, historic sites, and greenways.

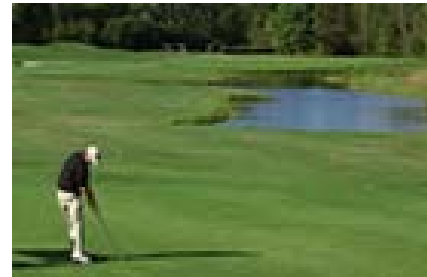


Figure PR-4, Lake Monticello Golf

Public Facilities

It is the mission of the Fluvanna County Parks and Recreation Department to promote opportunities for all residents to pursue safe and enjoyable leisure activities in balance with the protection and conservation of Fluvanna's natural resources, through cooperative development of programs and amenities to meet the needs of Fluvanna County Citizens. Parks and Recreation is comprised of two indoor facilities, three outdoor recreation areas, and various programs for the youth and adults of the county.

The Pleasant Grove Recreation Area, located in Palmyra on Thomas Jefferson Parkway (Route 53), is the central recreational area for citizens of all ages and interests. In 1995, the Board of Supervisors invested \$1 million in the purchase of this public park, which is now 800 acres. Both the Public Safety Building and the library are located on the Pleasant Grove property. Pleasant Grove offers open fields, river overlooks, a pole barn, a



**Figure PR-5, Pleasant Grove
Eastern Trail Head**

historic residence, and a farmers market. The county's signature events are hosted here, including Old Farm Day, the Kite Festival, and the Fluvanna County Fair.

One-and-a-half miles to the east of the main entrance, the Pleasant Grove Eastern Trailhead offers a dog park, ADA accessible picnic shelters with grills, an ADA accessible trail leading to the Rivanna River, and a permanent restroom. Pleasant Grove has been identified by citizens as one of the county's most valuable resources, and its development will continue according to the updated Pleasant Grove Master Plan adopted by the Board of Supervisors.

The Carysbrook Recreation Center is located on James Madison Highway (Route 15) next to Fluvanna Middle School. The center includes two lighted ball fields, a gymnasium with a multisport court, a fitness center, a playground, a skate park, an outdoor basketball court, and a picnic shelter. Programs are offered through Parks and Recreation and county-based youth sport organizations. The Carysbrook complex houses the Monticello Area Community Action Agency, the Fluvanna County Performing Arts Center, and the Department of Social Services.

The Fluvanna County Community Center is two miles south of Carysbrook on James Madison Highway (Route 15) in Fork Union. Recently renovated, the facility is located in the former Fork Union School and includes several meeting spaces, classrooms, an auditorium, and a kitchen. It is also home to the JABA senior center and the Parks and Recreation administrative offices. This facility is dedicated to the memory and service of Jerome J. Booker, former member of the Board of Supervisors and the first African-American to serve on that body.

The BreMO Recreation Area is owned by Dominion Virginia Power and managed by the County. The facility is located on BreMO Road (Route 656) east of BreMO Bluff, and consists of a ball field, picnic shelter, playground, and restrooms.



Figure PR-6, BreMO Recreation Area

The Fluvanna County School System has facilities that are appropriate for community use, and can expand community programs through cooperation with the parks department. Community groups and agencies regularly partner with the schools to provide additional recreational activities. In 2007, the county and the school system entered into a Memorandum of Understanding to make school facilities accessible for the provision of active recreation opportunities. The school system also has after-school programs, including varsity and junior varsity sports, and athletic and special interest clubs.

Private Facilities

A community's private recreational facilities are important for additional recreation amenities in the area. It is important that these private facilities supplement, not substitute for, public recreation facilities. In addition to the facilities described below, Fluvanna

citizens can stay fit at the private gyms located near Lake Monticello – Health Nutz Fitness and Aquatic Center, Anytime Fitness, and Orme Family Fitness.

The Scheier Natural Area on Long Acre Road (Route 639) is owned and overseen by the Rivanna Conservation Society, and aims to promote the enjoyment of the outdoors. Recreational uses include strolling, hiking, jogging, fishing, and environmental education. The Scheier Natural Area consists of one hundred acres of mixed upland woodland, pine regrowth, and open fields threaded with over three miles of trails.

The Fluvanna Heritage Trail is located on both public and private property, and is operated by the Fluvanna Heritage Trail Foundation. The trail consists of roughly five miles of trails at Pleasant Grove, plus the Rail Trail, which was developed from an abandoned CSX rail line. The Rail Trail is a loop near the County Administration Building in Palmyra. The Foundation collaborates with local agencies and organizations in the construction of trail amenities and renovating historical sites.

Through a VDOT transportation enhancement grant, the Foundation and the county partnered to construct three picnic shelters at the Pleasant Grove Eastern Trailhead, which opened in the spring of 2006. The foundation is also worked with the Fluvanna County Historical Society to provide additional trail connections to the Palmyra Mill Park. Considered part of the Heritage Trail, the park preserves and interprets the river lock and remaining mill foundation. The recently completed Rivanna River Bridge in Palmyra also connects the Palmyra and Pleasant Grove sections of the trail.

The Piedmont section of the **Virginia Birding and Wildlife Trail** comes through Fluvanna and Albemarle counties along the Monticello and Rivanna Loop. The Fluvanna sections are highlighted at Ruritan Lake, the Scheier Natural Area, and along the Heritage Trail. Ruritan Lake is a fifty-acre public lake developed with support from the Fluvanna Ruritan Club. Remnants of an old mill now lie submerged in the lake. The western end of the Fluvanna Heritage Trail begins just behind the historical Pleasant Grove House. This trail leads visitors through open fields of recent agricultural land and regenerating thickets surrounding old home sites. The eastern end of the Fluvanna Heritage Trail has a scenic panorama of the Rivanna River.

Camp Friendship is a private residential camp located in Palmyra on James Madison Highway (Route 15) and offers a variety of recreational opportunities in its off season. Frequently during nonsummer months, its facilities may be used for corporate, church, or family retreats. The camp's environmental education center is available for school field trips, and the tennis courts are available for use by the high school tennis team. The camp's gymnastic center offers gymnastic and dance classes to the community. Camp Friendship has one of the largest equine facilities in the area, with stables, an indoor riding facility, and an outdoor jumping ring. The camp has an outdoor recreation program offering a high and low ropes course, a swimming pool, a small lake, and a Rivanna River access point for canoes and tubing.

Lake Monticello is a private, gated residential community in the northwest area of the county. The community offers a wide array of recreational opportunities for its residents, and is built around a 352-acre lake with developed beaches and boat docks. The lake offers swimming, boating, fishing, and water skiing opportunities for residents and their guests. The community has a summer pool, tennis courts, an eighteen-hole golf course (open to public play), playgrounds, picnic facilities, and a sports field. The lake's amenities serve nearly 40 percent of the county's residents.

Fork Union Military Academy is located on James Madison Highway (Route 15) in Fork Union. The academy offers its students numerous athletic and recreation amenities. Baseball and football fields, a multiuse gymnasium, and an indoor swimming pool are located on the campus. These facilities, while not widely available for public use, are available to community groups with permission.

Private landowners throughout the county have developed their land to meet their personal recreational needs and desires. Private equestrian trails are common, as are hunting preserves. Some landowners have developed sports fields and courts, home fitness centers, and walking/hiking paths on their land for their private, noncommercial use.

New subdivisions are being developed with expanded opportunities for recreation. The development of active and passive recreational opportunities within communities is encouraged and/or required by the Fluvanna County zoning and subdivision ordinances.

Other Recreational Amenities

Private businesses, churches, and community-based organizations offer recreational opportunities for Fluvanna residents. Places of worship, in particular, routinely offer a variety of youth and adult recreational programs, after-school child care, summer camps, and other amenities.

Four primary bodies of water are accessible to the general public for recreation:

- **The James River** runs along the southern boundary of the county, with designated access points at Scottsville (on the Albemarle County line), Hardware, New Canton (in Buckingham County across from Bremo Bluff), and Columbia (in Cumberland County across from Columbia). Except during periods of high water, the James invites unpowered boating throughout the year, with designated points providing half to full-day excursions.
- **The Rivanna River** traverses the county from northwest to southeast, meeting the James River at Columbia. Through the efforts of the Rivanna Conservation Society (RCS), the river has been designated as the Rivanna River Water Trail as part of the Chesapeake Bay Gateways and National Park Service network of canoe and kayak trails. It has adequate access points at Crofton and Palmyra, as well as the Columbia ramp on the James

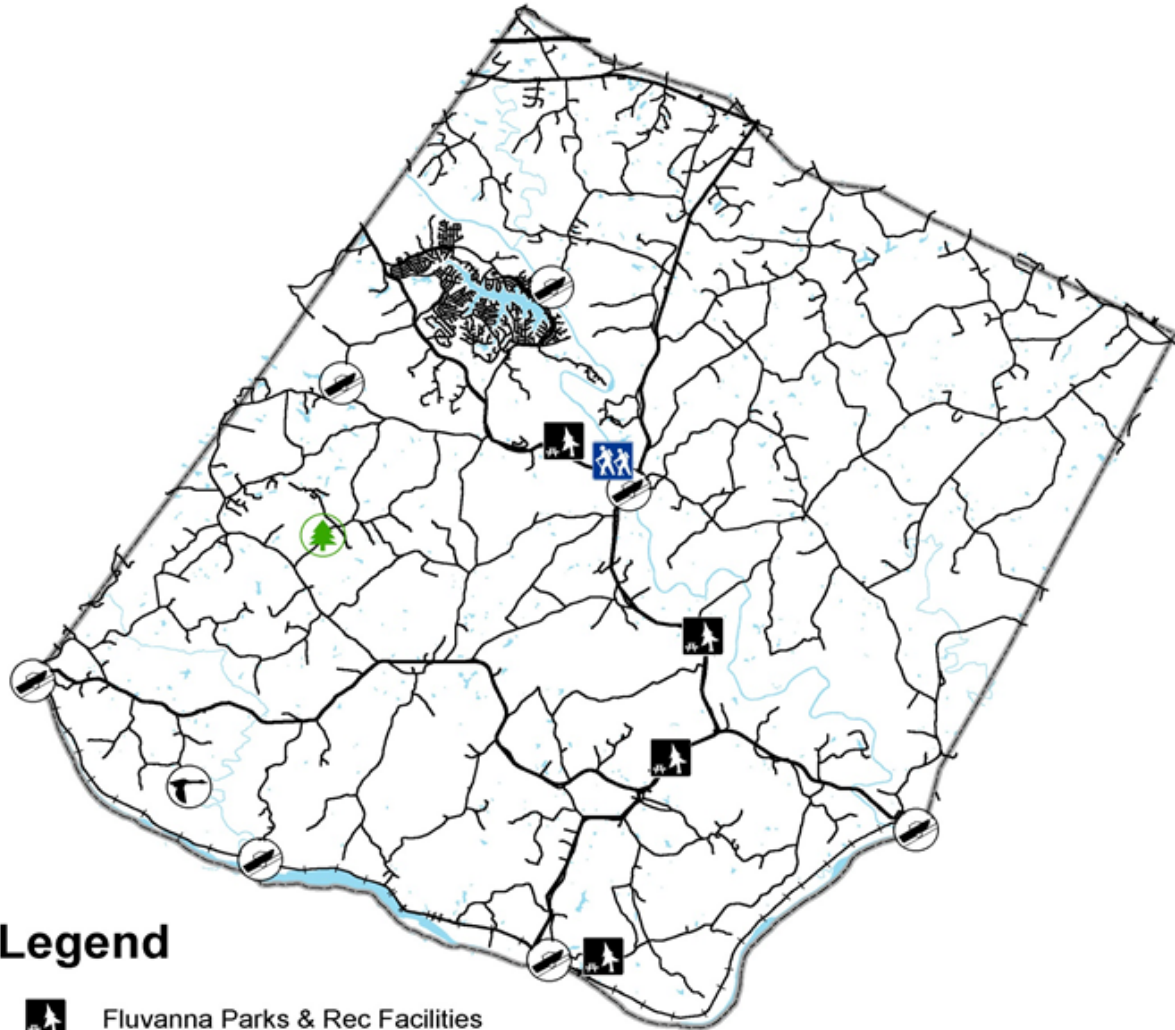
in Cumberland County. Due to old dams and natural obstacles, many stretches of the river are a challenge to navigate about six months of the year. The trip from Crofton to Palmyra is normally quite pleasant; however, it is easy to underestimate the demands of the lengthy trip from Palmyra to Columbia, where the trip culminates in a direct crossing of the powerful James. A map detailing the history and natural history of the Rivanna River from Charlottesville to Columbia is available from RCS, outdoor sport retailers, and online at <http://www.baygateways.net/watertrailmaps.cfm>.

- **The Hardware River** traverses the western end of the county to join the James River. The Hardware River Wildlife Management Area is located on Hardware Road (Route 646) in the southwest portion of the county. Recreational uses include hunting, fishing, and camping. The river does not have any designated access points for boat launch, and is navigable for only a few months of the year and with considerable exertion. For experienced boaters it can be an enjoyable trip well worth the effort.
- **Ruritan Lake** is located three miles west of Cunningham off Ruritan Lake Road (Route 619). Along with fishing, unpowered boating is permitted. A parking lot is provided for all visitors, and a concrete boat ramp provides good access for small boats and canoes. Visitors can fish the shoreline near the ramp and along the dam adjacent to the parking area. The development of a beach/swimming area could be explored.

Fluvanna County

Public Parks and Recreation Facilities

Not to Scale



Legend

-  Fluvanna Parks & Rec Facilities
-  Heritage Trail
-  Scheier Natural Area
-  Public Boat Launches
-  Hardware River Wildlife Management Area

Figure PR-7, Park Facilities

HOUSING

Providing Homes for Everyone

EXISTING CONDITIONS

Fluvanna County is a rural county characterized by a significant amount of open land, farms, and forests. Fluvanna experienced rapid growth in the 1990s, which peaked in 2001, with 453 building permits. Since then the county has seen a steady decrease in the number of building permits, down to 67 in 2011. 2012 and 2013 have seen modest gains, but two years is insufficient for assuming an upward trend. In total, 3,179 housing units have been added in Fluvanna since 2000 – a 43% increase.

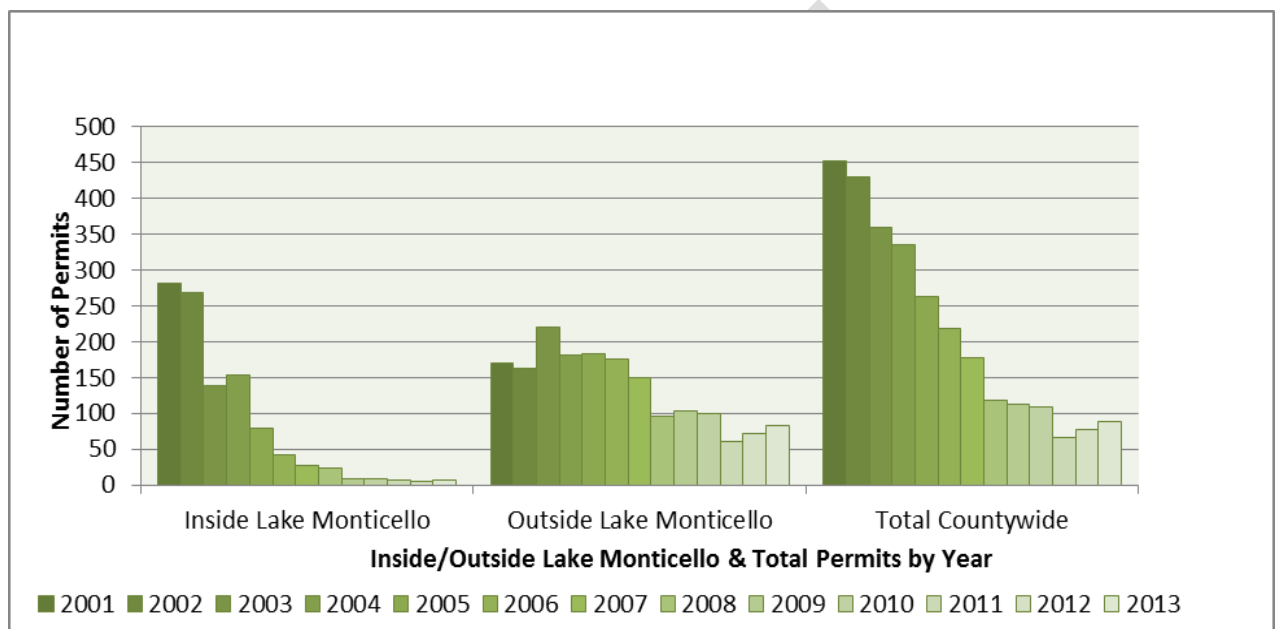


Figure H-1, Building Permits Issued for New Homes, 2001–2013

Lake Monticello, a private, gated community, was designed over forty years ago and began development in the late 1960s and in earnest during the 1970s. About 4,500 residential lots were created, with supporting central infrastructure and recreation facilities to serve the Lake community. Lake Monticello has provided a steady supply of housing, but as the community nears build-out, the number of new homes built in the county has slowed. The homes being built outside the Lake now outnumber those built inside.

Land in the county has increased in value, which in turn has influenced the overall cost of housing. Our slowed growth is due to market forces. Where the county was once considered a best buy, it is now comparable with surrounding counties.

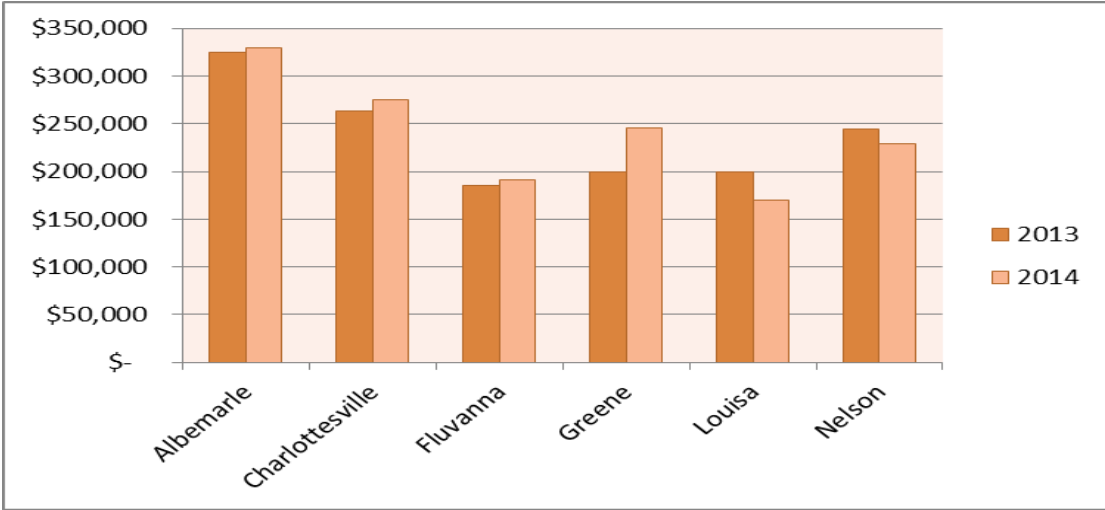


Figure H-2, 2013--2014 Median Sales Price (second quarter)

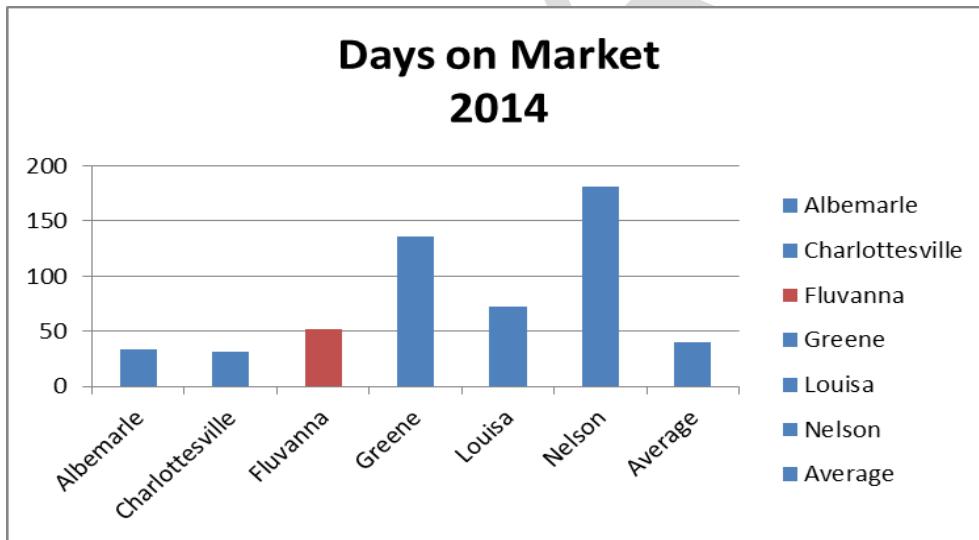


Figure H-3, 2014 Days on Market

The most significant change to Fluvanna’s housing was the adoption of a rural cluster subdivision ordinance in 2004. The rural cluster ordinance replaced the traditional two-acre subdivision. Any subdivision of more than five parcels in the agriculturally zoned areas of the county must be by rural cluster. The gross density of the subdivision did not change, but how the land was to be developed did. Some of the features and benefits of the cluster are:

1. The cluster ordinance requires that 75 percent of the land in any rural cluster development shall be permanently restricted to prohibit further residential, commercial, or industrial development. The open-space parcel may be used for the benefit of the homeowners in the subdivision or may remain a private farm.
2. The remaining 25 percent of the land may be used for the creation of residential lots with the same density possible with the traditional two-acre subdivision. The cluster lots are generally smaller in area than the traditional but with no minimum or maximum area assigned to each lot.
3. Sensitive areas are protected by incorporating them into the open space.
4. Housing is encouraged to be off the main roads and away from view.

Another issue to consider in Fluvanna is the limited infrastructure available for denser housing. Even as building lots inside Lake Monticello reach capacity, there has been continued growth around the Lake. Businesses, shopping, and other conveniences serve the area, and additional subdivisions have settled nearby. The Lake Monticello community makes up approximately 40 percent of the county's population.

Fork Union is served by central water, but sewer treatment is mostly private septic systems. Fork Union Military Academy has a sewage treatment plant to serve the school. The government complex and the people of Palmyra have a sewage treatment plant near the new Route 15 bridge.

Fluvanna has secured a three-million-gallons-per-day water withdrawal permit from the Department of Environmental Quality to pump water from the James River. The use of this water resource will certainly affect the future development of the county. Fluvanna and Louisa counties have partnered in the provision of this water. With the development of Zion Crossroads, water to that area will be a priority. Increased housing density in areas served by infrastructure will make planning and directing growth to designated areas possible.

Population Trends

Fluvanna County was, until recently, among the fastest-growing counties in Virginia. According to the Weldon Cooper Center, Fluvanna's population grew 28 percent between 2000 and 2006, from 20,047 to 25,668 people. Since that time, the county has grown much more slowly: Fluvanna's 2012 population was 25,749, meaning that growth since 2006 fell to .3%.

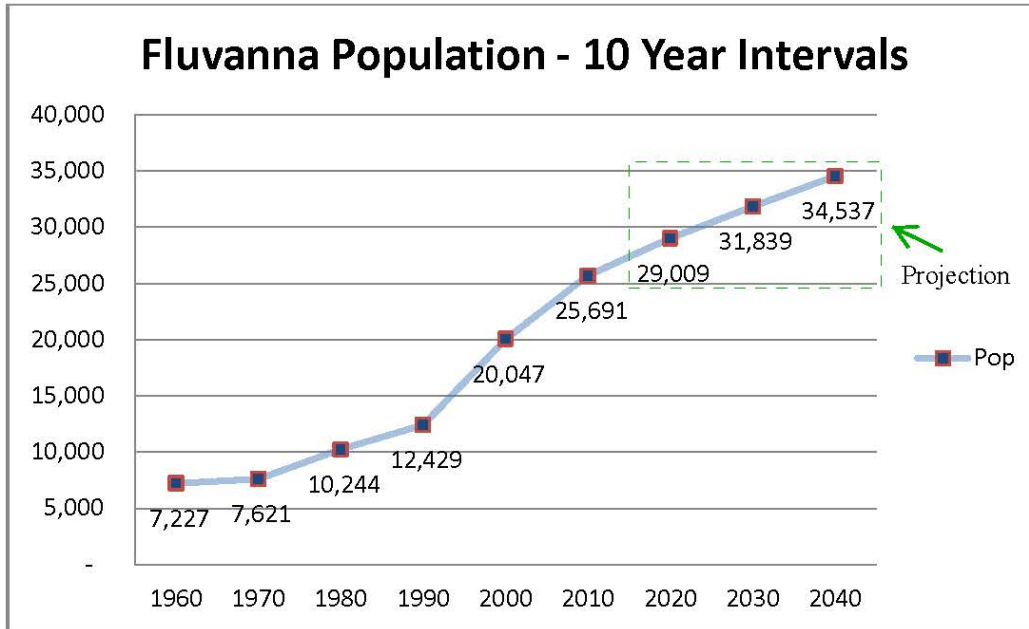


Figure H-4, County Population and Projection

Housing Trends

The 2000 Comprehensive Plan established community planning areas pursuant to the Code of Virginia, section §15.2-2223.1. The remaining 80 percent of the county was designated rural residential or rural preservation. Guidelines for growth in the planning areas recommend that the community planning areas absorb 70 percent of Fluvanna's growth, while rural residential and rural preservation areas provide for the remaining 30 percent.

While building permits have declined in number from year to year since 2001, new subdivision lots continue to be created, increasing potential housing stock. Most of the new subdivisions have been created in rural preservation and rural residential areas, particularly near the I-64 and Route 250 transportation corridors. Between 2001 and 2013, 3,816 subdivision lots were approved.

The mandatory rural cluster for major subdivisions in the A-1 zone has been successful in creating permanent open space in the county. Ordinances to reduce fragmentation of open space within rural clusters help ensure additional protections. The creation of new lots in the community planning areas has not reached the targeted guidelines, however. Without water and sewer to serve the targeted growth areas, higher density to accommodate growth is not possible.

In Fluvanna County, 2004 and 2005 saw the highest number of building permits issued, with a pattern of tapering off beginning in 2004. This is generally reflective of the regional housing market's slowdown.

2001–2013 Residential Activity—Subdivisions: Planning Area

Year	Community Planning Area	Primary Residential Planning Area	Rural Residential Planning Area	Rural Preservation Planning Area	Total	% Change from Previous Year
2001	21	70	11	43	145	49.50%
2002	26	69	13	98	206	42.10%
2003	67	40	97	172	376	82.50%
2004	67	63	91	199	420	11.70%
2005	228	102	115	501	946	125.20%
2006	32	44	250	392	718	-24.10%
2007	79	17	75	418	589	-17.97%
2008	80	4	33	33	150	-74.53%
2009	2	0	48	40	90	-40.00%
2010	40	0	45	30	115	21.74%
2011	6	0	2	14	22	-82.61%
2012	11	0	11	4	26	18.18%
2013	2	NA	4	7	13	-50.00%

Figure H-5, Subdivision Activity

Type

The majority of Fluvanna County residents currently live in single-family dwellings, either conventionally built or manufactured. The 2000 U.S. Census estimate for total housing units in Fluvanna was 8,018; the 2010 Census estimates total housing units at 9,449. In 2000, 631 households were vacant (7.8%) and in 2010, 934 were vacant (9.8%).

About 2 percent of county residents live in multifamily units. The addition of more multifamily units to the housing mix would increase Fluvanna’s housing options and availability.

Affordability

Affordable housing is defined as housing which costs less than 30 percent of the monthly gross incomes of residents whose household incomes are 80 percent or less of the area median income. Fluvanna’s median household income is \$68,288 and 80% of this is \$54,630.44 or \$4,552.53 per month. The cost of affordable housing, including utilities, in Fluvanna is then 30 percent of \$4,552.53, or \$1365.76. The cost of housing, particularly for new construction, has outpaced family income. Households earning less than \$50,000 are struggling to locate and afford a home.

Transportation is second to housing for costs to household budgets. A 2012 study conducted by the national Center for Housing Policy found that the combined burden of

transportation and housing costs for working families averaged 59 percent of annual income. In 2008 this number was 57 percent. Transportation costs are based on auto ownership, auto use, and public transit use, and take into account the cost of commuting, traveling for school, errands, and other daily routines. These expenses subtract from households' income available for housing costs.

Three main barriers to home ownership are: (1) home buyer education and financial planning, (2) money needed for a down payment and closing costs, and (3) the high cost of land and housing. The Regional Home Ownership Center (RHOC), founded by the Charlottesville Regional Chamber of Commerce, the Charlottesville Area Association of Realtors, the Blue Ridge Home Builders Association, and the Piedmont Housing Alliance, helps people achieve home ownership. People meet confidentially with certified housing counselors who review their credit and develop an individual financial strategy to help them buy their home.

The Fluvanna/Louisa Housing Foundation (FLHF) has a full-time housing counselor on staff to meet with individual clients. This nonprofit organization was established by Fluvanna County residents in 1990 to address substandard housing for residents. Since that time the foundation has installed plumbing in over a hundred homes, assisted more than thirty first-time home buyers, and performed hundreds of emergency repairs. The Foundation received no funding from Fluvanna County in 2013.

Availability

The Fluvanna/Louisa Housing Foundation manages the Housing Choice voucher program. According to the Department of Social Services, clients have a hard time finding rental units that fall within the monetary rental limits of the program and which meet HUD's minimum quality standards. This is especially true for one- and two-bedroom units, which are typically rented by elderly clients. Clients often have to go outside the area, particularly to Charlottesville, to find such rental units.

Assistance

The Piedmont Housing Alliance, partnering with Albemarle County and the Charlottesville Area Association of Realtors, established the Piedmont Regional Housing Fund to assist qualified home buyers with down payments and below-market mortgage funds. These funds have limited use and are only for families that live and work in the same community, and for selected occupations in the medical, teaching, police, and fire fields.

Habitat for Humanity constructs new homes for low-income (less than 50 percent of median income) homeowners. The increased cost of residential lots has made it difficult for nonprofit organizations to acquire land.

Planning for an Aging Population

Two age-restricted communities with assisted-living housing and facilities have been approved in the Rivanna community planning area. The southern part of the county is served by a nursing home in Fork Union. Smaller homes to own or rent designed with seniors in mind should be encouraged in the planning process. As the population of the county continues to age, mobility will become a prominent issue. Rural seniors who are

no longer able to drive face serious obstacles in accessing food and medical care. Fluvanna is certain to remain rural and automobile dependent, but creating options for non-drivers (compact, walkable areas, neighborhoods with mixed uses, and access to transit) is essential for allowing residents to thrive here throughout their lives.

Fluvanna County is outperformed by its neighbors in terms of the provision of affordable housing and housing programs. For example, Albemarle and Louisa have implemented down-payment assistance programs and work with agencies on homeowner education and maintenance programs. Louisa County also permits accessory apartments by right throughout the county, which is an important supply of affordable rental housing. Charlottesville requires affordable units associated with special use permits and rezonings that have a floor area ratio (FAR) of one or more (FAR = 1.0); that is, the floor space of the building equals or is greater than the area of the plot the building is set on.

Any rezoning application should be viewed as an opportunity to create some affordable housing (e.g., 15–20 percent of the units in the project). Partnerships are critical to the effective provision of affordable housing, and local governments should not be depended on too heavily. Local government action in collaboration with developers and nonprofit/nongovernmental organizations makes for stronger, more cohesive, and more sustainable housing programs.

DRAFT

HUMAN SERVICES

Partnership for a Healthy Community

EXISTING CONDITIONS

“Human services” is not the responsibility of just one group or agency but rather the collaborative efforts of many, including social services, the health department, parks and recreation, the schools and education system, churches, and the community. Some services affect Fluvanna County residents across their life span. These include housing, education, and health services.

Fluvanna’s 2010 U.S. Census data shows that residents under 18 make up 21.7 % of the population (down from 23.6 % in 2000) and that residents over 65 make up 17.6 % of the population (up from 14 % in 2000). Statewide, for comparison, 22.6% of residents are under 18 and 13.4% of residents are over 65. These numbers suggest that the county has a growing senior population, and seniors’ demand for services is likely to increase over time.

From 2008-2012, Census data shows that Fluvanna has a lower percentage than the Commonwealth of people living below the poverty line (6.7% and 11.1%, respectively). Over the last two decades, the proportion of Fluvanna residents living below poverty levels has decreased. In 1990, 10.5 percent of the population was below the poverty line; by 2005, 6 percent of the population was. Despite this change, the demand for human services has continued to expand. Some of the primary agencies and programs for county citizens are discussed in this chapter.

Human Service Agencies

Virginia Department of Social Services

The Virginia Department of Social Services (VDSS) provides programs and services to help people overcome poverty, abuse, and neglect, achieve self-sufficiency, and shape strong futures for themselves and their communities.

Many of the programs are mandated at the national and state level and receive grants, but these resources are often not enough. Caseloads continue to increase, as staff levels are insufficient to meet demand. The Department of Social Services estimates that ten additional staffers are needed to handle 50 percent of the caseload, or eighteen additional staffers to handle 83 percent.

If the county is not able to provide the increased funding, the following impacts will occur:

- Loss of federal and state funding
- Staff turnover
- Ongoing and increasing difficulty in meeting federal and state mandates
- Inability to improve or to continue services at the current resource level

Fluvanna County Social Services

Fluvanna County Social Services' mission is "To be a leader in collaboration with other community agencies, to serve county citizens promoting self-reliance, well-being and the best possible quality of life." In order to achieve this mission, Fluvanna County Social Services offers a number of service programs to meet local needs. Service programs include:

VIEW (Virginia Initiative for Employment not Welfare)

Initiated in 1997, this program assists individuals with employment opportunities and promotes the goal of self-sufficiency. Supportive services are provided as needed and may include child care, transportation, medical and dental services necessary for employment, and other work-related expenses. All Temporary Assistance to Needy Families (TANF) and TANF-UP recipients must participate unless exempt.

Adoption

Registries are maintained of approved for adoption and of children available for adoption, while a variety of efforts attempt to bring these families and children together. Local children's adoptions, including required court reports and home studies of adoptive families, are approved by the local department.

Adult Protective Services

Reports of abuse, neglect, and/or exploitation are investigated regarding adults age sixty and over and disabled adults over the age of eighteen. Services are delivered to protect adults at risk of abuse, neglect, and/or exploitation. Efforts are coordinated with the Commonwealth's attorney, Sheriff's Office, community resources, and family members.

Adult Services

Case management services allow aged or disabled adults to remain in the least restrictive setting and function as independently as possible through family and social support systems. Long-term care services are available and include arrangements for care such as home-based assistance, personal care, adult day care, or placement services. In coordination with the Health Department, prescreenings for Medicaid personal care are performed.

Child Day Care Services

Case management services assist eligible families in procuring day care for children, for less than twenty-four hours per day. Services promote parental choice, consumer education, state health and safety standards, child care and early childhood development resources. Services are constrained by funding.

Child Protective Services

Reports of abuse and neglect of children under the age of eighteen are investigated with the goal of protecting children from physical, mental, sexual, emotional, and medical neglect, and from abuse and exploitation. Services are developed with the family to prevent and alleviate family dysfunction and child abuse and neglect.

Family-Based Services

Services include intake services, prevention and support services, and domestic violence services. These services assist families in cases where a child is likely to enter foster care unless services are provided.

Family Planning

Services are provided to help individuals to determine the number and timing of their children. These services are frequently coordinated with the State Health Department or other medical provider.

Foster Care

Temporary substitute care is arranged for children who cannot be in their own homes. The agency becomes the child’s legal custodian, and as such is responsible for the child’s care and well-being. In some circumstances, arrangements are made for the parent to retain custody with temporary substitute care for the child.

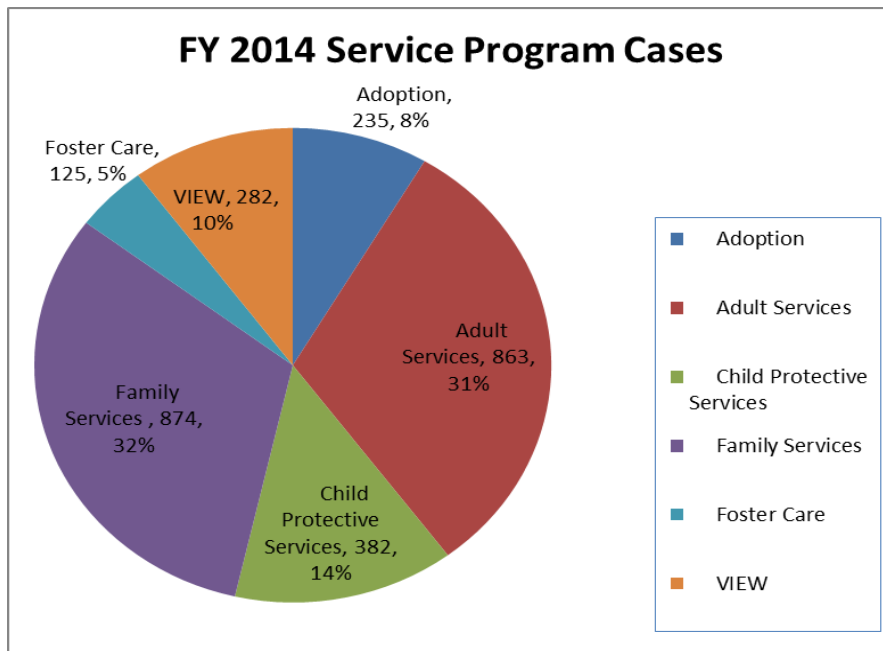


Figure HS-1, FY 2014 Service Program Total Cases

Provider Approval

Local agencies approve the following providers of care: adoptive parents, foster parents, adult family care providers, and companion providers. Child-care providers are either approved by state licensure or Children, Youth and Family Services (CYFS) for family day-care homes.

Figure HS-2 shows the total number of service program cases for Fluvanna County for the 2014 fiscal year.

Fluvanna County Social Services administers benefit programs supported by federal, state, and local funds, including:

Auxiliary Grants Program (AG)

Financial assistance is available for certain needy aged, blind, or disabled persons in adult care residences. The resources of these individuals must be insufficient to cover the cost of their care.

Emergency Assistance to Needy Families' Children

Financial assistance may be paid to a family or provider of service during specific emergency situations.

Energy Assistance Program

Eligible low-income households receive federal energy assistance with their home heating and cooling bills. Faulty heating/cooling systems may also be repaired in households eligible for fuel assistance.

Family Access to Medical Insurance (FAMIS)

This health insurance program provides access to health services for children of working families.

SNAP

This federal program supplements the food budgets of lower-income households. Eligibility is determined by financial need, income, resources, and nonfinancial criteria such as student status and work registration.

General Relief (GR)

This state/local program provides limited assistance for monthly care of a nonrelative child for whom the recipient has custody.

Medicaid

This federal/state program provides medical care for specified needy persons. Eligibility for Medicaid is determined by the local Social Service department according to criteria established by the Department of Medical Assistance Services.

Refugee Resettlement Program

This federal program provides medical and cash assistance to eligible refugees who settle in Virginia.

Temporary Assistance to Needy Families (TANF)

This program provides temporary financial assistance to eligible families with children. To be eligible, a family must meet financial criteria, along with certain other requirements such as citizenship, and have a child living with a parent or other relative.

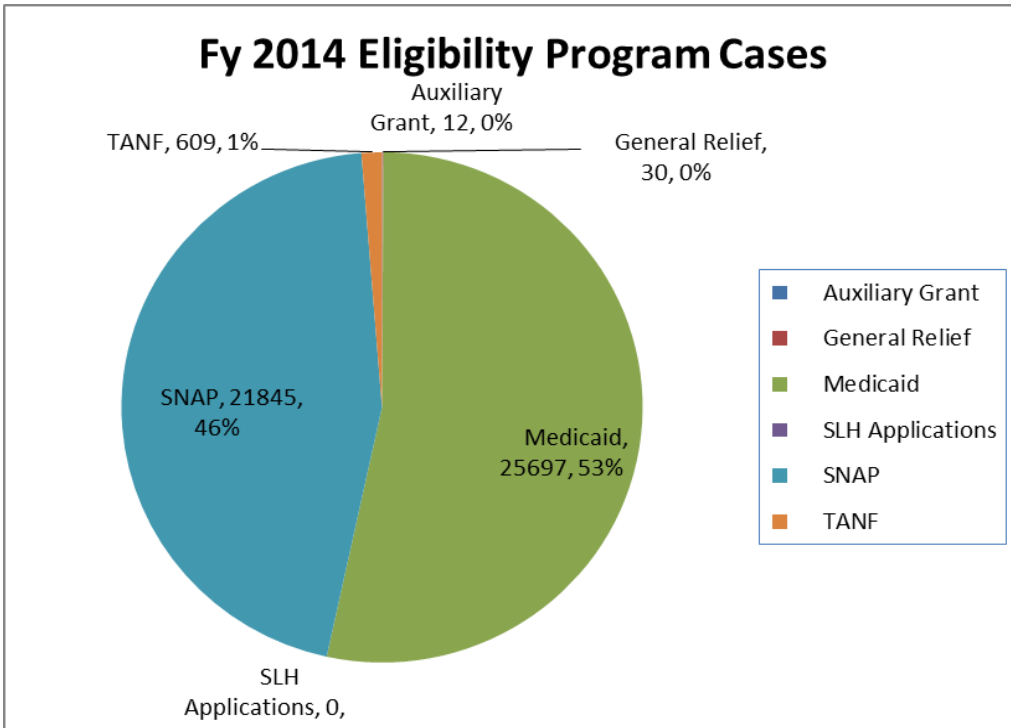


Figure HS-2, FY 2014 Eligibility Program Total Cases

The pie chart above shows the total number of eligibility program cases for Fluvanna County for the 2014 fiscal year. Medicaid cases accounted for 53 percent of the total number of cases, while SNAP cases made up 46 percent. The total number of all other cases accounted for the remaining 1 percent. For these programs, each case represents one use of the program per person.

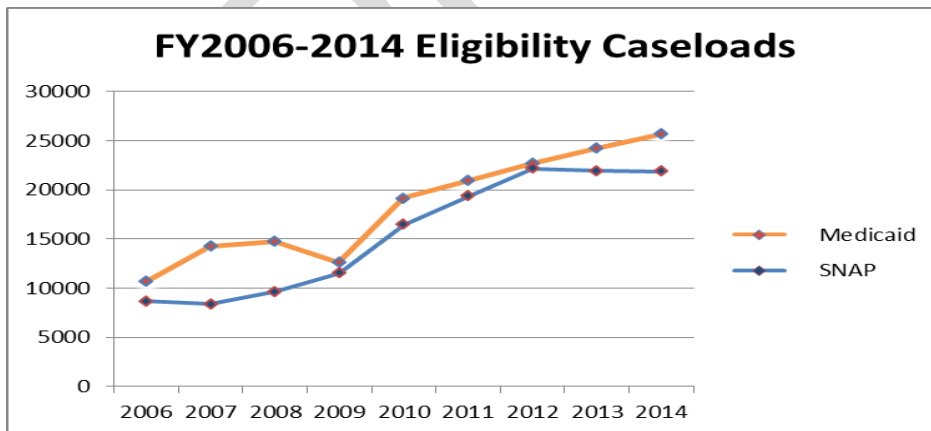


Figure HS-3, FY 2006-2014 Eligibility Program Total Case Load Comparison

The graph above shows the total number of Medicaid and food stamp cases from FY 2006-2014. These statistics do not indicate the percent increase of participants in each

program, just the number of times a program benefit was utilized (i.e., a case). Medicaid cases increased over this period by 141%, and SNAP cases increased by 152%.

At present, offices providing human services are located in Palmyra, Carysbrook, and the Fluvanna Community Center in Fork Union. In the past all human services offices were located in Palmyra. A central location for all human services would be helpful to citizens and employees, and there are plans to centralize these services again at the former library site in Carysbrook.

Region Ten Community Services Board

Established in 1969, the Region Ten Community Services Board (CSB) is part of a statewide network of community services boards working to provide mental health, intellectual disability, and substance use services where they are needed—in the local community. An agency of local government, the Region Ten CSB is committed to serving the residents of the city of Charlottesville and the counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson by offering a broad range of services distinguished by innovation and advocacy.

The Fluvanna office of Region Ten offers the following services on site:

- Office-based outpatient mental health therapy (children/adolescents, adults, families)
- Substance abuse services (assessments/drug screening, brief intervention/education, outpatient individual and group counseling for adolescents, adults, and Virginia Alcohol Safety Action Program [VASAP]).
- Anger management classes for adults and for adolescents
- Educational support services (school-based day treatment)
- Mental health case management services (adults, children/adolescents)
- Intellectual disabilities case management services (adults and children)
- Prevention services (school-based prevention services contracted by Fluvanna County schools—provided by the Charlottesville-based prevention team)
- Psychiatric and psychiatric-medication services are offered at our Louisa and Charlottesville offices to persons who are participating in other clinical services in the Fluvanna office.

In 2013, Region Ten served 6,732 persons, 577 of whom were from Fluvanna. Region Ten strives to provide the latest, most proven, and most reliable treatments to its consumers.

Virginia Cooperative Extension

The Virginia Cooperative Extension serves all individuals and families of Fluvanna. Programs available are in the areas of agriculture and natural resources, 4-H youth development, family and consumer sciences, and community viability. Examples of classes made available to citizens are a nutritional program called Smart Choices. This class also features gardening instruction in the community garden at Pleasant Grove. Many educational programs, including the benefits of conservation easements, leadership in the community, and food safety and science are part of the service.

The Fluvanna County Health Department

The Fluvanna Health Department provides services to all citizens. Services are not free, but charges are based on income. Inquiries are not made into citizenship and immigration status. Services provided include family planning, WIC (women, infants, and children) nutrition programs, immunizations, tuberculosis testing and treatment, rabies treatment, testing and treatment for sexually transmitted diseases, testing and treatment for HIV (human immunodeficiency virus), and ADAP (AIDS Drug Assistance Program) to help eligible patients obtain necessary prescription drugs and health education.

CHIP (Children's Health Insurance Program)

Jefferson Area CHIP Inc. is a not-for-profit home visiting program serving children, families, and pregnant women from low-income households. Using a team approach of a nurse and a family support worker, CHIP assists families in meeting both their health and social needs. Services provided include growth and development assessments, home safety assessments, education on improving parenting skills, and assistance in using community resources. Through collaboration and referral to other agencies, CHIP is able to assist families in improving their health and well-being, and promote self-efficiency.

Library

The new library building, completed in 2008, is located next to the Public Safety Building at Pleasant Grove. The new library offers county residents an expanded reading collection, increased computer access, additional programs, additional hours of operation, and two meeting rooms for library and community group use. The library (as of June 30, 2006) owns 42,852 books and audiovisual items. Library users borrow approximately 10,000 items per month. The library is open forty-eight hours per week. There are three full-time and three part-time employees. The library's operating budget for the year ending June 30, 2006, was \$235,287, 75 percent from Fluvanna County and 25 percent from the Commonwealth through the Library of Virginia. The library partners with county government agencies and a variety of community groups to distribute information and to act as a community information resource. The library maintains a deposit collection of paperback books at the Lake Monticello Clubhouse as an additional outlet for library service to satisfy a Library of Virginia requirement. The library is governed by a board of trustees appointed by the Board of Supervisors. The library board hires a library director to manage the daily operations of the library.

Faith-Based and Nonprofit Organizations

The Monticello Area Community Action Agency (MACAA) is a nonprofit, community-based organization dedicated to eliminating both the causes and conditions of poverty in central Virginia, serving the following jurisdictions: Charlottesville, Albemarle, Fluvanna, Louisa, and Nelson. A food pantry and household goods and clothing distribution are made possible through MACAA at their office in Carysbrook.

The Fluvanna Christian Service Society has created the Happy Face Program to give Christmas for children and food baskets at Thanksgiving and Christmas.

The Jefferson Area Board for Aging (JABA) offers a senior program two days a week at

the Fork Union Community Center. Activities include health discussions, passive and active recreation, and lunch. Home visits may be made to help provide care or referrals.

The United Way works with the county to provide volunteer opportunities to interested citizens. The United Way Thomas Jefferson Area has a volunteer clearinghouse, and the county has partnered with them to provide training for Fluvanna County agencies that use volunteers, along with how to register their volunteer opportunities on the United Way Web site, www.BeAVolunteer.info. The county Web site has a link, www.co.fluvanna.va.us, which allows anyone to search for volunteer opportunities.

Housing and Homelessness

To address the needs of the homeless in the county, the county works with the Thomas Jefferson Coalition for the Homeless to seek a regional approach to the needs of the homeless. The county will continue to coordinate with key local and regional agencies, including the Fluvanna/Louisa Housing Foundation, the Department of Social Services, the Monticello Area Community Action Agency, the Region Ten Community Services Board, the Shelter for Help in Emergency, and the Salvation Army. This is an area of service that needs to be strengthened locally and regionally.

Similarly, affordable home ownership is a continuing and increasing concern as the cost of homes continues to rise much faster than household incomes. The county needs a variety of affordable housing opportunities for home ownership and rentals. Emergency repairs are another need for the county's existing housing.

The Fluvanna/Louisa Housing Foundation (FLHF) serves about one hundred families per year who are in need of affordable rental housing or health- and safety-related home adaptations or repairs. Over the past sixteen years, the foundation has installed plumbing and remodeled over one hundred homes and built twenty-five new homes in the county. Providing rental assistance and home repairs to keep people safe in their existing homes is the foundation's primary focus.

Habitat for Humanity also assists in the construction of affordable homes in the county. Habitat has purchased twelve acres and is planning to use this land for affordable housing for qualified families. The ninth Habitat home was completed in Fluvanna in 2007.

Housing is discussed in more detail in chapter 9, "Housing."

Needs of Children and Youth

Collaborative efforts of the Youth Advisory Council (YAC), Parks and Recreation, schools, and human services agencies are essential to identify the needs of our children and youth. YAC is a Board of Supervisors-appointed advisory group tasked with creating a forum for the exchange of information about youth services, activities, and programs available to youth in Fluvanna County. YAC is committed to supporting new and existing initiatives that help children enjoy learning, recognize and develop their talents, and participate fully in their community. The Children's Services Act (CSA) provides services and funding for at-risk youth. CSA has just completed a cost-containment study

to recommend improvements to the program and the best use of available funds. Every four years a committee of individuals representing all of the human service agencies, including courts and schools, performs a community-needs assessment. These needs can be addressed in ways that maximize financial resources and human effort.

According to the Children's Services Act cost-containment recommendations, recreation opportunities play a significant role in providing more constructive after-school opportunities for both at-risk and not-at-risk youth populations. Before- and after-school child care and educational and recreational programs are available through the schools and the Department of Parks and Recreation. Fluvanna County schools offer several opportunities such as structured activities, schoolwork, and recreation as a part of the Extended Education Program at Central Elementary School. Middle school students also may participate in after-school clubs. Additional facilities and programs to meet the demands for at-risk youth, such as after-school programs, are needed.

As part of the Extended Education Program, a summer program cares for children from 7:00 a.m. to 6:00 p.m. The Parks and Recreation Department provides summer activities and day camps for children. Transportation is often a deterrent to children being able to participate in activities. Transportation for children and youth to programs offered by the Department of Parks and Recreation enhances participation in these programs, particularly for children from low-income families. Some transportation is provided by Parks and Recreation, but JAUNT is a valuable partner to make the programs available to a larger number of children through their youth transportation services.

Beginning in the fall of 2007, parent education was made available to all citizens. A parent educator works out of the local CSA office, and another works with the Virginia Cooperative Extension office, which provides classes for court-referred clients. For all activities and programs offered by the Virginia Cooperative Extension, go to www.ext.vt.edu/offices/fluvanna.

Needs of Senior Adults

The Fluvanna County Community Center in Fork Union offers seniors a place to gather and enjoy programs. The newly renovated center has become a hub of activity. The use of the community center by all generations is beneficial to both young and old. The center would like to encourage multigenerational programs and mentoring. JAUNT provides transportation for some, but additional public transportation is needed. Housing that meets the needs of seniors both in design and affordability is a priority.

EDUCATION

Fluvanna County Public Schools provide quality education for all students to acquire the skills, knowledge, and values needed to develop into responsible and productive citizens. The school system maintains an educational partnership of educators, learners, parents, and a dedicated community.

EXISTING CONDITIONS

Public Schools

Fluvanna County has a school-age enrollment population of approximately 3,600 and the schools’ targeted student-teacher ratio is 22:1.. Fluvanna County educational resources include three elementary schools, one middle school, and one high school. All schools are fully accredited. Career and Technical Education courses (CTE) are offered at the high school. CTE programs offered include: business, health and medical sciences, TV production, agriculture, culinary arts, marketing, cosmetology and barbering, carpentry, teachers for tomorrow, and pre-engineering. Other course options may be available to students through dual-enrollment agreements with Piedmont Virginia Community College (PVCC) and the University of Virginia. There are also opportunities through online courses. Fluvanna County Public Schools is 1 of 22 districts, in the State with all schools fully accredited.

Figure E-1: Spending and Revenue per Student

	2013	2008
Total revenue	\$9,505	\$8,943
Total expenditures	\$9,497	\$8,677

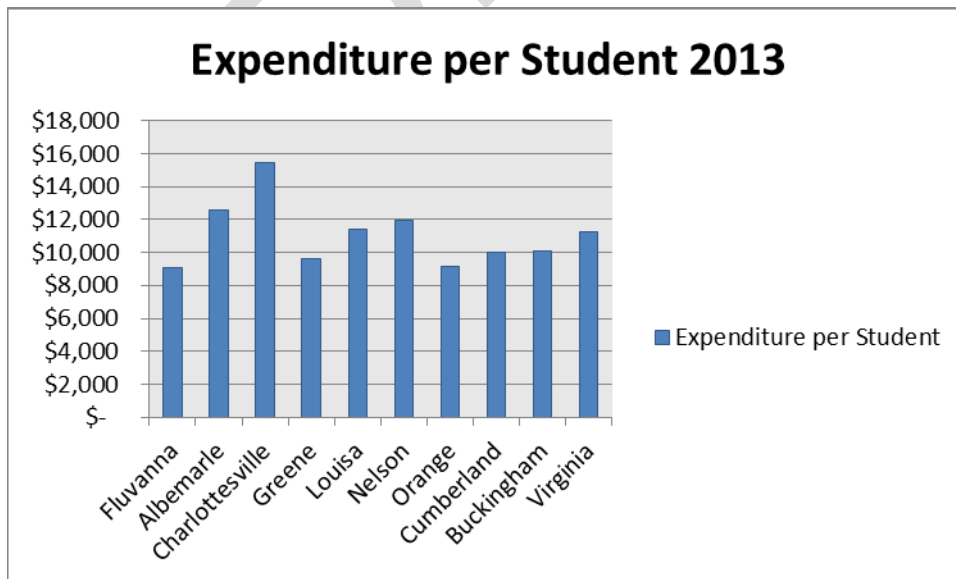


Figure E-2: Expenditure per Pupil

Fluvanna County Public Schools Demographics (as of December 11, 2014)

<p><u>Schools</u> Total Schools = 5 Primary (PK-K) = 1 Elementary (1-2) = 1 Elementary (3-4) = 1 Middle (5-7) = 1 High (8-12) = 1</p>	<p><u>Students K-12</u> Total Students = 3561 West Central Primary (K) = 229 Central Elementary (1-2) = 515 Carysbrook Elementary (3-4) = 569 Fluvanna Middle (5-7) = 853 Fluvanna County High (8-12) = 1395</p>	<p><u>Student Demographics</u> American Indian = less than 1% Asian = less than 1% Black = 14.8% White = 73.4% Hispanic = 4.6% Native Hawaiian = less than 1% 2 or more = 6.5% Economically Disadvantaged = 31%</p>
<p><u>Average Daily Attendance</u> Elementary = 96% Secondary = 96%</p> <p><u>Average Teacher/Pupil Ratios</u> West Central (K) = 1:19 Central (1-2) = 1:21 Carysbrook (3-4) = 1:24 Middle(5-7) = 1:23 High (8-12) = 1:26</p>	<p><u>Transportation</u> Number of square miles covered by district = 280 Total number of students transported home to school = 3,206</p>	<p><u>Students Receiving Additional Services</u> Pre-K = 75 Special Education Students = 396 504 Students = 90 Gifted Students = 226 LEP Students = 64</p>
<p><u>Graduates</u> 2014 Graduates = 264 Advanced Diplomas = 135 Standard Diplomas = 102 On-Time Graduation Rate = 91.21%*</p> <p>Attending 4-year College = 33% Attending 2-year College = 34% Continuing Education in Other Areas = 5% Enlisting in Military = 8% Entering Work Force = 18% Other = 2%</p>	<p><u>Career and Technology Education</u> Total CTE Enrollment (duplicated) = 1033 Percent of Students enrolled in CTE = 50% CTE Completers = 55% CTE Industry Credentials = 654 CTE Completers Earning a Credential = 83%</p>	<p><u>CTE Program Offerings - Current</u> Agriculture Business and Information Tech. TV Production Carpentry Cosmetology/Barbering Culinary Health Occupations Leadership Pre-Engineering Teacher Cadet</p>
<p><u>Employees</u> Total = 510 Certified Staff = 300 Highly Qualified = 100% Teachers Master's Degree or Higher = 53%</p> <p><u>Finance</u> Adopted Operating Budget = \$36,481,936 Budgeted Per Pupil Expenditure = \$10,346 Budgeted Average Daily Membership = 3,526</p>	<p><u>FY15 Adopted Budget</u> Instruction = \$26,836,506.26 Administration, Attendance & Health = \$1,525,949.94 Transportation = \$2,719,563.52 Operations & Maintenance = \$3,681,626.45 Debt Service = \$0 Technology = \$1,718,289.83</p>	

Library

The Library was completed in 2008 and is located next to the Public Safety Building at Pleasant Grove. The Library offers County residents a reading collection, computer access, programs, ebooks, and two meeting rooms for library and community group use. The library owns 71,216 books and audiovisual items as of August 1, 2014. Library users borrow approximately 18,600 items per month. The library is open 54 hours per week. There are three full-time and four part-time employees. The library's operating budget for the year ending June 30, 2014 was \$263,551,77 percent from Fluvanna County and 23 percent from the Commonwealth through the Library of Virginia. The library partners with county government agencies and a variety of community groups to distribute information and to act as a community information resource.

The library has a deposit collection of paperback books at the Lake Monticello Clubhouse. A board of trustees appointed by the Board of Supervisors governs the library. The library board hires a library director to manage the daily operations of the library.

Private Schools and Homeschooling

Approximately 6 percent of the county's student-age population does not attend public schools. Options for nonpublic elementary, middle, or secondary education in the county include homeschooling, Effort Baptist Church, the Open Door Christian Academy, the Fork Union Military Academy, the Oakland School, and the newly established Light Academy. Children from Fluvanna also attend private schools in Albemarle and Buckingham counties and the Richmond area.

Homeschooling began in Fluvanna County in 1984. The homeschooling population has increased from 120 in 2008-2009 to 157 in 2013. Projections from the national and state levels call for continued growth in this segment of education, so Fluvanna County might expect to follow the same trends. Most children who are homeschooled return to the public school system in middle or high school years.

Technology

County schools are equipped with technology labs. The schools have a wireless local area network within each building and a wireless wide area network between school buildings. There is a computer in each classroom, and all county public schools have Internet capabilities.

Adult Education

According to the 2010 Census Bureau Web site, www.census.gov, the education level in Fluvanna's adult population consists of:

- 14.3% with less than a high school education (25 or older)
- 33.3% high school graduates or higher (25 or older); including
- 28.6% with bachelor's degree or higher (25 or older)

Presently, Fluvanna County offers General Educational Development (GED) and Adult Basic Education (ABE) programs for those who have not completed their high school

education. The Families Learning Together program is offered to adults with children in grades PK–3 who have not completed their high school education.

Workforce Preparedness and Continuing Education

Fluvanna County is located close to a major university (the University of Virginia) and two community colleges (Piedmont Virginia Community College and J. Sargeant Reynolds Community College), and has a strong relationship with the Charlottesville Albemarle Technical Education Center (CATEC).

University of Virginia

The University of Virginia (UVA) is located in Charlottesville, Virginia, less than thirty miles west of Fluvanna County. UVA continues to rank in the top twenty-five national universities, public and private (<http://www.virginia.edu>).

Piedmont Virginia Community College

Piedmont Virginia Community College (PVCC) is a nonresidential two-year institution of higher education that serves central Virginia—principally residents of Charlottesville and the counties of Albemarle, Buckingham, Fluvanna, Greene, Louisa, and Nelson. PVCC is located in Albemarle County, approximately thirty miles west of Fluvanna County. The college offers fifty-two associate degrees and certificate programs. PVCC also offers noncredit workforce classes and certificates as well as individual classes for personal enrichment (<http://www.pvcc.edu>).

J. Sargeant Reynolds Community College

J. Sargeant Reynolds has two campuses in Richmond, Virginia, and one in Goochland County. The college is the third largest in the Virginia Community College System, enrolling students at all three major campuses, five off-campus sites, and through distance learning. The college currently offers twenty-four two-year occupational/technical degree programs, nine occupational/technical certificate programs, five two-year college transfer programs, and forty-three career studies certificate programs requiring less than one year of full-time study (<http://www.jsr.cc.va.us>).

Charlottesville Albemarle Technical Education Center (CATEC)

CATEC offers programs to students at all ability levels. Students may seek employment upon graduation and/or to continue their formal education through apprenticeship programs or advanced study at technical institutes, community colleges, and universities (<http://www.catec.org>).

Other Institutions

Other colleges, universities, and technical schools are within an hour of Fluvanna, or offer satellite or online classes and credits. Virginia Commonwealth University, Longwood, Virginia Tech, Mary Washington, Mary Baldwin, and George Mason are relatively close, or have satellite programs available to residents of central Virginia.

PUBLIC SAFETY

Planning for a Safe Future

Public safety serves a vital role in the community: providing for the safety and welfare of the public through the preservation of life, health, property and the environment and coordinating lifesaving services. Essential services include response to fires and hazardous materials incidents, special operations, countywide radio system coordination, E-911 communications, and emergency management.

The Fluvanna County Sheriff's Office, Fire and EMS volunteer agencies, Fluvanna Emergency Communications Center and Fluvanna Department of Emergency Management all function with common purpose, training and orientation to provide these services to Fluvanna citizens and visitors.

Coordinating Emergency Services with Growth

Emergency call volumes will increase as development results in population growth. Growth will increase the demand for services beyond current levels. Reducing, or even maintaining response times will become more difficult. New technology can improve the efficiency of resources, but public safety requires that staffing, vehicles and equipment, and facilities grow apace with new development. Planning for the future includes ensuring adequate ratios of staffing and facilities to population.

Law Enforcement

The Fluvanna County Sheriff's Office has primary responsibility for law enforcement in the County. The Sheriff's Office is responsible for the enforcement of criminal, traffic, and regulatory laws, service to the courtrooms, security of the judge, transportation of prisoners, and civil process.

The Virginia State Police generally focus on traffic safety, but provide additional assistance at the request of the Sheriff's Office. Lake Monticello employs a small private police force to provide law enforcement services primarily inside the gates of the Lake Monticello community.

Community Policing

The increase in population due to development is changing Fluvanna's demands on law enforcement. There is an increase in drug activity, potential gang activity, and an increase in serious crimes such as domestic violence (although the overall crime rate is down).

Citizens of Fluvanna are invaluable to the safety of the county. Community policing is a means to educate citizens, build good communications between the community and the sheriff's office, and provide a visible security presence. Individual deputies are assigned to geographic sectors of

the County as community liaisons to keep deputies up-to-date on activities within the community. Neighborhoods can implement Neighborhood Watch programs with the help of the sheriff's office. As the County's population increases, more Neighborhood Watch projects will be initiated.

School Security

The presence of a school resource officer (SRO) improves school safety by patrolling hallways, parking lots, and cafeterias. Officers also assist school staff in responding to disturbances, counseling students, and teaching safety and drug prevention. Two SROs share responsibilities among the schools with primary time dedicated to the high school and middle school. Additional funding and staffing are needed for the elementary schools coverage and for a supervisory position.

Hunter Safety

Responsible hunting is a traditional activity for many county residents, and hunter safety is an important issue in a rural area like Fluvanna County. The game warden or sheriff's office conducts hunter safety classes through the Department of Conservation and Recreation twice a year at no charge.

Fluvanna County Sheriff's Office

In 2003, the Sheriff's Office moved into a new, larger facility, which increased the efficiency of Sheriff's Office operations. Fluvanna's secured E-911 communication center is housed in this building, as well as a dedicated space for an Emergency Operations Center (EOC). The EOC is used as a facility to coordinate County emergencies and also serves as a multipurpose area for trainings and community public safety-related meetings.

The office implemented Automated Fingerprint Identification System software for its criminal records exchange system, installed mobile data terminals (MDTs) and video cameras in patrol vehicles, and purchased needed personal protection and hazmat equipment. The agency's staff has completed advanced training initiatives to increase their capacity to respond to incidents. This training has been particularly noticeable in the sheriff's investigation and enforcement efforts against illegal drug trafficking and other criminal activities. These additions have contributed to the County's safety and security, which is evident in the current downward trend in the County's overall crime rate.

As of 2014, there are 32 trained deputies on staff. Three full-time deputies are assigned to the courthouse four days a week, and are supplemented with two part-time employees. One deputy acts as a civil process server to handle 6,000 to 9,000 civil papers annually (supplemented by other deputies whose duties include other tasks). Sixteen are assigned to patrol duty. There are four criminal investigators and two school resource officers. Two trained Animal Control officers are assigned to animal control enforcement. The office also has one part-time deputy for

property and evidence management. This staffing represents approximately 72% of what is needed to service a full-service agency for our population (courts functions, patrol, civil processes, and investigations). Additional staffing includes a new administrative services division, which would include a Virginia Criminal Information Network (VCIN) section and records management capacity. Existing facilities may need to be renovated and/or expanded to meet these challenges in the future.

Lake Monticello Police

The Lake Monticello Police, a private police organization, provides services similar to those of the sheriff's office, except for court security and civil process responsibilities. Its responsibility is limited to the Lake Monticello gated community and the immediate roads around the community. On request of the sheriff, Lake Police may extend service outside the area.

Fire Protection and Emergency Medical Services

The Fluvanna Fire and Rescue Association (FFRA) is the volunteer agency responsible for the coordination and provision of the County's fire, rescue, and emergency medical services. The Association is comprised of representatives from the three volunteer fire and rescue organizations within the County. Its combined mission is to ensure the delivery of quality, efficient and effective fire protection, emergency medical services, and safety education throughout Fluvanna County.

The Association is charged with overall management of the fire, rescue, and emergency medical services system, and for establishing policies and procedures for all fire, rescue, and medical service operations. The Association also serves as the conduit for appropriations by the Fluvanna Board of Supervisors in support of the fire and rescue organizations in Fluvanna County.

The County provides funding to the fire/rescue agencies for operations, facilities, and equipment. Capital equipment, such as engines, tankers, and ambulances, is replaced according to a schedule under FFRA's oversight. Agencies organize individual funding drives to supplement the County's funding, and to provide for additional needs.

Fire Protection Services

Fire Protection is provided by two all-volunteer agencies. Fluvanna Volunteer Fire Department has three companies located in Fork Union, Kents Store, and Palmyra. Lake Monticello Volunteer Fire and Rescue Squad, Inc. (LMVFRS) is a combination agency with a fire company, rescue squad and water



Figure 1, Palmyra Fire Company 1

rescue personnel, located near the Slice gate at Lake Monticello.



Figure 2, Fork Union Fire Company 2

Facilities for Fluvanna Fire Department are owned and maintained by the County. The Palmyra Fire Department moved to their facility in 2008. The Kents Store fire house was updated in 2011. The newest fire house in Fork Union was dedicated in November 2013. These facilities are all self-contained with generators, able to function during extreme emergencies.

The Lake Monticello firehouse (built in 1980 and fully owned and maintained by LMVFRS) is the only fire company without living quarters available; however, LMVFRS purchased adjoining land to expand the firehouse beginning in 2015. Since 2005, Lake Rescue Squad shares a building with Lake Monticello Water Rescue and Dive Team - is a specialized asset who responds to about two dozen calls per year in Fluvanna, but are also available for regional deployment. This building contains a training center, sleeping quarters, a kitchen, and a large bay for ambulances, response cars, and the water rescue team's trucks, boats, and other gear.

Growth and Infrastructure

As growth occurs in CPAs and cluster development areas, water infrastructure needs to be planned and installed to handle additional loads. Firefighters prefer to have active hydrants and other water infrastructure available. Fire engines carry less water than tankers (e.g., 750–1,000 gallons), but pump large volumes from external sources. Tankers carry more water (2,000 gallons), but do not have as large a pump capacity as engines. Firefighters can use dry hydrants, where available, to get water or use tankers to haul in additional capacity. If there is a large fire outside of active hydrant infrastructure facilities, a series of tankers must be used to pull water from a pond or active hydrants and shuttle it to the fire—not a desirable situation, as it greatly impedes the firefighters' efforts.

Along with water infrastructure needs, density and development standards should respect emergency services' requirements. All proposed roadway and traffic improvements should have emergency services' review and input for effects of new projects on response capability; including, for example, interconnectivity and multiple means of ingress/egress for all large subdivisions, street width requirements to handle apparatus maneuverability, restrictions on hammerhead roads or speed bumps.

Emergency Medical Services

Emergency Medical Services are provided by two agencies: Lake Monticello Rescue and Fluvanna Rescue Squad. Fluvanna Rescue owns and operates three stations: in Fork Union, Kents Store, and Palmyra. Due to membership decline, they are increasingly unable to maintain

these facilities to the same standards as the County-owned fire facilities. Fluvanna County currently augments EMS services by contracting with UVa Medic5 for 24/7 EMS crews, who run under Fluvanna Rescue's license and operate from the Palmyra rescue facility.

Maintaining Volunteer Staffing

As is typical with many communities across the nation, EMS-trained volunteer numbers in Fluvanna are declining. Many Fluvanna volunteers are paid firemen or EMTs in other localities, limiting their ability to respond during the day, when call volume is the highest. Lake Monticello Rescue operates from their station twenty-four/seven and has been able to maintain staff to date. Fluvanna Rescue membership numbers are at an all-time low and are currently inadequate to provide necessary service requirements. Attrition due to retired volunteers is also an issue, particularly since these volunteers have the most experience. Fluvanna County provides funding for firefighting and EMT training for new recruits.

To counteract this trend, many jurisdictions are moving to combination volunteer-career staffing models to maintain suitable membership and response levels. Two primary issues associated with this significant change in emergency operations are cost recovery and supervision of paid staff.

EMS Cost Recovery

On March 18, 2015, the Fluvanna County Board of Supervisors adopted Chapter 8, Section 8-6 Emergency Medical Services Cost Recovery of the Fluvanna County Code to defray costs and improve services associated with providing EMS transport services by collecting a user fee for ambulance transports, effective September 1, 2015. This reimbursement program is a compassionate model that collects money for system operations from the people who receive services, with the vast majority of the revenues collected directly from Medicare, Medicaid and private insurance companies. Patients will receive a bill for any co-insurance or deductibles. However, if a patient cannot pay due to a financial hardship, the County will not pursue payment and will not refer the bill to collections. Revenue collected will be used to offset the rising costs associated with supporting rescue squads and other EMS service providers, helping them to continue providing the best possible service to the County's residents. When this program is fully operational, program revenue will provide only a portion of the total funding needed for EMS operational and capital expenses; thus, volunteer agencies will still need to pursue fundraising efforts to supplement county contributions.

Emergency Radio Communications

The improvement of the communications capability for public safety is a high priority. The current conventional VHF system only provides reliable coverage in approximately 35% of the County, creating numerous safety problems for deputies in the field and fire and rescue personnel, who often use apparatus to function as relays back to dispatch. The paging system coverage is also intermittent. Currently only fire departments, rescue squads and the sheriff's office personnel utilize the public safety system. The communications capability has been a

known problem since the late 1990s, which various studies enumerating the challenges of the aged infrastructure.

In the fall 2014 the County issued a Request for Proposal (RFP) for a new public safety radio system to address the coverage and interoperability issues. The Board of Supervisors approved a \$6.6 million contract in June 2015 to provide a VHF simulcast P25 trunked system for public safety agencies. The 18-month project will provide adequate coverage, future expansion and regional interoperability for emergency services agencies, law enforcement, and public works and utilities. Further exploration is expected to expand regional collaboration possibilities, thus improving interoperability and potentially sharing future maintenance costs of the new system. Since the Fluvanna school system is currently on a separate radio system, discussions should consider whether combining these systems would be cost effective and beneficial. As the new infrastructure system is implemented, the communications software should also be reviewed and updated so that the new state of the art system performs properly.

Since this radio system is for public safety voice communications only and does not address data needs, further plans should comprehensively address needs for cellular telephone and high-speed broadband services across the County, as well as possibilities for fiber connectivity among county facilities. These infrastructure assets would serve residents as well as add benefit to public safety agencies and County departments.

The county should continue to support the citizen groups Amateur Radio Emergency Services (ARES) and Radio Amateur Communications Emergency Services (RACES). Additional and/or updated equipment and space are necessary for these volunteers to supplement county communications during emergencies.

E911 Communications Center

Under the sheriff's office oversight, the Emergency Communications Center (ECC) is responsible for call management and dispatching all of the County's law enforcement, fire, and EMS agencies. Eleven full-time and one part-time telecommunications officers currently staff the 24/7 ECC. All emergency calls are dispatched within three minutes of the receipt of the call. The average time for responders to arrive at the scene of an E-911 call is approximately 16 minutes.

Fluvanna ECC also provides primary dispatch for Lake Monticello Police, who use County-provided portable and mobile radios. Lake Monticello Homeowners Association (LMOA) also has a UHF system that is cross-banded with the County's VHF system, which is used internally for police, grounds and maintenance. Fluvanna County Public Schools have a separate radio system to dispatch their buses and maintain administration communication.

Along with handling E-911 calls, telecommunication officers take all incoming administrative calls for the Sheriff’s Office, ensuring that requests are routed to the appropriate personnel. Communications officers must be able to multi-task and remain attentive to details. Separating out and placing these administrative duties within an administrative services division in the Sheriff’s Office would facilitate stronger support systems for the Sheriff’s Office and for ECC staffing functions.

Given industry standards and our population, the Emergency Communications Center is understaffed; current standards call for a staff size of 19. Because response times are frequently increased in rural areas, Fluvanna citizens would benefit from emergency medical dispatch (EMD), which provides assistance and instructions by voice prior to the arrival of emergency medical services.

Emergency Management

There is a phrase amongst emergency managers – “It is not a matter of *if* but *when* disasters happen.” Disasters are unexpected, they can overwhelm first responders; lives, health, and the environment are often endangered. At a minimum, emergencies and disasters are disruptive and often occur at inopportune times. The county must promote individual and community preparedness.

The county’s Emergency Management Department is on the frontline of developing and maintaining disaster response plans, coordinating training, drills and exercises, and educating the public. Not only does the county need to be ready to respond to disasters, it should act proactively to mitigate the effects of disasters. Fluvanna can reduce damages by utilizing flood plain management and land use planning, and enforcing safety standards. Fluvanna participates with the Thomas Jefferson Planning District Commission (TJPDC) in writing and implementing regional hazard mitigation plans, which can be viewed online at either the County’s or the TJPDC’s Web site. This position may need to expand in the future in order to meet the challenges that Fluvanna is experiencing, primarily as a result of its growth.

Local Emergency Planning Committee (LEPC)

The Local Emergency Planning Committee (LEPC) was created to handle hazardous material notifications, but the committee’s focus has expanded to handle all hazards. Under the leadership of the Emergency Services Coordinator, the committee meets quarterly to plan and



practice emergency preparedness. The LEPC schedules training exercises to practice emergency responses and to coordinate the efforts of the member agencies. There are over twenty-five represented agencies, from the schools, VDOT, social services, fire and rescue, and the Lake Monticello Owners' Association, who regularly participate in LEPC meetings.

FINANCIAL SUSTAINABILITY

Managed Growth that Benefits Fluvanna's Citizens

Through the Comprehensive Plan, Fluvanna County's leaders and citizens set goals and strategies that balance expansion against the fiscal strain of supporting an increasing population. Virginia's Declaration of Legislative Intent (§15.2-2200) states that in planning for the future development of communities "that the growth of the community be consonant with the efficient and economical use of public funds."

County leaders must, in all decisions, recognize that they are the stewards for the people's money. **Expenditures and obligations are entered into only when it is in the people's best interest.** Each year the County develops a Capital Improvement Plan (CIP) that guides major capital expenditures for the County. The annual review process for the CIP utilizes the goals and strategies in the Comprehensive Plan. Decisions to implement the CIP and obligate county taxpayers for major capital projects are made with gravity and respect for public funds. When the County presents financial data about capital improvements, it does not merely state the capital cost and financing of a project, but shows the estimated tax impact of the debt service plus any ongoing costs necessary to maintain and staff the project in the future. The County strives to run itself like a business seeking the best return on investment for its citizens while still providing the product and services that are its foundation.

EXISTING CONDITIONS

The County is organized along functional lines and the annual budget includes a discussion of each department's objectives and significant changes in operations. Each narrative provides a breakdown of expenditures by function, including the number of full-time and part-time positions in each department.

Financial Planning

The Comprehensive Plan, Capital Improvements Program (CIP), and current economic conditions are used to derive the annual budget. This section discusses how the county's priorities are established and achieved, what checks and balances exist, and how successful the County's process has been to date. This provides the foundation for a detailed discussion of how the budget is developed.

Establishing Priorities

The foundation for establishing the County's priorities and strategies for implementation are achieved within the following primary planning and financial management tools:

Comprehensive Plan

The Comprehensive Plan provides findings and analyses for the County as a whole with respect to natural conditions, population and demographics, economy, housing, transportation, utilities, and community facilities and services. The plan establishes the

County's goals and identifies specific strategies to achieve those goals and the overall vision of the plan. The Comprehensive Plan is reviewed every five years to ensure that it remains a relevant planning and policy implementation tool.

Capital Improvement Program (CIP)

The CIP is a five year plan that tries to anticipate all new or replaceable capital needs. A capital project is defined as a generally non-recurring asset, both tangible (e.g., buildings, vehicles, land, etc.) and intangible (e.g., software, easements, licenses, studies, services, etc), that exceeds an established dollar amount (\geq \$20,000 in Fluvanna County). Projects to be included in the annual budget are identified in the first year of the plan and all other capital projects are planned for later years. An important aspect of the CIP is the projected operational and maintenance costs of a proposed project.

Annual Budget

The annual budget is the primary operational mechanism for achieving the priorities and strategies established in the Comprehensive Plan and Capital Improvements Program, including the daily operations necessary for implementation of the County's identified needs, services, and projects. This detailed and ongoing process is critical to the successful implementation of the community's goals and vision within a sustainable and fiscally responsible framework. The annual budget is outlined in more detail in the Budget Methodology and Budget Process sections, along with an overview of other budget components.

Checks & Balances

A number of policies and procedures work in tandem to ensure responsible and consistent government investment and operations. The Board of Supervisors periodically adopts and amends their financial policies to provide better clarification, more procedural detail, stronger documentation of management actions, and to account for other changes within the County related to development, demographics, or other socio-economic factors.

Investment Policy

The Board of Supervisors has adopted a formal Investment Policy to safeguard principal, meet liquidity objectives, and seek fair value rates of return within the parameters of the Code of Virginia.

Fund Balance Policy

The Board of Supervisors has a fund balance policy for the County's General Fund. The policy sets the minimum undesignated, unreserved fund balance to be at least 12 percent of Governmental General Fund Revenues and Component Unit – School Board Operating Revenues.

Debt Management Policy

This policy establishes parameters and provides guidance for limitations of debt and the continuing evaluation of, and reporting on, all debt obligations issued by the County. The policy sets the limitation for tax supported debt not to exceed 3.5 percent of the taxable value of property (assessed value). The policy also sets the limit that debt service expenditures shall not exceed 12 percent of the revenues of the total governmental fund operating revenues.

Accounting and Financial Reporting Policy

The monthly financial report details the county's monthly revenue and expenditure activity. It shows each department's monthly expenditures in relation to the adopted budget as well as the revenue collection trends for the county. The County regularly monitors revenue estimates to identify any shortfalls and potential trends that would significantly affect the various revenue sources in the current budget. A significant emphasis is placed on controlling departmental expenditures to the adopted budget through accounts payable and purchasing card polices and procedures.

The Comprehensive Annual Financial Report (CAFR) presents the County's financial statements at June 30th of each year. This report is generated in accordance with the Governmental Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB), and the Auditor of Public Accounts of the Commonwealth of Virginia standards. This report includes an annual audit opinion by an independent accounting firm on the fairness and accuracy of the financial statements.

Fluvanna has received the Government Finance Officers Association (GFOA) Certificate of Excellence in Financial Reporting designation since 2007. This distinction is important in that it establishes a nationally recognized benchmark for excellence in financial operations. The quality of the CAFR and certificate of excellence recognition demonstrate the County's commitment to financial transparency and responsibility.

Budget

The budget establishes the revenue and expenditure appropriations for the governmental and proprietary funds, and is developed in accordance with generally accepted accounting principles (GAAP). As part of the budgetary process, the Capital Improvements Program is also adopted. All appropriations conclude at year-end, except those for the Capital Projects Fund and Grant Funds. The Board of Supervisors allows the appropriations for capital and grant funded projects to carry forward until completion of the project.

Process

Fluvanna County's budget development begins each year in November with a kick-off meeting and concludes with the final budget adoption in April. The process is designed so that county administration can work closely with departments in determining the proposed annual budget. Each budget request is thoroughly reviewed to ensure funds are allocated appropriately. In late January, the County Administrator submits the proposed fiscal year operating budget to the Board of Supervisors for consideration. In April, a public hearing is held to inform citizens and obtain their input on the proposed budget. The budget is also available to citizens on the County's website (www.fluvannacounty.org) throughout the year and during budget development process.

Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles applicable to governmental units. Budgeted amounts reflected in the financial statements are as originally adopted. Appropriations for the General Fund, School Fund, and Enterprise Funds conclude at the end of the fiscal year. Appropriations for capital projects funds and grant funds are continued until the completion of the applicable project or grant, even when the project or grant extends beyond the end of the fiscal year. The Board of Supervisors must approve supplemental appropriations or amendments that alter the total appropriation of any fund.

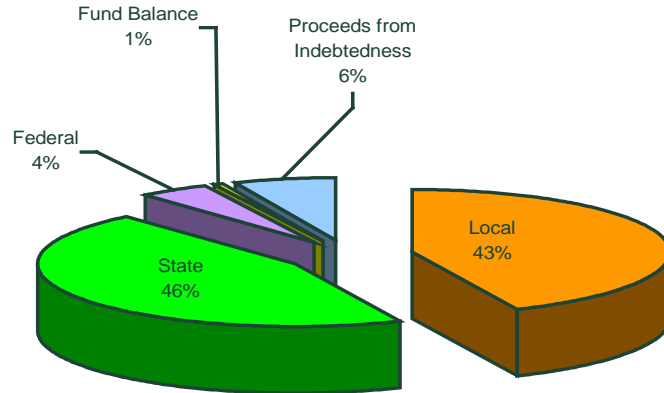


Figure FS-1, Typical General Revenue Sources

Fund Structure

The budget of the County is organized by fund type, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. The various funds are grouped as follows:

Governmental Funds

Governmental funds are those through which most governmental functions of the county are financed. The government reports the following major governmental funds.

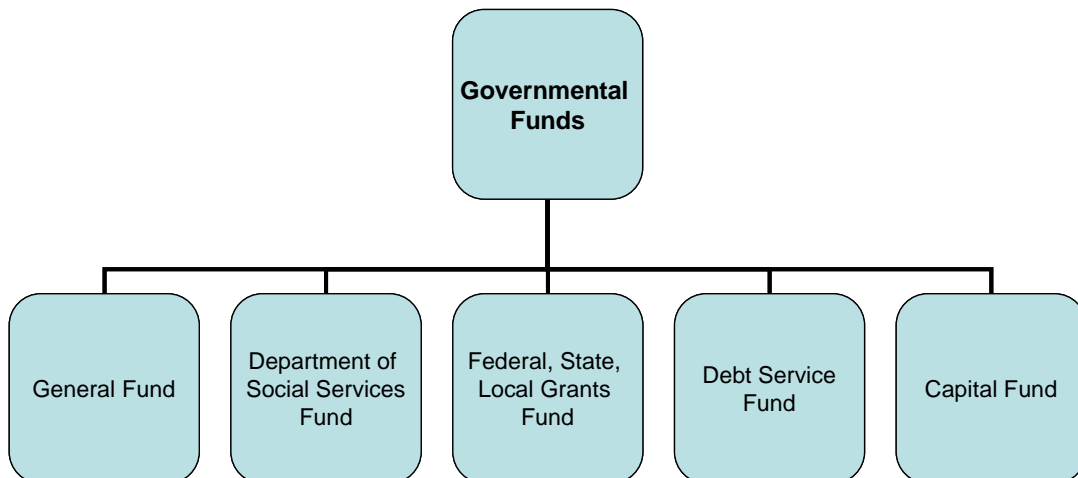


Figure FS-2, Fund Structure

➤ **General Fund**

The General Fund is the primary operating fund of the County. This fund is used to account for all financial transactions and resources that are not required to be accounted for in another fund. Examples of other funds that are specifically designated or required by law to be separate are discussed below such as the Debt Service and Capital Project funds. Approximately 80 percent of revenues are primarily derived from general property taxes such as real estate taxes, personal property taxes, and public service corporations. A significant part of the General Fund's revenue is used to maintain and operate the government and school system. A portion is also transferred to other funds primarily to fund debt service requirements and capital projects. Expenditures include those for general government, Comprehensive Services Act, emergency communications (E-911), education, public safety, social services, and culture and recreation. The General Fund is considered a major fund for government-wide reporting purposes.

➤ **Debt Service Fund**

The Debt Service Fund accounts for the payment of annual principal and interest on general and school related long-term debt. Debt Service Fund resources are derived from transfers from the General Fund.

➤ **Capital Projects Fund**

The Capital Projects Fund (Capital Improvements) accounts for all financial resources used for the acquisition or construction of major capital facilities not being financed by proprietary funds, including general government and school system capital projects. The projects are financed through a combination of proceeds from general obligation bonds, operating transfers from the General Fund, and grants. The Capital Projects Fund is considered a major fund for government-wide reporting purposes.

Fiduciary Funds (Trust and Agency Funds)

Fiduciary Funds account for assets held by the County in a trustee capacity or as an agent or custodian for individuals, private organizations, other governmental units, or other funds. These funds include Agency Funds. These funds utilize the accrual basis of accounting. Fiduciary funds are not included in the government-wide financial statements. The County's only Agency Fund is the Special Welfare Fund.

Proprietary Funds

Proprietary funds account for operations that are financed and operated in a manner similar to private business enterprises. These funds are self-supporting in that the users pay fees to recover the cost of providing services. The Proprietary Fund measurement focus is based upon determination of net income, financial position, and changes in financial position. Proprietary Funds consist of Enterprise Funds such as the Fork Union Sanitary District, Landfill, Recreation Program, and Utility accounts.

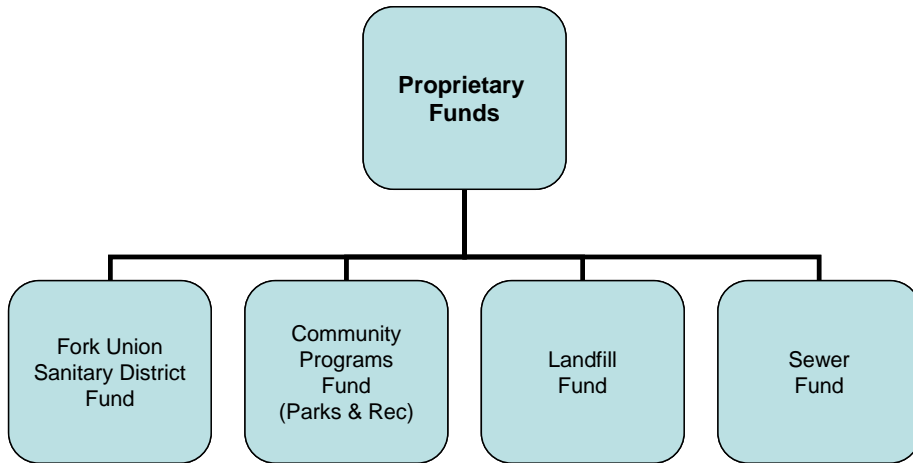


Figure FS-3, Fund Structure

Governmental Revenues

A significant portion of fiscal year revenues are generated from general property taxes (approximately 80 percent). The graph below depicts the sources of local revenue for the County.

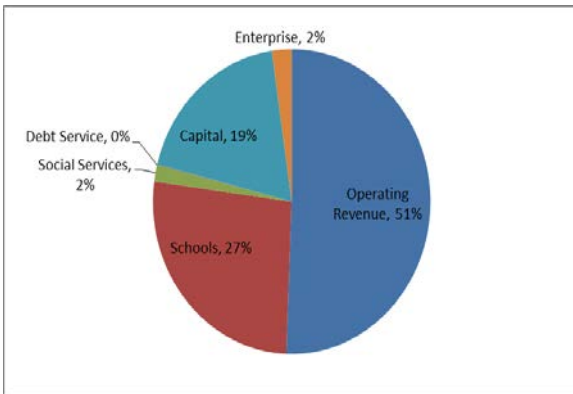


Table 1 FY15 Total Revenues

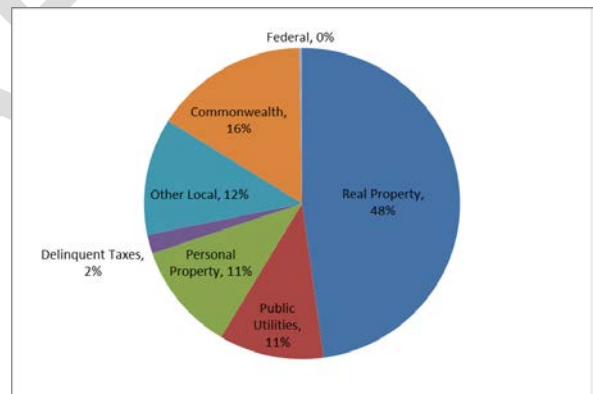


Table 2 FY15 Operating Revenue

Real property values are shown in the graph below. The rate of increase does not reflect the rate of growth in the County; however, it reflects the increased value in property in the County.

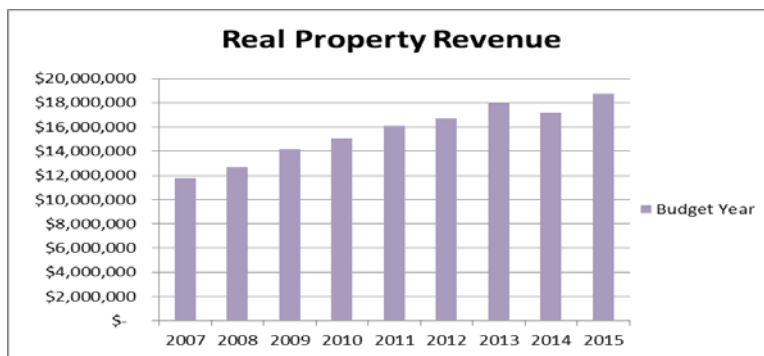


Table 3 Real Property Revenue

Governmental Expenditures

The fiscal year 2015 budget was \$80,105,825 including \$36,481,936 for schools. This represents an increase of \$13.71 million (20.65 percent) from the fiscal year 2014 budget.

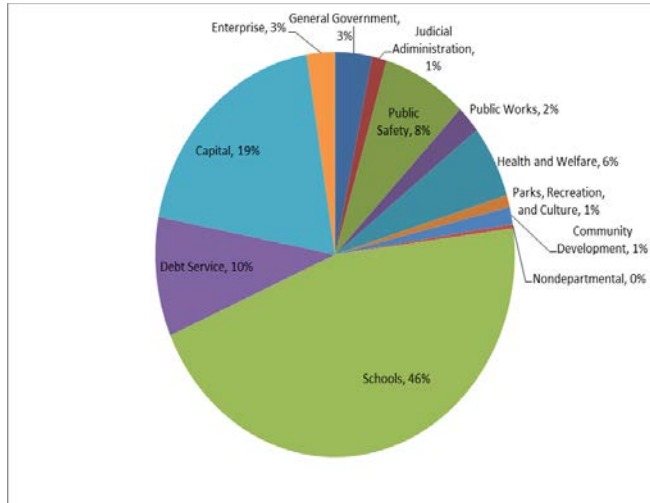


Table 4 FY15 Total Expenditures

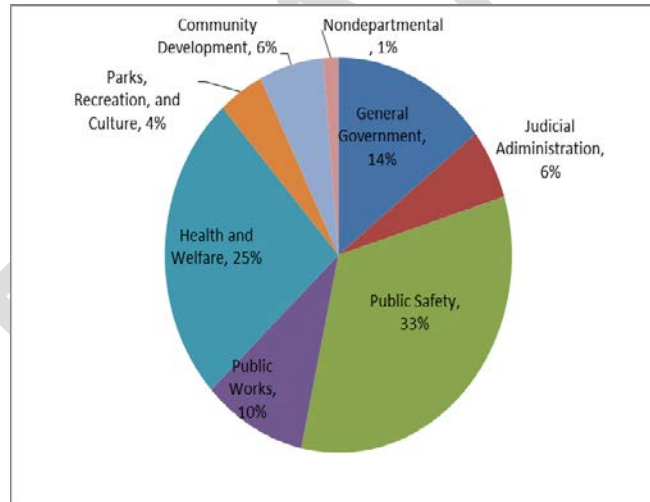


Table 5 FY15 Operating Expenditures

I. Natural Environment			
Goal	Strategy	Sub-Strategy	Tasked to
1. To develop land-use policies and regulations that will preserve and enhance the county's natural environment.			
	1. Protect farm and forest landowners from conflicting adjacent land uses with utilization of buffers, screening, and contiguous tracts of open space.		Ongoing
	2. Review zoning and subdivision regulations to maximize environmental benefits through best management practices and ensure that the subdivision of land does not adversely affect open-space features.		Ongoing
	3. Continue to promote land-use valuation taxation, conservation easements, ag-for districts, and other programs to alleviate economic burdens on owners of land used for agricultural, horticultural, forest, or open-space purposes.		Ongoing
			Planning Commission and Staff
			Planning Commission and Staff
			Commissioner of the Revenue; Planning Staff
2. To protect environmental resources.			
	1. Promote development projects that minimize environmental impact through the effective utilization of green infrastructure, low-impact development practices, and other sustainable development policies.		Ongoing
			Director of Community Development; Planning Staff
3. To manage and protect surface water and groundwater resources.			
	1. Work with the Virginia Department of Health to evaluate and develop local regulations for alternative waste treatment systems (e.g., Wisconsin mounds or other systems that alter the natural topography or hydrology).		2016
	2. Participate in, and cooperate with, federal and state groundwater protection programs, including sole-source aquifer designation for important drinking water supplies.		Ongoing
	3. Research the viability of incorporating the well-drilling logs provided by the Fluvanna Department of Health into the county's geographic information system (GIS).		2016
	4. Require riparian buffers adjacent to waterways to protect local and regional water resources such as perennial streams, floodplains, wetlands, steep slopes, and highly erodible soils.		Ongoing
	5. Proactively educate the public on the values and benefits of preserving river and stream corridors.		Ongoing
	6. Pursue the state designation of the Hardware River as a Tier 3 stream, classifying it as exceptional surface water not subject to		2016
			Planning Commission and Staff
			Planning Commission and Staff
			Planning Commission and Staff
			NGO's – Rivanna River Basin Commission, Rivanna Conservation Society, etc.
			NGO's – Rivanna River Basin Commission, Rivanna

	degradation.		Conservation Society, etc.
	7. Promote BMPs and recognize landowners who protect streams from nonpoint-source pollution using BMPs.	Ongoing	NGO's – Rivanna River Basin Commission, Rivanna Conservation Society, etc.
4. To promote energy efficiency throughout the county to improve air quality and reduce the county's dependence on fossil fuels.			
	1. Promote energy efficiency in developments and throughout the community including the use of solar, geothermal, wind, and other decentralized energy technologies:	Ongoing	Planning Commission and Staff
	a. Encourage and support renewable energy generation by allowing such uses in the zoning ordinance (e.g., windmills, solar panels, biofuel production, etc.).		
	b. Build new and remodeled county buildings to an established energy efficiency standard such as Energy Star, Green Globes, or LEED.		
	2. Promote greenways, bikeways, and walkways as viable forms of recreation and transportation.	Ongoing	Planning Commission and Staff; TJPD and VDOT

II. Land Use and Community Design			
Goal	Strategy	Sub-Strategy	Timeline
1. To enable well-planned, coordinated, and sustainable development to occur throughout the county.	1. Develop new zoning and subdivision regulations that will further the desired growth patterns and property uses, and to protect the rural preservation area, including such measures as:		2016
		a. New zoning districts for rural areas that encourage a variety of housing types and rural mixture of uses	Planning Commission and Staff
		b. Require that new developments provide easements for connection to future developments, including utilities, transportation, and recreation/open space	
		c. Require development projects to provide any necessary infrastructure such as waste treatment facilities, telecommunication services, road improvements, and stormwater facilities. Within service districts this should include assessing the potential for public ownership and operation	
		d. Establish requirements for appropriate planning/phasing of development to match the service/infrastructure availability and capacity	
		e. Adopt zoning and subdivision regulations that allow for higher-density, compact developments in the Zion Crossroads CPA.	
	2. Provide public water to the county's community planning areas		5 year
			Department of Public Works

	as feasible and discourage public and central potable water and sewer connections to residential, commercial, and industrial uses in the rural preservation area.			
	3. Develop a cash proffer recommendation, impact fee ordinance, and level-of-services standards, in accordance with state code, to fairly assess the fiscal impact of development on public services and infrastructure.	2016		Planning Commission and Staff
	4. To promote infill development, ensure adequate infrastructure is constructed or upgraded to support development in existing communities.	Ongoing		Planning Commission and Staff; Department of Public Works
	5. Ensure appropriate infrastructure is available to support mixed-use development.	Ongoing		Planning Commission and Staff; Department of Public Works
	2. To preserve and enhance Fluvanna's unique identity and rural character.			
	1. Examine the impacts of large-lot developments versus rural cluster developments and amend the zoning and subdivision ordinances as appropriate.	2016		Planning Commission and Staff
	2. Protect the forest, wildlife habitats, and the rural community landscape as part of a development's green infrastructure.	Ongoing		Planning Commission and Staff
	3. Require developments located in fire-prone areas such as pine plantations to implement firewise practices and other defensible space techniques as recommended by the Virginia Department of Forestry and local public safety officials.	2016		Planning Commission and Staff
	4. Work with electric power companies to facilitate the replacement of current overhead facilities with underground lines, and require all new lines to be placed underground.	2016		Department of Public Works
	3. To actively preserve and promote open space.			
	1. Require rezoning requests and other development plans to identify any open space or other natural or cultural resource shown by maps or observed through field inspection, and include measures that will mitigate disturbance to these resources.	2016		Planning Commission and Staff
	2. Require a subdivision's open space to:	Ongoing		Planning Commission and Staff
	a. Be located so as to further the rural character of the area, particularly related to views from public roads and other developments.			
	b. Be designed for maximum connectivity to other open spaces of existing or potential adjacent developments, or to act as buffers to agricultural activities.			
	c. Be privately maintained and not be further developed as part of the associated project, or without further public or legal discussion and formal action.			
	4. To promote village-scaled development in the Palmyra and Fork Union communities.			
	1. Improve the streetscape of the village communities by installing	2016 and		VDOT; Department of Public

	traffic-calming measures, improving existing sidewalks, and installing new sidewalks, street lighting, and so on.	Ongoing	Works
2.	Encourage the establishment of new local businesses and support existing local business in village cores.	Ongoing	Department of Community Development

III. Infrastructure

Goal	Strategy	Sub-Strategy	Timeline	Tasked to
1. To develop a comprehensive public water system to serve the county's community planning areas.	<ol style="list-style-type: none"> Design and construct a water line from the James River to Zion Crossroads in cooperation with Louisa County through the JRWA. Complete the state-mandated Master Water and Sewer Plan to identify sources for the county's long-term water needs; particularly for each of its community planning areas. Establish requirements for hydrogeological studies to determine groundwater capacity for development that proposes to use wells to serve the project. 		5 year	Department of Public Works/JRWA
			2016	Department of Public Works
2. To provide central sewer to the community planning areas.	<ol style="list-style-type: none"> Provide central sewer service in Zion Crossroads in partnership with both Louisa County and private developers. Work with the private sector to develop a public sewer system to serve the Fork Union community planning area to enable future growth in this area, and to assist current residents with their aging (and increasingly failing) septic systems. Work with development projects in all community planning areas for the provision of central sewer whether publicly or privately owned and operated. 		5 year	Department of Public Works
			5 year	Department of Public Works
3. To regulate private utilities, whether centralized or decentralized.	<ol style="list-style-type: none"> Require development to determine future septic suitability and groundwater resources for the proposed project, and its potential impact on surrounding wells. Discourage the use of central sewer in the rural preservation areas and carefully limit its use in the rural residential areas to primarily cluster developments. 		Ongoing	Department of Public Works
4. To maintain a comprehensive, long-range solid waste management program.	<ol style="list-style-type: none"> Continue the annual collection of household hazardous waste and publicize the importance of the program. 		Ongoing	Department of Public Works

	2. Continue a countywide education program on the advantages of waste reduction, composting, recycling, and reuse, and continue to utilize the recycling center at the county landfill site.	Ongoing	Department of Public Works
5.	<i>To facilitate the deployment of comprehensive communications networks that ensures the reliability of public safety, wireless, and broadband services.</i>		
	1. Establish a Broadband Taskforce, containing members of County Staff, citizens, technical experts, and stakeholders such as business owners, which will organize and facilitate future efforts to provide the county with Broadband Internet.	2016	Planning Staff; Planning Commission
	2. Increase access to high-speed broadband for residences and businesses throughout the county.	2016	Planning; Public Works; TJPDC
	3. Give priority for towers on publicly owned land, as appropriate, including sites owned by the Fork Union Sanitary District, among others.	Ongoing	Planning Commission and Staff
6.	<i>To evaluate private developments and public investments, such as capital improvement projects, within a fiscal framework as approved by the Board of Supervisors.</i>		
	1. Provide a fiscal impact statement, including an examination of alternative solutions and their costs and benefits, for all capital improvements over \$100,000.	2016-2017	Finance Department; Department of Public Works
	2. Analyze capital project costs, including the debt service over the life of the loan period to accurately project the financial (tax) impact.	Ongoing	Finance Department; Department of Public Works
	3. Adopt a system of cash proffers, impact fees, level-of-service standards, or some combination thereof, and collect at the earliest possible time while allowing for feasible implementation of the project.	2016	Planning Commission and Staff; Finance Department

IV. Transportation			
Goal	Strategy	Sub-Strategy	Timeline
1.	<i>To make needed improvements to primary roads.</i>		
	1. Development along state Scenic Byways and bicycle routes should be carefully screened to ensure that development is compatible with the scenic character and tourist value of the route.		2016-2017
	2. Work with VDOT and adjacent counties to plan for and design necessary improvements to US Route 250.		2016-2017
			Tasked to
			VDOT
			Planning Commission and Staff

	3. Evaluate potential need for traffic-calming measures such as traffic lights, roundabouts, and so on at certain intersections.	Ongoing	VDOT
2.	<i>To improve secondary roads with the assistance of VDOT.</i>	Ongoing	Department of Public Works; VDOT; Planning Staff
	1. Continue to cooperate with VDOT to cut foliage back from alongside roadways. Identify ways to make all secondary roads safely passable to school buses and all emergency vehicles, and then prioritize and implement accordingly.		
3.	<i>To improve pedestrian and bicycle access to roads and provide off-road trails and walkways.</i>	Ongoing	Planning Commission and Staff
	1. Require the development of alternative transportation infrastructure such as sidewalks and trails in new major subdivisions, and sidewalks in commercial areas. Multiuse trails do not necessarily need to parallel existing roadways, but should link neighborhoods and commercial centers, particularly within the planning areas.		
4.	<i>To improve the availability and quality of public transportation in the county.</i>	Ongoing	Planning Commission and Staff;
	1. Support the Thomas Jefferson Planning District Commission's RideShare program and continue to work with JAUNT to provide transportation opportunities for people with special needs.		
	2. Provide affordable mass transit to employment centers and commercial areas.	5 year	JAUNT; VDOT
5.	<i>To support road construction and maintenance.</i>	Ongoing	Department of Public Works
	1. Work with VDOT to effectively implement the state's Chapter 527 regulations for all qualifying development projects to identify and mitigate the projected traffic impacts.		

V. Economic Development			
Goal	Strategy	Sub-Strategy	Tasked to
4.	<i>To implement the county's community planning areas, as shown on the Future Land Use Map.</i>		
	1. Establish incentives, such as streamlined permitting, flexible zoning (CI zones), and preapproved floating zones, to attract diverse businesses and employers to Zion Crossroads.		Planning Commission and Staff
	2. Restrict approval of planned unit development (PUD) zoning to Zion Crossroads, to allow for increased flexibility for commercial, industrial, and residential uses while protecting the county's rural areas.		Planning Commission and Staff

<p>2. To protect rural areas through economic development.</p>	<ol style="list-style-type: none"> 1. Work with large landowners to utilize their land for larger-scale agricultural, horticultural, or forestal activities that will economically benefit the county, landowner, and business, and help preserve the rural character of the county. 2. Utilize the county's natural resources, culture, and historic and recreational sites to capitalize on heritage, ecological, and recreational tourism, as well as attracting other visitors. 3. Support the development of local economies, locally owned businesses, and entrepreneurial opportunities, particularly those that are of rural character and will require little provision of infrastructure. 4. Offer incentives for building mixed-income housing, with an emphasis on workforce and affordable housing, in the community planning areas to maximize the use of existing transportation corridors, creating the level of density needed for attracting mixed-use development and creating vibrant, diverse, and healthy neighborhoods. 5. Promote local and regional markets for value-added agricultural and forestry enterprises and products. 	<p>Ongoing</p> <p>Ongoing</p> <p>2016-2017</p> <p>Ongoing</p> <p>Ongoing</p> <p>Department of Community Development</p> <p>Department of Community Development</p> <p>Department of Community Development; Planning Commission and Staff</p> <p>Department of Community Development; Planning Commission and Staff</p> <p>Department of Community Development; Planning Commission and Staff</p> <p>Department of Community Development; VA Tech Cooperative Extension</p>
<p>3. To diversify and strengthen the county's tax base.</p>	<ol style="list-style-type: none"> 1. Develop policies that will accommodate wineries, distilleries, and breweries so the county may work with and benefit from Virginia's thriving beverage industry. 2. Establish and maintain an online database of available properties and unutilized special use permits within the county. 3. Retain existing businesses by working with organizations such as the EDA, CIC, and Chamber of Commerce and identify sources of help for those businesses, supporting the expansion of local businesses, and assisting with any other needs that arise. 4. Recruit new businesses through the Economic Development Business Plan by identifying Fluvanna's competitive advantages, skilled workforce, necessary infrastructure, and effective marketing strategies. 5. Consider designating, as by-right, some uses which currently require special use permits. 6. Streamline the application and permitting process by working with businesses to help them locate in the appropriate areas of 	<p>2016</p> <p>2016</p> <p>Ongoing</p> <p>2016-2017</p> <p>2016</p> <p>2016-2017</p> <p>Planning Commission and Staff</p> <p>Planning Commission and Staff</p> <p>Department of Community Development</p> <p>Department of Community Development</p> <p>Planning Commission and Staff</p> <p>Planning Commission and Staff</p>

	the county and by .		
	7. Clearly articulate the county’s development standards and requirements to the development community.	Ongoing	Planning Commission and Staff
4. To develop a stronger regional presence.			
	1. Coordinate development activity at Fluvanna’s northern border with Louisa County.	Ongoing	Department of Community Development; Fluvanna County Board of Supervisors

VI. Historic Preservation

Goal	Strategy	Sub-Strategy	Timeline	Tasked to
1. To protect and conserve the county’s historic and cultural resources.				
	1. Enhance historic areas with streetscape or other infrastructure improvements consistent with the period and style.		5 year	Fluvanna Historical Society; Department of Public Works
2. To identify and classify significant historic resources.				
	1. Use GIS to support Fluvanna County Historical Society efforts to document sites and include information in the society’s archives, and adjust classifications accordingly.		2017	Planning Staff
	2. Seek partnerships with higher education that will aid in the identification and possible rehabilitation of historic resources.		Ongoing	Fluvanna Historical Society
3. To identify areas with tourism potential based on historic, cultural, recreational, and other relevant resources.				
	1. Market the historic qualities of Fluvanna and the surrounding area to encourage heritage tourism in the region.		Ongoing	Fluvanna Historical Society; Department of Community Development
	2. Include the rehabilitation or restoration of historic, cultural, or recreational resources as part of development projects, and through the establishment of other partnerships.		Ongoing	Fluvanna Historical Society; Department of Community Development

VII. Parks and Recreation

Goal	Strategy	Sub-Strategy	Timeline	Tasked to
1. To upgrade or maintain existing facilities to allow for effective program delivery and community use.				
	1. Continue to develop Pleasant Grove as a primary location for major new facilities, using the updated Pleasant Grove Master Plan as a guide.		Ongoing	Parks Department
	2. Continue to adequately maintain facilities to ensure healthy and safe environments for recreational activities and programs,		Ongoing	Parks Department

	through interagency cooperation.		
2. To plan and construct additional recreational facilities that will diversify and strengthen the existing parks and programs.			
	1. Amend the subdivision ordinance to ensure that at least some open space is used for recreation in cluster subdivisions and higher-density developments.	2017	Planning Commission and Staff
	2. Develop a greenway and parks master plan that will coordinate and plan for an integrated open-space network that includes multiuse trails, bikeways, and walkways that function as both recreational and alternative transportation amenities.	2017	Parks Department; Planning Commission and Staff
3. To foster public-private partnerships with recreation-based organizations or other interested parties, for facility construction and program implementation.			
	1. Maintain the partnership with the school system for shared use of county and school owned facilities.	Ongoing	Parks Department and School Board
4. To expand customer outreach using contemporary technology.			
	1. Replace and update registration system, Use internet and new technology to provide 24/7 customer service, as tools to reach customers.	2016-2017	Parks Department
5. To provide a balanced system of available parks, facilities, open space and recreation program opportunities that are distributed and accessible to all residents.			
	1. Develop community gathering locations that will enhance sense of community.	Ongoing	Parks Department
	a. Work with Fluvanna County Planning Department to create an ordinance for new housing projects to include recreational resources and encourage private developers to provide recreational facilities.		

VIII. Housing

Goal	Strategy	Sub-Strategy	Timeline	Tasked to
1. To provide for most of the county's future housing needs within the community planning areas.				
	1. Create zoning that enables increased residential density in the growth areas, and allows for mixed-use and mixed-income developments including residences above storefronts.		2016-2017	Planning Commission and Staff
	2. Consider well-planned, holistic developments within growth areas and near supporting infrastructure such as schools, utilities, emergency services, parks, and natural areas in order to		Ongoing	Planning Commission and Staff

	create balanced communities, maximize land use, and minimize negative environmental impacts.		
3.	Encourage housing in close proximity to commercial development so that the need for transportation to work is lessened.	Ongoing	Planning Commission and Staff
2. To provide a variety of well-planned housing choices.			
1.	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.	2016	Planning Commission and Staff
2.	Allow for a mix of housing types and densities in individual developments (single and multifamily) as appropriate for the area and existing or planned infrastructure.	Ongoing	Planning Commission and Staff
3.	Eliminate the previously established planned unit development (PUD) zoning district outside of Zion Crossroads.	2016	Planning Commission and Staff
4.	Allow for housing and care facilities suited to the needs of senior populations - particularly within the community planning areas.	Ongoing	Planning Commission and Staff
5.	Allow for manufactured housing parks only in areas with appropriate infrastructure.	2016	Planning Commission and Staff

IX. Human Services			
Goal	Strategy	Sub-Strategy	Tasked to
1. To provide adequate services for adolescent and teen populations.			
	1.	Work with Fluvanna County Public Schools to establish an adolescent/teen multi-program center that offers opportunities for enrichment and social interaction.	5 year Department of Social Services
2. To provide adequate services for elderly, disabled, and mentally ill or impaired citizens.			
	1.	Encourage the development of nursing home facilities to meet the needs of the growing population.	Ongoing Department of Social Services, Planning Commission and Staff
3. To provide appropriate and adequate medical, health, and safety service facilities that are available to all populations.			
			Ongoing Department of Social Services

X. Education			
Goal	Strategy	Sub-Strategy	Tasked to
1. Assure a high quality education for all students in order that they thrive in the 21st century.			
	1.	Secure funding to implement and strengthen a Pre-K to 12 focus	Ongoing School Board; School Staff

	on relevant and meaningful programs and courses for all students.	
XI. Public Safety		
Goal	Strategy	Sub-Strategy
1. To improve public safety infrastructure and operability in order to provide excellent service and protection to County residents.	Ongoing	Emergency Services
1. Implement an Emergency Medical Dispatch protocol and system in the E-911 Center.	2016-2017	Emergency Services
2. Renovate and/or expand the E-911 Center and Sheriff's Office to accommodate growing service requirements.	5 year	Emergency Services
3. Provide police, fire, rescue, and water rescue personnel with state-of-the-art equipment.	Ongoing	Emergency Services
4. Plan for the replacement of vehicles and other capital items through the CIP.	Ongoing	Emergency Services
5. Actively seek funding sources for emergency preparedness training and administration.	Ongoing	Emergency Services
6. Establish and maintain funding levels that are competitive within the region, and appropriate for Fluvanna's population and growth rate, in order to provide the most efficient and effective public safety services.	Ongoing	Emergency Services
7. Implement recommendations from the 2012 Virginia Fire Services Board's Fire-Rescue Study for Fluvanna to improve services in four areas: organizational and operational development; communications; personnel and training; and administration policy and Finance.	2016-2017	Emergency Services
2. To promote the effectiveness of community-based programs.		
1. Advance the dialogue between law enforcement and the community concerning the need to reduce adult and juvenile crime rates through education and citizen participation at County events such as the county fair, Old Farm Day, Senior Citizen Day, Law Enforcement Appreciation Day, and so on.	2016-2017	Emergency Services
2. Enhance the community's emergency preparedness and response capability through increased education and training programs, as well as expanded partnerships with area business, nonprofit, and faith-based organizations.	2016-2017	Emergency Services
3. To strengthen the human capital component of emergency services.		
1. Support fire and rescue volunteers with open communication between the County government and	Ongoing	Emergency Services/ FFRA

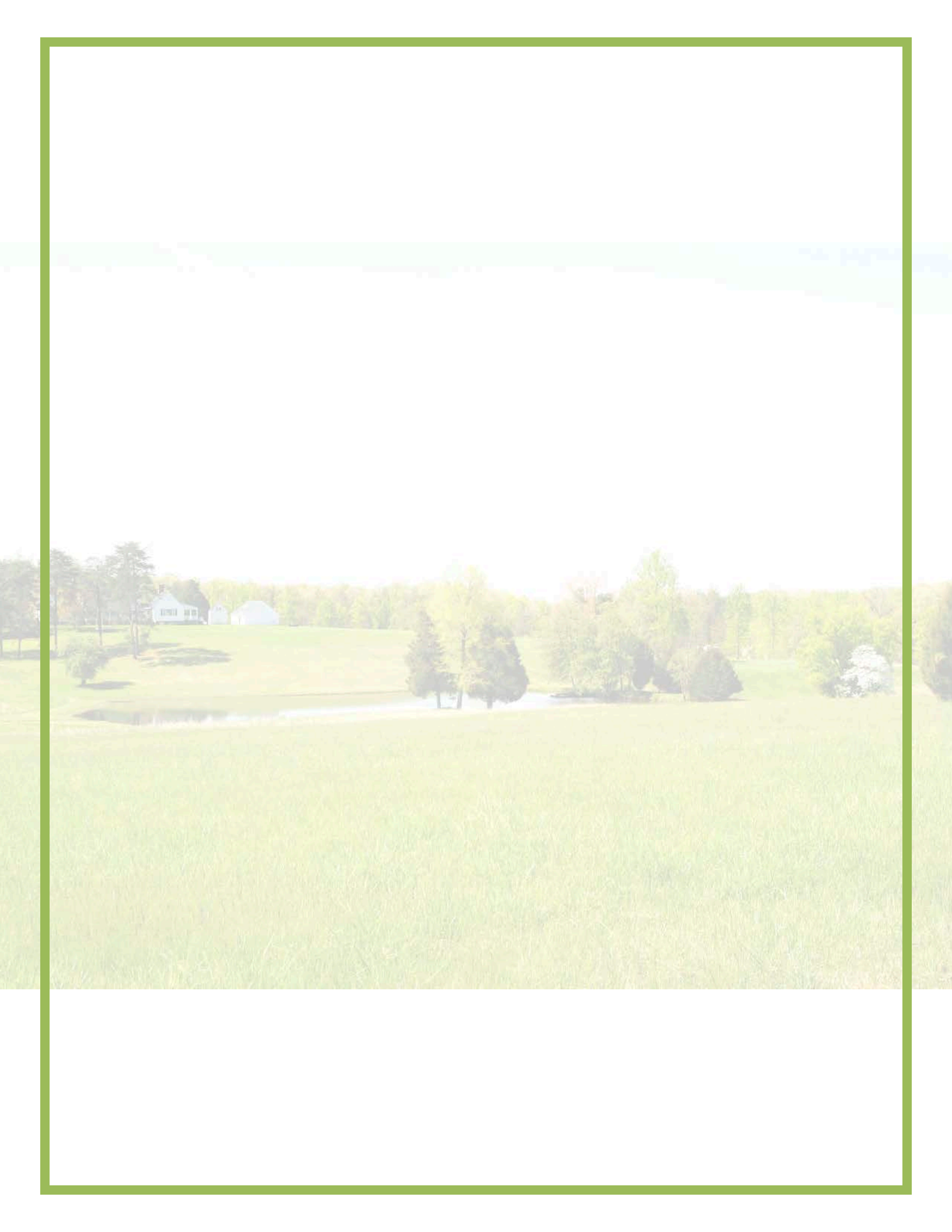
	volunteer organizations.		
	2. Develop a data-driven Strategic Plan for long-term County fire-rescue services and operations with stakeholder input.	2016-2017	Emergency Services
4. To integrate the provision of emergency services with other county and regional policies.			
	1. Enact the Statewide Fire Prevention Code through local ordinance, including ordinances to require notification of intent to burn brush.	2016-2017	Emergency Services
	2. Amend the subdivision ordinance to include emergency services requirements; e.g. interconnectivity, restrictions on hammerhead roads, street width requirements, multiple means of ingress/egress, etc.	2016	Planning Commission and Staff
	3. Amend the subdivision ordinance to require defensible space provisions as recommended by the Virginia Department of Forestry.	2016-2017	Planning Commission and Staff
	4. Educate citizens on emergency preparedness, including existing health and emergency plans.	Ongoing	Emergency Services

XII. Financial Sustainability			
Goal	Strategy	Sub-Strategy	Tasked to
1. Synchronize the Capital Improvement Program (CIP) with the Comprehensive Plan, level-of-services standards, and impact fee/proffer programs.	1. Align the CIP with level-of-services standards and impact fee/proffer programs so that development helps to finance public services and improvements that it will require, resulting in a revenue neutral or positive impact to the County.		
		2016	Planning Commission and Staff
2. Seek to maximize revenue streams from new development.	1. Establish level-of-services standards that must be met by every residential, commercial and industrial development as a condition of rezoning. 2. Develop a comprehensive policy with guidelines regarding		
		2016	Planning Commission and Staff; Department of Finance
		2016-2017	Planning Commission and Staff;

	proffers (cash or otherwise) and/or impact fees to mitigate capital and services costs, as appropriate, to minimize the impact on County resources.		Department of Finance
	3. Reward development in the designated growth areas with higher density and access to public infrastructure.	Ongoing	Planning Commission and Staff
3. Achieve maximum cost savings through efficiency and effectiveness in County operations.			
	1. Establish a Financial Sustainability Task Force, consisting of County officials and citizens, to identify and develop best practices necessary to ensure County operations and policies are, and remain, cost-effective.	2016	Board of Supervisors and Finance Dept

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FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Strategic Initiatives				
MOTION(s):	N/A				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			08		
STAFF CONTACT(S):	Jacqueline A. Meyers, PhD				
PRESENTER(S):	Jacqueline A. Meyers, PhD				
RECOMMENDATION:					
TIMING:					
DISCUSSION:	Update on 2014-2015 Strategic initiatives Action Plan				
FISCAL IMPACT:	None				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

2014-2015 Strategic Initiatives Action Plan

County of Fluvanna

Updated: September 2, 2015

No.	Action Item	Plan	BOS Champion	Action Office(r)	Status	Date Completed
Strategic Initiative #1: FOSTER ECONOMIC WELL-BEING						
1A	Draft and adopt an economic development strategy for Fluvanna County inclusive of an implementation schedule.	2014-15	O'Brien	Comm Dev	<ul style="list-style-type: none"> There has been an Economic Development plan in place since 2011. An update of the plan is in progress, and is 50% completed. After the Comprehensive Plan is completed, the plan can be completed. 	
1B	Support local businesses and entrepreneurs by establishing a focused business appreciation and expansion program.	2015	O'Brien	Comm Dev	October 2015 – First Small Business Round Table. Speaker to talk about establishing networking groups and other opportunities for “Advancing Your Business”	
1C	Draft and implement a tourism development strategy for Fluvanna County.	2015	Sheridan	Comm Dev P&R	<ul style="list-style-type: none"> Fluvanna County has applied as a partner with Piedmont Wine Country Partnership for a VTC Grant that will allow the partnership to launch the <i>Virginia's Piedmont, America's Wine Country</i> marketing campaign. Effort will showcase area events, wineries and other agri-tourism attractions. Campaign will target both a national audience and an international audience for the purpose of attracting more tourists to the region. Community Development has been 	

					<p>working on the mapping and the layout for the tourism guide.</p> <ul style="list-style-type: none"> • Draft guide and a copy will be forwarded to the Board and various Department Heads for review. 	
1D	Develop an infrastructure plan that will support business, commercial and residential development in Fluvanna County with specific focus on the Zion Crossroads master plan, the Pleasant Grove master plan and the Town of Columbia.	2014	O'Brien	Comm Dev PW Planning	<ul style="list-style-type: none"> • There is a Zion Crossroads RFP for water and sewer that is being brought for review to the BOS. • VDOT will be meeting with staff to discuss HB2 requirements that will affect the implementation of a road widening. The new requirements will be based on various standards, including Economic Development. 	
Strategic Initiative #2: PRACTICE GOOD GOVERNANCE						
2A	Develop and adopt a Board of Supervisor's (BOS) Code of Performance that demonstrates the Board's commitment to witnessing the values inherent with good governance.	2014	Booker	COAD	Code of Ethics adopted by BOS on April 2, 2014	2014-04-02
2B	Place a BOS Chair message on the county's website and in local newspapers on a quarterly basis.	2014	Booker	Clerk to the Board	Quarterly Chair Messages now published in FAN Mail and on website.	2014-08-06
2C	Establish baseline performance measures for core services and programs offered by Fluvanna County.	2015	Sheridan	CSA, P&R	Annual Report to the Citizens included information from all department and agencies, including key facts, statistics, and workload data.	
2D	Develop an annual county report inclusive of a citizen's guide to county government and	2014	Sheridan	CSA, COAD	<ul style="list-style-type: none"> • First Annual Report to the Citizens created in January 2015. 	Jan 2015

	share it with county citizens and county businesses.				<ul style="list-style-type: none"> Available in both electronic and hard copy form. Includes information for all department and agencies, along with key facts, statistics, and workload data. 	
Strategic Initiative #3: STRENGTHEN COMMUNITY PARTNERSHIPS						
3A	Sponsor a Fluvanna County futures forum to gain citizen input about the kind of future they want for Fluvanna County.	2014	O'Brien	Planning	Completed during Planning Department Comp Plan Community Meetings	Fall 2014
3B	Update the Fluvanna County comprehensive plan.	2014-15	O'Brien	Planning	On BOS Sep 16, 2015, Public Hearing agenda for final approval.	
3C	Develop fact sheets for major policy issues and share them with the public and the media.	2014	Booker	COAD Directors	Economic development and Infrastructure already created and published.	
3D	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.	2014	O'Brien Sheridan	Comm Dev Emerg Svc Coord	Underway. Plan to use video materials from Market Fluvanna Campaign.	
Strategic Initiative #4: FUND THE FUTURE						
4A	Draft and adopt a fiscal policy for Fluvanna County inclusive of a debt management/debt reduction strategy.	2015	Weaver	Finance	<p>The policy development is in progress.</p> <p>The BOS approved refinancing of all currently eligible debt in 2014.</p>	
4B	Develop and adopt a county water and sewer service plan and implementation schedule.	2014-15	Ullenbruch	Public Works	<ul style="list-style-type: none"> In active planning and evaluation. Part of needed work was completed as part of the multi-phase recommendations included in the Preliminary Engineering Report (PER) for the Zion Crossroads Water & Sewer 	

					<p>System Design.</p> <ul style="list-style-type: none"> RFP for the Countywide Master Water & Sewer Service Plan will be advertised once the final design for Zion crossroads is underway and the budget available for the project can be more accurately predicted. 	
4C	Develop a five-year revenue and expenditure forecast focused on services and programs sponsored by Fluvanna County.	2014-15	Weaver	Finance	Finance has developed a 5 year budget forecast for presentation to the board in February 2015. The Budget Year plus Four will now be a standard part of the County's annual budget process.	Apr.15,2015
4D	Add a capital maintenance component, inclusive of life cycle costs, to the Fluvanna County Capital Improvements Program (CIP). (incl. depreciation)	2014-15	Weaver	Public Works, Finance, & PZA	Submitted and approved.	April 2014
4E	Identify all sources of revenue the county can use to finance local government programs and services and determine which sources Fluvanna County should utilize. Relatedly, establish a target tax rate the county can use with the sources of revenue utilized by the county.	2014-15	Ullenbruch	Finance Comm. of Revenue	<ul style="list-style-type: none"> Sources identified and presented to BOS in Jan 2014. EMS Cost Recovery included in the FY16 budget. Potential increase in vehicle license fees, using a tiers approach, being researched as another option. Other revenue sources such as Meals Tax, Business License Fee, etc., remain under discussion. 	

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors Regular Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, August 5, 2015 Adjourned Meeting and Regular Meeting, be adopted.				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Kelly Belanger Harris, Clerk to the Board				
PRESENTER(S):	Steven M. Nichols, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft minutes for August 5, 2015				
REVIEWS	Legal	Finance	Purchasing	HR	Other

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
August 5, 2015
Regular Meeting 4:00pm & 7:00pm**

MEMBERS PRESENT: Bob Ullenbruch, Palmyra District, Vice-Chairperson
Tony O'Brien, Rivanna District (arrived at 4:01pm.)
Donald W. Weaver, Cunningham District
Mike Sheridan, Columbia District

MEMBERS ABSENT: Mozell Booker, Fork Union District, Chairperson

ALSO PRESENT: Steven M. Nichols, County Administrator
Fred W. Payne, County Attorney
Kelly Belanger Harris, Clerk to the Board of Supervisors

CALL TO ORDER

At 4:00pm, Vice Chair Ullenbruch called the Regular Meeting of August 5, 2015 to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA

MOTION

Mr. O'Brien moved to accept the Agenda for the August 5, 2015, Regular Meeting of the Board of Supervisors.
Mr. Weaver seconded and the Agenda was adopted by a vote of 4-0. AYES: Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: Booker.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Eagle Scout Project
 - Just completed at the Community Garden
 - HUGE thanks to Aaron Spitzer for working with this group to make this project happen.
 - We will be working with several future Eagle Scouts to build more picnic table structures like this around the park as opportunities become available
- Fluvanna County has been recognized with a VACo Achievement Award for our Pleasant Grove Meadow Management Project
 - Jason Smith put the nomination together, Fluvanna County was one of the 34 projects recognized out of 92 submissions
- Fluvanna County Fair, August 19-22
- CIC's New Microloan Program - To better serve entrepreneurs seeking financing, CIC has made changes to the loan program:
 - They've removed the tiers on the loan program. Entrepreneurs may now seek loans of up to \$35,000 to meet their business needs. Previously, first time borrowers were limited to \$5,000.
 - Existing businesses are now eligible to apply for a CIC microloan without completing our WIBO workshop if they can produce six months of financial statements and a business plan outlining their financing needs.
 - The interest rates have changed. The starting interest rate on microloans is 9.75% and discounted rates are available for those who have completed the WIBO workshop and for borrowers with qualified co-signers.
- 5th Annual Fluvanna County Wine Festival, Saturday, Sep 26th at 11:00 AM - 6:00 PM, Pleasant Grove Park
- Fluvanna Chamber of Commerce's 2015/16 Fluvanna Guide now available
 - Available at the Chamber Office and various locations; E-version also available on the Chamber website
- New, Combined Virginia Sales Tax Holiday, August 7-9
 - Includes school, emergency and energy-efficient items, plus clothing and footwear
- Fluvanna Leadership Development Program
 - Class #13 begins in September
 - Registration closes August 31st, Tuition is \$35 and scholarships are available
 - Visit Fluvannaleadership.com for info and application
- Next Meetings
 - Wednesday, September 2, 4:00 pm – Regular Meeting
 - Wednesday, September 16, 4:00 pm – Work Session and 7:00 pm – Regular Meeting

BOARD OF SUPERVISORS' UPDATES

Sheridan—None.

Weaver—None.

Ullenbruch—TRIAD signing on Tuesday August 4, 2015.

O'Brien— None.

Booker— Absent.

4:10:40 PM PUBLIC COMMENTS #1

Vice Chair Ullenbruch opened the first round of Public Comments.

With no one else wishing to speak, Vice Chair Ullenbruch closed the first round of Public Comments.

PUBLIC HEARINGS

Scheduled for 7:00pm.

ACTION MATTERS

FY15 Budget Amendment—Eric Dahl, Finance Director, returned to the Board with a request to approve a budget amendment of \$3,690,100 to reflect refinancing of bonds, and increasing the FY15 Amended Budget to \$85,120,579.

MOTION

Mr. Weaver moved the Board of Supervisors approve a FY15 capital budget amendment of \$3,690,100 to reflect refinancing of bonds, and increasing the FY15 Amended Budget to \$85,120,579. Mr. O'Brien seconded and the motion passed 4-0. AYE: Ullenbruch, O'Brien, Sheridan, & Weaver. NAY: None. ABSENT: Booker.

FY16 Social Service New Eligibility Worker Allocation Supplemental Appropriation—Kim Mabe, Director of Social Services, addressed the Board with a request to approve an appropriation from State and Federal permanently-allocated funds to supplement the FY16 Budget to fund a new Benefits Specialist position.

MOTION

Mr. Sheridan moved approve a FY16 supplemental appropriation of \$12,675 from State and Federal funds to the FY16 Social Services Budget to fund a new Part-Time Benefit Specialist position to aid with Medicaid backlog, and with \$2,325 in matching funds to come from the existing FY16 Social Services Budget. Mr. O'Brien seconded and the motion passed 4-0. AYE: Ullenbruch, O'Brien, Sheridan, & Weaver. NAY: None. ABSENT: Booker.

FY16 Social Service Overtime Pay Supplemental Appropriation—Kim Mabe, Director of Social Services, addressed the Board with a request to approve an FY16 budget appropriation from one-time State and Federal funds to address overtime related to current Medicaid backlog.

MOTION

Mr. O'Brien moved the Board of Supervisors approve a FY16 supplemental appropriation of \$13,545 from one time State and Federal funds to the FY16 Social Services Budget for additional overtime through October 9, 2015 to assist with the current Medicaid Backlog. Mr. Weaver seconded and the motion passed 4-0. AYE: Ullenbruch, O'Brien, Sheridan, & Weaver. NAY: None. ABSENT: Booker.

Reclassification of Maintenance Position—Gail Parrish, Human Resources Manager, brought before the Board a request to reclassify a Public Works position vacated when an employee retired. Upon review, it was determined that there was a need for a higher skill level than provided in previous job classification. In addition, upon review of comparable positions in the area, an increase to the base salary was requested.

MOTION

Mr. Sheridan moved to reclassify the Maintenance/Energy Technician position, Classification 3190, Pay Band 9, to a Facilities Maintenance Specialist position, Classification 3181, Pay Band 12, and to transfer \$2,800 from FY16 Personnel Contingency to the FY16 Facilities Personnel budget. Mr. O'Brien seconded and the motion passed 4-0. AYE: Ullenbruch, O'Brien, Sheridan, & Weaver. NAY: None. ABSENT: Booker.

Appointment to the Economic Development Authority (EDA) – Steven M. Nichols, County Administrator, presented the

MOTION

Mr. O'Brien moved to reappoint Daniel Nunziato to the Economic Development Authority (EDA), with a term to begin September 1, 2015 and to terminate August 31, 2019. Mr. Sheridan seconded and the motion passed 4-0. AYE: Ullenbruch, O'Brien, Sheridan, & Weaver. NAY: None. ABSENT: Booker.

Appointment to the Fluvanna Partnership for Aging Committee – Steven M. Nichols, County Administrator, brought to the Board a request to further realign the current membership of the Fluvanna Partnership for Aging to better serve the Partnership's membership needs.

MOTION

Mr. Sheridan moved to appoint Deborah Foreman to the Palmyra District position on the Fluvanna Partnership for Aging (FPA) Committee replacing Bobbie Gallo, with a term to begin immediately, and to terminate December 31, 2017. Mr. Weaver seconded and the motion passed 4-0. AYE: Ullenbruch, O'Brien, Sheridan, & Weaver. NAY: None. ABSENT: Booker.

PRESENTATIONS

2015 Ratio for Public Utilities – Mel Sheridan, Commissioner of the Revenue--*Deferred*

CONSENT AGENDA

The following were approved under the Consent Agenda:

Minutes July 15, 2015 Meeting—Kelly Belanger Harris, Clerk to the Board of Supervisors

FY15 Aid to Localities Funding- Fire Department—Mary Anna Twisdale, Management Analyst

MOTION

Mr. O'Brien moved to approve the items on the Consent Agenda for August 5, 2015. Mr. Weaver seconded and the motion passed 4-0. AYES: Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: Booker.

UNFINISHED BUSINESS

Mr. Ullenbruch clarified that contrary to a comment in local media, our County Attorney, Mr. Payne, has not stated that the it would be illegal to approve an insurance-only option for Cost Recovery billing. The option does, however, require an opinion from the HHS Office of the Inspector General.

Additionally, Mr. Ullenbruch noted that in discussions with the Sheriff, Animal Control officers, and citizens, it was determined that there was no need to move forward with a Barking Dogs ordinance.

NEW BUSINESS

None.

4:45:44 PM PUBLIC COMMENTS #2

Vice Chair Ullenbruch opened the second section of Public Comments.

With no one wishing to speak, Vice Chair Ullenbruch closed the second round of public comments.

CLOSED SESSION**MOTION TO ENTER INTO A CLOSED MEETING**

At 4:48pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.3, A.6, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Real Estate, Investment of Funds, and Legal Matters. Mr. O'Brien seconded and the motion carried, with a vote of 4-0. AYES: Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: Booker.

Recess for Dinner and Closed Meeting**MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION**

At 6:02pm, Mr. Weaver moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting." Mr. Sheridan seconded. The motion carried, with a roll call vote of 4-0. AYES: Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: Booker.

MOTION TO ADJOURN UNTIL 7:00 PM.

Mr. Sheridan moved to adjourn until 7:00pm. Mr. O'Brien seconded and the motion passed 4-0. AYES: Ullenbruch, O'Brien, Sheridan, and Weaver. NAYS: None. ABSENT: Booker.

Reconvene

(Mr. O'Brien was not present for Public Hearings.)

PUBLIC HEARINGS

ZMP 15-04: *George W. Dansey & SUP 15-04: George W. Dansey*—Steve Tugwell, Senior Planner, presented a request to amend the Fluvanna County Zoning Map with respect to 1.95 acres of Tax Map 36, Section 1, Parcel 1 to rezone the same from R-1, Residential, Limited to A-1, Agricultural, General; and a request for a special use permit to allow for a small restaurant with respect to approximately 1.95 acres of Tax Map 36, Section 1, Parcel 1 subject to the seven (7) conditions listed in the staff report.

Vice Chair Ullenbruch opened the Public Hearing.

With no one wishing to speak, Vice Chair Ullenbruch closed the Public Hearing.

There being no discussion,

MOTION

Mr. Weaver moved that the Board of Supervisors approve ZMP 15:04 of the attached ordinance for ZMP 15:04, a request to amend the Fluvanna County Zoning Map with respect to approximately 1.95 acres of Tax Map 36, Section 1, Parcel 1, to amend the same from R-1, Residential, Limited to A-1, Agricultural, General). Mr. Sheridan seconded and the motion passed 3-0. AYE: Ullenbruch, Sheridan, & Weaver, NAY: None. ABSENT: Booker and O'Brien;

And,

Mr. Weaver moved that the Board of Supervisors approve SUP 15:04, a request for a special use permit to allow for a small restaurant with respect to approximately 1.95 acres of Tax Map 36, Section 1, Parcel 1 subject to the seven (7) conditions listed in the staff report. Mr. Sheridan seconded and the motion passed 3-0. AYE: Ullenbruch, Sheridan, & Weaver. NAY: None. ABSENT: Booker and O'Brien.

Conditions:

1. This site must meet all Virginia Department of Transportation requirements.
2. A site plan may be required if the building expands or parking needs change in the future.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. The property shall be maintained in a neat and orderly manner so that the visual appearance from Route 6 is acceptable to County officials.
5. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.
6. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.
7. Hours of operation for the small restaurant shall be Monday through Sunday 7 a.m. to 7p.m.

ADJOURN**MOTION:**

At 7:08pm Mr. Sheridan moved to adjourn the meeting of Wednesday, May 6, 2015. Mr. Weaver seconded and the motion carried with a vote of 3-0. AYES: Ullenbruch, Sheridan, & Weaver. NAYS: None. ABSENT: Booker and O'Brien.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

Mozell H. Booker
Chairperson

DRAFT

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Market-Based Pay Increase												
MOTION(s):	I move to approve a \$1,781.00 annual market-based pay increase for Jason Smith, Director of Parks and Recreation, for a new annual salary of \$63,092.00, effective September 1, 2015, with the \$1,781 pay increase and Fringe of \$386 coming from the approved FY16 Budget.												
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other								
				XX									
STAFF CONTACT(S):	Gail Parrish, Human Resources Manager												
PRESENTER(S):	Gail Parrish, Human Resources Manager												
RECOMMENDATION:	Approval												
TIMING:	Effective September 11 payroll												
DISCUSSION:	<p>-- The Parks and Recreation Director's salary, after the approved 1.5% COLA increase, will still be 12.2% below the FY16 Market. The Market for a Parks and Recreation Director for similar facilities and park size is \$69,810; the Director will be making after the salary increase about \$8,500 below Market.</p> <p>-- Over the past 3 years, the job responsibilities for the Director has increased significantly with the opening of the Pleasant Grove Museum, additional Senior Citizen Programs, increased and or expanded both youth and adult services/programs, improved and enhanced the 830 acres and trails.</p> <p>-- The proposed increase will help align the P&R Director's salary more closely with area market-based rates for similar positions (Current market rate salary is \$69.810).</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Category</th> <th style="text-align: right; border-bottom: 1px solid black;">P&R Director</th> </tr> </thead> <tbody> <tr> <td>Current Salary with Sep1 COLA</td> <td style="text-align: right;">\$ 61,311</td> </tr> <tr> <td style="text-align: center;">2.9% Market Adjustment</td> <td style="text-align: right;"><u>+\$ 1,781</u></td> </tr> <tr> <td>New Salary</td> <td style="text-align: right;">\$ 63,092</td> </tr> </tbody> </table>					Category	P&R Director	Current Salary with Sep1 COLA	\$ 61,311	2.9% Market Adjustment	<u>+\$ 1,781</u>	New Salary	\$ 63,092
Category	P&R Director												
Current Salary with Sep1 COLA	\$ 61,311												
2.9% Market Adjustment	<u>+\$ 1,781</u>												
New Salary	\$ 63,092												
FISCAL IMPACT:	Funding (\$1,781 + Fringe of \$386 = \$2167) included in FY16 Adopted Budget												
POLICY IMPACT:	N/A												
LEGISLATIVE HISTORY:	N/A												
ENCLOSURES:	N/A												
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other								
				XX									

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Waiver of Fees for the James River Water Project SUP Process												
MOTION(s):	<p>I move to waive \$9,680 in fees associated with the Special Use Permit application and process for the James River Water Project, including:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>Special Use Permit Fee</td> <td style="text-align: right;">\$ 800</td> </tr> <tr> <td>Public Hearing Sign Deposit</td> <td style="text-align: right;">\$1.440</td> </tr> <tr> <td>Adjoining Property Owner Notifications</td> <td style="text-align: right;">\$7,440</td> </tr> </table>					Special Use Permit Fee	\$ 800	Public Hearing Sign Deposit	\$1.440	Adjoining Property Owner Notifications	\$7,440		
Special Use Permit Fee	\$ 800												
Public Hearing Sign Deposit	\$1.440												
Adjoining Property Owner Notifications	\$7,440												
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other								
				XX									
STAFF CONTACT(S):	Jason Stewart, Planning and Zoning Administrator												
PRESENTER(S):	Steve Nichols, County Administrator												
RECOMMENDATION:	Approve												
TIMING:	Now												
DISCUSSION:	<p>Louisa County’s SUP application for construction of the James River Water Pipeline project through Fluvanna County has been submitted to the Planning Department. Normal fees for the application would be:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>Special Use Permit Fee</td> <td style="text-align: right;">\$ 800 (Standard fee)</td> </tr> <tr> <td>Public Hearing Sign Deposit</td> <td style="text-align: right;">\$1.440 (Refundable)</td> </tr> <tr> <td>Adjoining Prop. Owner Notifications (PH#1) (201 Total - First 15 free; others \$20 per property)</td> <td style="text-align: right;">\$3,720</td> </tr> <tr> <td>Adjoining Prop. Owner Notifications (PH#2) (201 Total - First 15 free; others \$20 per property)</td> <td style="text-align: right;">\$3,720</td> </tr> </table> <p>The SUP will be considered at Public Hearing by the Planning Commission on September 23, 2015 and by the BOS at Public Hearing on October 21, 2015.</p> <p>The project will also provide significant benefit to Fluvanna County by delivering treated water to our Zion Crossroads Community Planning Area. As a result, staff recommends that any fees associated with the SUP application be waived in the same way that we would not charge such fees for a Fluvanna County project.</p>					Special Use Permit Fee	\$ 800 (Standard fee)	Public Hearing Sign Deposit	\$1.440 (Refundable)	Adjoining Prop. Owner Notifications (PH#1) (201 Total - First 15 free; others \$20 per property)	\$3,720	Adjoining Prop. Owner Notifications (PH#2) (201 Total - First 15 free; others \$20 per property)	\$3,720
Special Use Permit Fee	\$ 800 (Standard fee)												
Public Hearing Sign Deposit	\$1.440 (Refundable)												
Adjoining Prop. Owner Notifications (PH#1) (201 Total - First 15 free; others \$20 per property)	\$3,720												
Adjoining Prop. Owner Notifications (PH#2) (201 Total - First 15 free; others \$20 per property)	\$3,720												

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Rivanna River Renaissance Conference Funding Support				
MOTION(s):	I move to provide Rivanna River Basin Commission with \$500 to support the planned October 2015 Rivanna River Renaissance Conference, with such funds to come from FY16 BOS Contingency.				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Steve Nichols, County Administrator				
PRESENTER(S):	Steve Nichols, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Now				
DISCUSSION:	<p>RRBC, the RCS, and Stream Watch, with TJPDC as the principal organizer, are planning a major conference on the future of the Rivanna River on Friday, Oct. 2 in Charlottesville. The group is putting together an all day program, and they have been invited the governor and the DCR Secretary to participate.</p> <p>The group is asking that the 4 jurisdictions in the Rivanna basin (City of Charlottesville, Albemarle, Fluvanna and Greene Counties) contribute \$500 each for organizing and holding the event.</p>				
FISCAL IMPACT:	\$500 from FY16 BOS Contingency				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Preliminary event flier				
REVIEWS	Legal	Finance	Purchasing	HR	Other

DRAFT

Rivanna River Renaissance Conference

Turning our Face to the River: Tools for Building a River Community
Friday October 2, 2015 – Saturday October 3, 2015

Conference Sponsors:

City of Charlottesville, Albemarle, Fluvanna and Greene Counties
Lewis and Clark Exploratory Center, Rivanna Conservation Society, Rivanna River Basin
Commission, StreamWatch, Thomas Jefferson Planning District Commission

Conference Location:

Lane Auditorium Albemarle County Building
401 McIntire Road – Charlottesville VA 22902

Conference Goal: To bring the community to the Rivanna River and to share a New Vision for the Future of the Watershed - including responsible economic development, recreational opportunities and protection of water quality.

Who Should Attend: Community leaders, local government officials, developers, builders, financial investors, conservation and environmental organization personnel and members and the public-at-large

Conference Agenda:

Friday Oct 2, 2015

- | | |
|------------|--|
| 8:45 am - | Registration, meet and greet with coffee & sweets |
| 9:00 am - | Welcome to Elected Officials, state officials
Introductions: Ann Mallek, Albemarle Board of Supervisors
Acknowledgement of Conference Committee, Sponsors and local government leaders |
| 9:10 am - | Growing a River Economy while meeting Chesapeake Bay Goals
Nicholas DiPasquale, USEPA's Director of the Chesapeake Bay Program
Introduction: Robbi Savage |
| 9:30 am - | Keynote Speaker:
Doug Neidich, Founder and CEO –
Green Works Development, Harrisburg, PA
Introduction: Bob Fenwick, Charlottesville City Council or Robbi |
| 10:15 am - | Panel Discussion I – Our Town on the Rivanna - Infrastructure
Dr. Daphne Spain, UVA School of Architecture |

Brian Roy, BR Real Estate Development & Management
Karen Firehock – Albemarle County Planning Commission
Justin Doyle, James River Association
Moderator: Mike Foreman, Department of Conservation and
Recreation and StreamWatch Board Chair

- 11:15 am Creating a River City
 Charles Stek – President of Environment Stewardship,
 Chesapeake Conservancy
Introduction: by: Marvin Moss, Fluvanna County citizen rep RRBC
 President. Fluvanna County Historical Society
- 12:00 pm Luncheon Presentation – state panel on funding resources
 Joe Maroon of the Virginia Environmental Endowment;
 ?Molly Ward, DCR Secretary; Angela Navarro? Funder?
 Jake Reilly, Bay Program Director for the National Fish and
 Wildlife Foundation,
 Moderator: Mike Foreman
 Introduction: Ann
- 1:15 pm Panel Discussion II – Rivanna River Access & Asset DCR join?
 River Access – Dan Mahon, Albemarle Greenway/Blueways
 River Adventure – Aaron Hammer, Blue Ridge Mtn. Sports
 River Economy – Gabe Silver, Rivanna River Outfitters
 River Fun – Emily Powell, the Nature Conservancy
Moderator: Chris Gensic, Charlottesville Park and Trails Planner
- 2:15 pm Break & Networking –light refreshments
- 2:30 pm Panel Discussion III – Rivanna Environment, Events & Activities
 River Uses – Dan Triman, Rivanna River Steward
 River Quality – David Hannah, StreamWatch
 River Education – Alexandria Searls, Lewis & Clark Center
 River Fun – Dave Smith, Rivanna River Guardians
Moderator: Robbi Savage, Rivanna Conservation Society
- 3:45 pm Rivanna Resolution – Marvin Moss, Fluvanna County Historical
 Society & Charles Stek, Chesapeake Conservancy
- 4:00 pm Presentation of Rivanna Renaissance Report???
 Rivanna River History in Song – Dan Mahon
- 5:00 pm Reception
 West Main

Saturday October 3, 2015 - Field Experiences – Free of Charge to Participants

10:00am - noon

Learn to Fly Fish – Hosted by Albemarle Angler

Learn to Canoe and Kayak – Hosted by the Rivanna Conservation Society

Learn to Monitor the River – Hosted by StreamWatch

Learn River Safety and Swimming – Hosted by Lake Monticello Water

Rescue and the Charlottesville/Albemarle Rescue Squad and the Benjamin
Hair Just Swim for Life Foundation

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Approval of the FY16 Vehicle Reimbursement for Total Loss of the Sheriff's Department 2011 Ford Crown Victoria VIN 2658				
MOTION(s):	I move to approve an increase of \$8,925 to the Sheriff's Office FY16 Budget to reflect reimbursement of a damaged vehicle insurance claim from VACORP.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Mary Anna Twisdale, Management Analyst				
PRESENTER(S):	Sheriff Eric Hess				
RECOMMENDATION:	I recommend approval of the following action.				
TIMING:	Routine.				
DISCUSSION:	2011 Ford Crown Victoria VIN 2658 was in an accident and declared a total loss by VACORP. The amount recovered for the vehicle after deductible is \$8,925.				
	This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.				
FISCAL IMPACT:	Will increase FY16 Sheriff's budget by \$8,925.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	FY16 Schools Supplemental Appropriation of State funding for Career & Technical Education Programs				
MOTION(s):	I move the Board of Supervisors approve the supplemental appropriation of \$19,707.19 in the FY16 Fluvanna County Public Schools budget from the Commonwealth of Virginia for Career & Technical Educations (CTE) programs.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Mary Anna Twisdale, Management Analyst				
PRESENTER(S):	Ed Breslauer, Schools Director of Finance				
RECOMMENDATION:	I recommend approval of the following action.				
TIMING:	Routine.				
DISCUSSION:	<p>Fluvanna County Public Schools was notified in July, 2015 of the Career & Technical Education funding. The allocations are:</p> <ul style="list-style-type: none"> • \$5,461.54 Information Technology Industry Certifications • \$7,792.07 State Equipment Grant for CTE • \$1,214.50 Workplace Readiness Skills • \$5,239.08 Industry Certification Examinations <p>This will increase Schools FY16 State Revenue from \$19,723,012 to 19,742,719.19</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	There is no County match required.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

U

Meeting Date: September 2, 2015

AGENDA TITLE:	FY16 Schools Supplemental Appropriation of State funding for Local Alternative Assessments				
MOTION(s):	I move the Board of Supervisors approve the supplemental appropriation of \$13,000.00 in the FY16 Fluvanna County Public Schools budget from the Commonwealth of Virginia for assistance with implementing the Virginia Board of Education’s Guidelines for Local Alternative Assessments.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Mary Anna Twisdale, Management Analyst				
PRESENTER(S):	Ed Breslauer, Schools Director of Finance				
RECOMMENDATION:	I recommend approval of the following action.				
TIMING:	Routine.				
DISCUSSION:	<p>Fluvanna County Public Schools was notified in August, 2015 of the Local Alternative Assessment funding of \$13,000.</p> <p>This will increase Schools FY16 State Revenue from \$19,742,719.19 to \$19,755,719.19</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	There is no County match required.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	FY15 Cell Tower Budget Supplement				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$4,000.00 to the FY15 Planning Commission Budget to reflect an increase in the number of cell tower applications. These are pass-through funds.				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Mary Anna Twisdale, Management Analyst				
PRESENTER(S):	Mary Anna Twisdale, Management Analyst				
RECOMMENDATION:	I recommend approval of the supplemental appropriation as stated above.				
TIMING:	Routine				
DISCUSSION:	During the FY15 Budget process, the amount of cell tower applications to be received was based upon projected estimates at the time. The FY15 estimates for special use permits and the associated expenditures were underestimated. A supplemental appropriation of \$30,000 was approved by the Board in July. Since that time, additional revenue of \$4,000.00 has been received for one additional application for FY15.				
FISCAL IMPACT:	The FY15 General Fund Budget will increase by \$4,000.00				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS	Legal	Finance	Purchasing	HR	Other
		XX			

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	FY15 End of Year Budget Transfer																											
MOTION(s):	I move the Board of Supervisors approve a FY15 budget transfer for \$11,105.00 from BOS Contingency to Reassessment due to overages in professional services costs.																											
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other																							
				X																								
STAFF CONTACT(S):	Mary Anna Twisdale, Management Analyst																											
PRESENTER(S):	Mary Anna Twisdale, Management Analyst																											
RECOMMENDATION:	I recommend approval of the following action.																											
TIMING:	Routine.																											
DISCUSSION:	After a review of departmental budgets and year to date costs, a budget transfer is being requested for the Reassessment Budget, Professional Services line. Reassessment budget is over \$11,105.00 for FY15 due to increased hours worked and hourly wages for BOE as well has higher contract costs than anticipated when budget was created.																											
	REASSESSMENT <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">ACCOUNT</th> <th style="text-align: right;">FY15 BUDGET</th> <th style="text-align: right;">ACTUAL</th> </tr> </thead> <tbody> <tr> <td>CONTRACT SERVICES</td> <td style="text-align: right;">\$ 68,800.00</td> <td style="text-align: right;">\$ 75,325.48</td> </tr> <tr> <td>SUPPLIES/MAILING</td> <td style="text-align: right;">\$ 6,000.00</td> <td style="text-align: right;">\$ 7,611.84</td> </tr> <tr> <td>WAGES</td> <td style="text-align: right;">\$ 3,250.00</td> <td style="text-align: right;">\$ 6,261.40</td> </tr> <tr> <td>ADVERTISING</td> <td style="text-align: right;">\$ 350.00</td> <td style="text-align: right;">\$ 627.48</td> </tr> <tr> <td>OFFICE SUPPLIES</td> <td style="text-align: right;">\$ 100.00</td> <td style="text-align: right;">\$ 27.92</td> </tr> <tr> <td>FURNITURE</td> <td style="text-align: right;">\$ 250.00</td> <td></td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">\$ 78,750.00</td> <td style="text-align: right;">\$ 89,854.12</td> </tr> </tbody> </table> <p>The FY15 BOS Contingency balance prior to transfer is \$101,648.00</p>					ACCOUNT	FY15 BUDGET	ACTUAL	CONTRACT SERVICES	\$ 68,800.00	\$ 75,325.48	SUPPLIES/MAILING	\$ 6,000.00	\$ 7,611.84	WAGES	\$ 3,250.00	\$ 6,261.40	ADVERTISING	\$ 350.00	\$ 627.48	OFFICE SUPPLIES	\$ 100.00	\$ 27.92	FURNITURE	\$ 250.00		TOTAL	\$ 78,750.00
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FURNITURE	\$ 250.00																											
TOTAL	\$ 78,750.00	\$ 89,854.12																										
FISCAL IMPACT:	<p style="text-align: center;">The following FY15 budget changes will be made:</p> <ul style="list-style-type: none"> • Decrease: BOS Contingency \$11,105.00 • Increase: Reassessment \$11,105.00 																											
POLICY IMPACT:	N/A																											

LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

XYZ

Meeting Date: September 2, 2015

AGENDA TITLE:	Public Safety Building UPS Maintenance Contract Addendum and Renewal				
MOTION(s):	<p>I move to approve the renewal and amendment of the existing contract for Battery and Uninterruptible Power Systems (UPS) Maintenance Services with Emerson Network Power/Liebert Services, Inc. and further authorize the County Administrator to execute the Contract, subject to approval as to form by the County Attorney.</p>				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Eric Dahl, Director of Finance				
PRESENTER(S):	Eric Dahl, Director of Finance				
RECOMMENDATION:	Approve				
TIMING:	Immediate				
DISCUSSION:	<p>The original contract was dated 8/21/14 and the terms of the original contract allows the County to renew the contracts listed above up to three (3) additional one (1) year terms. The Addendum and Agreement which renews the prior Original Contract with Emerson on the exact same terms as before EXCEPT:</p> <ol style="list-style-type: none"> 1. The initial term of this new Agreement is August 1, 2015 to July 31, 2016; and 2. The new Agreement automatically renews for (3) additional one-year terms unless the County gives notice prior to the expiration of the current term that it does not intend to renew 				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:					
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X		X		

**ADDENDUM AND AGREEMENT TO CONTRACT BETWEEN THE COUNTY OF
FLUVANNA AND EMERSON NETWORK POWER, LIEBERT SERVICES, INC. FOR
BATTERY MAINTENANCE SERVICES**

This Addendum and Agreement to Contract for Battery Maintenance Services (collectively with all exhibits hereto, the "Agreement") dated this ____ day of _____, 2015 is between the **COUNTY OF FLUVANNA** (the "County"), a political subdivision of the Commonwealth of Virginia and **EMERSON NETWORK POWER, LIEBERT SERVICES, INC.** ("Emerson"), a Delaware corporation authorized to transact business in Virginia, and is binding among and between these parties as of the date of the County's signature. The parties agree as follows:

WHEREAS, the County and Emerson executed an Contract Between the County of Fluvanna and Emerson Network Power, Liebert Services, Inc. for Battery Maintenance Services on the 21st day of August, 2014 (the "Original Contract"), which is attached hereto as **Exhibit 1** and incorporated herein by reference, for an initial term of one-year beginning on August 1, 2014 and ending on July 31, 2015 for certain maintenance services on equipment as more particularly described therein;

WHEREAS, Emerson provides certain maintenance services to the County under the Original Contract and the County wishes to continue receiving such maintenance services and Emerson wishes to continue providing the same;

WHEREAS, said Original Contract allowed for renewals under the same terms;

NOW THEREFORE, in consideration of the Original Contract, the foregoing and of the mutual covenants and promises set forth herein, the County and Emerson agree that Emerson shall continue to provide the services set forth in the Original Contract, and County shall pay the prices, as set forth therein. The Original Contract is hereby amended as follows:

1. Section 4 is hereby deleted and replaced with the following:

4. COVERAGE DATES: A one-year term beginning on August 1, 2015 and ending on July 31, 2016.

2. Section 5 is hereby deleted and replaced with the following:


5. RENEWAL: This Contract will automatically renew upon the same terms described herein annually for three (3) successive one-year renewal periods upon the expiration of the prior year long term; except that the County may notify Emerson of its intent not to renew the Contract at any time prior to the expiration of the then current term

3. Except as specifically amended hereby, the terms and provisions of the Original Contract, including all attachments thereto, shall remain in full force or effect and are hereby incorporated into this Agreement by reference.

In witness hereof the undersigned duly authorized representatives have executed this Contract on the dates set forth beside their respective signatures:

Emerson:
Emerson Network Power, Liebert Services, Inc.

County:
County of Fluvanna, a political subdivision of the Commonwealth of Virginia

By:  _____ Date: 8/26/2015 By: _____ Date: _____

Digitally signed by Ana Lopez
DN: cn=Ana Lopez, o=Emerson
Network Power, ou=Emerson
Network Power, Liebert Services,
email=alorena.lopez@emerson.c
om, c=US
Date: 2015.08.26 14:05:09 -06'00'

Name: Ana López _____ Name: _____

Title: Contract Administrator _____ Title: _____

APPROVED AS TO FORM:

Fluvanna County Attorney

CONTRACT BETWEEN THE COUNTY OF FLUVANNA AND EMERSON NETWORK POWER, LIEBERT SERVICES, INC. FOR BATTERY MAINTENANCE SERVICES

This Contract for Battery Maintenance Services (collectively with all exhibits hereto, the "Contract") dated this 21st day of August, 2014 is between the COUNTY OF FLUVANNA (the "County"), a political subdivision of the Commonwealth of Virginia and EMERSON NETWORK POWER, LIEBERT SERVICES, INC. ("Emerson"), a Delaware corporation authorized to transact business in Virginia, and is binding among and between these parties as of the date of the County's signature. The parties agree as follows:

1. **SCOPE OF SERVICE:** Emerson agrees to provide the following services during the Coverage Dates (defined below in Section 4) related to the County's Liebert Equipment (defined below in Section 2):

Essential Service

- Guaranteed 4-hour response 24 hours/day, 7 days/week;
- Emergency service labor and travel coverage;
- Parts coverage; and
- Preventive Maintenance visits scheduled Monday-Friday, 8 am – 5 pm.

The services Emerson agrees to provide to the County for maintenance of its Liebert Equipment include, but are not limited to, all those services listed in the:

- a) Uninterruptible Power Systems Peripherals Maintenance Bypass Cabinet Load Bus Sync Power Tie Slim Line Distribution Cabinet Scope of Work, Essential Service (1), which is attached hereto as Exhibit 1 are incorporated herein by such reference and made a material part of this Contract;
- b) Uninterruptible Power Systems All 3-Phase Models Scope of Work, Essential Service (2), which is attached hereto as Exhibit 2 and incorporated herein by such reference and made a material part of this Contract; and
- c) Stationary Battery Systems VRLA (SEALED) Battery Scope of Work, Essential Service (4), which is attached hereto as Exhibit 3 and incorporated herein by such reference and made a material part of this Contract.

2. **LIEBERT EQUIPMENT:** The County's Liebert Equipment which will be serviced under this Contract by Emerson includes the following items:

Tag #	Description	Part #	Annual PM Qty.	Coverage Type	Coverage Amount
1281537	SEALED BATTERY	37BP050XPJEBNL	4	Essential	\$2,309.44
1281538	SEALED BATTERY	37BP050XPJEBNL	4	Essential	\$2,309.44
1281541	NPOWER 30-50	37SA050CCC6B267	2	Essential	\$4,407.91
1281542	MBC/SLIM	37MB0500CC62L	1	Essential	\$590.80

LN CAB				
				Total Price: \$ 9,617.59

NOTE: Battery tag 1281539 was removed.

If any of the above-referenced batteries fail during the coverage dates or any extension thereof under this Contract, the County shall have the option to either: (i) replace the battery with the same or similar battery (the "replacement battery") and Emerson shall be responsible for meeting all the requirements of this Contract with respect to such replacement battery as if it were the original battery at no additional cost or expense to the County; or (ii) the County may choose not to replace the battery and the Contract price shall be reduced pro rata to reflect the removal of such specific battery. In addition, if any battery failure is caused by Emerson's failure to maintain the batteries in conformance with this Contract or Emerson's willful act or negligence, then Emerson shall replace the battery at its sole cost and expense with a new replacement battery of equal or better quality than the failed battery.

3. **SITE ID:** 86006 FLUVANNA PUBLIC SAFETY, 132 Main Street, PALMYRA, VA 22963
4. **COVERAGE DATES:** A one-year term beginning on August 1, 2014 and ending on July 31, 2015.
5. **RENEWAL:** The County will have the option to renew this Contract at any time prior to the expiration of the then current term upon the same terms described herein annually for three (3) successive one-year renewal periods upon the expiration of the prior year long term.
6. **PRICING:** The total price annually for the services for the Coverage Dates described *supra* shall be NINE THOUSAND SIX HUNDRED SEVENTEEN AND 59/100 DOLLARS (\$9,617.59) payable within 30 days' of execution of this Contract; and for any renewal as described above within 30 days' of the start date of such renewal term. In the event that this Contract is terminated for any reason prior to the expiration of the current coverage year, the County shall receive a pro-rata reimbursement from Emerson of the total Contract price hereunder based on the number of days left in the coverage year for which services will not be provided by reason of such termination. In the event that this Contract is terminated by the County for convenience prior to the County paying the Contractor the annual payment for services for the current coverage year, the County shall pay the Contractor a pro-rata portion of the annual payment based on the number of days of services actually rendered to the County by the Contractor prior to said termination.
7. **NOTICES:** The legal address for the County and for the Emerson and the addresses for delivery of Notices and other documents related to the administration of this Contract are as follows:

County:
ATTN: Mr. Wayne Stephens
Fluvanna County
P.O. Box 540
Palmyra, VA 22963
Telephone: (434) 591-1925 ext. 1054
Facsimile: (434) 591-1911
Email: wstephens@fluvannacounty.org

With a Copy to:
Fluvanna County Attorney
Attn: Kristina M. Hofmann, Assistant County Attorney
414 East Jefferson Street
Charlottesville, VA 22902

Emerson:
ATTN: Mrs. Susan M. Brenzovich
Emerson Network Power, Liebert Services, Inc.
610 Executive Campus Drive
Westerville, OH 43082
Facsimile: (804) 270-5703
Email: sue.brenzovich@emerson.com

Payment Remittance Address:
Emerson Network Power, Liebert Services, Inc.
PO Box 70474
Chicago, IL 60673

8. **ADDITIONAL TERMS:** Emerson's Services Terms and Conditions are attached hereto as Exhibit 4 and incorporated herein by such reference and made a material part of this Contract. The County of Fluvanna General Terms, Conditions and Instructions to Bidders and Contractors attached hereto as Exhibit 5 and incorporated herein by such reference and made a material part of this Contract. Where any of the provisions of the County of Fluvanna General Terms Conditions and Instructions to Bidders and Contractors conflicts with any of the provisions of Emerson's Services Terms and Conditions, the County of Fluvanna General Terms Conditions and Instructions to Bidders and Contractors, being Exhibit 5, shall control. Where any of the provisions of the General Terms Conditions and Instructions to Bidders and Contractors conflicts with any of the specific terms of this Contract, this Contract shall control. The following language is added to the end of Section 54 of the County of Fluvanna General Terms, Conditions and Instructions to Bidders and Contractors: "The County shall provide reasonable notice to the Contractor of any claims against or possible liability of the Contractor under this Section 54 as soon as practicable after it has actual knowledge of said claims or potential liability."

9. **DEFAULTS AND TERMINATION:** The County may terminate this Contract pursuant to the applicable provisions of the County's General Terms, Conditions and Instructions to Bidders and Contractors. Defaults of the Contractor shall be governed by the applicable provisions of the County's Terms. If the County fails to pay any amounts to the Contractor when due under this Contract, the Contractor shall notify the County of the same in writing including a request that prompt payment be made. The County shall have ten (10) days from receipt of such notice to respond by: (i) making the requested payment; or (ii) disputing the payment. The County shall be in default under this Contract only if fails to timely respond to the Contractor's notice described *supra* (a "Default by the County"). In cases of a Default by the County, the Contractor may terminate this Contract effective immediately upon written notice to the County and its sole and exclusive remedy shall be payment for the only those Hourly Fees and Reimbursable Expenses actually incurred prior to the termination pursuant to the fee terms of this Contract.

In witness hereof the undersigned duly authorized representatives have executed this Contract on the dates set forth beside their respective signatures:

Emerson:
Emerson Network Power, Liebert Services, Inc.

County:
County of Fluvanna, a political subdivision of the Commonwealth of Virginia

By: [Signature] Date: 8/18/14

By: [Signature] Date: 8/21/14

Name: Dierdra C. [unclear]

Name: Steven M. Nichols

Title: Sr. Contracts Admin

Title: County Administrator

APPROVED AS TO FORM:
[Signature]
Fluvanna County Attorney

By Kristina M. Hofmann,
Assistant County Attorney

Aug 10, 2015

FLUVANNA PUBLIC SAFETY
 160 COMMONS BLVD
 PALMYRA, VA US, 22963
 Q02324320

Phone: 434-591-1925
 Email: edahl@fluvannacounty.org

Dear Eric,

Thank you for your interest in Emerson Network Power, Liebert Services. We are pleased to submit the following proposal for your review and consideration.

Please complete all required fields on the signature page and attach your Purchase Order to assist timely order processing. Should you have any questions regarding the proposal, feel free to contact me directly at 614-841-6436. I look forward to your response and the opportunity to work together to improve your data center investment.

Sincerely,

RENA KNOTTS

EMAIL Rena.Knotts@emerson.com

Liebert UPS / Power / Battery Services:

- We are the Original Equipment Manufacturer and the experts on Liebert equipment with access to updates and changes, knowledge of engineering specifications, current issues and how to fix them correctly.
- Our factory trained service force is twice the size of the next largest competitor with over 650 customer engineers and field technicians in the United States alone; everywhere in the US the most knowledgeable engineers and technicians available, will cover you.

Standard Maintenance Contracts :

Site #: 86006

Tag #	Description	Model #	Annual PM Qty.	Coverage Type (Coverage Dates)	Coverage Amount
1281537	SEALED BATTERY	37BP050XPJCBNL	4	ESSENTIAL (8/1/2015) - (7/31/2016)	\$2,309.44
1281538	SEALED BATTERY	37BP050XPJEBNL	4	ESSENTIAL (8/1/2015) - (7/31/2016)	\$2,309.44
1281541	NPOWER 30-50	37SA050CCC6B267	2	ESSENTIAL (8/1/2015) - (7/31/2016)	\$4,407.91
1281542	MBC/SLIM LN CAB	37MB0500CC62L	1	ESSENTIAL (8/1/2015) - (7/31/2016)	\$590.80

Total price not including tax: \$9,617.59

any tax required must be included in customer purchase order

Payment Terms: Net 30 Days

No price increase from last year

**UNINTERRUPTIBLE POWER SYSTEMS PERIPHERALS
MAINTENANCE BYPASS CABINET
LOAD BUS SYNC POWER TIE
SLIM LINE DISTRIBUTION CABINET
SCOPE OF WORK**

ESSENTIAL SERVICE (1)

- Guaranteed 4-hour on-site emergency response, 7 days/week, 24 hours/day, within 150 miles of a Liebert Services' Service city.
- Includes 1-800-LIEBERT Customer Response Center.
- Includes 100% parts coverage (excluding circuit breakers).
- Includes access to Liebert Customer Services Network On-Line Internet portal.
- Includes one Annual Preventive Maintenance visit scheduled by the customer between 8am-5pm, Monday-Friday (excluding national holidays).
- Performed by Liebert factory trained Customer Engineers.
- Includes 100% labor and travel coverage 7 days/week, 24 hours/day, within the 48 contiguous states and Hawaii.
- Subject to all Terms & Conditions as noted in the Liebert Services Terms & Conditions.

SERVICE PERFORMED

Full Preventive Maintenance Service

Perform a complete visual inspection of the equipment, including sub-assemblies, wiring harnesses, contacts, cables and major components.

Check all mechanical connections for tightness and heat discoloration, making corrections where necessary.

Clean any foreign material and dust from internal compartments.

Perform a status check of alarm circuits. (If Applicable).

Calibration of the equipment to meet manufacturer's specifications (if applicable).

Operational checkout of the system to include transfers and proper status indications.

Install or perform Engineering Field Change Notices (FCN) as necessary.

Return unit to operational service with normal load then measure and verify display indications.

Note1: Preventive Maintenance usually requires a shutdown to ensure electrical connection integrity.

UNINTERRUPTIBLE POWER SYSTEMS ALL 3-PHASE MODELS SCOPE OF WORK

ESSENTIAL SERVICE (2)

- Guaranteed 4-hour on-site emergency response, 7 days/week, 24 hours/day, within 150 miles of a Liebert Services' Service city.
- Includes 100% parts coverage (excluding batteries, air filters, and proactive full bank capacitor replacement.)
- Includes 1-800-LIEBERT Customer Response Center.
- Includes access to Liebert Customer Services Network On-Line Internet portal.
- Includes one Semi-Annual and one Annual Preventive Maintenance Service scheduled by the customer between 8am-5pm, Monday-Friday (excluding national holidays).
- Includes 100% labor and travel coverage 7 days/week, 24 hours/day, within the 48 contiguous states and Hawaii.
- Performed by Liebert factory trained Customer Engineers.
- Subject to all Terms & Conditions as noted in the Liebert Services Terms & Conditions.

SERVICE PERFORMED

UPS Full Preventive Maintenance Service

Semi-Annual Service

1. Perform temperature check on all breakers, connections, and associated controls. Repair and/or report all high temperature areas.
2. Perform a complete visual inspection of the equipment including subassemblies, wiring harnesses, contacts, cables, and major components.
3. Check air filters for cleanliness. (if applicable)
4. Check module(s) completely for the following (if applicable):
5. Rectifier and inverter snubber boards for discoloration.
6. Record all voltage and current meter readings on the module control cabinet or the system control cabinet.

Annual Service Includes the Above, Plus

1. Check the inverter and rectifier snubbers for burned or broken wires.
2. Check all nuts, bolts, screws, and connectors for tightness and heat discoloration.
3. Check fuses on the DC capacitor deck for continuity (if applicable).
4. With customer approval, perform operational test of the system including unit transfer and battery discharge.
5. Calibrate and record all electronics to system specifications.
6. Check or perform Engineering Field Change Notices (FCN) as necessary.
7. Measure and record all low-voltage power supply levels.
8. Record phase-to-phase input voltage and currents.
9. Review system performance with customer to address any questions and to schedule any repairs.
10. Check power capacitors for swelling or leaking oil. (if applicable)
11. DC capacitor vent caps that have extruded more than 1/8". (if applicable)
12. Measure and record harmonic trap filter currents. (if applicable)

Battery Inspection Service - Performed During the UPS Semi-Annual and Annual PM Services.

1. Check integrity of battery cabinet (if applicable).
2. Visual inspection of the battery cabinet and/or room to include:

1. Check for NO-OX grease or oil on all connections (if applicable).
 2. Check battery jars for proper liquid level (if flooded cells).
 3. Check for corrosion on all the terminals and cables.
 4. Examine the physical cleanliness of the battery room and jars.
-
3. Measure and record DC bus ripple voltage (if applicable).
 4. Measure and record total battery float voltage.

Note1: Preventive Maintenance usually requires a shutdown to ensure electrical connection integrity.

Note2: Customer should check air filters monthly for cleanliness and replace as necessary.

Note3: Above maintenance does not include System Control Cabinet, Power Tie, Breaker Cabinets, Load Bus Sync or Maintenance Bypass Cabinets.

Note4: The Battery Inspection Service listed above is only a visual inspection and is not intended to replace a full preventive maintenance program for the battery system.

STATIONARY BATTERY SYSTEMS VRLA (SEALED) BATTERY SCOPE OF WORK

ESSENTIAL SERVICE (4)

- Guaranteed 4-hour on-site emergency response, 7 days/week, 24 hours/day, within 150 miles of a Liebert Services' Service city.
- Includes 1-800-LIEBERT Customer Response Center.
- Includes 100% corrective labor and travel coverage 7 days/week, 24 hours/day, within the 48 contiguous states and Hawaii. Does not include labor for full-string replacement.
- Includes access to Liebert Services Customer Services Network On-Line Internet portal.
- Includes battery recycling as required, with documentation meeting EPA requirements.
- Performed by Liebert factory trained Battery Specialist or Customer Engineers.
- Preventive Maintenance Service scheduled by the customer between 8am-5pm, Monday-Friday (excluding national holidays).
- For 3-Phase UPS customers, includes three Quarterly and one Annual PM.
- Single Jar Replacement Service for Lead Acid Batteries: Includes freight, labor, disposal and batteries. Subject to limitations as stated below.
- Subject to all Terms & Conditions as noted in the Liebert Services Terms & Conditions.

SERVICE PERFORMED

****During the initial PM visit, an Annual Service PM must be performed****

Quarterly Service

Inspect the appearance and cleanliness of the battery and the battery room. Clean normal jar top dirt accumulation (to be done only with battery off line).
Measure and record the total battery float voltage and charging current.
Measure and record the overall AC ripple voltage.
Measure and record the overall AC ripple current.
Visually inspect the jars and covers for cracks and leakage.
Visually inspect for evidence of corrosion.
Measure and record the ambient temperature.
Verify the integrity of the battery rack/cabinet.
Measure and record 100% of the jar temperatures.
Measure and record the float voltage of all jars.
Measure and record all internal ohmic readings.
Provide a detailed written report noting any deficiencies and corrective action needed, taken and/or planned.

Annual Service Includes the Above, Plus

Re-tighten all connections to the battery manufacturer's specifications, if required. Refer to the manufacturer's literature to determine if re-tightening is required.

Measure and record all battery connection resistances in micro-ohms, when applicable.

Corrective Maintenance Performed as Required

Refurbish cell connections as deemed necessary by the detailed inspection report.

Conditions for Single Jar Replacement Service for Lead Acid Batteries

The Customer is covered by an Essential or Preferred Contract.

The battery string is in overall good health as determined by Liebert Services; the battery string is not beyond expected service years or has had excessive single jar replacements that would make the string unstable.

Up to 10% of defective battery jars may be replaced within a 12-month period as exclusively determined by Liebert Services.

Contracts have no cash value for future years or full string battery replacements. Single jar replacement is limited to batteries in the original string.

Subject to Liebert Services Single Jar Replacement and Lead Acid Batteries Guidelines

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	The Virginia Information Technologies Agency FY17 Wireless E-911 PSAP Grant				
MOTION(s):	I move to authorize submission of the Wireless E-911 PSAP Grant Program application to the Virginia E-911 Services Board and if awarded, accept an award in the amount of up to \$150,000 to fund the purchase of E911-related equipment.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Andrea Gaines, Sheriff's Office Staff; Sheriff Eric B. Hess, Sheriff				
PRESENTER(S):	Andrea Gaines, Director of Communications				
RECOMMENDATION:	Ratify and accept the Virginia Information Technologies Agency FY17 Wireless E-911 PSAP Grant.				
TIMING:	Routine.				
DISCUSSION:	Grant funds will be used to replace/purchase equipment related to E-911.				
FISCAL IMPACT:	<ul style="list-style-type: none"> • State grant award of up to \$150,000. • This state grant award is to be used to purchase outdated and/or new equipment for the E-911 Center. • Award period: July 1, 2016 to June 30, 2017. • No additional match funding is required. • No extensions are allowed. • This supplemental appropriation would authorize staff to appropriate the additional revenue and expense. 				
POLICY IMPACT:	Replacing and/or updating additional equipment within the E-911 Center will support the strategic goals for emergency response service to the public and continuously meet the public expectations. While the E-911 center has not finalized a project for grant submission, if awarded, the funds would be dedicated to the continuous upgrades needed for the center.				
LEGISLATIVE HISTORY:	This grant was previously awarded to the E-911 Center in FY13, FY14, FY15, and FY16.				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	The Walmart Community Grant Program				
MOTION(s):	I move to authorize submission of the Walmart Community Grant Program application and if awarded, accept an award in the amount of up to \$2,500 to fund the purchase of equipment to support the agency's volunteer programs.				
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Andrea Gaines, Sheriff's Office Staff; Sheriff Eric B. Hess, Sheriff				
PRESENTER(S):	Andrea Gaines, Director of Communications; Sheriff Eric B. Hess, Sheriff				
RECOMMENDATION:	Ratify and accept the Walmart Community Grant Program Grant.				
TIMING:	Routine				
DISCUSSION:	Grant funds will be used to purchase equipment and supplies to support agency volunteer programs, which include Volunteers in Police Service (VIPS) and TRIAD.				
FISCAL IMPACT:	<ul style="list-style-type: none"> • Grant award of up to \$2,500. • This state grant award is to be used to purchase equipment and supplies for the Sheriff's Office VIPS and TRIAD volunteer programs. • Award period: Feb. 1, 2015 to Dec. 31, 2015. • No additional match funding is required. • No extensions are allowed. • This supplemental appropriation would authorize staff to appropriate the additional revenue and expense. 				
POLICY IMPACT:					
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Virginia Information Technologies Agency FY17 Wireless E-911 PSAP Education Program grant award.				
MOTION(s):	I move to authorize submission of the Virginia Information Technologies Agency (VITA) FY17 Wireless E-911 PSAP Education Program grant application and if awarded, accept an award in the amount of \$2,000 to fund educational training for the Sheriff's Office E911 Center staff.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Andrea Gaines, Sheriff's Office Staff; Sheriff Eric B. Hess, Sheriff				
PRESENTER(S):	Andrea Gaines, Director of Communications				
RECOMMENDATION:	Ratify and accept the Virginia Information Technologies Agency FY17 Wireless E-911 PSAP Education Program grant.				
TIMING:	Routine.				
DISCUSSION:	<ul style="list-style-type: none"> • Grant funds will be used for education/training that is specific to 9-1-1 public safety communications. • Grant funds may include conferences and/or coursework. 				
FISCAL IMPACT:	<ul style="list-style-type: none"> • State grant award of \$2,000. • This state grant award is to be used by the E-911 Center for lodging, registration, and meal costs associated with training for E-911 staff. • Award period: July 1, 2016 to June 30, 2017. • No additional match funding is required. • No extensions are allowed. • This supplemental appropriation would authorize staff to appropriate the additional revenue and expense. 				
POLICY IMPACT:	Training will enhance the skill set of the E-911 staff.				
LEGISLATIVE HISTORY:	This grant was previously awarded to the E-911 Center in FY13, FY14, FY15, and FY16.				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Issuance of Revised Task Order #2 for RCC Consultants				
MOTION(s):	I move to approve the Revised Task Order #2 of the “Agreement For Emergency Communication Radio System Project Management And System Implementation Services” with RCC Consultants, Inc., in the amount of \$99,943.52, and authorize the County Administrator to execute the task order, subject to approval as to form by the County Attorney.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Cheryl J. Elliott, Emergency Services Coordinator				
PRESENTER(S):	Cheryl J. Elliott, Emergency Services Coordinator				
RECOMMENDATION:	Approval				
TIMING:	Immediate				
DISCUSSION:	<p>On July 1, 2015, the Board approved Task Order #2 of this Agreement. In Article 2, Scope of Work, section A.1 specified the work to include services as set out on pages 35 through 37 of the Supplemental Response, including the “Additional Services.” These “Additional Services” were for radio site construction management, which were not included in the pricing and are not services that the County wishes to procure. Therefore, the staff made the following changes from the July 1 documents:</p> <ul style="list-style-type: none"> • To clarify the Task Order, the language in this item was changed to excluding the “Additional Services.” • Updated contacts for both RCC and County procurement. 				
FISCAL IMPACT:	\$99,943.52 from existing Radio Project Funds				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Task Order #2				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX	XX			XX

AGREEMENT FOR EMERGENCY COMMUNICATION RADIO SYSTEM PROJECT MANAGEMENT AND SYSTEM IMPLEMENTATION SUPPORT SERVICES

This **AGREEMENT FOR EMERGENCY COMMUNICATION RADIO SYSTEM PROJECT MANAGEMENT AND SYSTEM IMPLEMENTATION SUPPORT SERVICES** (the “Agreement”) made this ___ day of _____, 2015 by and between Fluvanna County, Virginia (the “County”), a political subdivision of the Commonwealth of Virginia, and RCC Consultants, Inc., a Delaware corporation authorized to transact business in Virginia, (the “Consultant”) describes the professional services to be provided by Consultant to the County. In consideration of the mutual covenants and promises contained herein, the parties hereby agree as follows:

ARTICLE 1. PURPOSE AND BACKGROUND

On May 12, 2014, the County issued Request for Proposals #2014-02 (the “RFP”) for the Emergency Communications Radio System Project Management Services (the “Services”) on an as-needed task order approach as more specifically set out in such RFP attached hereto as **Exhibit 1** and incorporated herein by reference. All the provisions and requirements, including, but not limited to, the purpose and statement of needs, of the RFP are incorporated herein by reference.

The County desires to issue a task order for Part 2 of the Project, as defined in Article 2 of this Agreement. Additional task orders shall be issued by the County to a provider of such Services as Services are needed and may include any of the services listed in the RFP, including, but not limited to, civil engineering and design, architectural design, site planning, construction phase services, inspection services, project management, drafting and associated surveying, environmental, geotechnical and architectural services.

Nothing herein shall be construed as to require the County to purchase any such Services from Consultant other than those specifically noted herein. Consultant acknowledges that it is one provider of such Services and that the County may purchase Services from any provider of Services and further that this Agreement does not limit the County’s ability to procure or purchase such Services from other providers in any way.

The Consultant submitted a response to the RFP dated May 23, 2014 (the “Initial Response”), attached hereto as **Exhibit 2** and incorporated herein by reference. The Initial Response was supplemented and modified by a supplemental response dated July 14, 2014 (the “Supplemental Response”), attached hereto as **Exhibit 3** and incorporated herein by reference. The Initial Response as modified and supplemented by the Supplemental Response shall be referred to herein as the “Response”. The County has relied on the statements of the Consultant in the Consultant’s Response in entering this Agreement and the Consultant represents and warrants that the statements made in the Response are still true and correct as of the date of this Agreement.

ARTICLE 2: SCOPE OF WORK

A. Specific Scope of Work for Part 2 of the Project

The Consultant agrees 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 Part 2 of the Emergency Communication Radio System Project (the “Project”) to the sole satisfaction of the County, including, but not limited to the following:

1. Complete all those services and that work listed in “Part 2: Project Management and System Implementation Support” under the “Scope of Work” of the Supplemental Response, as set out on pages 35 through 37 of the Supplemental Response, excluding the “Additional Services”;
2. Complete all those services and work listed in Sections 3(b), 3(c), 3(d), 3(e), 3(f), 3(g), 3(h) and 3(i) of the RFP under the County’s “Statement of Work”;
3. Complete all those services and that work included in the “Table: Proposed Fees – Implementation Support” on page 60 of the Supplemental Response;
4. Assist the County in reviewing any communications from the Contractor building the radio system, including, but not limited to, any change order requests;
5. Review any and all plans and documents relating to the radio system as requested by the County;
6. Communicate and meet with the County staff, or its Contractor building and installing the radio system, on an as needed basis to ensure that the system as designed meets the County’s needs and requirements; and
7. Do any and all related work necessary or desirable to complete any of the foregoing work (collectively the work described in this Article 2(A) shall be referred to as “Part 2 of the Project”).

The Consultant will complete all work on Part 2 of the Project consistent with the terms of the RFP, the Response and as communicated to the Consultant by the County to the satisfaction of the County in the County’s sole discretion.

B. Task Orders

In conjunction with this Task Order for the work on Part 2 of the Project and any other task order assigned to the Consultant by the County under the RFP, the Consultant will provide the following services in additional to those listed in Article 2(A) above:

- Meet with designated County representatives to confirm scope of services, project elements, construction budget and schedule;
- If applicable, initiate and complete general survey data collection necessary to undertake the funded components of the project, including a land survey of street widths, right-of-way widths, existing built improvements (and work in progress by others), existing primary utilities, and building locations within the project area. The extent of the information gathered is to be the minimum amount necessary to allow

preparation of design drawings and exhibits as applicable. Any surveys will be completed in accordance with AIA standards;

- If applicable, meet with the local VDOT Resident Engineer, if necessary, and County staff to coordinate project design and obtain concurrence and direction with respect to proposed streetscape schemes and design alternatives;
- As necessary, attend public meetings to discuss the project. The County will arrange the date and location of the meetings, and serve as facilitator; and
- Refine the plans or project based on direction from the County.

If the County desires to engage the Consultant for any other work under the RFP, then such will be done by separate written agreement executed by authorized representatives of the County and the Consultant.

ARTICLE 3: TERMS OF AGREEMENT

A. General Terms

All of the terms and provisions of the County of Fluvanna's General Terms, Conditions and Instructions to Bidders and Contractors (the "County's Terms"), which were included in the RFP at pages 9 to 34, is specifically incorporated herein by reference and made a material part of this Agreement. Where any of the provisions of the any exhibit to this Agreement directly conflict with any of the specific terms of this Agreement, this Agreement shall control. Where any of the terms of the Response conflict with the County's Terms, the County's Terms shall control.

B. Notices

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 Agreement are as follows:

County:
ATTN: Mr. Eric Dahl
Fluvanna County
P.O. Box 540
Palmyra, VA 22963
Telephone: (434) 591-1930
Facsimile: (434) 591-1931
Email: edahl@fluvannacounty.org

With a copy to:
Fluvanna County Attorney
Attn: Kristina M. Hofmann, Assistant County Attorney
414 East Jefferson Street
Charlottesville, VA 22902

Consultant:
ATTN: Michael W. Hunter
RCC Consultants, Inc.
100 Woodbridge Center Dr., Suite 201
Woodbridge, NJ 07095
Phone: (732) 404-2400
Email: mhunter@rcc.com

With a copy to:
ATTN: Mark Athearn
RCC Consultants, Inc.
106 London Downs Drive
Forest, VA 24551
Phone: (804) 422-8453
Email: mathearn@rcc.com

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.

C. Fees

The Consultant will complete Part 2 of the Project to the satisfaction of the County for a not to exceed total cost of NINETY NINE THOUSAND NINE HUNDRED FORTY THREE and 52/100 DOLLARS (\$99,943.52) which shall include all Hourly Fees, Reimbursable Expenses and charges and fees of any kind. The "Fee Proposal" on Page 56 of the Supplemental Response is hereby deleted in its entirety and replaced with the following:

1. Progress billings will be submitted monthly by the Consultant on written invoices to the County based on the Hourly Fees, as defined below, for only the hours of work actually performed and the Reimbursable Expenses, as defined below, actually incurred by the Consultant during that month. Payments are due within forty-five (45) days of receipt by the County of a proper invoice and shall be made consistent with Section 47 of the County's Terms.
2. Hourly Fees charged by the Consultant will be billed at those rates shown on page 60 of the Supplemental Response less a five-percent (5%) preferred customer discount based on the hourly rate for the person actually performing the services (rates vary by title). Hourly Fees will be prorated based on the portion of an hour actually worked based on increments of 6 minutes or less (i.e., a director works for \$200 per hour less a 5% discount, a director working for one-tenth of an hour will result in a fee of \$20.00 to the County). All Hourly Fees are subject to the five percent (5%) preferred customer discount.
3. There will be no charge for administrative or office staff time.
4. All work on Part 2 of the Project shall be completed for \$99,943.52 or less. Any

- fees in excess of \$99,943.52 shall be deemed improper and the Consultant agrees such fees are not owed by the County. The Consultant will be paid only based on the Hourly Fees for the hours of work actually performed and the Reimbursable Expenses actually incurred by the Consultant up to \$99,943.52 and thus the total amounts paid to the Consultant under this Agreement may be less than the not to exceed total cost of \$99,943.52.
5. Notwithstanding any other provision of this Agreement, the County shall pay to the Consultant a total of no more than \$89,943.52 prior to Final Completion; and thereafter only upon Final Completion shall the invoices for the actual Hourly Fees and Reimbursable Expenses incurred in excess of \$89,943.52 be deemed proper. Such invoices will be due and payable by the County within 45 days of said Final Completion up to a maximum a total Part 2 Project cost of no more than \$99,943.52.
 6. Reimbursable Expenses include travel, lodging, incidental and meal expenses that are pre-approved by the County in writing in advance. An estimate of the Consultant's Reimbursable Expenses is included on page 58 of the Supplemental Response as "Travel and Per Diem Expenses" and "Miscellaneous Expenses".
 7. Section 45 of the County's terms is applicable and no interest shall be owed by the County under any circumstances, this shall include interest on any late payments.
 8. Any modification of the Agreement shall be executed by authorized representatives of both the County and the Consultant and shall be made consistent with Section 53 of the County's Terms.
 9. In order to be more responsive to the County's needs, the Consultant may move professional fees and expenses between project tasks as needed to complete Part 2 of the Project so long as the total amount billed does not exceed \$99,943.52.
 10. A summary of the estimated number of hours of work required to complete Part 2 of the Project appears on page 60 of the Supplemental Response.
 11. If this Agreement is terminated for any reason prior to Final Completion, the Consultant shall be owed only for those Hourly Fees and Reimbursable Expenses actually incurred prior to the date of the termination.
 12. Additionally, if this Agreement is terminated for any reason by either party prior to Final Completion, except in cases of termination by the Consultant due to a Default by the County, as defined in Article 3(E) below, the Consultant will be liable to the County for damages and costs incurred due to such termination including, but not limited to, the cost associated with any delays, increased cost of completion, attorneys' fees related to such termination and review of any solicitation or contract for the remaining work, the County's time and expense in issuing another solicitation for the remaining work and reviewing the responses, contracting with any contractor to complete the work and other associated costs and in addition the County may avail itself to any other remedies in law, equity or otherwise as it deems appropriate in its sole discretion.

D. Time for Completion

All of the work on Part 2 of the project consistent with the RFP, the Response, and this Agreement to the satisfaction of the County in its sole discretion shall be finally complete no later

than thirty (30) days' after the County executes the Project Acceptance Certificate under that Communications System Agreement between the County and Motorola Solutions, Inc. Time is of the essence with respect to completion dates. The Consultant shall submit its Certification of Substantial Completion to the County when it believes it has substantially completed the project. The County shall provide the Consultant with a rejection notice within thirty (30) days after receipt of the Certification of Substantial Completion if the County believes that the work on the project is not substantially complete for any reason and shall outline the reasons thereof. The Consultant shall submit its Certification of Final Completion when it believes it has fully completed all of the work on Part 1 of the project consistent with the RFP, Response and this Agreement. Within thirty (30) days after receipt of the Certification of Final Completion the County shall either: (i) notify the Consultant in writing that the County believes that the work on the project is not finally complete for any reason and shall outline the reason(s) therefor; or (ii) if the work on the project is deemed by the County to be finally complete, then an authorized agent of the County shall send the Consultant written notice of Acceptance of the Certificate of Final Completion ("Final Completion"). After the consultant corrects any such issues to the satisfaction of the County, it shall resubmit any Certification of Substantial Completion or Certificate of Final Completion, as applicable, which was previously rejected by the County hereunder.

E. Defaults and Termination

The County may terminate this Agreement pursuant to the applicable provisions of the County's Terms. Defaults of the Consultant shall be governed by the applicable provisions of the County's Terms.

If the County fails to pay any amounts to the Consultant when due under this Agreement, the Consultant shall notify the County of the same in writing including a request that prompt payment be made. The County shall have ten (10) days from receipt of such notice to respond by: (i) making the requested payment; or (ii) disputing the payment. The County shall be in default under this Agreement only if fails to timely respond to the Consultant's notice described *supra* (a "Default by the County"). In cases of a Default by the County, the Consultant may terminate this Agreement effective immediately upon written notice to the County and its sole and exclusive remedy shall be payment for the only those Hourly Fees and Reimbursable Expenses actually incurred prior to the termination pursuant to the fee terms of this Agreement.

Upon termination for any reason, all project related documents shall be delivered to the County immediately.

F. Miscellaneous Provisions

As appropriate to the context, the singular will include the plural and vice versa, and reference to one gender will include the others. This Agreement may be executed in one or more counterparts, each of which will be considered the Agreement for all purposes of proof. In addition to allowing electronic signatures upon an electronic copy of this Agreement, as provided by Virginia law, facsimile signatures upon any signature page will be considered to be original signatures. This 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

Agreement. This Agreement will be binding upon and inure to the benefit of the respective parties and their successors. This Agreement is not assignable by either party, except by operation of law.

Witness the following duly authorized signatures and seals:

RCC Consultants, Inc.:

County of Fluvanna, Virginia

Steven M. Nichols, County Administrator

Print Name: _____

Print Title: _____

Date: _____

Date: _____

Approved As to Form:

Fluvanna County Attorney

Date: _____

COUNTY OF FLUVANNA, VIRGINIA

Emergency Communications Radio System Project Management Services

Issue Date: May 12, 2014

Due Date: May 23, 2014

Time: 2:00 P.M.

RFP Number: 2014 – 02

Issuing Department: County of Fluvanna, VA
Finance Department
132 Main Street
P.O. Box 540
Palmyra, VA 22963

Procurement Contact: Joe Rodish
Purchasing Officer
Phone: 434-591-1930 ext. 1124
Email: jrodish@fluvannacounty.org

Technical Inquiries: Joe Rodish
Purchasing Officer
Phone: 434-591-1930 ext. 1124
Email: jrodish@fluvannacounty.org

The Fluvanna County Board of Supervisors is requesting sealed proposals from qualified Professional Engineering firms to perform project management services relating to the Fluvanna County Emergency Communications Radio System Project. The firm shall have the necessary expertise to perform such services as described within this solicitation.

Sealed Proposals will be received until 2:00 p.m. on May 23, 2014 for furnishing the services described herein.

Proposal documents may be picked up at the Fluvanna County Department of Finance located at 132 Main Street, 1st floor, Palmyra, VA 22963 or by clicking on the following link: <http://www.fluvannacounty.org/services/finance/procurement/solicitations>. All Proposals that are delivered via mail must be addressed to the “Issuing Department” listed above. Any Proposals that are hand delivered must be turned into the “Issuing Department” listed above. Any Proposals that are turned in late will be rejected and returned unopened. Any Proposals sent in via facsimile, telephone, or email shall not be considered.

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1. Purpose

The purpose and intent of this Request for Proposal (RFP) is to solicit proposals from qualified firms to establish a contract through competitive negotiations for consulting & project management services with a firm having public safety radio engineering experience.

2. Background

The Fluvanna County radio system provides public safety radio communications for the Fluvanna County Sheriff's Office and volunteer Fire and Rescue companies.

Fluvanna County, also referred to herein as "the County" is located in Central Virginia at the foothills of the Blue Ridge Mountains. The County serves an area of 290 square miles with a population of approximately 26,000. The County Seat is located in the Town of Palmyra with its County Administration Building located at 132 Main Street. The County's fiscal year begins on July 1 and ends on June 30.

The County uses the traditional board form of government with a County Administrator. The County is governed by an elected five member Board of Supervisors.

The Firm's principal contact with the County of Fluvanna will be the Emergency Services Coordinator, or a designated representative, who will coordinate with the Firm to provide assistance to the County on an as needed basis.

Cheryl Elliot Wilkins, Emergency Services Coordinator
132 Main Street
P.O. Box 540
Palmyra, Virginia 22963
Phone number: (434) 591-1910
Fax Number: (434) 591-1913
E-mail: cwilkins@fluvannacounty.org

3. Statement of Needs

This RFP is intended to encompass a broad range of Professional Services to include but certainly not limited to:

a) Vendor Contract Review

i) The Offeror will review all aspects of the radio system upgrade project as it relates to technical systems language and project management language.

b) Detailed Design Review

i) During the procurement phase of the system upgrade, the Offeror will develop a high-level plan for the technical aspects of the upgrade. Only after a contract is signed does the Offeror develop a detailed design for the system. The detailed design will address specific system equipment requirements, connectivity requirements, performance requirements, and testing requirements.

ii) The Offeror will perform a comprehensive review of the vendor's detailed design documents, and will make specific recommendations to the County with respect to deficiencies and omissions. The Offeror also will develop questions for County submission to the vendor, will review vendor responses, and will discuss in detail with the County the benefits and disadvantages of the vendor's design.

c) Project Management

- i) The Offeror will oversee the management of the system implementation project and will provide status reports, recommendations, and guidance to the County. The following services shall be provided:
 - (1) Participate in project status meetings
 - (2) Critically review the project schedule and its ongoing status
 - (3) Review and make recommendations to the County with respect to any change orders proposed by the vendor
 - (4) Verify vendor compliance with contractual project requirements
 - (5) Review all vendor invoices and provide written recommendation to the County for payment or nonpayment
 - (6) Track and report on project financial status
 - (7) Provide a final review to verify that the vendor has met all contract technical and project requirements
 - (8) Provide a written recommendation to the County for final system acceptance and project closeout

- d) **Oversight of Contractor's Technical System Implementation**
 - i) The Offeror will inspect the vendor's installation of radio system and related equipment for compliance with the detailed system design as well as for industry accepted workmanship standards.

- e) **Coverage Acceptance Testing**
 - i) The Offeror will perform the following:
 - (1) Review the vendor's proposed radio signal coverage acceptance test and will make recommendations to the County for modifications.
 - (2) Participate alongside the County during coverage testing to ensure test plan compliance and to verify results.
 - (3) Provide to the County a written recommendation for acceptance or non-acceptance of the coverage test, as well as a recommended course of action in the case of non-acceptance.

- f) **Factory Staging and Field System Acceptance Testing**
 - i) The Offeror will:
 - (1) Develop specific system acceptance test procedures as part of the system detailed design.
 - (2) Review the testing methodology, and will make recommendations to the County for any modifications required as a result of system changes during implementation.
 - (3) Participate alongside the County during factory staging and during system acceptance testing and will verify that all tests are completed successfully.
 - (4) Provide to the County a written recommendation for acceptance or non-acceptance of factory staging and of the system, as well as a recommended course of action in the case of any test failure.

- g) **System As-built Documentation**
 - i) The Offeror will:
 - (1) Develop specific system as built Documentation requirements as part of the system detailed design.
 - (2) Review the as-built documentation as submitted by the vendor, and will point out to the County any deficiencies and omissions.

h) **Final System Acceptance/Project Closeout**

- i) The Offeror will provide a final project review to verify total contractual requirement compliance by the vendor, and will provide to the County a written recommendation for final system acceptance and project closeout. Should any contractual requirements remain unfulfilled, the Offeror will point out to the County these deficiencies, will recommend non-acceptance, and will provide a recommended path forward to the County.

i) **Addition Services**

- i) The Offeror shall include any additional services that may bring added value to the project such as “**Construction Management Services.**” These additional services may be utilized if required by the County, for any new radio sites or existing radio site located in and around the County. The above mentioned services may include but are not limited to:
- (1) Site development
 - (2) Tower erection
 - (3) Communication shelter construction
 - (4) Grounding system installation

4. Proposal Format

The County will follow the evaluation process and selection criteria described in this Request for Proposals. In order to provide each Offeror an equal opportunity for consideration, adherence to a standardized proposal format is required. The format of each proposal must contain the following elements organized into separate chapters and sections, as the Offeror may deem appropriate.

The County is not responsible for failure to locate, consider and evaluate qualification factors presented outside his format. The following paragraphs provide guidelines to each Offeror for information to include in the proposal:

- a) **Cover Letter** - Provide a cover letter cover letter that confirms the Offeror’s understanding; of this Request for Proposal and a general understanding of the project.
- b) **Overview** - The purpose of this section is to provide Fluvanna County with an overview of the history, qualifications and abilities of the Offeror’s firm and for the Offeror to demonstrate the specific qualifications of the staff the Offeror will assign to this project if selected. At a minimum, the proposal should:
 - i) Designate a Project Manager and indicate office location.
 - ii) Include the organization chart, functional discipline, and responsibilities of project team members.
- c) **Resumes** - Provide a concise resume or description of each team member’s education, relevant professional experience, length of time employed by the Offeror and/or sub-consultant, and professional license.
- d) **Demonstrated History of Successful Projects** - Discuss the Offeror’s ability to work in harmonious, non-adversarial relationships with Fluvanna County and their agents.
 - i) The personnel named in the proposal shall remain assigned to the project throughout the period of the contract unless requested to be replaced by the County. If the County requests an individual to be replaced (including any personnel of any sub-contractor), the Offeror shall do so within 30 days of the request, and without any additional charge to Fluvanna County. No replacement may be made without submission of a resume of the proposed replacement

for approval by The County.

- e) **Proposed Sub-Consultants** - The Offeror shall clearly state whether it is proposing to subcontract any of the work herein. The names of all proposed sub-consultants shall be provided. By proposing such firm(s) or individuals, the Offeror assumes full liability for the sub-consultant's performance. The Offeror shall state the amount of previous work experience with the sub-consultant(s).
- f) **Project Approach** - Offeror's Project and Management Approach:
 - i) The purpose of this section is to provide Fluvanna County with the Offerors understanding and proposed approach to typical projects. The Offeror should discuss in detail the proposed management and project approach for performing any project awarded during the term of the Agreement.
- g) **Representative Projects:**
 - i) This section of the Offeror's Proposal should list and describe representative clients currently served focusing on general engineering projects. Describe the local office experience including the project name and location, brief description of the project, description of the scope of services provided, and principal contact person.
- h) **Effective Cost Control** - Demonstrated history of effective control of project costs and ability to accomplish work in a timely manner:
 - i) Describe the Offeror's cost control methodology
 - ii) Describe the approach for reducing project costs
 - iii) Describe the documentation, tracking and reporting system
 - iv) Describe the program for quality control.
- i) **References:**
 - i) Provide the current name, address, and telephone number of at least five (5) references the Offeror has served either currently or in the past three (3) years; preferably those where one or more of the project team members provided the same or similar services as requested herein. Indicate the Scope of Services provided to each reference.

5. Submittal Instructions

- a) Each Offeror shall submit one (1) original and four (4) copies of its proposal.
 - i) An authorized representative of the Offeror shall sign proposals. All information requested should be submitted. Failure to submit all information requested may result in the County, requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal. Proposals which are substantially incomplete or lack key information may be rejected by the County.
 - ii) Proposals should be organized in the order in which the requirements are presented in the RFP. All pages of the proposal should be numbered. Each paragraph in the proposal should reference the paragraph of the corresponding section of the RFP. It is also helpful to repeat the text of the requirement as it appears in the RFP. The proposal should contain a table of contents, which cross-references the RFP requirements. Information which the Offeror

desires to present that does not fall within any of the requirements of the RFP should be inserted at an appropriate place or be attached at the end of the proposal and designated as additional material. Proposals that are not organized in this manner risk elimination from consideration if the evaluators are unable to find where the RFP requirements are specifically addressed.

(1) Each proposal shall be in writing and received in hard copy by the deadline. Oral proposals, proposals received by telephone, fax, telegraph, or email shall be rejected.

iii) Offerors shall not submit estimated man-hours or cost for services with their proposals.

6. Timeline

a) Request for Proposal issued		05/12/2014
b) Proposals due by		05/23/2014
c) Selected Firm/s Interviewed	(Approximately)	06/03/2014
d) Contract Award	(Approximately)	06/18/2014

7. Evaluation Criteria

- a) All proposals received shall be evaluated based upon the evaluation criteria listed below.
 - i) Project team qualifications and experience **(25 pts.)**
 - ii) Offerors project and management approach **(20 pts.)**
 - iii) Representative projects **(10 pts.)**
 - iv) Ability to control project costs **(25 pts.)**
 - v) References **(5 pts.)**
 - vi) Proximity and availability to Fluvanna County **(15 pts.)**
- b) Fluvanna County may arrange for discussions with Offerors submitting proposals for the purpose of obtaining additional information or clarification if needed.
- c) The Selection Committee may make such reasonable investigations as it deems proper and necessary to determine the ability of the Offeror to perform the work.
- d) Based on the consensus rankings, the highest ranked Offeror(s) will be invited to engage in discussions with the Selection Committee that may include, but are not necessarily limited to:
 - i) Explanations of the proposed approach
 - ii) Work plan
 - iii) Non-binding cost estimates
 - iv) Qualifications of the Offeror(s)
- e) Fluvanna County reserves the right to make such additional investigations as it may deem necessary to establish competency and financial stability of any Offeror. If, after the investigation, the evidence of competency and financial stability is not satisfactory, in the sole opinion of Fluvanna County, Fluvanna County reserves the right to reject the proposal.

8. Selection Process

- a) 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 public body in addition to the review of the professional competence of the Offeror. The Request for Proposal 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 Request for Proposal 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. Negotiations shall then be conducted, beginning with the Offeror ranked first.

9. Contract Award

- a) 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.
- b) In accordance with §2.2-4301.3.a of the Code of Virginia, the agreement shall be for an initial one (1) year term from the date of execution. Upon mutual consent, the County shall have the option to renew the contract up to four (4) additional one (1) year terms contingent upon need and availability of funds.
- c) Under the terms of agreement made pursuant to this RFP, no individual **Task Order** fee shall exceed \$100,000. The aggregate total of fees for all **Task Orders** issued during the any term of the Professional Services Contract shall not exceed \$500,000.
- d) The Owner may, at its sole discretion, renew the Contract for an additional one-year Contract Term provided the option to renew was indicated in the RFP. If the Owner exercises its option to renew, the next Contract Term shall begin one year from the date of the execution of this Contract, or previous renewal, or the date that the Owner notifies the Firm that the option to renew is being exercised, whichever occurs first. A new aggregate limit of \$500,000 shall apply to the second Contract Term, without regard to the dollar amounts of Project Orders issued during the first year of the Contract. Any unused amounts from the first Contract Term are forfeited and shall not carry forward to the next Contract Term. Subsequent renewals up to a maximum of four (4) one year renewals shall follow the same procedures. The maximum number of renewals is stated in **§2.2-4301, Competitive Negotiations**.
- i) The Offeror shall provide Fluvanna County with original documents, bound and suitable for distribution. In addition, all electronic copies of documents shall be provided in a format compatible with Fluvanna County's word processing and AutoCAD hardware and software. All documents, including computer disks, shall become the property of Fluvanna County upon final payment of all fees to the Consultant as forth for in the contract. The County reserves the right to alter the documents and/or specifications for its purposes, but will provide a properly initialed revision block showing County responsibility for such changes.

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS

These General Terms, Conditions and Instructions to Bidders and Contractor (hereinafter referred to as the “General Conditions”) shall apply to all purchases and be incorporated into and be a part of each Solicitation (as defined below) and every Contract (as defined below) awarded by Fluvanna County, a political subdivision of the Commonwealth of Virginia (hereinafter referred to as the “County”) unless otherwise specified by the County in writing. Bidders, Offerors and Contractors or their authorized representatives are expected to inform themselves fully as to these General Conditions before submitting Bids or Proposals to and/or entering into any Contract with the County: failure to do so will be at the Bidder’s/Contractor’s own risk and except as provided by law, relief cannot be secured on the plea of error.

Subject to all Federal, State and local laws, policies, resolutions, regulations, rules, limitations and legislation, including the County’s Procurement Policies and Procedures, Bids or Proposals on all Solicitations issued by County will bind Bidders or Offerors, as applicable, and Contracts will bind Contractors, to all applicable terms, conditions, instructions, rules and requirements herein set forth unless otherwise SPECIFICALLY set forth by the County in writing in the Solicitation or Contract. All provisions of these General Conditions are material to any contract between the County and a Contractor.

INTRODUCTION

- 1. VIRGINIA PUBLIC PROCUREMENT ACT AND ETHICS IN PUBLIC CONTRACTING:** The Virginia Public Procurement Act of Virginia Code §§ 2.2-4300 *et seq.* (hereinafter the “VPPA”) is incorporated herein by reference. Nothing in these General Conditions is intended to conflict with the VPPA and in case of any conflict, the VPPA controls. Specifically, the provisions of Article 6 of the VPPA (Virginia Code §§ 2.2-4367 through 2.2-4377) relating to ethics in contracting, shall be applicable to all Solicitations and Contracts solicited or entered into by the County. By submitting their Bids or signing any Contract, all Bidders and Contractors certify that they have not violated any of the provisions of Article 6 of the VPPA, including, but not limited to, that their Bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements.

- 2. DEFINITIONS:** The definitions of Virginia Code § 2.2-4301 are specifically incorporated herein by reference and as used in these General Conditions, whether capitalized or not, any of such defined terms have the same meaning as such terms have under the VPPA: such defined 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 these General

Conditions, the following terms, whether capitalized or not, have the following meanings:

- a. 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 these General Conditions and where appropriate includes the term “Proposal” or any modifications or amendments to any Bid or Proposal.
- b. 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 these General Conditions and where appropriate includes the term “Offeror” and/or “Vendor”.
- c. Contract: Any contract to which the County will be a party.
- d. 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.
- e. County: The County of Fluvanna, a political subdivision of the Commonwealth of Virginia, including where applicable all agencies and departments of the County.
- f. County Administrator: The Fluvanna County Administrator.
- g. County Attorney: The Fluvanna County Attorney.
- h. 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. 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.
- i. General Terms, Conditions and Instructions to Bidders and Contractors (also referred to herein as the “General Conditions”): These General Terms, Conditions and Instructions to Bidders and Contractors shall be attached to and made a part of all Solicitations by the County and all Contracts to which the County is party.
- j. His: Any references to “his” shall include his, her, their, or its as appropriate.
- k. 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.

- l. Purchasing Officer: The Purchasing Officer employed by the County and to whom Bidders/Contractors can submit questions relating to any Bid or Contract.
 - m. 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.
 - n. Small Purchasing Procedures: The County’s Small Purchasing Procedures, being Chapter 4 of the County’s Procurement Policies and Procedures, 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.
 - o. 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 may consist of 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.
 - p. State: The Commonwealth of Virginia.
3. **AUTHORITY**: 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 the County’s Procurement Policies and Procedures. 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”).

Unless specifically delegated by the Board or the Purchasing Agent, and consistent with the limited authority granted thereto, 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. Any purchase or contract made which is contrary to such authority shall be of no effect and void and the County shall not be bound thereby.

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 as stated *supra* only the Board or County's Purchasing Agent can bind the County and only upon the conditions stated *supra*.

CONDITIONS OF BIDDING

- 4. COMPETITION INTENDED:** It is the County's intent to encourage and permit open and competitive bidding in all Solicitations. It shall be the Bidder's responsibility to advise the County in writing if any language, requirement, specification, etc., or any combination thereof, stifles competition or inadvertently restricts or limits the requirements stated in a Solicitation to a single source. The County must receive such notification not later than seven (7) business days prior to the deadline set for acceptance of the Bids. In submitting a Bid, the Bidder guarantees that he or she has not been a party with other Bidders to an agreement to bid a fixed or uniform price. Violation of this implied guarantee shall render the Bid of any Bidder involved void.
- 5. DISCRIMINATION PROHIBITED:** Pursuant to Virginia Code § 2.2-4310, the County does not discriminate against Bidders, Offerors or Contractors 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. Pursuant to Virginia Code § 2.2-4343.1, 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.
- 6. CLARIFICATION OF TERMS:** Pursuant to Virginia Code § 2.2-4316, if any Bidder has questions or comments about the specifications or other Solicitation documents, the prospective Bidder should contact the County no later than seven (7) business days prior to the date set for the opening of Bids or receipt of Proposals. Any revisions to the Solicitation will be made only by written addendum issued by the County. Notifications regarding specifications may not be considered if received in less than seven (7) business days of the date set for opening of Bids/receipt of Proposals.
- 7. MANDATORY USE OF COUNTY FORM AND TERMS AND CONDITIONS:** Unless otherwise specified in the Solicitation, all Bids must be submitted on the forms provided by the County, including but not limited to, a Cover Sheet or Pricing Schedule, if applicable, properly signed in ink in the proper spaces and submitted in a sealed envelope or package. Unauthorized modification of or additions to any portion of the

Solicitation may be cause for rejection of the Bid. However, the County reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject any Bid or Proposal which has been modified. These General Conditions are mandatory provisions of all Solicitations and all Contracts of the County.

8. LATE BIDS & MODIFICATION OF BIDS: Any Bid or modification thereto received at the office designated in the Solicitation after the exact time specified for receipt of the Bid is considered a late Bid or modification thereof. The County is not responsible for delays in the delivery of the mail by the U.S. Postal Service, private carriers or the inter-office mail system. It is the sole responsibility of the Bidder to ensure their Bid reaches County by the designated date and hour. The following rules apply to all Bids submitted to the County:

- a. The official time used in the receipt of Bids/Proposals is that time on the automatic time stamp machine in the Finance Department;
- b. Late Bids or modifications thereof will be returned to the Bidder UNOPENED, if Solicitation number, due date and Bidder's return address is shown on the container;
- c. If a Bid is submitted on time, however a modification thereto is submitted after the due date and time, then the County in its sole discretion may choose to consider the original Bid except that the County may not consider such original Bid if the Bid is withdrawn by the Bidder pursuant to Section 9 below; and
- d. If an emergency or unanticipated event or closing interrupts or suspends the County's normal business operations so that Bids cannot be received by the exact time specified in the Solicitation, then the due date/time specified for receipt of Bids will be deemed to be extended to the same time of day specified in the Solicitation on the first work day on which normal County business operations resume.

9. WITHDRAWAL OF BIDS:

- a. Pursuant to Virginia Code § 2.2-4330, a Bidder for a public construction contract, other than a contract for construction or maintenance of public highways, may withdraw his Bid from consideration if the price bid was substantially lower than the other Bids due solely to a mistake in the Bid, provided the Bid was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn.

If a Bid contains both clerical and judgment mistakes, a Bidder may withdraw his Bid from consideration if the price bid would have been substantially lower than the other Bids due solely to the clerical mistake, that was an unintentional

arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid that shall be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn. The Bidder shall give notice in writing to the County of his or her claim of right to withdraw his or her Bid within two (2) business days after the conclusion of the Bid opening procedure and shall submit original work papers with such notice.

- b. A Bidder for a Contract other than for public construction may request withdrawal of his or her Bid under the following circumstances:
 - i. Bids may be withdrawn on written request from the Bidder received at the address shown in the Solicitation prior to the time of opening.
 - ii. Requests for withdrawal of Bids after opening of such Bids but prior to award shall be transmitted to the County, in writing, accompanied by full documentation supporting the request. If the request is based on a claim of error, documentation must show the basis of the error. Such documentation may take the form of supplier quotations, Bidder work sheets, etc. If Bid bonds were tendered with the Bid, the County may exercise its right of collection.
- c. No Bid may be withdrawn under this Section 9 when the result would be the awarding of the Contract on another Bid of the same Bidder or of another Bidder in which the ownership of the withdrawing Bidder is more than five percent (5%).
- d. If a Bid is withdrawn under the authority of this Section 9 the lowest remaining Bid shall be deemed to be the low Bid.
- e. No Bidder who, is permitted to withdraw a Bid shall, for compensation, supply any material or labor to or perform any subcontract or other work agreement for the person or firm to whom the Contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn Bid was submitted.
- f. The County shall notify the Bidder in writing within five (5) business days of its decision regarding the Bidder's request to withdraw its Bid. If the County denies the withdrawal of a Bid under the provisions of this Section 9, it shall State in such notice the reasons for its decision and award the Contract to such Bidder at the Bid price, provided such Bidder is a responsible and responsive Bidder. At the same time that the notice is provided, the County shall return all work papers and copies thereof that have been submitted by the Bidder.
- g. Under these procedures, a mistake shall be proved only from the original work papers, documents and materials delivered as required herein. The work papers, documents and materials submitted by the bidder shall, at the bidder's request, be

considered trade secrets or proprietary information subject to the conditions of subsection F of Virginia Code § 2.2-4342.

10. ERRORS IN BIDS: When an error is made in extending total prices, the unit Bid price will govern. Erasures in Bids must be initialed by the Bidder. Carelessness in quoting prices, or otherwise in preparation of the Bid, will not relieve the Bidder. Bidders/Offerors are cautioned to recheck their Bids for possible error. Errors discovered after public opening cannot be corrected and the Bidder will be required to perform if his or her Bid is accepted.

11. IDENTIFICATION ON BID ENVELOPE: All Bids, Proposals and requested copies thereof submitted to the County shall be in a separate envelope or package, sealed and identified with the following information clearly marked on the outside of the envelope or package:

- a. Addressed as indicated on page 1 of the solicitation;
- b. Solicitation number;
- c. Title;
- d. Bid due date and time;
- e. Bidder's name and complete mailing address (return address); and
- f. Pursuant to Virginia Code § 2.2-4311.2, the Bidder's identification number issued by the State Corporation Commission, or if the bidder is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bids or proposal a statement describing why the bidder or offeror is not required to be so authorized.

If a Bid is not addressed with the information as shown above, the Bidder takes the risk that the envelope may be inadvertently opened and the information compromised, which may cause the Bid to be disqualified. Bids may be hand delivered to the designated location in the County's offices. No other correspondence or other Proposals/Bids should be placed in the envelope. Any Bidder or Offeror that fails to provide the information required in (f) above shall not receive an award unless a waiver is specifically granted by the County Administrator.

12. ACCEPTANCE OF BIDS: Unless otherwise specified, all formal Bids or Proposals submitted shall be valid for a minimum period of one hundred twenty (120) calendar days following the date established for opening or receipt, respectively, unless extend by mutual agreement of the parties. At the end of the one hundred twenty (120) calendar days the Bid/Proposal may be withdrawn at the written request of the Bidder. Thereafter, unless and until the Proposal is withdrawn, it remains in effect until an award is made or the Solicitation is canceled by the County. The County may cancel any Solicitation at any time by notice of such cancelation to the Bidders.

13. COMPLETENESS: To be responsive, a Bid must include all information required by the Solicitation.

- 14. CONDITIONAL BIDS:** Conditional Bids are subject to rejection in whole or in part.
- 15. RESPONSE TO SOLICITATIONS:** In the event a Bidder cannot submit a Bid on a Solicitation, the Bidder is requested to return the Solicitation cover sheet with an explanation as to why the Bidder is unable to Bid on these requirements, or if there be no cover sheet for the Solicitation a letter to the County explaining the same.
- 16. BIDDER INTERESTED IN MORE THAN ONE BID AND COLLUSION:** More than one bid from an individual, firm, partnership, corporation or association under the same or different name will be rejected. Reasonable grounds for believing that a bidder is interested in more than one bid for the work contemplated will cause rejection of all bids in which the bidder is interested. Any or all bids may be rejected if there is any reason for believing that collusion exists among the bidders. Participants in such collusion may not be considered in future bids for the same work. Each bidder, as a condition of submitting a bid, shall certify that he is not a party to any collusive action as herein defined. However, a party who has quoted prices on work, materials, or supplies to a Bidder is not thereby disqualified from quoting prices to other Bidders or firms submitting a Bid directly for the work, materials or supplies.
- 17. BID OPENING:** Pursuant to Virginia Code § 2.2-4301, all Bids received in response to an IFB will be opened at the date, time and place specified, and announced publicly, and made available for inspection as provided in Section 21 of these General Conditions. Proposals received in response to an RFP will be made available for inspection as provided in Section 21 of these General Conditions.
- 18. TAX EXEMPTION:** The County is exempt from the payment of any federal excise or any Virginia sales tax. The price bid must be net, exclusive of taxes. Tax exemption certificates will be furnished if requested by the Bidder.
- 19. DEBARMENT STATUS:** By submitting their Bids, Bidders certify that they are not currently debarred from submitting Bids on Contracts by the County, nor are they an agent of any person or entity that is currently debarred from submitting Bids or Proposals on Contracts by the County or any agency, public entity/locality or authority of the State.
- 20. NO CONTACT POLICY:** No Bidder shall initiate or otherwise have contact related to the Solicitation with any County representative or employee, other than the Purchasing Officer or Purchasing Agent, after the date and time established for receipt of Bids. Any contact initiated by a Bidder with any County representative, other than the Purchasing Officer or Purchasing Agent, concerning this Solicitation is prohibited and may cause the disqualification of the Bidder.
- 21. VIRGINIA FREEDOM OF INFORMATION ACT:** As provided under Virginia Code § 2.2-4342, all proceedings, records, Contracts and other public records relating to procurement transactions shall be open to the inspection of any citizen, or any interested

person, firm or corporation, in accordance with the Virginia Freedom of Information Act of Virginia Code §§ 2.2-3700 *et seq.*, except:

- a. Cost estimates relating to a proposed procurement transaction prepared by or for the County shall not be open to public inspection;
- b. Any competitive sealed bidding Bidder, upon request, shall be afforded the opportunity to inspect Bid records within a reasonable time after the opening of Bids but prior to award, except in the event that the County decides not to accept any of the Bids and to reopen the Contract. Otherwise, Bid records shall be open to public inspection only after award of the Contract;
- c. Any competitive negotiation Offeror, upon request, shall be afforded the opportunity to inspect Proposal records within a reasonable time after the evaluation and negotiations of Proposals are completed but prior to award except in the event that the County decides not to accept any of the Proposals and to reopen the Contract. Otherwise, Proposal records shall be open to the public inspection only after award of the Contract;
- d. Any inspection of procurement transaction records under this Section 21 shall be subject to reasonable restrictions to ensure the security and integrity of the records;
- e. Trade secrets or proprietary information submitted by a Bidder, Offeror or Contractor in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Bidder, Offeror or Contractor must invoke the protections of this Section 21 prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and State the reasons why protection is necessary; and
- f. Nothing contained in this Section 21 shall be construed to require the County, when procuring by “competitive negotiation” (RFP), to furnish a Statement of reasons why a particular Proposal was not deemed to be the most advantageous to the County.

22. CONFLICT OF INTEREST: Bidder/Contractor certifies by signing any Bid/Contract to/with the County that no conflict of interest exists between Bidder/Contractor and County that interferes with fair competition and no conflict of interest exists between Bidder/Contractor and any other person or organization that constitutes a conflict of interest with respect to the Bid/Contract with the County.

SPECIFICATIONS

23. OMISSIONS OR DISCREPANCIES: Any items or parts of any equipment listed in a Solicitation which are not fully described or are omitted from such specification, and which are clearly necessary for the completion of such equipment and its appurtenances, shall be considered a part of such equipment although not directly specified or called for in the specifications. Should a Bidder find a discrepancy or ambiguity in, or an omission from, the Solicitation, including the drawings and/or specifications, he or she shall so notify the County within twenty-four (24) hours of noting the discrepancy, ambiguity or

omission and in any event no less than five (5) days prior to the date set for the opening of Bids. If necessary, the County will send a written addendum for clarification to all Bidders no later than three (3) days before the date set for opening of Bids. Any notification regarding specifications received less than five (5) days prior to the date set for the opening of Bids may or may not be considered by the County in its sole discretion. The Bidder shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission, but shall fully complete every part as the true intent and meaning of the specifications and drawings. Whenever the mention is made of any articles, material or workmanship to be in accordance with laws, ordinances, building codes, underwriter's codes, A.S.T.M. regulations or similar expressions, the requirements of these laws, ordinances, etc., shall be construed as to the minimum requirements of these specifications.

24. BRAND NAME OR EQUAL ITEMS: Pursuant to Virginia Code § 2.2-4315, unless otherwise provided in the Solicitation, the name of a certain brand, make or manufacturer does not restrict Bidders to the specific brand, make or manufacturer named; it conveys the general style, type, character, and quality of the article desired, and any article which the County in its sole discretion determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The Bidder is responsible to clearly and specifically indicate the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the County to determine if the product offered meets the requirements of the Solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bidding, only the information furnished with the Bid will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a Bid non-responsive. Unless the Bidder clearly indicates in its Bid that the product offered is "equal" product, such Bid will be considered to offer the brand name product referenced in the Solicitation.

25. FORMAL SPECIFICATIONS: When a Solicitation contains a specification which states no substitutes, no deviation therefrom will be permitted and the Bidder will be required to furnish articles in conformity with that specification.

26. CONDITION OF ITEMS: Unless otherwise specified in the Solicitation, all items shall be new, in first class condition.

AWARD

27. RESPONSIBLE BIDDERS: In determining whether a Bidder is a responsible Bidder as defined herein, at minimum, the following criteria will be considered:

- a. The ability, capacity and skill of the Bidder to perform the Contract or provide the service required under the Solicitation;
- b. Whether the Bidder can perform the Contract or provide the service promptly, or within the time specified, without delay or interference;

- c. The character, integrity, reputation, judgment, experience and efficiency of the Bidder;
- d. The quality of performance of previous Contracts or Services;
- e. The previous and existing compliance by the Bidder with laws and ordinances relating to the Contract or Services;
- f. The sufficiency of the financial resources and ability of the Bidder to perform the Contract or provide the service;
- g. The quality, availability and adaptability of the Goods or Services to the particular use required;
- h. The ability of the Bidder to provide future maintenance and service for the use of the subject of the Contract;
- i. The number and scope of the conditions attached to the Bid;
- j. Whether the Bidder is in arrears to the County on debt or Contract or is a defaulter on surety to the County or whether the Bidder's County taxes or assessments are delinquent; and
- k. Such other information as may be secured by the County, the Purchasing Agent or the Purchasing Officer having a bearing on the decision to award the Contract. If an apparent low Bidder is not awarded a Contract for reasons of nonresponsibility, the County shall so notify that Bidder and shall have recorded the reasons in the Solicitation or Contract file.

28. AWARD OR REJECTION OF BIDS; WAIVER OF INFORMALITIES: The County shall award the Contract to the lowest responsive and responsible Bidder complying with all provisions of the IFB, provided the Bid price is reasonable and it is in the best interest of the County to accept it. Awards made in response to a RFP will be made to the highest qualified Offeror whose Proposal is determined, in writing, to be the most advantageous to the County taking into consideration the evaluation factors set forth in the RFP. The County reserves the right to award a Contract by individual items, in the aggregate, or in combination thereof, or to reject any or all Bids and to waive any informality in Bids received whenever such rejection or waiver is in the best interest of the County. Award may be made to as many Bidders/Offerors as deemed necessary to fulfill the anticipated requirements of the County. The County also reserves the right to reject the Bid if a Bidder is deemed to be a non-responsible Bidder. Pursuant to Virginia Code § 2.2-4319, an IFB, a RFP, any other solicitation, or any and all bids or proposals, may be canceled or rejected by the County at any time. The reasons for cancellation or rejection shall be made part of the contract file. The County shall not cancel or reject an IFB, a RFP, any other solicitation, bid or proposal solely to avoid awarding a contract to a particular responsive and responsible bidder or offeror.

29. EXCLUSION OF INSURANCE BIDS PROHIBITED: Pursuant to Virginia Code § 2.2-4320, notwithstanding any other provision of law or these General Conditions, no insurer licensed to transact the business of insurance in the State or approved to issue surplus lines insurance in the State shall be excluded from presenting an insurance bid proposal to the County in response to a RFP or an IFB; excepting that the County may debar a prospective insurer pursuant to its Debarment Policy, see Chapter 2 of the County's Procurement Policies and Procedures.

30. ANNOUNCEMENT OF AWARD: Upon the award or announcement of the decision to award a Contract as a result of this Solicitation, the County will publicly post such notice on the County's bulletin board located at 72 Main Street, 2nd Floor, Palmyra, Virginia 22963. Award results may also be viewed on the County's website.

31. QUALIFICATIONS OF BIDDERS OR OFFERORS: The County may make such reasonable investigations as deemed proper and necessary to determine the ability of the Bidder to perform the work/furnish the item(s) and the Bidder shall furnish to the County all such information and data for this purpose as may be requested. The County reserves the right to inspect Bidder's physical facilities prior to award to satisfy questions regarding the Bidder's capabilities. The County further reserves the right to reject any Bid or Proposal if the evidence submitted by or investigations of, such Bidder fails to satisfy the County that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work/furnish the item(s) contemplated therein.

32. TIE BIDS AND PREFERENCE FOR VIRGINIA PRODUCTS WITH RECYCLED CONTENT AND FOR VIRGINIA FIRMS:

- a. Pursuant to Virginia Code § 2.2-4328, in the case of a tie bid on an IFB only, the County may give preference to Goods, Services and construction produced in Fluvanna County or provided by persons, firms or corporations having principal places of business in Fluvanna County. If such choice is not available, preference shall then be given to Goods produced in Virginia, or for goods, services or construction provided by Virginia persons, firms, corporations, pursuant Virginia Code § 2.2-4324. If no County or State choice is available, the tie shall be decided publicly by lot. The decision by the County to make award to one or more such Bidders shall be final.
- b. Whenever the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a percentage preference, a like preference shall be allowed to the lowest responsive and responsible bidder who is a resident of Virginia and is the next lowest bidder. If the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a price-matching preference, a like preference shall be allowed to responsive and responsible bidders who are residents of Virginia. If the lowest bidder is a resident contractor of a state with an absolute preference, the bid shall not be considered. The Department of General Services shall post and maintain an updated list on its website of all states with an absolute preference for their resident contractors and those states that allow their resident contractors a percentage preference, including the respective percentage amounts. For purposes of compliance with this Section 32, the County may rely upon the accuracy of the information posted on this website.
- c. Notwithstanding the provisions of subsections a and b, in the case of a tie bid in instances where goods are being offered, and existing price preferences have already been taken into account, preference shall be given to the bidder whose goods contain the greatest amount of recycled content.

- d. For the purposes of this Section 32, a Virginia person, firm or corporation shall be deemed to be a resident of Virginia if such person, firm or corporation has been organized pursuant to Virginia law or maintains a principal place of business within Virginia.

33. NEGOTIATION WITH LOWEST RESPONSIBLE BIDDER: Pursuant to Virginia Code § 2.2-4318, unless cancelled or rejected, a responsive Bid from the lowest responsible Bidder shall be accepted as submitted, except that if the Bid from the lowest responsible Bidder exceeds available funds, the County may negotiate with the apparent low Bidder to obtain a Contract price within available funds. However, the negotiation may be undertaken only under conditions and procedures described in writing and approved by the County prior to issuance of the IFB and summarized therein.

CONTRACT PROVISIONS

34. APPLICABLE LAW AND COURTS: Any Bid or Contract resulting from a Solicitation and its terms, including, but not limited to, the parties' obligations under it, and the remedies available to each party for breach of it, shall be governed by, construed and interpreted in accordance with the laws of the Commonwealth of Virginia, and exclusive jurisdiction and venue of any dispute or matters involving litigation between the parties hereto shall be in the courts of Fluvanna County, Virginia. Any jurisdiction's choice of law, conflict of laws, rules, or provisions, including those of the Commonwealth of Virginia, that would cause the application of any laws other than those of the Commonwealth of Virginia, shall not apply. The Contractor shall comply with applicable federal, State and local laws, ordinances, rules and regulations in performance of the Contract.

35. PROVISION AND OWNERSHIP OF INFORMATION: The County shall make a good faith effort to identify and make available to the Contractor all non-confidential technical and administrative data in the County's possession which the County may lawfully release including, but not limited to Contract specifications, drawings, correspondence, and other information specified and required by the Contractor and relating to its work under any Contract. The County reserves its rights of ownership to all material given to the Contractor by the County and to all background information documents, and computer software and documentation developed by the Contractor in performing any Contract.

36. DOCUMENTS: All documents, including but not limited to data compilations, drawings, reports and other material, whether in hard copy or electronic format, prepared, developed or furnished by the Contractor pursuant to any Contract shall be the sole property of the County. At the direction of the County, the Contractor shall have the right to make copies of the documents produced available to other parties. The County shall be entitled to delivery of possession of all documents, upon payment in accordance with the terms of any Contract for the service incurred to produce such documents.

37. CONFIDENTIALITY: Contractor shall not publish, copyright or otherwise disclose or permit to be disclosed or published, the results of any work performed pursuant to this contract, or any particulars thereof, including forms or other materials developed for the County in connection with the performance by Contractor of its services hereunder, without prior written approval of the County. Contractor, cognizant of the sensitive nature of much of the data supplied by the County, shall not disclose any information (other than information which is readily available from sources available to the general public) obtained by it in the course of providing services hereunder without the prior written approval of the County, unless disclosure of such information by it is required by law, rule or regulation or the valid order of a court or administrative agency.

38. INDEPENDENT CONTRACTOR: The Contractor and any agents, or employees of the Contractor, in the performance of any Contract shall act as an independent contractor and not as officers, employees or agents of the County.

39. INSURANCE: The Contractor agrees that, during the period of time it renders services to the County pursuant to any Contract, it shall carry (and provide the County with evidence of coverage) the following minimum amounts of insurance:

Automobile	\$500,000	Liability Medical Payment Comprehensive Collision
Public Liability	\$1,000,000	
Professional Liability	\$1,000,000	
Excess Liability	\$2,000,000	Aggregate Over Above Policy Limits (Excluding Professional Liability)
Worker's Compensation	Amount required by Virginia law	

The Contract may specifically require the Contractor to carry higher minimum amounts of insurance.

In addition, the Contractor shall require, and shall include in every subcontract, that any subcontractor providing any goods or services related to such Contract obtain, and continue to maintain for the duration of the work, workers' compensation coverage in the amount required by Virginia law.

40. KEY PERSONNEL: For the duration of any Contract, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment, or as expressly approved by the County. The Contractor shall notify the County within five (5) calendar days after the occurrence of any of these events and provide the information required by the paragraph below.

The Contractor shall provide a detailed explanation of the circumstances necessitating any proposed substitution, complete resumes for the proposed substitute, and any additional information requested by the County. The proposed substitute should have comparable qualifications to those of the person being replaced. The County will notify the Contractor within fifteen (15) calendar days after receipt of all required information of its approval or disapproval of the proposed substitution.

- 41. SEVERABILITY:** If any term, covenant or provision of these General Conditions or any Contract shall be held to be invalid, illegal or unenforceable in any respect, these General Conditions and any Contract shall remain in effect and be construed without regard to such provision.
- 42. TITLES:** The titles and section headings herein and in any Contract are inserted solely for convenience and are not to be construed as a limitation on the scope of the provisions to which they refer.
- 43. ATTORNEYS' FEES:** In the event of a dispute between the County and Contractor under any Contract which cannot be amicably resolved, in addition to all other remedies, the party substantially prevailing in any litigation shall be entitled to recover its reasonable expenses, including, but not limited to, reasonable attorneys' fees.
- 44. NO WAIVER:** Neither any payment for, nor acceptance of, the whole or any part of the services by the County, nor any extension of time, shall operate as a waiver of any provision of any Contract, nor of any power herein reserved to the County, or any right to damages herein provided, nor shall any waiver of any breach of any Contract be held to be a waiver of any other or subsequent breach. Failure of the County to require compliance with any term or condition of any Contract shall not be deemed a waiver of such term or condition or a waiver of the subsequent enforcement thereof.
- 45. NO FINANCE CHARGES:** No finance charges shall be paid by the County.
- 46. ANTITRUST:** By entering into a Contract, the Contractor conveys, sells, assigns, and transfers to the County all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the antitrust law of the United States or the State, relating to the particular Goods or Services purchased or acquired by the County under said Contract. Consistent and continued tie bidding could cause rejection of Bids by the County and/or investigation for antitrust violations.
- 47. PAYMENT:** Pursuant to Virginia Code § 2.2-4352, unless more time is provided in the Solicitation or Contract, payment will be made forty-five (45) days after receipt by the County of a proper invoice, or forty-five (45) days after receipt of all Goods or acceptance of work, whichever is later. The County reserves the right to withhold any or all payments or portions thereof for Contractor's failure to perform in accordance with the provision of the Contract or any modifications thereto. Within twenty (20) days of receipt of proper invoice or of goods or services, the County shall notify the Contractor if

any defect or impropriety that would prevent payment by the payment date. The following provisions apply to such payments:

- a. Invoices for items/Services ordered, delivered/performed and accepted shall be submitted by the Contractor in duplicate directly to the payment address shown on the purchase order, Solicitation or Contract, as applicable. All invoices shall show the Contract number, purchase order number, or Solicitation number, as applicable, and as required under Virginia Code § 2.2-4354, either the individual Contractor's social security number or the Contractor's federal employer identification number, whichever is applicable.
- b. Any payment terms requiring payment in less than forty-five (45) days will be regarded as requiring payment forty-five (45) days after receipt of proper invoice or receipt of all Goods or acceptance of work, whichever occurs later. Notwithstanding the foregoing, offers of discounts for payment in less than forty-five (45) days are valid and enforceable.
- c. Pursuant to Virginia Code § 2.2-4353, the date any payment shall be deemed the date of postmark in all cases where payment is made by mail.
- d. The County's fiscal year is July 1 to June 30. Contractors are advised to submit invoices, especially for Goods and/or Services provided in the month of June, for the entire month (i.e. June 1 - June 30), so that expenses are recognized in the appropriate fiscal year.
- e. Any payment made by the Contractor to the County shall only be made in U.S. Dollars. If payment is received in foreign currency the County may, in its sole discretion, reject such payment and require immediate compensation in U.S. Dollars.

48. SUBCONTRACTORS: Pursuant to Virginia Code § 2.2-4354, in the event that any subcontractors are used by Contractor in connection with the work, Contractor shall:

- a. Within seven (7) days after receipt of amounts paid to the Contractor for work performed by a subcontractor, either:
 - i. Pay the subcontractor for the proportionate share of the total payment received attributable to the work performed by the subcontractor under any Contract; or
 - ii. Notify the County and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.
- b. Contractor shall require each subcontractor to provide either (i) for an individual, their social security numbers, or (ii) for proprietorships, partnerships, and corporations to provide their federal employer identification numbers.

- c. The Contractor shall pay interest to any subcontractor on all amounts owed by the Contractor that remain unpaid after seven days following receipt by the Contractor of payment from the County for work performed by the subcontractor under any Contract, except for amounts withheld as allowed in subdivision (a)(II) above. Unless otherwise provided under the terms of any Contract, interest shall accrue at the rate of one percent (1%) per month.
- d. The Contractor shall include in each of its subcontracts under any Contract a provision requiring each subcontractor to include or otherwise be subject to the above payment and interest requirements (a), (b) and (c) with respect to each lower tier subcontractor.
- e. The Contractor's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this Section 48 shall not be construed to be an obligation of the County. No Contract modification may be made for the purpose of providing reimbursement for such interest charge. No cost reimbursement claim may include any amount for reimbursement for such interest charge.

49. RETAINAGE ON CONSTRUCTION CONTRACTS: Pursuant to Virginia Code 2§ 2.2-4333, if a Contract for construction provides for progress payments in installments based upon an estimated percentage of completion, then the contractor shall be paid at least ninety-five percent (95%) of the earned sum when payment is due, with no more than five percent (5%) being retained to ensure faithful performance of the contract. All amounts withheld may be included in the final payment. Any subcontract related to work on a Contract that provides for similar progress payments shall be subject to the provisions above and the Contractor agrees to include such provisions in every subcontract.

50. SUCCESSORS AND ASSIGNS: The County and the Contractor bind themselves and their respective successors and assigns to any Contract. The foregoing notwithstanding, the Contractor shall not assign, sublet or transfer its interest in any Contract without the prior written consent of the County, which may be granted or withheld in the County's sole discretion. Nothing hereinafter mentioned shall be construed as creating any personal liability on the part of any officer, agent or employee of the County, nor shall it be construed as giving any benefits hereunder to anyone other than the County and the Contractor.

51. DEFAULT: Failure of a Contractor to deliver Goods or Services in accordance with Contract terms and conditions and/or within the time specified, or within reasonable time as interpreted by the County in its sole discretion, or failure to make replacements/corrections of rejected articles/services when so requested, immediately or as directed by the County, or failure of the Contractor to act in accordance with the Contract in any material respect, as reasonably determined by the County, shall constitute a "default" by the Contractor and shall further authority for the County to purchase in the open market articles/services of comparable grade/quality to replace the services, articles rejected, and/or not delivered. On all such purchases, the Contractor shall reimburse the County, within a reasonable time specified by the County, for any expense incurred in

excess of Contract prices including, but not limited to, any purchase and administrative costs. Such purchases shall be deducted from the Contract quantities, if applicable. Should public necessity demand it, the County reserves the right to use or consume articles delivered or services performed which are substandard in quality, subject to an adjustment in price to be determined by the County. In case of any default, the County, after due oral or written notice if required in accordance with the Contract, may terminate the Contract at its option in its sole discretion effective immediately. These remedies shall be in addition to any other remedies which the County may have, including but not limited to, any remedies at law, under the Contract or in equity.

Notwithstanding the foregoing, the Contractor shall not be liable for damages for delay in shipment or failure to deliver when such delay or failure is the result of fire, flood, strike, act of God, act of Government, act of an alien enemy or by any other circumstances which, in the County's opinion, are beyond the control of the Contractor. Under such circumstances, however, the County may, at its sole discretion, terminate or cancel the Contract effective immediately.

52. NON-DISCRIMINATION ASSURANCES: The Contractor shall conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, and § 2.2-4311 of the Virginia Procurement Act:

- a. During the performance of any Contract, the Contractor agrees as follows: the Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The Contractor, in all Solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer. Notices, advertisements and Solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this Section 52.
- b. The Contractor shall include the provisions of paragraph (a) above in every subcontract or purchase over \$10,000.00 so that the provisions will be binding upon each subcontractor or Vendor.

53. MODIFICATION:

- a. Pursuant to Virginia Code § 2.2-4309, these General Conditions and any Contract entered into by the County and any Contractor shall not be subject to change, modification, or discharge except by written instrument signed by the County and Contractor, but no fixed-price contract may be increased by more than twenty-five percent (25%) of the amount of the contract or \$50,000, whichever is greater,

without the advance written approval of the County's Board. In no event may the amount of any contract, without adequate consideration, be increased for any purpose, including, but not limited to, relief of an offeror from the consequences of an error in its bid or offer.

- b. The County may, but is not obligated to, extend the term of an existing contract for services to allow completion of any work undertaken but not completed during the original term of the contract.
- c. Nothing in this Section 53 shall prevent the County from placing greater restrictions on contract modifications.

54. INDEMNIFICATION: Contractor agrees to indemnify, keep and save harmless the County, its officers, agents, officials, employees and volunteers against any and all claims, claims of injuries, death, damage to property, patent claims, suits, liabilities, judgments, losses, costs and expenses, including but not limited to costs of investigation, all reasonable attorneys' fees (whether or not litigation results), and the cost of any appeal, occurring or arising in connection with the Contractor's, its agents', subcontractors', employees', or volunteers' negligence or wrongful acts or omissions in connection with its performance of any Contract. The Contractor shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and if any judgment shall be rendered against the County in any such action, the Contractor shall, at his or her own expenses, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by any Contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County as herein provided. Nothing contained in this Solicitation or the Contract shall be deemed to be a waiver of the County's sovereign immunity.

55. DRUG-FREE WORKPLACE: Pursuant to Virginia Code § 2.2-4312, in every Contract over \$10,000.00 the following provisions apply: During the performance of any Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a Statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all Solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this Section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific Contract awarded to a Contractor in accordance with this the VPPA and the County's Procurement Procedures, the employees

of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Contract.

56. TERMINATION: Contracts will remain in force for full periods specified and/or until all articles ordered before date of termination shall have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall have been met, unless:

- a. Terminated prior to expiration date by satisfactory deliveries of entire Contract requirements;
- b. Terminated by the County upon thirty (30) days written notice to the Contractor at the County's convenience in the County's sole discretion ("termination for convenience"), unless a termination for convenience is specifically and expressly prohibited by the Contract. Any Contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of the termination;
- c. Terminated by the County for cause, default or negligence on the part of the Contractor. However, pursuant to Section 51 of these General Conditions, the County may hold the Contractor responsible for any resulting additional purchase and administrative costs. There is no advance notice requirement in the event of Termination for Cause and termination is effective immediately upon notice to Contractor of the termination for cause;
- d. Extended upon written authorization of County and accepted by Contractor, to permit ordering of unordered balances or additional quantities at Contract prices and in accordance with Contract terms.

57. APPROPRIATIONS: Notwithstanding any other provision of any Contract, the payment of the County's obligations under any Contract shall be subject to annual appropriations by the Board of Supervisors of the County in each fiscal year of monies sufficient to satisfy the same.

58. REFERENCES TO VIRGINIA LAW: Any reference in these General Conditions to the Code of Virginia or other relevant Federal, State or local law is incorporated in whole herein by reference as in effect at the time of the Solicitation or Contract as such statutory provisions may be amended or replaced by any statute dealing with the same or similar subject matter.

59. COOPERATIVE PROCUREMENT: Except as prohibited by the current Code of Virginia, all resultant Contracts will be extended to other Public Bodies of the Commonwealth of Virginia, to permit their ordering of Goods, supplies and/or Services at the prices and terms of the resulting Contract ("cooperative procurement"). By submitting any Bid or entering into any Contract with the County a Bidder/Contractor expressly authorizes cooperative procurement under Virginia Code § 2.2-4304 to the full

extent permitted by law. If any other public body decides to use any Contract, the Contractor must deal directly with that public body concerning all matters relating thereto, including but not limited to, the placement or orders, issuance of the purchase order, contractual disputes, invoicing and payment. The County acts only as the "Contracting Agent" for these public bodies. Any resulting contract with other public bodies shall be governed by the laws of that specific entity. It is the Contractor's responsibility to notify the public bodies of the availability of the Contract. Fluvanna County shall not be held liable for any direct or indirect costs, damages or other claim of any kind incurred by another public body or any Contractor as a result of any cooperative procurement.

60. AUDIT: The Contractor hereby agrees to retain all books, records and other documents relative to any Contract for five (5) years after final payment, or until audited by the County, whichever is sooner. The County, its authorized agents, and/or County auditors shall have full access to and right to examine any of said materials during said period.

61. GUARANTIES AND WARRANTIES: All guarantees, representations and warranties required shall be furnished by the Contractor and shall be delivered to the Purchasing Agent before final payment on any Contract is made. In addition to any guarantees, representations and warranties required under the Contract, the Contractor agrees to:

- a. Save the County, its agents and employees harmless from liability of any nature or kind for the use of any copyrighted or un-copyrighted composition; secret process, patented or unpatented; invention; article or appliance furnished or used in the performance of a Contract for which the Contractor is not the patentee, assignee, licensee or owner;
- b. Protect the County against latent defective material or workmanship and to repair or replace any damages or marring occasioned in transit or delivery;
- c. Furnish adequate protection against damage to all work and to repair damages of any kind to the building or equipment, to the Contractor's own work or to the work of other contractors, for which the Contractor's workers are responsible;
- d. Pay for all permits, licenses and fees and give all notices and comply with all laws, ordinances, rules and regulations of the County; and
- e. Protect the County from loss or damage to County owned property while it is in the custody of the Contractor;
- f. At minimum supply all Goods or Services with the manufacturer's standard warranty, if applicable; and
- g. For any Contract involving Services of any nature, the Contractor further agrees to:

- i. Enter upon the performance of Services with all due diligence and dispatch, assiduously press to its complete performance, and exercise therein the highest degree of skill and competence;
- ii. Allow Services to be inspected or reviewed by an employee of the County at any reasonable time and place selected by the County;
- iii. Acknowledges that the County shall be under no obligation to compensate Contractor for any Services not rendered in strict conformity with the Contract; and
- iv. Stipulates that the presence of a County Inspector shall not lessen the obligation of the Contractor for performance in accordance with the Contract requirements, or be deemed a defense on the part of the Contractor for infraction thereof. The Inspector is not authorized to revoke, alter, enlarge, relax, or release any of the requirements of any Contract. Any omission or failure on the part of the Inspector to disapprove or reject any work or material shall not be construed to be an acceptance of any such defective work or material.

62. PRICE REDUCTIONS: If at any time after the date of the Bid/Contract the Contractor makes a general price reduction in the comparable price of any material covered by the Contract to customers generally, an equivalent price reduction based on similar quantities and/or considerations shall apply to any Contract for the duration of the Contract period (or until the price is further reduced). Such price reduction shall be effective at the same time and in the same manner as the reduction in the price to customers generally. For purpose of this provision, a "general price reduction" shall mean any horizontal reduction in the price of an article or service offered (1) to Contractor's customers generally, or (2) in the Contractor's price schedule for the class of customers, i.e., wholesalers, jobbers, retailers, etc., which was used as the basis for bidding on this Solicitation. An occasional sale at a lower price, or sale of distressed merchandise at a lower price, would not be considered a "general price reduction" under this provision. The Contractor shall submit his or her invoice at such reduced prices indicating on the invoice that the reduction is pursuant to the "Price Reduction" provision of the Contract documents. The Contractor in addition will within ten (10) days of any general price reduction notify the County of such reduction by letter. FAILURE TO DO SO IS A DEFAULT UNDER THE CONTRACT AND MAY RESULT IN TERMINATION OF THE CONTRACT IN THE COUNTY'S DISCRETION. The Contractor, if requested, shall furnish, within ten (10) days after the end of the Contract period, a statement certifying either (1) that no general price reduction, as defined above, was made after the date of the Bid or Contract, or (2) if any such general price reductions were made, that as provided above, they were reported to the County within ten (10) days and the County was billed at the reduced prices. Where one or more such general price reductions were made, the statement furnished by the Contractor shall include with respect to each price reduction (1) the date when notice of any such reduction was issued, (2) the effective date of the reduction, and (3) the date when the County was notified of any such reduction.

63. COMPLIANCE WITH IMMIGRATION LAW: Pursuant to Virginia Code § 2.2-4311.1, in every Contract the following provision applies: the Contractor does not, and

shall not during the performance of the Contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

64. VIRGINIA STATE CORPORATION COMMISSION: Pursuant to Virginia Code § 2.2-4311.2, Any Bidder or Contractor organized as a stock or non-stock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia, or as otherwise required by law, at the time of the Bid, Proposal or any response to Solicitation and during the term of the Contract and any Contract renewal. The Contractor shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required, to be revoked or cancelled at any time during the term or any renewal of the Contract. If the Contractor fails to remain in compliance with the provisions of this Section 64, the Contract may become void at the option of the County.

65. CLAIMS PROCEDURE:

- a. The procedure for consideration by the County of contractual claims for any Contract shall be that set forth in Virginia Code § 15.2-1243, *et seq.*
- b. In addition, pursuant to Virginia Code § 2.2-4364, contractual claims, whether for money or other relief, shall be submitted in writing to the County Administrator no later than sixty (60) days after final payment; however, written notice of the Contractor's intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based. Nothing herein shall preclude a Contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the Goods. Pendency of claims shall not delay payment of amount agreed due in the final payment.
- c. No written decision denying a claim or addressing issues related to the claim shall be considered a denial of the claim unless the written decision is signed by the Board or the County Administrator. The contractor may not institute legal action prior to receipt of the final written decision on the claim unless the County fails to render a decision within ninety (90) days of submission of the claim. Failure of the County to render a decision within ninety (90) days shall not result in the contractor being awarded the relief claimed or in any other relief or penalty. The sole remedy for the County's failure to render a decision within 90 days shall be the contractor's right to institute immediate legal action.
- d. A Contractor may not institute legal action, prior to receipt of the County's decision on the claim, unless the County fails to render such decision within the time specified by law. A failure by the County to render a decision within the time provided by law shall be deemed a final decision denying the claim by the County.

- e. The decision of the Board or the County Administrator shall be final and conclusive unless the Contractor appeals within six (6) months of the date of the final written decision by instituting legal action as provided in Virginia Code § 2.2-4364.
- f. No administrative appeals procedure pursuant to Virginia Code § 2.2-4365 has been adopted for contractual claims by the County.
- g. Nothing herein shall be construed to prevent the County from instituting legal action against any Contractor or Bidder.

66. NOTICES: All written notices required or permitted under any Solicitation, Bid or Contract shall be deemed sufficient if delivered in person to the County Purchasing Agent or Bidder/Contractor, as applicable, or sent by first class mail to the County or Bidder/Contractor at the addresses set forth in the Solicitation, Bid or Contract or at such other address as a party may designate from time to time by notice given in accordance with the terms of this Section 66; except that where a Solicitation, Bid or Contract expressly requires notice to a specific individual or at a specific location, such shall control. Such notices are deemed received when actually delivered to the party or its representative or agent if hand delivered, or one (1) business day after deposited into the United States mail, if mailed.

DELIVERY

67. SHIPPING INSTRUCTIONS-CONSIGNMENT: Unless otherwise specified in the Solicitation or Contract, as applicable, each case, crate, barrel, package, etc., delivered under the Contract must be plainly stenciled or securely tagged, stating the Contractor's name, purchase order number, and delivery address as indicated in the order. Where shipping containers are to be used, each container must be marked with the purchase order number, name of the Contractor, the name of the item, the item number, and the quantity contained therein. Deliveries must be made within the hours of 8:00 a.m. – 3:00 p.m. Deliveries at any other time will not be accepted unless specific arrangements have been previously made with the designated individual at the delivery point. No deliveries will be accepted on Saturdays, Sundays and holidays unless previous arrangements have been made. It shall be the responsibility of the Contractor to insure compliance with these instructions for items that are drop-shipped.

68. RESPONSIBILITY FOR SUPPLIES TENDERED: The Contractor shall be responsible for the materials or supplies covered by the Contract until they are delivered at the designated point. The Contractor shall additionally bear all risk on rejected materials or supplies after notice of rejection is tendered by the County. Rejected materials or supplies must be removed by and at the expense of the Contractor promptly after notification of rejection, unless public health and safety require immediate destruction or other disposal of rejected delivery. If rejected materials are not removed by the Contractor within ten (10) days after date of notification, the County may return

the rejected materials or supplies to the Contractor at the Contractor's risk and expense or dispose of them as abandoned property.

- 69. INSPECTIONS:** The County reserves the right to conduct any test/inspection it may deem advisable to assure supplies and Services conform to the specification in the Solicitation, Bid or Contract, as applicable. Inspection and acceptance of materials or supplies will be made after delivery at destinations herein specified unless otherwise stated. Unless otherwise specified in the Contract, if inspection is made after delivery at the destination specified, the County will bear the expense of inspection except for the value of samples used in case of rejection. Final inspection shall be conclusive except in regard to latent defects, fraud or such gross mistakes as to amount to fraud. Final inspection and acceptance or rejection of the materials or supplies will be made as promptly as practicable, but failure to inspect and accept or reject materials or supplies shall not impose liability on the County for such materials or supplies as are not in accordance with the specifications.
- 70. COMPLIANCE:** Delivery must be made as ordered and in accordance with the Solicitation, Bid or Contract, as applicable, or as directed by the County when not in conflict with the Bid/Contract. The decision as to reasonable compliance with delivery terms shall be final. Burden of proof of delay in receipt of Goods by the purchaser shall rest with the Contractor. Any request for extension of time of delivery from that specified must be approved by the County, such extension applying only to the particular item or shipment affected. Unless otherwise specified in the Contract, should the Contractor be unreasonably delayed by the County, there shall be added to the time of completion a time equal to the period of such delay caused by the County. However, the Contractor shall not be entitled to claim damages or extra compensation for such delay or suspension. These conditions may vary for construction Contracts.
- 71. POINT OF DESTINATION:** All materials shipped to the County must be shipped F.O.B. DESTINATION unless otherwise stated specifically in the Solicitation, Bid or Contract, as applicable. The materials must be delivered to the "Ship To" address indicated on the purchase order or Solicitation, as applicable.
- 72. REPLACEMENT:** Materials or components that have been rejected by the County, in accordance with the terms of the Contract, shall be replaced by the Contractor at no cost to the County.
- 73. DAMAGES:** Any and all damages to property of the "County" that is the direct result of the Contractor, the employees of the Contractor and/or its subcontractors, agents, licensees, successors, or assigns, shall be the sole responsibility of the Contractor. The property shall be repaired to its last known condition prior to the damages and/or replaced at no cost to the County. The County shall approve any and all repairs/replacements prior to acceptance of the repairs/replacement.

74. PACKING SLIPS OR DELIVERY TICKETS: All shipments shall be accompanied by Packing Slips or Delivery Tickets and shall contain the following information for each item delivered:

- a. Purchase Order Number;
- b. Name of Article and Stock Number;
- c. Quantity Ordered;
- d. Quantity Shipped;
- e. Quantity Back Ordered; and
- f. The Name of the Contractor.

Contractors are cautioned that failure to comply with these conditions shall be considered sufficient reason for refusal to accept the Goods.

75. ADDITIONAL CHARGES: No delivery charges of any kind shall be added to any invoice; except that (i) if Goods are expressly bought F.O.B. "shipping point" under the Contract and the Contractor prepays transportation, then delivery charges shall be added to invoices; and (ii) if express delivery is authorized and substituted by the County on orders for the method specified in the Contract, then the difference between freight or mail and express charges may be added to invoice.

76. METHOD AND CONTAINERS: Unless otherwise specified, Goods shall be delivered in commercial packages in standard commercial containers, so constructed as to ensure acceptance by common or other carrier for safe transportation to the point of delivery. Containers become the property of the County unless otherwise specified by bidder.

VENDOR DATA SHEET

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid nonresponsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Vendor's Primary Contact:

Name: _____ Phone: _____

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:

_____ Years _____ Months

4. Vendor Information:

FIN or FEI Number: _____ If Company, Corporation, or Partnership

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods. Include the length of service and the name, address, and telephone number of the point of contact.

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

I certify the accuracy of this information.

Signed: _____ Title: _____

Date: _____

PLEASE RETURN THIS PAGE WITH BID SUBMISSION

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission (“SCC”). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Section 2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. ***PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.***

A. _____ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is _____.

B. _____ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is _____.

C. _____ Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9)

Legal Name of Offeror/Bidder

Date

Authorized Signature

Print or Type Name and Title

PLEASE RETURN THIS PAGE WITH BID SUBMISSION

CERTIFICATION OF NO COLLUSION

The undersigned, acting on behalf of _____, does hereby certify in connection with the procurement and bid to which this Certification of No Collusion is attached that:

This bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce: nor is this bid the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.2 Code of Virginia, 1950 as amended (&&18.2-498.1 atseq.)

Signature of Company Representative

Name of Company

Date

ACKNOWLEDGEMENT

STATE OF VIRGINIA
FLUVANNA COUNTY, to wit:

The foregoing Certification of No Collusion bearing the signature of _____ and dated _____ was subscribed and sworn to before the undersigned notary public by _____ on _____.

Notary Public

My commission expires: _____

CODE OF VIRGINIA

& 18.2-498.4. Duty to provide certified statement:

A. The Commonwealth, or any department or agency thereof, and any local government or any department or agency thereof, may require that any person seeking, offering or agreeing to transact business or commerce with it, or seeking, offering or agreeing to receive any portion of the public funds or moneys, submit a certification that the offer or agreement or any claim resulting thereon is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce, or any act of fraud punishable under this article.

B. Any person required to submit a certified statement as provided in paragraph A, above who knowingly makes a false statement shall be guilty of a Class 6 felony. (1980, c.472)

a false statement shall be guilty of a Class 6 felony. (1980, c.472)

PLEASE RETURN THIS PAGE WITH BID SUBMISSION

OFFEROR STATEMENT

Undersigned Bidder hereby certifies that he/she has carefully examined all conditions and specifications of this invitation for Bid and hereby submits this bid pursuant to such instructions and instructions.

Type or Print Name & Title of Authorized Person

Signature of Authorized Person Submitting This Bid

Date

SUBSCRIBED AND SWORN to before me by the above named

_____ on the ____ day of _____, 2013

Notary Public in and for the State of _____

My commission expires: _____

PLEASE RETURN THIS PAGE WITH BID SUBMISSION

EXHIBIT 2

Fluvanna County, Virginia

RFP 2014-02
Emergency Communications Radio System
Project Management Services
May 23, 2014



RCC Consultants, Inc.

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Emergency Communications Radio System Project Management Services

Presented to:

County of Fluvanna, Virginia

May 23, 2014 at 2:00 PM



RCC Consultants, Inc.

100 Woodbridge Center Drive, Suite 201
Woodbridge, New Jersey 07095
Website: www.rcc.com

Proposal Contact: Mark Athearn
Managing Director
4900 Cox Road, Suite 235
Glen Allen, VA 23060
Telephone: 804-422-8453
Email: mathearn@rcc.com



Mid-Atlantic Regional Office
4900 Cox Road, Suite 235
Glen Allen, VA 23060
tel: 804-353-0300
fax: 804-353-8059

COVER LETTER

May 23, 2014

Mr. Joe Rodish, Purchasing Officer
County of Fluvanna, VA
Finance Department
132 Main Street
PO Box 540
Palmyra, VA 22963

RE: Emergency Communications Radio System Project Management Services

Dear Mr. Rodish:

RCC Consultants, Inc. is pleased to submit the enclosed proposal to provide consulting and engineering services to Fluvanna County, VA. We believe this proposal offers an exceptional range of experience and the depth of resources necessary to meet the needs of the County.

As the enclosed proposal shows, RCC Consultants, Inc. specializes in the planning, design, procurement, implementation, and optimization of governmental and public safety communications and information systems. Each member of the RCC team is a seasoned veteran of the communications industry, bringing to the County years of experience in developing strategies for improving the efficiency and effectiveness of public safety communications systems. RCC offers significant benefits to the County, including:

- **Public Safety Voice and Data Communications System Expertise** – RCC is regarded as one of the best public safety communications system consulting and engineering firms in the United States. Our project teams have supported the planning, design, procurement and implementation of hundreds of advanced interoperable Public Safety radio systems.
- **Project Management Oriented Company** – RCC takes project management seriously and has implemented a companywide training program based on the Project Management Institute (PMI) project management guidelines. This standardized approach ensures that each project is professionally managed, which helps ensure that the project meets its objectives and stays on schedule and within budget.
- **Independence** – RCC is not affiliated with, nor do we have any financial interest in, any communications equipment manufacturer, distributor, or supplier. We do not receive or accept remuneration of any type from any manufacturer, distributor, or supplier for recommending any of their products. Our unbiased independent position provides our clients a capable partner in meeting their project requirements without the potential for conflicts of interest.
- **Cost Savings** – RCC's assistance in contract negotiations with the selected vendor typically improves the client's contract position in terms and conditions as well as pricing. RCC

RCC Consultants, Inc.

100 Woodbridge Center Drive, Suite 201 · Woodbridge, New Jersey 07095 · tel: 732-404-2400 · fax: 732-404-2556



maintains a database of vendor-negotiated prices for Public Safety systems and is familiar with vendors' threshold when it comes to system pricing.

RCC has extensive previous and current experience in Virginia and is well suited to effectively evaluate all possible options for the County's critical radio infrastructure. We take great pride in assisting municipalities all across Virginia and throughout the country and would be very proud to support Fluvanna County in this important public safety communications project. We look forward to an opportunity to present our team and our proposal in person in the near future and assisting the County as they transition to their next generation radio system.

I am authorized to represent RCC in this proposal and I affirm that I have neither participated in nor will I participate in any action contrary to the provisions of this proposal. If there are questions regarding our proposal or if you would like to schedule an oral presentation, I can be reached by telephone at (804) 422-8461 or by e-mail at darcuri@rcc.com.

Sincerely,

A handwritten signature in cursive script that reads "Dominick V. Arcuri".

Dominick Arcuri
Sr. Vice-President, Mid-Atlantic Region

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OVERVIEW AND QUALIFICATIONS

Overview - *The purpose of this section is to provide Fluvanna County with an overview of the history, qualifications and abilities of the Offeror's firm and for the Offeror to demonstrate the specific qualifications of the staff the Offeror will assign to this project if selected. At a minimum, the proposal should:*

- i) Designate a Project Manager and indicate office location.*
- ii) Include the organization chart, functional discipline, and responsibilities of project team members.*

Who We Are

RCC Consultants, Inc. ("RCC") is a global telecommunications consulting, engineering and integration firm. A leader in the industry since 1983, RCC specializes in the design and implementation of radio communications systems, microwave and fiber optic systems, broadband, intelligent transportation systems and public safety emergency telephone systems, as well as the design of communications centers, tower sites and monitoring facilities.

The RCC Difference

RCC has a unique and deep understanding of all facets involved in the design, development and operation of telecommunications systems. This comprehensive expertise built over decades of success enables us to offer fully informed and more effective solutions to our clients. We differentiate ourselves through four aspects of our business:

- Experience** For more than 29 years, RCC has been at the forefront of wireless communications and information systems technology. We pioneered the development of comprehensive multiple layer, radio frequency engineering software tools, used by organizations around the world.
- Team** Our full-time staff of more than 130 consultants, engineers and support staff are some of the most respected and sought-after specialists in their fields. Experienced in the design and operation of all major manufacturers' platforms, our team will have a local presence and will utilize the resources of the company to perform the project tasks.
- Approach** We believe in forming strong partnerships with our clients, and our record of repeat business is testimony to our focus on complete client satisfaction. We approach every project with time-proven engineering and project management strategies that help our clients implement the right long-term solutions for their needs.
- Independence** We provide unbiased recommendations to our clients, ensuring they receive thoughtful, independent solutions. We will never accept any form of payment from manufacturers, distributors or suppliers for recommending their products.



Our People

RCC has gained the reputation of being a respected leader in all of the markets we serve because of the depth and breadth of our knowledge and experience. We have a diverse team of more than 130 professionals with a rich variety of experience and qualifications – all who are carefully matched to projects based on our clients’ specific objectives.

We are especially proud of the tenure of our team – more than 90% of our staff has been with RCC for five or more years. This longevity ensures we retain a deep wealth of knowledge, as well as consistent staffing, on our projects.

90%

More than 90% of
RCC’s staff has been
with the company
for five or more
years.

Our Participation in Industry, Standards and Regulatory Groups



RCC’s consultants and engineers are frequent contributors to nationally recognized industry and standards-setting organizations, such as the Telecommunications Industry Association (TIA), Institute of Electrical and Electronic Engineers (IEEE), Integrated Justice Information Systems (IJIS) and American National Standards Institute (ANSI).



An original signatory to the Terrestrial Trunked Radio Memorandum of Understanding (TETRA MoU) in 1994, RCC staff has served in leadership roles within the organization since its inception. We chair or serve on technical committees of the IEEE and our experts have helped forge standards that have been adopted by the IEEE. Taking an active leadership role in the industries we serve helps us to provide our clients with clear insight into new and emerging technologies.



What We Do

For more than 1,500 clients around the world, RCC has provided solutions through wireless and wired voice/data communications and information technologies. Our consultants and engineers are experts in strategic planning and direction, business analysis, system design, procurement, implementation, systems integration, monitoring and maintenance.

Our Technical Expertise

Radio Communications Systems

- All frequency bands HF, VHF, UHF, 700 MHz, 800 MHz, 900 MHz and microwave
- Digital and Analog Systems
- Conventional and Trunked Systems
- Simulcast Systems
- Cellular and Other Roaming Technologies
- Coverage Prediction Modeling
- Interference Control and Analysis
- Coverage Measurement and Verification

Microwave and Fiber Optic Transmission Systems

- Point to Point and Point to Multipoint
- Digital – Ethernet Microwave Radio Design
- Analog/Digital Interface and Conversion
- Alarm and Monitoring Systems
- Microwave Propagation Modeling
- System Optimization
- Power Supplies

Communications/Dispatch Center Planning, Facilities Design and Cost Estimating

- Consolidation/Co-location Studies
- Floor Plan Layout
- Space Planning
- Ergonomic Recommendations
- Environmental Controls
- Dispatch Console Furniture Design
- Console System Radio and Data Interfaces
- Dispatch Center Staffing and Management Operations Studies

Public Safety Emergency Telephone Systems

- E9-1-1 Emergency Telephone Number Systems
- Wireless 9-1-1 Deployment
- Wireless Location Accuracy Testing
- Automatic Call Distributor Systems

Intelligent Transportation Systems

- Traffic Management Systems
- Highway Advisory Radio Systems
- Mass Transit Communications Systems

Telephony Services

- Voice over IP (VoIP) Network Specification/Deployment
- ACD Administration
- Performance and Capacity Management
- Call Accounting Services

Information Technology And Data Systems

- Computer Aided Dispatch (CAD)
- Records Management Systems (RMS)
- Mobile Computing (MDC)
- Automatic Vehicle Location (AVL)
- Geographic Information Systems (GIS)
- Field Based Reporting (FBR)
- Wireless Data Systems – Public and Private

Data Networks

- Local and Wide Area Networks
- Broadband Wireless (WiMax, WiFi, LTE)
- Voice, Data, Video Structured Cabling Systems
- Supervisory Control and Data Acquisition

Fiber Optic Networks

- Campus Networks
- Metropolitan Networks

Communications Site Planning

- Tower Specifications
- Site Development, Planning, Zoning, Acquisition
- Lightning Protection, Grounding, Bonding
- Equipment Shelter and Room Design
- Security and Alarm Systems
- Backup Power and Fuel Systems
- Automatic Fire Suppression Systems
- Surveillance Cameras

Network Services

- Business Case and Strategic Planning
- Network Planning, Engineering and Construction
- Network Optimization and Management

Market Research

- Technology
- Market Segment Research



Our Client Industries

RCC works with clients around the world in a wide range of industries, including:

- Public Safety Agencies
- National/State/Local Governments
- Transit Authorities and Agencies
- Utilities – Electric, Gas, Water
- Airports and Ports
- Transportation Agencies
- Colleges, Universities and Public School Systems
- Manufacturers
- Retailers
- Oil/Gas Production and Transportation
- Wireless Network Operators
- Real Estate Owners and Managers
- Healthcare Facilities
- Educational Councils
- Special Authorities

Our Products

To help our clients design, operate, monitor and maintain their wireless networks, RCC has developed a suite of comprehensive radio frequency software tools called ComSite®. The suite consists of five products that can be used in combination or independently:

COMSITEDESIGN

Wireless Network Planning & Design

This high-speed software tool set supports wireless system analysis and planning, design and optimization of wireless networks in one scalable PC platform small enough for field technicians to use.

COMSITEPRO

Wireless Site Engineering

This powerful site interference analysis tool is the only tool on the market specifically designed to help identify, analyze, locate and resolve radio frequency interference (RFI).

COMSITEMANAGER

Wireless Site Management

This site management application will save you hours of work, whether you are responsible for a single wireless communications site or a nationwide communications network containing thousands of sites.

COMSITEMPE

Wireless Site Compliance

This powerful tool evaluates non-ionizing radio frequency (RF) emissions and predicts the Maximum Permissible Exposure (MPE) potential to humans at or near wireless communications sites.

COMSITEE9-1-1e

Wireless Location Accuracy

This easy-to-use tool helps you determine the location data accuracy of wireless E9-1-1 calls delivered to your Public Safety Answering Point (PSAP), based on standard and repeatable statistical methods.

For more information on the ComSite suite of products, visit the RCC website at www.rcc.com.



RCC's Public Safety and Government Practice

RCC has specialized in communications consulting for public safety and government clients since 1983. A trusted industry advisor, we help domestic and international governments, law enforcement, Fire departments, EMS, dispatch centers and other public safety agencies get the most out of their mission-critical communications systems.

We know that public safety agencies and governments have unique needs. We also know the complexities they face with their communications systems, not only in technology, but also in business planning. That's why we devote an entire practice to supporting the needs of public sector agencies – RCC's Public Safety and Government practice.

30

RCC has been a trusted advisor to public safety agencies and governments for more than 30 years.

Specialized Services for the Public Sector

RCC's Public Safety and Government practice helps our clients determine their needs and develop a solution, whether they are upgrading, improving or building new systems. With the right strategic planning, our clients' information and communications systems can deliver the increased efficiency and productivity they need, within their budget. We assist our clients with:

- **Developing strategic plans**, including definition of goals and objectives, and conducting needs assessments, technology evaluations, risk analyses and staffing reviews.
- **Designing systems and facilities using new and emerging technologies** for data, voice and video networks, emergency communications and operations centers.
- **Investigating and developing funding methodologies and financial analyses** to help justify recommended solutions.
- **Identifying and obtaining grants** in support of technology initiatives.
- **Assisting with the regulatory approvals** needed for licensure of wireless systems, antenna sites and other facilities.
- **Conducting radio frequency research** and enabling acquisition.
- **Preparing detailed specifications and procurement documents** for new or upgraded technology.
- **Assisting in negotiating contracts and service level agreements** with vendors.
- **Implementation support and installation oversight** to ensure work is completed according to the specifications, on time and within the established budget.

Technology Expertise for the Public Sector

Our consultants and engineers are experts in planning, designing, procuring and implementing communication systems. To provide the best support to our public sector clients, we have focused our Public Safety and Government practice on providing customized services in six areas: Wireless Communications, Information Systems, Mobile Data, Communications Centers, Emergency Number Systems, and Business Planning and Management.



History of RCC

RCC has a rich history as a communications pioneer. RCC was originally incorporated as RAM Communications Consultants, Inc. in 1983. During 1986 and 1987, RAM Communications Consultants developed the concept of a shared access wireless data network. This concept evolved into RAM Mobile Data, one of the first national wireless data networks in the United States. RAM Communications Consultants handled all of the procurement, technical negotiations, design, implementation, conformance testing and optimization of this national network of more than 2,000 sites.

In 1991, BellSouth Enterprises acquired an interest in RAM through the formation of RAM/BSE Communications, L.P. In 1996, RAM/BSE spun-off what is now RCC Consultants, Inc. as a separate entity. TeleCom Towers, Inc. (TTI), a venture capital firm, acquired RCC. In 1999, RCC was purchased by private equity investors, the principals of TTI, and RCC management and employees through RCC Holdings, Inc. Incorporated in the State of Delaware, RCC maintains our corporate headquarters in Woodbridge, New Jersey. Our corporate contact information is:

RCC Consultants, Inc.

100 Woodbridge Center Drive
Suite 201
Woodbridge, New Jersey 07095

Telephone: (732) 404-2400 or (800) 247-4796

Fax: (732) 404-2556

Website: www.rcc.com

Email: info@rcc.com

Regional Offices

RCC maintains five regional offices across the United States, in Harrisburg, Pennsylvania; Houston, Texas; Richmond, Virginia; San Bernardino, California and Tallahassee, Florida.

Local Offices

RCC maintains a strong virtual workforce, providing flexibility to serve our clients and their local needs. We have employees conveniently located near our clients in major metropolitan areas, including Boston, Chicago, Dallas, Los Angeles, Miami, Phoenix and Washington, D.C.

Our Company Leadership

RCC has a full-time staff of more than 130 people, with a rich variety of experience and qualifications. Our leadership team is focused on operating RCC so it is optimally structured to deliver value to our clients, while providing significant opportunities for our employees. RCC is led by:

Michael W. Hunter – President and Chief Executive Officer

Mr. Hunter, a founding employee of the firm in 1983, has served in his present position since 1987. He has worked in communications systems consulting, engineering and operations for more than 35 years, and his extensive implementation experience includes nationwide wireless data systems in the U.S., U.K., Australia and the Netherlands. He has held several leadership positions in the Association of Public-Safety Communications Officials – International (APCO), including Virginia Chapter President and National Emergency Medical Services Committee



Chairman. He is a member of the Institute of Electrical and Electronic Engineers (IEEE) Vehicular Technology Society, the National Emergency Number Association (NENA), the National Fire Protection Association and American Mensa. He earned a Bachelor of Science degree from Virginia Commonwealth University and an MBA from New York University.

Richard F. Morelli – Executive Vice President and Chief Financial Officer

Mr. Morelli is responsible for all of RCC’s financial and administrative functions. His background in economic and financial management spans more than 30 years. Before joining RCC, he provided financial and marketing support for Western Union’s \$225MM product line, as well as developed and managed programs for Western Union’s cellular industry. Mr. Morelli is a graduate of Hofstra University, where he earned a Bachelor of Science degree in Industrial Engineering, and Farleigh Dickinson University, where he earned an MBA degree, cum laude.

Nagah Ramadan – Executive Vice President, Chief Corporate Strategist, Chief Quality Officer

Mr. Ramadan has more than 35 years of engineering and management experience, with emphasis on large-scale communications systems, engineering design and construction, and system integration management. Prior to joining RCC, he was Capital Programs Director and Commissioner with the Cleveland Department of Public Utilities. He also served as a Chief Engineer with the Suez Canal Authority. Mr. Ramadan received a BSEE from the University of Alexandria (Egypt), an MBA from Cleveland State University and has completed class work for a Doctorate of Executive Management from Case Western Reserve University. He is a Certified Professional in Project Management (CPMP) and a Registered Professional Engineer (P.E.).

Carl Robert Aron – Executive Vice President

Mr. Aron has extensive experience in the licensure, operation and finance of telecommunications investments, and manages the international, information technology and telecommunications consulting areas for RCC. He practiced corporate law and litigation at New York law firm Rubin Baum from 1967 to 1990 (as partner from 1972). He served as CEO of RAM Broadcasting Corp., RCC’s predecessor, and was a founder of RCC. He has also held leadership positions with A.T. Kearney and Itron, Inc. Mr. Aron earned the A.B. at Columbia College, graduating Phi Beta Kappa, and earned the LL. B. from Harvard Law School, cum laude.

Financial Strength

Through our strong risk management discipline and sound financial strength, RCC has thrived for more than 29 years. We are deeply committed to safeguarding our financial stability. Copies of our audited financial statements for the previous three years are available upon request.

Integrity

RCC is dedicated to performance with integrity in every interaction. This commitment is the cornerstone of our past, present and future success. Our Corporate Compliance Program was established to convey our long-standing commitment to compliance with the law and our high standards of ethical business and personal conduct.

Employees participate in the Program three ways: first, by exercising good judgment and personal integrity; second, by reading, understanding and complying with our Code of Conduct



and Corporate Integrity policies and procedures; and third, by reporting any potential violations of laws or policies.

Business and Personal Ethics

RCC employees are expected to observe high standards of business and personal ethics. This requires the practice of honesty and integrity in every aspect of our dealings with our clients, partner companies, vendors, the public, our employees and governmental and regulatory authorities.

Absence of Conflict of Interest

RCC is not affiliated with, nor do we have any financial interest in, any communications equipment manufacturer, distributor or supplier. RCC does not receive or accept remuneration of any type from any manufacturer, distributor or supplier for recommending any of their products. Employees – and the company – must be free from any actual or potential conflict of interest in interactions with our clients, the public, our partners and our vendors.

Compliance with Laws and Regulations

RCC and our employees comply with all applicable laws and regulations. We take this responsibility seriously and expect that our actions will reflect our commitment to honest, ethical and professional interactions with our stakeholders.

RCC has been in continuous operations since 1983 and has never filed or had filed against it any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignees for the benefit of creditors.

There are no pending Securities Exchange Commission investigations involving RCC and there are no open or pending litigation initiated by RCC in a customer matter.

Political Contributions

Federal and state laws place complex restrictions on the making of corporate political contributions. Because RCC complies strictly with all applicable laws and regulations relating to corporate political contributions, no employee may involve RCC in any way in political campaigns. No political contributions for any candidate shall be made for or on behalf of RCC by any employee unless it has been approved by Company management under established corporate procedures. RCC resources may not be used to support any candidates or political committees.

Equal Employment Opportunity/Affirmative Action Statement

RCC is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, marital status, veteran status or any other occupationally irrelevant criteria. We promote affirmative action for minorities, women, disabled persons and veterans in all our employment practices.

Specialized Radio Services

RCC has designed and helped procure hundreds of conventional and trunked radio systems for our clients. Over the last several years, RCC has assisted clients across the country implement dozens of P25 compliant systems and is currently working with many other jurisdictions to help them upgrade their existing system to P25 compliance. RCC personnel were involved in the committees that defined the standard and stay involved today to ensure they are up to date on the latest standard developments and improvements.

To enhance radio systems for public safety agencies and governments, we provide the following specialized services:

Microwave Radio Engineering

Our experts conduct microwave path engineering and system design, including point-to-point propagation, multipath fading, diffraction and reflections along path, antenna system configuration and optimization, Fresnel and earth curvature clearance, line of site verifications, and system testing, optimization and implementation.

Radio Traffic Monitoring

The radio frequency spectrum is a limited natural resource that requires proper engineering to maximize capacity and minimize interference. Before designing or enhancing a client's system, RCC monitors radio traffic to assess channel loading to ensure we understand our client's current operating environment so we recommend the most efficient and effective solution. Using a radio receiver capable of scanning up to 20 radio channels a second, we assess the amount of radio traffic generated throughout the day. The analysis becomes a core input into the system design, and provides verifiable evidence of the need for frequencies during the licensing process.

Radio Propagation and Coverage Analysis

RCC's propagation and coverage analysis helps determine the optimum site layout and distribution, as well as radio system coverage and expected system reliability. Our consultants have developed and tested an industry-leading toolset, ComSiteDesign, to aid in radio propagation and coverage analysis. The portable toolset delivers comprehensive multi-site coverage analysis, interference analysis, multiple point-to-point and point-to-multipoint analyses.

Radio Frequency Interference Analysis

To assist with base station site engineering and frequency compatibility, RCC created another powerful software tool, ComSitePro. This tool includes a database of more than 3,000 antennas, filters, transmitters and receivers to allow engineers to determine the minimum required isolation and protection from unwanted signal.

Scope

RCC designed the microwave backhaul network supporting Pennsylvania's statewide land mobile radio network. It is believed to be the largest private microwave radio network in the U.S.

\$1MM

RCC's regulatory specialists saved more than \$1 million in licensing fees for four New Jersey towns building a shared emergency communications system.

Spectrum and Regulatory Services

Proper planning for frequencies, including how many are needed, how they will be used and how to acquire them, is essential when a radio communications system. RCC's regulatory experts assist public safety clients with frequency planning, searches and licensing applications for VHF, UHF, 700 MHz, 800 MHz and 4.9 GHz frequencies.

Our experts provide support and advice to help our clients identify, manage and control any existing or future regulatory risks. All of our work is performed in accordance with the Federal Communications Commission (FCC) or European Telecommunications Standards Institute (ETSI).

Antenna Site Planning and Engineering

RCC provides a full range of antenna site design and construction management services to support radio communications systems, including:

Site Plans and Specifications

- Planning board/permit approval process
- Tower specifications
- Antenna specifications
- Equipment shelter specifications

Power and Monitoring Systems

- Emergency generator and fuel supply systems
- Uninterruptible power supply systems
- Rectifier and battery DC power system
- Grounding and surge suppression
- Security access control, CCTV systems
- Fire detection and suppression systems
- Tower light monitoring systems

Procurement Assistance

- Construction cost estimates
- Final bid documents, including sealed construction drawings
- Option analysis (value engineering)
- Bid review, negotiation and construction contracts

Project Management

- Project scheduling
- Subcontractor coordination
- Review of equipment shop drawings
- Change order and cost management
- Start-up and system commissioning
- As-built drawings and documentation

Project Team & Staff Qualifications

RCC has assigned an executive sponsor to provide the County with fast and direct contact with higher-level management. Mr. Dominick Arcuri, PMP, P.E., ENP, Sr. Vice-President of the RCC's Mid-Atlantic region will serve as the executive sponsor and will be available to address high-level matters affecting the project. Mr. Arcuri is a certified Project Management Professional and a registered Professional Engineer in the Commonwealth of VA and has over 33 years of experience with communications systems projects.

Mr. Mark Athearn, Managing Director of the Mid-Atlantic Region, will provide operational oversight and leadership to the team. Mr. Athearn manages RCC's operations in the Mid-Atlantic region, provides business and technical expertise, program management, risk management and quality assurance to clients seeking mission critical communications

technologies. He has 30+ years of progressive experience in communications systems, including 20 years focusing on Public Safety, Utilities and Federal markets. Mr. Athearn is a veteran of the United States Navy. He joined RCC in 2013.

Mr. Wayne Campagna, based in Fluvanna County, will serve as the Project Manager and will act as the daily contact to the County. Mr. Campagna will manage all aspects of the project for RCC and will direct the RCC project resources to accomplish the identified tasks. Mr. Campagna will schedule and utilize the expertise identified in the project team as necessary to perform a particular task at hand, and may also take advantage of the broader RCC support staff as necessary to address unique or unforeseen items that may arise during execution of the project. Mr. Campagna's responsibilities include project management, planning, design and implementation of communications systems; development of budgets and specifications; bid evaluation and contract negotiation; vendor oversight; schedule development and adherence; acceptance testing; site acquisition; training; and contract change management. Mr. Campagna joined RCC in 2009, bringing more than 35 years of experience in public safety, telecommunications and higher education.

Mr. Jeff Pegram, P.E., PMP will be assigned as the lead engineer throughout the entire project. Mr. Pegram is a registered Professional Engineer in the Commonwealth of Virginia and a certified Project Management Professional. Mr. Pegram has more than 35 years of experience in the telecommunications field, focusing on electronics, land mobile, microwave, telephone and data communications, and traffic engineering. His experience includes management of major information technology projects for the Commonwealth of Virginia Department of State Police and has recently assisted Petersburg, VA, Henry County, VA and Onslow County, NC implement P25 systems.

Additional key members of the proposed RCC project team include:

Mr. Adolfo Bello, P.E., PMP: Radio Coverage Analysis;

Mr. Bello provides land mobile communications consulting, providing guidance for the improvement, enhancement and design of wireless systems. He has more than 12 years of experience in wireless network planning and engineering of voice and data systems, including 800 MHz trunking, conventional VHF, UHF, 800MHz and Cellular/PCS systems for both area service coverage and capacity. He joined RCC in 1999.

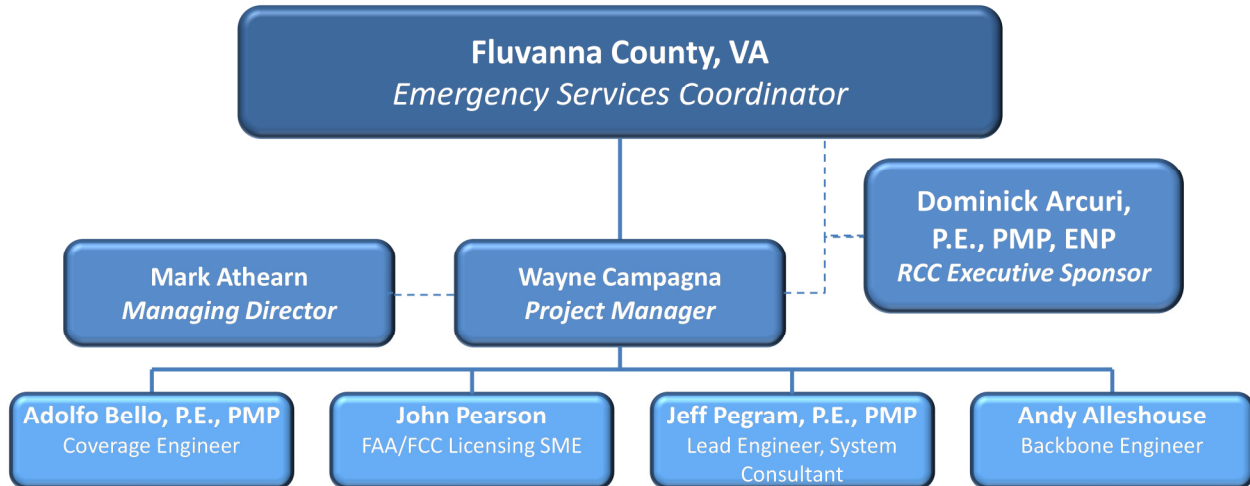
Mr. John Pearson, FCC/FAA Licensing and Regulatory SME;

Mr. Pearson is responsible for licensing issues under Part 90 of the FCC's Rules for Public Safety entities. He has extensive knowledge of the Commission's Universal Licensing System, and is responsible for regulatory issues with the Federal Aviation Administration. Additionally, he is responsible for the preparation, filing and licensing of Part 101 point-to-point microwave applications and for the preparation of co-channel interface studies. Other responsibilities include FCC research for technical support of all communications clients, preparation and filing of FAA determinations, and the preparation of maps for filings.

Mr. Andy Alleshouse, Microwave Backbone Design and Analysis SME;

Mr. Alleshouse provides consulting services in microwave network design, integration, cellular-type site evaluation, traffic routing and provisioning, equipment evaluation, site development,

budgetary costing and regulatory and standards compliancy. With more than 30 years' experience in communications transport systems design, he has managed and worked alongside engineers and consultants responsible for both fixed and wireless communications projects across the United States and in Canada, Mexico and Chile. He joined RCC in 2007.



Proximity and Availability to Fluvanna County

Mr. Campagna, Project Manager, is a resident of Fluvanna County. He and his teammates are associated with RCC's Mid-Atlantic Regional Office located in Glen Allen, Virginia. Mr. Campagna will be able to attend many meetings with the County in person.

RCC selects our teams carefully taking into consideration the needs of the project and the workload of our experts. On projects of the size and significance of Fluvanna County, we typically take a two-tier approach to team member assignments. The first tier would consist of the Project Manager and Lead Consultant. For this core team the project becomes the priority. The additional team members, typically specific subject matter experts, are brought in and out of the project on as needed basis. In all cases our subject matter expertise is distributed among multiple experts so that we do not have to depend on any specific person from outside of the core group should they become unavailable for any reason.

Depending on when this project's schedule, our proposed Project Manager and Lead Consultant will have Fluvanna County as one of their two or three primary projects and will be able to begin work immediately and will support an expeditious execution of the scope of services. This level of staffing works best for us as it allows our core team members to focus on just two or three projects so that they can give our clients priority support, yet also permits them to stay "billable" on more than one project, which keeps our rates cost effective for our clients as well.

RESUMES

Resumes - Provide a concise resume or description of each team member's education, relevant professional experience, length of time employed by the Offeror and/or sub-consultant, and professional license.

Dominick Arcuri, P.E., PMP, ENP

Senior Vice President, Mid-Atlantic, Midwest and Southeast Regions

Technical Expertise

*Conventional/Trunked Radio
Project 25
Broadband Wireless
Cellular/PCS
In-Building Wireless
Wireless Facilities*

Education

*MBA, Duke University, Fuqua
School of Business
MSEE, Syracuse University
BS, Rensselaer Polytechnic
Institute, Computer &
System Engineering*

Awards, Affiliations and Certifications

*Professional Engineer, VA
(#0402036834), NY, MO
Project Management
Professional (PMP)
Emergency Number
Professional (ENP)
Certified Wireless Network
Administrator (CWNA)
Incident Command System
(100, 120, 700)
APCO Broadband Committee
– Architecture Sub-Comm
(2012)
Telecommunications Industry
Association (TIA):*

- *TDMA Committee
Chairman, 2002*

Presentations and Publications

*NPSTC Technical Committee
– APCO Panel 2011
Wireless Technology: Acuta
Journal, Spring 2004
The Challenge of In-Building
Coverage. Radio Resource,
March 2002*

Mr. Arcuri leads the Public Safety Consulting staff in the Mid-Atlantic, Midwest and Southeast regions. He is a registered professional engineer (P.E.) and has over 32 years of experience in engineering, marketing and product management. His technical expertise includes digital private radio systems, broadband wireless, in-building wireless systems and communications facilities. Mr. Arcuri has actively participated in many industry forums including NPSTC, the APCO Broadband Committee, and the Telecommunications Industry Association (TIA), chairing the committee responsible for TDMA public safety/P25 radio systems.

Selected Professional Experience

- **City of Charlotte** – Assisted the City with the development and evaluation of a Public Safety LTE system RFP and negotiation of a contract with a manufacturer/service provider.
- **VA Region 2000** – Developed a concept design and RFP for a region-wide P25 radio system replacement for the City of Lynchburg, Amherst and Bedford Counties.
- **State of West Virginia** – Developed a comprehensive Public Safety broadband LTE plan and deployment strategy for the State.
- **State of Ohio** – Performed interoperability analysis and developed improvement recommendations and statewide interoperability plan for 700/800 MHz trunked system.
- **Michigan, North Carolina and Ohio** – Negotiated agreements with Sprint Nextel on behalf of clients and directed 800 MHz rebanding efforts for statewide systems.
- **Minnesota Department of Public Safety** – Assisted in the system assessment and evaluation of business alternatives for the roll-out and maintenance of the State of Minnesota ARMER system.
- **Richmond Convention Center** – Designed, implemented and verified a fiber-based in-building enhancement for Public Safety radio system.

Additional Experience

- **Ericsson, Inc.** – As Vice President Engineering, directed engineering team of 80 and managed \$22MM budget. Improved engineering efficiency by 50%, established future technology direction and guided the engineering team through successful acquisition and integration.
- **GE Aerospace** – As Engineering Project Manager, managed transition to production of the F-14 InfraRed Search & Track (IRST) System, accomplishing test and acceptance of 16 systems in 12 months, and reducing production test cycle times by 40% by coordinating design and manufacturing process changes and simplifying test procedures.

Mark Athearn

Managing Director

Technical Expertise

*Land Mobile Radio
Broadband/LTE
System Design and
Optimization
Wireless Voice and Data
Networks
Wide Area System Design
Engineering
Capture Management
Program Management
Process Development
Procurement Support
Financial Modeling
Budget Planning*

Education

*MS, Virginia Polytechnic
Institute and State
University, Systems
Engineering
BS, Southern Polytechnic
State University, Electrical
Engineering Technology*

Awards, Affiliations and Certifications

*Harris Excellence Award
Tyco Electronics Honor
Award for Outstanding
Performance
M/A-COM Honor Award for
Outstanding Performance
Ericsson GE Certificate of
Excellence
U.S Navy Meritorious
Advancement for
Exemplary Leadership*

Mr. Athearn manages RCC's operations in the Mid-Atlantic region, provides business and technical expertise, program management, risk management and quality assurance to clients seeking mission critical communications technologies. He has 30+ years of progressive experience in communications systems, including 20 years focusing on Public Safety, Utilities and Federal markets. Mr. Athearn is a veteran of the United States Navy. He joined RCC in 2013.

Selected Professional Experience

- **Harris Corporation (*Director, Business Development*)** – Global responsibility for sales and business development of key business strategic growth initiatives, including LTE Business start-up activities. Duties included market analysis, business plan definition, capture management, program implementation and execution. Provided leadership and direction to a multifaceted, cross-functional team to transition customers to new telecommunication technologies.
- **Harris Corporation (*General Manager, Harris Canada Systems*)** – Country manager for Harris's Canadian Operations Division (HCSI). Successfully led HCSI to its best 4 years. Grew annual sales from \$30M to \$75M. Co-led HCSI to a \$300M+ contract award for a provincial-wide telecommunications system.
- **Tyco Electronics M/A-COM Inc.** – As P25 Global Business Manager, was responsible for start-up operations and management of the P25 LMR systems business. Grew the business to \$100M+ in the first three years. Duties included business/process development, P&L, sales support, proposal development, program management, system engineering, contract execution and customer satisfaction. Also served as the Technical Lead and Capture Manager for the \$5B Integrated Wireless Network (IWN) for the U.S. Department of Homeland Security and Department of Justice.
- **Ericsson/GE** – As Systems Engineering Manager, was responsible for LMR systems sales support, proposal development, contract execution, system implementation, customer satisfaction and employee retention. Served in this capacity for the US and International regions of Asia-Pacific and Latin America and various market segments including Utilities, Federal and Data.
- **Babcock and Wilcox, NNFD** – As Systems Integration Engineer, was responsible for system design and system integration activities of large scale robotic systems, computer integrated manufacturing, test and inspection systems. Held U.S. Department of Energy Top Secret security clearances.
- **United States Navy** - Aviation Electronics Technician.

Wayne S. Campagna

Program Manager / Senior Consultant

Technical Expertise

*800 MHz Trunked Systems
Regional Planning &
Regulatory Compliance
Communications Networks
and Systems*

Education

*BS, University of Maryland
University College, Business
& Management
AA, University of Maryland
University College, Criminal
Justice/Law Enforcement*

Awards, Affiliations and Certifications

*Association of Public-Safety
Communications Officials –
International (APCO)
National Emergency Number
Association (NENA)
Project Management
Institute (PMI)*

Mr. Campagna provides project management and technical support for land mobile public safety communications systems. He also assists clients with homeland security and communications strategic planning projects. Mr. Campagna joined RCC in 2009, bringing more than 35 years of experience in public safety, telecommunications and higher education.

Selected Professional Experience

- **New River Valley (VA) 9-1-1 Emergency Communications Center -** Served as Program Manager for development of consolidation strategy for 9-1-1 services in Montgomery County, Christiansburg, Blacksburg, and Virginia Tech. Coordinated project managers on governance, radio system and staffing, and served as main point of contact for client working group. Developed Standard Operating Procedures (SOPs) for the consolidated center using CALEA standards.
- **Nelson County, VA -** Served as Project Manager for the development of a regional microwave system design, implementation of the microwave system network including the development, renovation and construction of new or existing tower sites required for the new network system operation and the transition and cutover from their existing 9-1-1 PSAP to a new constructed PSAP facility.
- **Albemarle County, VA -** Provided project management support for the County's Regional 800 MHz rebanding process and assisted with Frequency Reconfiguration Agreement (FRA) and negotiations.
- **St. Clair County, IL -** Provided project management support and assistance for the development of a state-mandated Tactical Interoperable Communications Plan (TICP) for the County.
- **Virginia Regional Planning Advisory Committee (RPAC) -** Served as Project Manager for a comprehensive region wide study on behalf of the Virginia Region 2 RPAC-I Committee. Reviewed the status of narrowbanding efforts, assessed operational needs and technical resources that would define the overall operable and interoperable needs of the Region, then provided recommendations for improving interoperable communications primarily between the Region's stakeholders and adjoining localities where applicable.
- **Wake County, NC -** Provided project management support for the development of a detailed analysis of long-term needs and planning requirements for the County's existing 800 MHz public safety radio system. The project allowed them to extend the useful life of their system for as long as possible, even beyond the vendor support timeframe. At the same time, the project recognized the County's existing system, its interaction with the state of North Carolina's VIPER radio system, and the County's local interoperability

requirements. Additionally, the study addressed the business aspect of potentially establishing a County radio shop to assume maintenance of the system beyond the vendor support timeframe

- **Augusta County, VA** - Provided project management support for the development of a public safety communications strategy for Augusta County, the Cities of Staunton and Waynesboro. Through stakeholder participation a consensus was developed for interim frequency band and conceptual system interoperable communication functionality in the near-term, while affording the political subdivisions time to evaluate and consider migration options to higher levels of interoperable communications in the future as the need may require or funding would permit.

Additional Experience

- **Charlottesville-University of Virginia-Albemarle County Emergency Communications Center** - Managed and coordinated capital projects for multi-jurisdictional operation, including construction and implementation of a 20-channel digital/analog simulcast trunked land mobile radio system, state-of-the-art consolidated PSAP facility and implementation of an in-building distributed antenna system for 25 county, city and university buildings. Provided management and oversight for Motorola 800 MHz ASTRO SmartZone 4.1- 20 Channel Digital/Analog simulcast trunked radio system. Led the 800 MHz reconfiguration-rebanding project and oversaw operations of consolidated PSAP/Emergency Communications Center.
- **Rockville, MD Police Department** – Served over 13 years as Sworn Law Enforcement Officer and provided supervision and management functions in patrol, investigations and administrative services.
- **Prince Georges Community College-Municipal Police Academy** - Instructor for Municipal Training Academy Programs.

Jeffrey D. Pegram, P.E., PMP

Director

Technical Expertise

*Mobile Data Systems
Wireless Communications
Microwave Engineering
Data Communications
Telecommunications*

Education

*BSEET, Old Dominion
University
MTI, Scranton, PA, Mobile
Radio Transmitter and
Receiver Design*

Awards, Affiliations and Certifications

*Professional Engineer
39688 (Virginia DPOR)
33429 (Maryland DLLR)
Project Management
Professional (PMP)
Federal Communications
Commission – General
Radio operators License;
Advanced Amateur Radio
Operators License
Virginia Information
Technologies Agency –
Major/Mission Critical IT
Project Management
Certification
Association of Public-Safety
Communications Officials
International (APCO)
Institute of Electrical and
Electronics Engineers (IEEE)
Electronics Technicians’
Association International
National Society of
Professional Engineers
Project Management
Institute (PMI)*

Mr. Pegram is a licensed professional electrical engineer and certified project management professional with more than 33 years of experience in the telecommunications field, focusing on electronics, land mobile, microwave, telephone and data communications, and traffic engineering. His experience includes management of major information technology projects (mission critical and/or greater than \$1M in scope) for the Commonwealth of Virginia Department of State Police. Mr. Pegram joined RCC in 2006.

Selected Professional Experience

- **Capital Region Emergency Services Telecommunications (CREST) Victoria, B.C.** – Analysis of telecommunications traffic and multi-site roaming performance for a VHF public safety trunked land mobile radio system.
- **Henry County, Virginia** – Procurement and implementation support for a countywide conventional VHF simulcast system (P-25 and analog), including site development and microwave transport.
- **City of Petersburg, Virginia** – Implementation of a P-25 800 MHz public safety trunked radio system (Motorola Astro 7.2), including site development, microwave transport, emergency communications center, and relocation of 911 system. Regulatory Compliance and interference analysis. Execution of Acceptance Testing.
- **Prince George’s County MD** – Procurement of 700 MHz digital trunked communications network, including communications center, site selection and site development issues. Development of acceptance test procedures for 700 MHz TDMA-based system.
- **State of Maryland** – Draft functional requirements for 700 MHz Statewide Interoperability Network.
- **Metropolitan Washington Airports Authority** – Review of existing communications systems, including antenna systems and site buildings. Review of vendor statements of work and consultant reports for system expansion. Development of drawings and diagrams for rooftop antenna systems and associated cabling.
- **City of Richmond, VA** – Implementation of initial phase and first expansion of 900 MHz two-way Reflex paging system, including site development.

Additional Experience

- **Commonwealth of Virginia, Department of State Police** - Telecommunications Engineer Supervisor. Technical oversight of 39 staff members with statewide responsibility for planning, budgeting, implementing and maintaining public safety communications systems.

John E. Pearson

Senior Consultant

Technical Expertise

*Regulatory Affairs
FCC/FAA Applications*

Education

*Central Methodist College,
Fayette, Missouri
Northern Virginia Community
College, Annandale,
Virginia*

Mr. Pearson is responsible for licensing issues under Part 90 of the FCC's Rules for Public Safety entities. He has extensive knowledge of the Commission's Universal Licensing System, and is responsible for regulatory issues with the Federal Aviation Administration. Additionally, he is responsible for the preparation, filing and licensing of Part 101 point-to-point microwave applications and for the preparation of co-channel interface studies. Other responsibilities include FCC research for technical support of all communications clients, preparation and filing of FAA determinations, and the preparation of maps for filings.

Selected Professional Experience

- **Commonwealth of Pennsylvania** – Provides licensing services for hundreds of Part 90 licenses and for a statewide Point-to-Point microwave system, the largest in the world. Prepared applications for tower approvals for the entire system, including successful negotiations for towers that were necessary for the expansion of the system. Assisted in the Sprint-Nextel rebanding process.
- **T-Mobile USA** – Responsible for the evaluation of more than 300 sites in the greater Philadelphia area for possible FAA issues. Participated in zoning hearings as an expert in FAA issues.
- **RAM Mobile Data** – Prepared thousands of applications for a nationwide system operating in the 935-940 MHz band. Also prepared Assignment of License applications for the acquisition of spectrum.

Additional Experience

- **RAM/BSE Paging Company, L.P.** – Assistant Secretary. Responsible for all aspects of licensing before the FCC for all RAM Broadcasting Corporation's paging subsidiaries and affiliates. Thorough knowledge of Part 22 of the Commission's Rules. Familiar with Parts 17, 80, 90 and 101 of the Rules. Negotiated and maintained site leases for installation and support of paging transmitters and antennas. Maintained numerous databases, prepared Federal Aviation Administration filings for antenna structure clearances, and had day-to-day contact with FAA officials.
- **Goldberg, Godles, Wiener & Wright** – Legal Assistant. Responsible for preparation and prosecution of FCC applications for cellular, paging, SMRS, point-to-point microwave and VSAT earth station facilities. Participated in mass media and cellular comparative hearings. Performed research regarding various aspects of FCC regulation, including paging, radio and television, private land mobile, satellite earth stations and experimental radio services.

Adolfo Bello, P.E. , PMP

Sr. Communication Systems Engineer

Technical Expertise

Land Mobile Radio Network Engineering
Simulcast Coverage and Time Delay Interference Analysis
Intermodulation Analysis
Transmitter Noise Receiver Desensitization Analysis
Coverage Acceptance Testing & Data Analysis
Microwave Point-to-Point Path Engineering
Traffic Analysis and Engineering
Project Management

Education

MBA, Rutgers University
MSEE, Florida State University
BSEE, Florida State University, cum laude
Project Management, Sheridan Institute
Fluent in Spanish

Awards, Affiliations and Certifications

Licensed Professional Engineer – NJ, MI
Project Management Professional (PMP)
Beta Gamma Sigma Honor Society
IEEE

Presentations

Wireless Network Planning Principles
Principles of Radio Wave Propagation
Transmitter Noise and Receiver Desense Principles

Mr. Bello provides land mobile communications consulting, providing guidance for the improvement, enhancement and design of wireless systems. He has more than 12 years' experience in wireless network planning and engineering of voice and data systems, including 800 MHz trunking, conventional VHF, UHF, 800MHz and Cellular/PCS systems for both area service coverage and capacity. Mr. Bello also has experience in frequency reuse planning for interference minimization for land mobile radio and cellular/PCS systems. Additionally, Mr. Bello assists our customers with the efficient use of RCC's Wireless Network Planning Tools for network engineering and optimization. He joined RCC in 1999.

Selected Professional Experience

- **CREST, British Columbia** – Project Manager for the analysis of drive test data, in-building measurements, and site measurement data to determine coverage and interference. The project was completed on schedule.
- **State of Michigan Rebanding, MI** – Lead engineer for the processing, design and evaluation of field gathered data to perform before and after comparative analysis.
- **Adams County EMA, IL** – Lead engineer and expert witness for the evaluation of potential radio frequency interference between communication systems. Adams County EMA was ultimately satisfied with the outcome.
- **Jefferson Parish 911, LA** – Lead engineer for the evaluation of Wireless 911 Location Accuracy as captured by the Public Safety Answering Points.
- **City of Houston HEC** – Lead Engineer in the evaluation of Maximum Permissible Exposure (MPE) levels of non-ionizing radiation (NIR) for a proposed self-supporting tower at an emergency communications facility.
- **Los Angeles County, CA** – Team member performing wireless site survey, data system frequency planning, and radio coverage analysis.
- **ICETEL Cellular** – Lead Instructor of multiple classes on the principles of radio systems engineering including TDMA, GSM, CDMA and WCDMA.
- **Airspan Networks** – Lead Engineer in the design of WiMAX wireless network based on design requirements of coverage, capacity, and cost.

Additional Experience

- **OMNICOM, Inc. (Acquired by RCC Consultants)** – As Communications Engineer, analyzed and designed 800 MHz, UHF and VHF public safety

<p><i>Intermodulation Interference Principles</i> <i>CDMA IS-95 and CDMA2000 Network Planning</i> <i>WCDMA Network Planning Principles</i></p> <p>Publications</p> <p><i>B.W. Kwan, L.J. Tung, Adolfo Bello, et al. Study of Surge Voltage Induced by Lightning on Transmission Lines. XXXII Southeastern Symposium on System Theory: Tallahassee, Florida. IEEE Conference Proceedings. March 5-7, 2000.</i></p> <p><i>A. Bello, B.W. Kwan, and L.J. Tung. Electronic Implementation of Fuzzy Systems. IEEE SMC '97 Conference: Orlando, Florida. IEEE Conference Proceedings. October 12-15, 1997.</i></p>	<p>radio systems; provided RF propagation analysis, microwave path survey, terrain/elevation analysis and topographic map reading; submitted APCO, FAA and FCC forms for licensing purposes; and served as EIT's supervisor and domain network administrator.</p>
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Andy R. Alleshouse

Senior Consultant

Technical Expertise

*Microwave System Design
Project Management
Traffic Engineering
Transport Network
Engineering
Cost Estimates*

Education

*AS, ITT Technical Institute,
Electronic Engineering
Certificate, George
Washington University,
Communication
Engineering, Continuing
Engineering Education
Program*

Awards, Affiliations and Certifications

*FCC General Radio Operator's
License*

Presentations and Publications

*Microwave Design and
Implementation Standards
(AT&T Wireless Services,
Inc., August 2002)
SEL Microwave test
procedures (ITT USTS,
September 1978)*

Mr. Alleshouse provides consulting services in microwave network design, integration, cellular-type site evaluation, traffic routing and provisioning, equipment evaluation, site development, budgetary costing and regulatory and standards compliancy. With more than 30 years' experience in communications transport systems design, he has managed and worked alongside engineers and consultants responsible for both fixed and wireless communications projects across the United States and in Canada, Mexico and Chile. He joined RCC in 2007.

Selected Professional Experience

- **Port Authority of New York and New Jersey** – Served as lead consultant for microwave projects, including network design, standards development, equipment evaluation, ancillary network review, site surveys, system implementation, and Part 15 and Mil Standard EMI/RFI emissions testing.
- **NJ Transit** – Rebanding for 12-site 800 MHz statewide system; reviewed and commented on proposed microwave replacement.
- **St. Louis Region Council of Governments** – Assisted with a proposed design for multi-ring microwave system consisting of 65 hops. Provided system cost estimates, microwave and transport design.
- **Baltimore County, MD** – Assisted in developing site specifications. Provided microwave network design and routing analysis.
- **Nationwide Common carrier** – Project-managed multi-state site audits for FCC and FAA compliance.
- **International Vendor** – Reviewed nationwide RFP and provided guidance for microwave response.

Additional Experience

- **Harris Stratex (Formerly Harris)** – As Project Engineer, reviewed microwave designs, wrote project scopes of work and services price quotes, formulated cutover and testing procedures and managed projects, including tracking time and costs.
- **AT&T Wireless** – As Manager Microwave Engineering (Eastern U.S.), designed and implemented microwave systems, focusing on project planning, technical standards and procedures, system reliability and speed to market. Participated in regulatory FCC and FAA issues.
- **Micronet, Inc.** – Microwave Engineer, analog and digital microwave video transmission facilities including fiber systems.
- **ITT / USTS** – Project Engineer, nationwide microwave network design and implementation of high capacity, long haul microwave and fiber networks between major cities. Chief systems troubleshooter.

DEMONSTRATED HISTORY OF SUCCESSFUL PROJECTS

Demonstrated History of Successful Projects - Discuss the Offeror's ability to work in harmonious, non-adversarial relationships with Fluvanna County and their agents.

i) The personnel named in the proposal shall remain assigned to the project throughout the period of the contract unless requested to be replaced by the County. If the County requests an individual to be replaced (including any personnel of any sub-contractor), the Offeror shall do so within 30 days of the request, and without any additional charge to Fluvanna County. No replacement may be made without submission of a resume of the proposed replacement for approval by The County.

Fluvanna County requests that the offer be able to work in a harmonious and non-adversarial relationship with Fluvanna County and their agents. RCC is a successful organization because of its focus and commitment to its customers. RCC has spent 30+ years serving thousands of clients throughout the public safety community and throughout the world and in doing so has established itself as a reputable, customer focused organization. All of our personnel, from our senior management to our technical staff to our administration personnel all understand the importance of good customer relations.

In addition and as requested, RCC agrees that personnel named in this proposal shall remain assigned to the project through the period of performance unless requested to be replaced by the County. Furthermore, RCC agrees and will make every attempt to perform a personnel replacement within 30 days of the request and at no additional charge to the County.

The following section describes in more detail RCC history of successful projects.

P25 Leadership, Excellence and Experience

Experience and qualifications are consistent evaluation criteria used to help select consultants for public safety radio systems. However, evaluating and measuring the relevance of respondents' claims of experience and qualifications can be a daunting task.

We believe that experience and qualifications are the most important and valuable traits that a consultant brings to its clients. We recognize our experience enables us to develop and refine solutions, helping our clients achieve their objectives. We have learned this while performing more than 4,000 communications and information systems projects for governments, public safety agencies, and other essential service organizations over more than 30 years of operation.

RCC leads all other consulting firms in P25 system development knowledge and experience. An overview of RCC's P25 system development history begins with RCC's direct participation in the P25 Radio System Standards development process that helped pave the way for today's P25 Phase 2 TDMA based radio systems. RCC's Dominick Arcuri served as Chairman of the Telecommunications Industry Association (TIA) TR-8 Project 25 TDMA Standards Committee.

Public Safety Radio - Including P25 - Experience

Perhaps no other consulting firm has a better understanding of the public safety communications and governmental communications systems than RCC. RCC has or is currently assisting more than 300 public safety agencies with the planning, design, procurement and implementation of

advanced public safety communications networks. Of these, RCC has worked with more than 200 agencies in the design and/or implementation of advanced trunked interoperable radio systems.

RCC has provided or is providing consulting services for more than 50 independent P25 communication system projects throughout the country. RCC leads all other consulting firms in P25 system development knowledge and experience. An overview of RCC's P25 system development experience begins with RCC's direct participation in the P25 Radio System Standards development process that helped pave the way for today's P25 Phase 2 TDMA based radio systems. RCC's Dominick Arcuri served as Chairman of the Telecommunications Industry Association (TIA) TR-8 P25 TDMA Standards Committee.

We have assisted clients such as Fairfax County, VA plan and implement two large 800 MHz trunked radio systems, one serving public safety and the other serving other county agencies. RCC has maintained a full-time engineer dedicated to helping the County in the planning and implementation of the systems and, now, in their management and operation. Our work in Fairfax also supports some public safety communications interoperability planning for the National Capital Region (Metropolitan Washington DC Area). We are now helping the County develop migration plans to P25.

Our P25 experience includes assisting the City of Houston, TX to implement a 48 site, \$130 million 700 MHz P25 Phase 2 trunked radio system to support public safety and other City users. We are currently assisting the East-West Gateway Council of Governments in the St. Louis area in the planning and procurement of a regional P25 700/800 MHz system that will network the Illinois counties of Madison, Monroe and St. Clair; the Missouri counties of Franklin, Jefferson, St. Charles and St. Louis County; and the City of St. Louis.

Our P25 experience includes systems operating in VHF and UHF in addition to 700/800 MHz systems. Figure 1 shows the distribution of our P25 project experience.

Additionally, as indicated in Figure 2, RCC has extensive experience in the Commonwealth of Virginia as well as other Mid-Atlantic states.

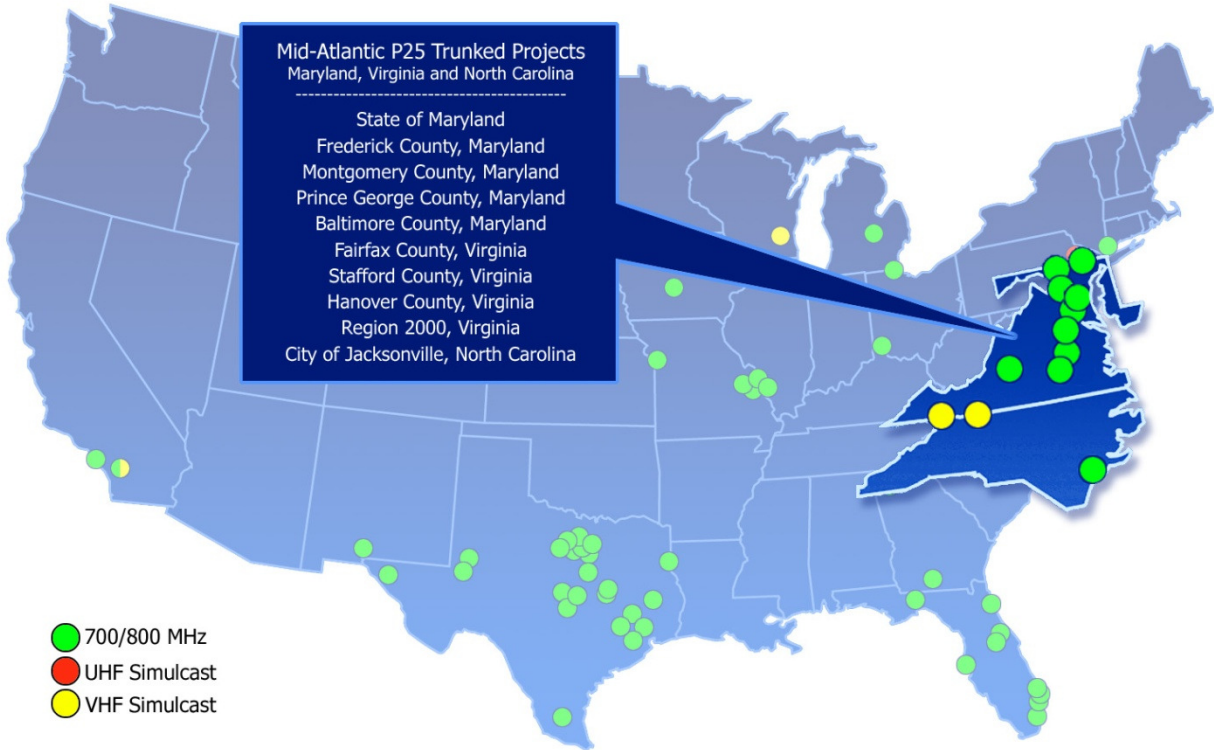


Figure 1. More P25 Experience – RCC has more P25 experience than any other consulting firm. We have helped more than 50 clients plan, procure, or implement P25 systems.

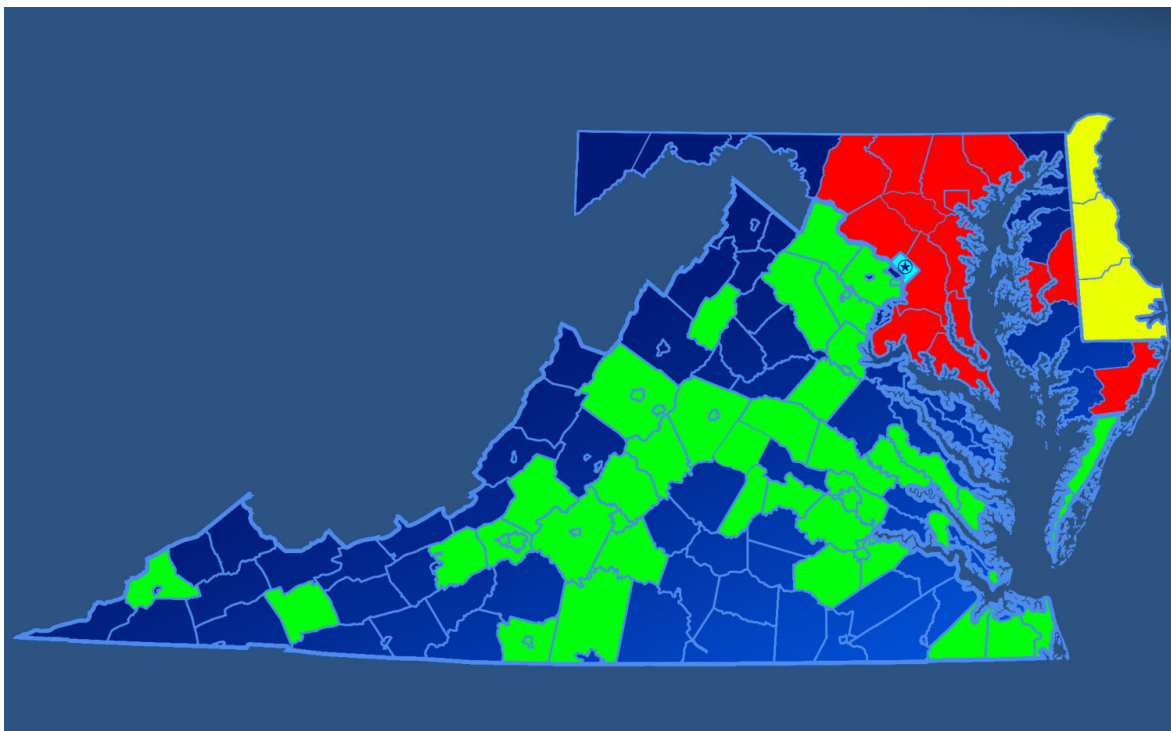


Figure 2. Mid-Atlantic Experience – RCC has extensive experience in Virginia and other Mid-Atlantic states.

PROPOSED SUB-CONSULTANTS

***Proposed Sub-Consultants** - The Offeror shall clearly state whether it is proposing to subcontract any of the work herein. The names of all proposed sub-consultants shall be provided. By proposing such firm(s) or individuals, the Offeror assumes full liability for the sub-consultant's performance. The Offeror shall state the amount of previous work experience with the sub-consultant(s).*

RCC does not intend to subcontract any of the professional services work described herein. RCC employs on a full time basis approximately 100 experts of different specialties which allows us to scale our efforts up and down as needed to meet our clients' needs.

PROJECT APPROACH

Project Approach - Offeror's Project and Management Approach:

i) The purpose of this section is to provide Fluvanna County with the Offeror's understanding and proposed approach to typical projects. The Offeror should discuss in detail the proposed management and project approach for performing any project awarded during the term of the Agreement.

How We Do It

At the foundation of our relationship with every client is a strategic, disciplined approach to providing long-term solutions. During the past 30 years, we have developed comprehensive engineering and project management practices to create our time-tested approach that ensures success for our clients.

Our Project Approach

According to Standish Group's *Chaos 2007 REX: A Standish Research Exchange*, a staggering 39% of projects with budgets exceeding \$10 million failed. Failure is defined as either total abandonment or failure to meet one or more of the key project objectives within the budget and time allocated. Proper project management and planning are vital to ensuring a project's success.

RCC has managed more than 4,000 communications and information systems projects for organizations big and small. To ensure the success of each project, we utilize a companywide project approach based on the Project Management Institute (PMI)'s global best practices.

"If You Fail to Plan, You Plan to Fail"

RCC's five-step approach to any project starts with project initiation and planning. Through our decades of experience, we have found that proper planning can reduce risk, ensure alignment of objectives, capitalize on efficiencies and ultimately lead to project success.

Once planning is complete, the project moves into the execution phase. This is often where the bulk of the work plan is executed, and depending on the project, tasks can range from developing specifications to designing radio systems to installing tower sites.

A key step in our project management approach is monitoring and control. This is an iterative process, and only after successful acceptance testing can a project be considered closed out.

Throughout an RCC project's lifecycle, there is extensive communication among the project team and with our client. By communicating regularly, all stakeholders are kept informed, promoting collaboration and reducing re-work.

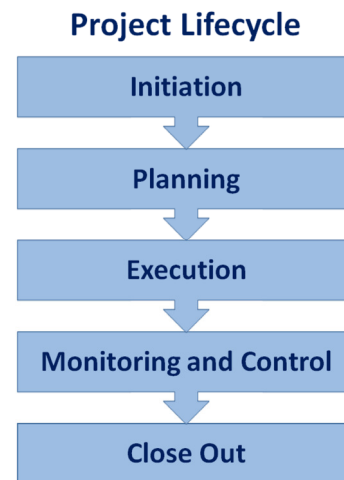


Figure 3. RCC's Project Management Approach
RCC utilizes a companywide, shared model, based on PMI's global best practices, to ensure the success of each and every project.

A Companywide, Shared Model

All of our project managers, and many of our engineers, have participated in more than 50 hours of project management training. The training teaches the best practices from PMI, as well as the specific, practical application of those practices for telecommunications engineering projects.

Through our application of a consistent project management methodology, which we employ for all engagements, we ensure consistent and efficient delivery for our clients.

Quality Assurance Commitment

RCC is built on a solid foundation of quality products and services that meet our client needs and add value to every project. We are committed to maintaining strict quality requirements based on International Organization for Standardization (ISO) and Total Quality Management standards. Our project managers, consultants and engineers are all trained in adherence to these standards, and for larger projects, we assign an Executive Sponsor who is accountable for the quality assurance and success of a project.

To ensure every project meets our high quality standards, we have developed an internal quality management process based on recognized quality management objectives:

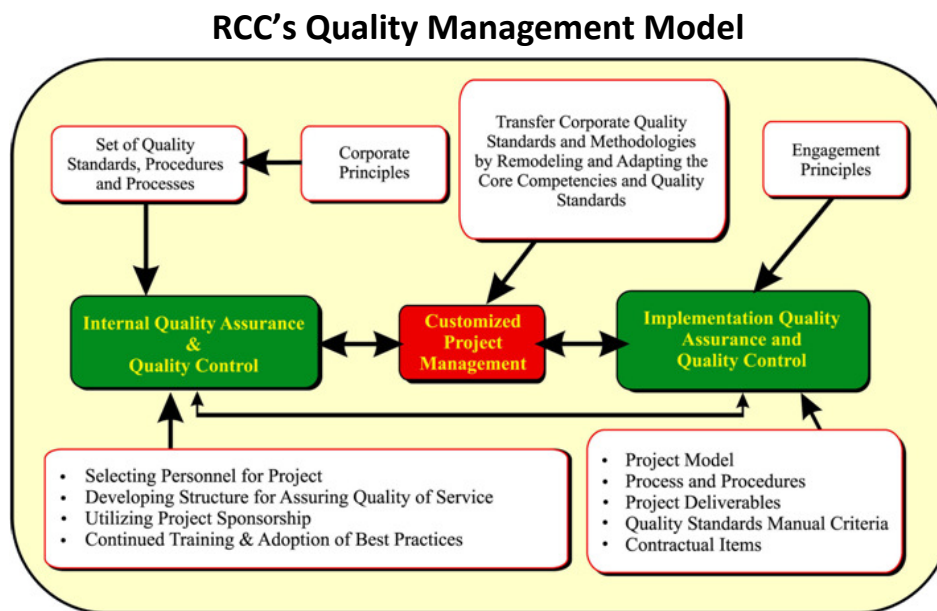


Figure 4. RCC's Quality Management Model

RCC's Quality Management Model supports the unique requirements of each project. Quality management ensures client satisfaction and has equal priority with deliverable execution, schedule management and cost control.

RCC's model includes six quality management concepts that support the unique requirements of each project:

- Quality Policy
- Quality Objectives
- Quality Assurance
- Quality Control
- Quality Audit
- Quality Program Plan

We begin each project by taking the time to fully understand the needs of our clients. We then tailor our quality management oversight to meet those needs. Our project manager has the ultimate responsibility for quality management during the project.

Quality management has equal priority with deliverable execution, schedule management and cost control. Quality management within RCC is an ever-improving system for integrating the processes and procedures necessary to provide cost-effective services that are fully acceptable to our clients.

Scope of Work

RCC has unparalleled experience in the field of public safety radio systems and is best suited to support Fluvanna County. Our proven project approach fits well with the specific requirements outlined by the County. RCC proposes the following scope of work to assist the County during its radio system upgrade implementation:

Vendor Contract Review

RCC will review the vendor's proposed contract language and will provide recommendations to the County with respect to the technical systems language and project management language aspects of the proposed contract. RCC has extensive experience with communications systems agreements (vendor contracts), and we are familiar with language that protects our clients as well as with language that has not been beneficial. RCC does not provide attorney services, nor does it provide legal advice. These are appropriately addressed by the County's attorney. RCC's review of the proposed contract language is specifically related to those portions of the proposed contract that directly affect the technical system aspects and the project management aspects of the vendor agreement document.

Upon request from the County, RCC will provide examples of wording that has been particularly effective in past contracts, as well as examples of entire contracts that have served RCC's clients well.

Detailed Design Review

During the procurement phase of the system upgrade, the vendor typically will develop a high-level plan for the technical aspects of the upgrade. Only after a contract is signed does the vendor develop a detailed design for the system. The detailed design will address specific system equipment requirements, connectivity requirements, performance requirements, and testing requirements.

RCC will perform a comprehensive review of the vendor's detailed design documents, and will make specific recommendations to the County with respect to deficiencies and omissions. RCC also will develop questions for County submission to the vendor, will review vendor responses, and will discuss in detail with the County the benefits and disadvantages of the vendor's design.

Project Management

RCC will oversee the management of the system implementation project and will provide status reports, recommendations, and guidance to the County. RCC will provide the following services:

- Participate in project status meetings
- Critically review the project schedule and its ongoing status
- Review and make recommendations to the County with respect to any change orders proposed by the vendor
- Verify vendor compliance with contractual project requirements
- Review all vendor invoices and provide written recommendation to the County for payment or nonpayment
- Track and report on project financial status
- Provide a final review to verify that the vendor has met all contract technical and project requirements
- Provide a written recommendation to the County for final system acceptance and project closeout

Oversight of Contractor's Technical System Implementation

RCC will inspect the vendor's installation of radio system and related equipment for compliance with the detailed system design as well as for industry accepted workmanship standards.

Coverage Acceptance Testing

RCC will review the vendor's proposed radio signal coverage acceptance test and will make recommendations to the County for modifications. RCC will participate alongside the County during coverage testing to ensure test plan compliance and to verify results. RCC will provide to the County a written recommendation for acceptance or non-acceptance of the coverage test, as well as a recommended course of action in the case of non-acceptance.

Factory Staging and Field System Acceptance Testing

Specific system acceptance test procedures will be developed by the vendor as part of the system detailed design. RCC will review the testing methodology, and will make recommendations to the County for any modifications required as a result of system changes during implementation. RCC will participate alongside the County during factory staging and during system acceptance testing and will verify that all tests are completed successfully. RCC will provide to the County a written recommendation for acceptance or non-acceptance of factory staging and of the system, as well as a recommended course of action in the case of any test failure.

System As-built Documentation

Specific system as built Documentation requirements will be developed by the vendor as part of the system detailed design. RCC will review the as-built documentation as submitted by the vendor, and will point out to the County any deficiencies and omissions.

Final System Acceptance/Project Closeout

RCC will provide a final project review to verify total contractual requirement compliance by the vendor, and will provide to the County a written recommendation for final system acceptance

and project closeout. Should any contractual requirements remain unfulfilled, RCC will point out to the County these deficiencies, will recommend non-acceptance, and will provide a recommended path forward to the County.

Additional Services: Radio Site Construction Management

RCC can provide construction management services for any new radio sites which might be required as well as modifications for any existing sites. Construction management services can include site development, tower erection, communication shelter construction, and grounding system installation.

REPRESENTATIVE PROJECTS AND REFERENCES

Representative Projects:

i) This section of the Offeror's Proposal should list and describe representative clients currently served focusing on general engineering projects. Describe the local office experience including the project name and location, brief description of the project, description of the scope of services provided, and principal contact person.

References:

i) Provide the current name, address, and telephone number of at least five (5) references the Offeror has served either currently or in the past three (3) years; preferably those where one or more of the project team members provided the same or similar services as requested herein. Indicate the Scope of Services provided to each reference.

The following project profiles feature several Virginia-based government clients and other government and municipal clients for whom RCC has performed consulting and engineering services which are similar in nature to those sought by the County.

In addition it should be noted that Wayne Campagna, the Project Manager for this opportunity, has served as the PM of record for the following clients: County of Nelson, Virginia; New River Valley Emergency Communications Authority; Virginia Region 2 RPAC-I Committee; County of Augusta, Virginia; County of Albemarle; Virginia, and Richmond Capital Region.

Project: Managing Implementation of a P25 VHF Land Mobile Radio System for Nelson County, Virginia

Client:	Nelson County, Virginia
Description:	Nelson County sought to upgrade to a new P25 VHF Land Mobile Radio System that would meet the County’s long-term Public Safety/Service radio communications requirements. The County is home to nearly 15,000 people across 474 square miles, and is part of the Charlottesville, VA Metropolitan Statistical Area.
RCC’s Role:	<p>RCC is providing the following services for this project:</p> <ul style="list-style-type: none">• Reviewed vendor proposals and provided feedback to the County.• Reviewed the contract with the successful vendor, looking out for the County’s best interests.• Conducted a Critical Design Review (CDR).• Providing oversight of the successful contractor’s system implementation, coverage acceptance testing, system acceptance testing and final system acceptance. <p>RCC is providing these services under a cooperative procurement contract created by Fairfax County, Virginia.</p>
Status:	Ongoing
Contact:	Susan Rorrer Information Systems Director P.O. Box 336 Lovingson, Virginia 22949 (434) 263-7122 SRorrer@nelsoncounty.org

Project: Narrowbanding and Phase II Upgrades for Augusta County, Virginia's UHF Radio System

Client:	Augusta County, Virginia
Description:	To ensure compliance with the FCC's Narrowbanding mandate, Augusta County planned Narrowbanding and Phase II upgrades to their 6-site, 7-channel conventional simulcast UHF radio system. The County retained RCC to assist in the development and implementation of the upgrades.
RCC's Role:	RCC is providing the following services for this project: <ul style="list-style-type: none">• Providing project management and engineering support throughout the course of the project.• Coordinating new tower sites that were required, rehabilitation of existing County tower facilities, FCC regulatory requirements and efforts and meetings with the National Radio Astronomy Observatory (NRAO).• Providing independent oversight of the contracted vendor's system implementation.• Meeting regularly with the radio system vendor and the County's project manager to ensure that all vendor contractual services were provided.• Independently assessing the contractor's change orders throughout the project.
Status:	Ongoing
Contact:	Donna Good Director P.O. Box 590 Verona, Virginia 24482 (540) 245-5503 dgood@co.augusta.va.us



Project: Comparative Analysis of Public Safety Radio Communications Options for Fluvanna County, Virginia

Client: Fluvanna County, Virginia

Description: Fluvanna County had several options available for frequency bands, technologies and approaches to upgrade their communications system. They engaged RCC Consultants to review their current systems and resources and make recommendations and cost estimates regarding retention and improvement of their high band VHF, migration to a new system at UHF, or expansion of the existing trunked system of an adjacent county.

RCC's Role: RCC provided the following services during this project:

- Visited existing sites and potential locations to collect equipment inventory and system configuration information.
- Visited existing and potential sites to verify locations and confirm site information, such as ground elevation, structure height, floor space and available power.
- Prepared system diagrams and floor plans.
- Prepared custom antenna pattern for existing obsolete antenna to assess current coverage.
- Prepared conceptual system designs and coverage predictions using ComsiteDesign software.
- Reviewed spectrum availability using FCC license databases.
- Prepared equipment lists and cost estimates for options.
- Participated in discussion of options with operational and technical representatives.
- Prepared and presented a final report, containing the information and recommendations.

Status: Complete

Contact: Tammy Johnson
Director of Communications
160 Commons Blvd.
Palmyra, Virginia 22963
(434) 589-8211
tjohnson@fluvannasheriff.com



Project: Project Management, Public Safety Land Mobile Radio Subject Matter Expertise

Client: Fairfax County, Virginia

Description: Now in its 18th year serving Fairfax County, Virginia full time, RCC continues to provide project management, engineering, vendor oversight, FCC licensing, wireless policy guidance and related services to the County's Department of Information Technology.

RCC's Role: Fairfax County first engaged the services of RCC on a part time basis in 1993 to develop a Needs Assessment Report in connection with a planned upgrade of numerous conventional analog public safety radio systems to a new countywide digital trunked radio system. RCC assisted the County with development of a Request for Proposals, and supported the County throughout the entire system procurement process, including evaluation and scoring of proposals, negotiations with the highest rated offeror, and support during a difficult protest and litigation initiated by the vendor that was not selected. In March of 1996, the County engaged the services of RCC on a full time basis to provide project management, engineering, and vendor oversight services for the implementation of the new digital trunked radio system. Since the completion of the first digital trunked public safety radio system project, RCC has provided similar support in other major procurements, including a three site expansion to the original network, a new, independent 800 MHz trunked voice radio network to serve the County's public service/local government users, technology design for a new multi-agency PSAP, and, most recently, a major system upgrade of the original digital trunked public safety radio system to state of the art Project 25 technology. Originally an 18-month contract, this engagement evolved into a 17-year full time staff augmentation contract that continues to this day.

In its role in Fairfax County, RCC also supported the efforts of the entire National Capital Region (NCR) to create and maintain one of the largest, most sophisticated and most successful multi-jurisdictional voice radio interoperability networks in the United States. From 1997-1999, RCC facilitated the large and small group work sessions that lead to the development of a network that today consists of nearly 40,000 interoperable public safety subscriber radios in and around the NCR.

RCC played a key role in the creation of a coordinated regional approach to 800 MHz Rebanding in the NCR by developing a concept for regional program management and coordination during the 800 MHz band reconfiguration process. RCC supported the region's efforts to accomplish rebanding without impacting the NCR's complicated and intricate web of interoperable public safety subscriber radios and provided oversight to the Regional Program Management Office established to manage and coordinate the regional rebanding process in the NCR.



Contract	2010
Award Date & Value:	Approximate value (P25) \$12 million
Contact:	Stephen L. Brundage Director of Communication Technologies and Regional Initiatives 12000 Government Center Parkway, Suite 361 Fairfax, Virginia 22035 (703) 324-2398

Project: Procuring a VHF High Band P25 Digital Radio System for Henry County, Virginia

Client:	Henry County, Virginia
Description:	Henry County's existing public safety and public service radio communications system provided inadequate coverage and was subject to narrowbanding. The County engaged RCC Consultants to evaluate options for improvement.
RCC's Role:	<p>RCC provided the following services for this project:</p> <ul style="list-style-type: none">• Conducted cost and performance analysis. Results showed VHF High Band was the preferred option for the County due to its mountainous terrain, as well as interoperability and cost vs. coverage considerations.• Developed a Request for Proposals (RFP) document to solicit proposals for provision of the radio system.• Assisted in the review of three vendor proposals.• Participated in a second RFP and procurement process for the construction and renovation of antenna sites and equipment rooms. <p>The system configuration includes:</p> <ul style="list-style-type: none">• Countywide mobile and portable radio coverage in light buildings, with improved in-building coverage in defined areas of heavy buildings.• Six voice channels operating in the P25 digital simulcast mode from four transmit receive sites.• Two voice channels operating analog simulcast from four transmit/receive sites for fire and EMS alerting. Existing alert monitor pagers were reprogrammed for narrowband operation.• Digital operation on law enforcement channels with AES encryption.• P25 interface for PTT ID and emergency with the existing Orbacom dispatch console system.• Digital loop microwave system connects base station sites with the Martinsville Henry County 9-1-1 Center. A new equipment room was constructed at the Center for the microwave and common radio network equipment, interoperability switch and Next Generation 9-1-1 equipment.• Three new towers erected with equipment shelters and standby power systems. A fourth site required tower reinforcement, and antenna relocation and renovation of an existing shelter to meet R-56 standards.
Status:	Complete
Contact:	Dale Wagoner, Director of Public Safety Project Manager, (276) 634-4664



Project: Needs Analysis, Procurement and Implementation of an 800 MHz P25 Digital Voice System for Prince William County, Virginia

Client: Prince William County, Virginia

Description: To provide voice radio communications for approximately 4,500 users within the jurisdiction, Prince William County public safety and local government agencies utilize an 8-site simulcast, Motorola SmartZone 4.1, 800 MHz, 15-channel digital trunked system. Because the equipment was aging and nearing end of manufacturer support for the existing system, and to enhance interoperability, the County desired to replace its system.

The County retained RCC Consultants to assist in the needs analysis, procurement and implementation of a new system. RCC has provided expert assistance to Prince William County on microwave and radio systems projects since the mid-1990s.

RCC's Role: RCC is providing the following services for this project:

- Perform a needs analysis to document coverage, capacity and interoperability requirements.
- Develop final system design requirements, including capacity study, radio coverage studies, and changes to the microwave backhaul network.
- Develop budgetary cost estimates for the proposed system.
- Analyze 800 MHz frequency availability.
- Develop Request for Proposals including contractual terms and conditions.
- Evaluate proposals and assist with contract negotiations.
- Implementation services and acceptance testing.

RCC has performed the needs analysis and is currently developing an RFP for the replacement P25 radio system. The RFP will be for an 800 MHz P25 digital trunked simulcast system, dispatch consoles, installation, training and maintenance of the installed system.

Status: In progress

Contact: Chief Scott Boggs
Prince William County Department of Fire and Rescue
5 County Complex Court Suite 270
Prince William, VA 22192
(571) 722-4305
sboggs@pwcgov.org



Project: Design, Procurement and Implementation Assistance for a Regional Public-Safety 700/800 MHz Trunked Simulcast Radio System

Client:	County of Hanover, Virginia
Description:	<p>RCC is assisting the County of Hanover with four separate tasks in this project:</p> <ul style="list-style-type: none">• Task I – Assessment and recommendation of vendor 800 MHz radio system proposal.• Task II – FCC and regulatory coordination of radio sites.• Task III – Assistance with radio vendor negotiations for multi-site trunked simulcast system.• Task IV – Technical and administrative project management and vendor oversight throughout the radio system implementation.
RCC’s Role:	<p>RCC has provided the following services during this project:</p> <ul style="list-style-type: none">• Task I – The County retained RCC to perform a review of a vendor-proposed regional public safety 700/800 MHz trunked simulcast radio system design. During the evaluation, RCC recognized inefficiencies in the design and recommended major changes to significantly improve the coverage performance without significantly affecting the system’s cost.• Task II – RCC worked with the County to coordinate radio frequencies and sites for the new radio system. We provided extensive assistance with local zoning special-use permit coordination, including multiple presentations to the County’s Board of Supervisors, Planning Commission and Emergency Communications Center Management personnel.• Task III – RCC assisted the County with technical and contractual negotiations for the radio system.• Task IV – RCC worked closely with the County’s project manager, its Radio Committee, and its vendor to provide technical and project management expertise, as well as vendor technical and civil site work implementation oversight and coordination. We continue to work closely with the County in the testing and implementation environment.
Status:	Tasks I-III complete; Task IV in progress
Contact:	Philip M. Heins Director of Emergency Communications P.O. Box 470, 7522 County Complex Road Hanover Courthouse Hanover, VA 23069-0470 (804) 537-6142



Project: Needs Assessment, Procurement, Implementation and Project Management for New 700 MHz Radio System in Stafford County

Client:	Stafford County, Virginia
Description:	RCC is currently providing Stafford County with technical and project management assistance during the implementation phase of the County's new 10-channel, 13-site, 700 MHz digital simulcast trunked public safety radio system.
RCC's Role:	<p>RCC has provided the following services during this project:</p> <ul style="list-style-type: none">• Produced an in-depth needs assessment for the County.• Prepared a Request for Proposal based on the findings, with detailed specifications.• Solicited proposals from qualified vendors.• Assisted the County in equipment and vendor evaluations.• Provided assistance in contract negotiations. <p>Since January 2008, RCC has provided project management and technical oversight for the implementation phase of the system. That phase is ongoing, and the County expects to cut-over to the new radio system in late 2010.</p>
Status:	In Progress
Contact:	Ms. Carol Adams Communications Director 1225 Courthouse Road Stafford, VA 22555 (540) 658-4712

EFFECTIVE COST CONTROL

Effective Cost Control - Demonstrated history of effective control of project costs and ability to accomplish work in a timely manner:

- i) Describe the Offeror's cost control methodology*
- ii) Describe the approach for reducing project costs*
- iii) Describe the documentation, tracking and reporting system*
- iv) Describe the program for quality control.*

RCC employs a customized Project Management Plan (PMP) for each client, specifically tailored to the client's unique situation and needs. In order to effectively address the requirements of this section and in order to present a holistic view, RCC has included a description of our typical PMP. This PMP will demonstrate our history and describe our processes and methodologies related to Effective Cost Control and other aspects related to effective project management. As requested, RCC will describe the following:

1. Our cost control methodology
2. Our approach for reducing project costs
3. Our methods for documentation, tracking and reporting system
4. Our program for quality control.

Project Management Plan

1. Introduction

This Project Management Plan (PM Plan) will provide to the project team and stakeholders a brief description of the project including the background information and scope of work; a risk management plan outline; the project organization and responsibilities; the management approach; the project directory; the work breakdown structure; the project schedule; the schedule management plan; the scope/change management plan; the quality management plan; the cost management plan; and the communication management plan.

The primary audience of the PM Plan is the project team and stakeholders. The PM Plan also will serve as a guide for any new members of the project team who join the team while the project is underway.

Living Document: It is intended that this PM Plan will serve as a road map for the project team members and stakeholders. It is a living document and will be modified as necessary. Each page is dated and includes a revision number. The original version will be assigned Revision No. 00. If revision is necessary, the latest revision, to include the new date, will supersede all older versions.

The majority of projects will be performed in four major phases, although some projects will contain a subset of these phases. The four major phases are described in the Section 2 of the document under Project Description.

2. Project Description

RCC Consultants, Inc. (RCC) will provide the management and technical expertise necessary to assist the client with successful achievement of the goals of the project. This effort involves development of a Request for Proposals (RFP), evaluation of the resultant proposals, recommendation of a vendor, and negotiations with the selected vendor. Upon contract execution between the County and the selected vendor, RCC will provide management and technical assistance to the County throughout the design, manufacturing, construction, testing, acceptance, cutover, and closeout portions of the project.

The project contains the following phases:

- PHASE 1: Development of System Performance Specifications
- PHASE 2: Preparation of RFP for Acquisition and Implementation of the System(s)
- PHASE 3: Solicitation, Evaluation, and Award of Vendor Contract
- PHASE 4: System(s) Vendor Design, Implementation, Testing, and Acceptance

Deliverables

To ensure compliance with the project goals, and specifically the project acceptance criteria, the following program deliverables have been established:

1. PHASE 1
 - 1.1. County or Regional PM Plan
 - 1.2. Prepared FCC license and regulatory filings
 - 1.3. Sustainability report for existing systems
 - 1.4. Draft specifications document
2. PHASE 2
 - 2.1. Vendor-neutral procurement documents
3. PHASE 3
 - 3.1. RFP Addenda in response to Vendors' questions
 - 3.2. Evaluation report & presentation
 - 3.3. Final recommendation report
4. PHASE 4 (RCC Deliverables)
 - 4.1. Acceptance test report comments
 - 4.2. Factory Staging Results and Recommendation
 - 4.3. New System Sustainability Report
 - 4.4. Engineering Design Validation Report
 - 4.5. Post Installation / Quality Report
 - 4.6. Project Closeout Checklist
 - 4.7. Project Punchlist and resolution notification
 - 4.8. Final Acceptance Recommendation
5. PHASE 4 (Vendor Deliverables)
 - 5.1. To be determined (TBD) during vendor contract negotiations

3. Risk Management Plan

A risk identification and response plan (RM PLAN) will be developed and will be modified and administered as necessary throughout the duration of the project. The RM PLAN identifies the risks which might affect this project, qualifies and quantifies the risks, and identifies responses for the risks identified as warranting a response. The response plan will include the determination and selection of the primary and backup strategies, and will assign these risks to individuals and/or groups for responsibility. For each significant risk, a risk manager will be assigned to monitor, identify, and respond to the risks in a pre-emptive manner.

The County's Project Manager will review and approve the risk identification and response plan.

4. Organization and Responsibilities

The project organization structure (see Organization Structures & Communication Flow Chart) consists of the County, their stakeholders and RCC Consultants, Inc. RCC will serve as the County's technical consultant and partner in managing the project and ensuring that performance, quality, cost and schedule objectives are met. The RCC project team is organized around four disciplines at the functional level. They are the management team, the RF engineering team, the regulatory team, and the facilities team. Together these teams constitute the *RCC Core Team* working on the project.

The RCC Project Manager will represent the County's interests throughout the project and will be responsible, with assistance of RCC Consultants, for coordinating with the stakeholders, managing the project's day to day operation, and for providing technical leadership and guidance.

Wayne Campagna is RCC's Program Manager. During Phases One through Four, he will be the primary point of contact for the County and will be responsible for managing RCC's resources, scope of work, adherence to project schedule, and budget. He also will assess project risk and will guide development of risk mitigation activities with RCC's Lead Engineer.

Jeff Pegram is RCC's Lead Engineer. Throughout each of the four phases, he will be responsible for managing activities and tasks for engineering and technical efforts. He will work closely with Project Manager and with RCC subject matter experts.

5. Management Approach

The Project Management Process will include a systematic project management approach to accomplish the following project goals and objectives:

1. Compliance with Contract: Ensure the system is engineered in conformance to the contract requirements.
2. Quality: Ensure the project is developed and work is performed maintaining the highest quality.
3. Schedule Control: Develop and maintain the master schedule, clearly identifying the phases of the project and critical milestones.
4. Cost Control: Ensure the project is completed within the allocated budget with minimal change orders.

5. Information Management: Develop a Management Information, Document Control, and Reporting System that will provide easy access to project related information and its status for all team members. This will take the form of a web-based project portal for which a configuration and management plan will be developed.

The project’s management approach flow is depicted in the following chart.

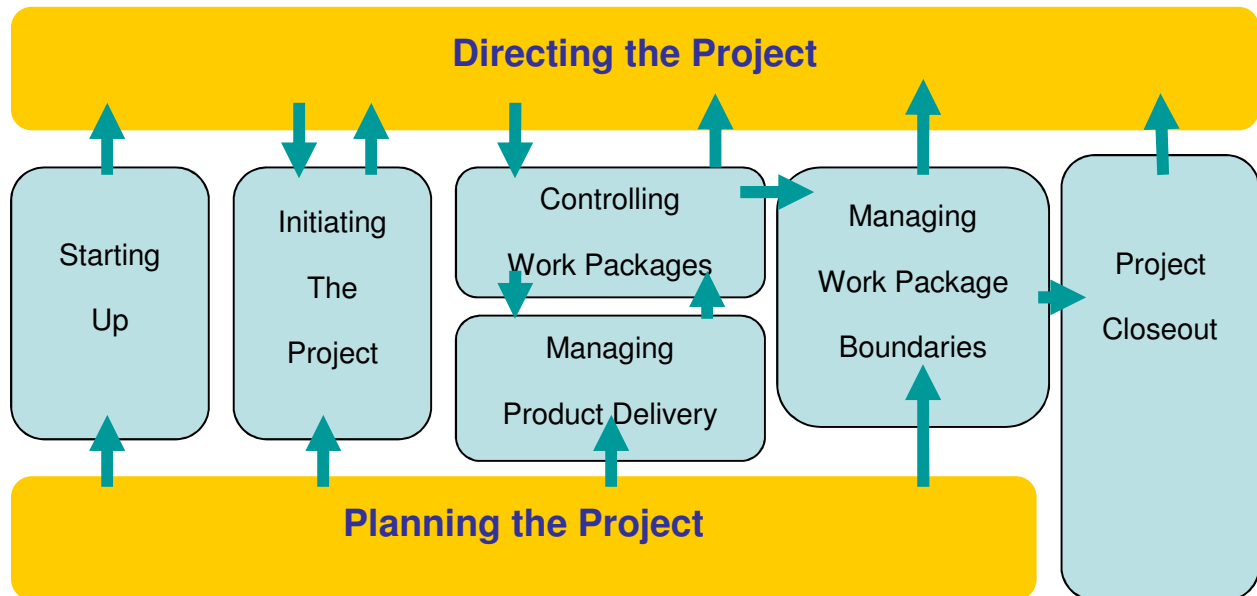


Figure 5. Management Approach Flow Chart

6. Project Directory

The project directories (Project Team and Stakeholders) will be created and maintained by RCC and will be updated and modified as appropriate throughout the duration of the project.

7. Work Breakdown Structure

The Project Work Breakdown Structure (WBS) will be created and maintained by RCC and will be updated and modified as appropriate throughout the duration of the project.

8. Schedule

The Project Schedule will be maintained by RCC, and will be tracked, updated, and modified as appropriate throughout the duration of the project.

9. Schedule Management Plan

RCC will prepare an accurate and detailed Critical Path Method (CPM) schedule utilizing the Microsoft Project software platform. The initial version of the project schedule, after review and approval by the County’s project manager, will become the schedule baseline. The schedule will

effectively freeze the dates associated with tasks. Only if subsequent significant changes occur with respect to project tasks, task durations, task start/finish dates, or task intertie logic will the schedule be re-baselined. This will occur only if mutually agreed upon by the County and RCC's Project Manager.

RCC will monitor critical path activities throughout the life of the project. In the baseline schedule, RCC and the County will establish discrete milestones. The progress of the project will be measured against established milestone on a bi-weekly basis. Corrective action will be identified and implemented in case of milestone deviation.

Potential critical-activities that may impact timely execution of the work will be identified throughout the life of the project. A corrective action plan and action items will be developed to constantly monitor and take timely actions to avoid any slippage of critical-activities. The critical-activities will be revisited in each progress meeting and once each quarter to measure the effectiveness of the proactive management efforts. Schedule slippage, if any, will be identified by the regular CPM schedule updates, and corrective action will be recommended and implemented.

10. Scope/Change Management Plan

RCC will work with the County to provide prompt response to Requests for Proposals (RFPs) for scope changes in the work and will obtain necessary approval from the County's representative before executing any changes in contract.

RCC will accept change order requests only from the County's representative. Upon receipt of a change order request, RCC's Program Manager will review it for scope, cost, and schedule implications. If additional information and/or clarification are required, RCC will coordinate with other parties as appropriate.

If the change order has no cost or schedule impact, the change will be executed immediately after the County's approval.

If the change affects cost and/or schedule, a complete change order proposal, with required documentation will be submitted by RCC to the County's representative for review and approval.

If the County's representative requires additional information or clarification, RCC will provide it promptly. After receipt of written approval from the County's representative, RCC will execute the change in a timely fashion.

11. Quality Management Plan

RCC will maintain quality standard objectives for the key elements of quality: fitness for use, performance, safety, and reliability. The RCC Quality model is presented below.

Process control will be managed by a series of quality steps. At the heart of this system are the same elements inherent in the ISO Standards and Total Quality Managements Standards – Plan, Document, Communicate, Monitor, and Refine.

RCC's Quality Assurance and Quality Control Program flow diagram appears below.

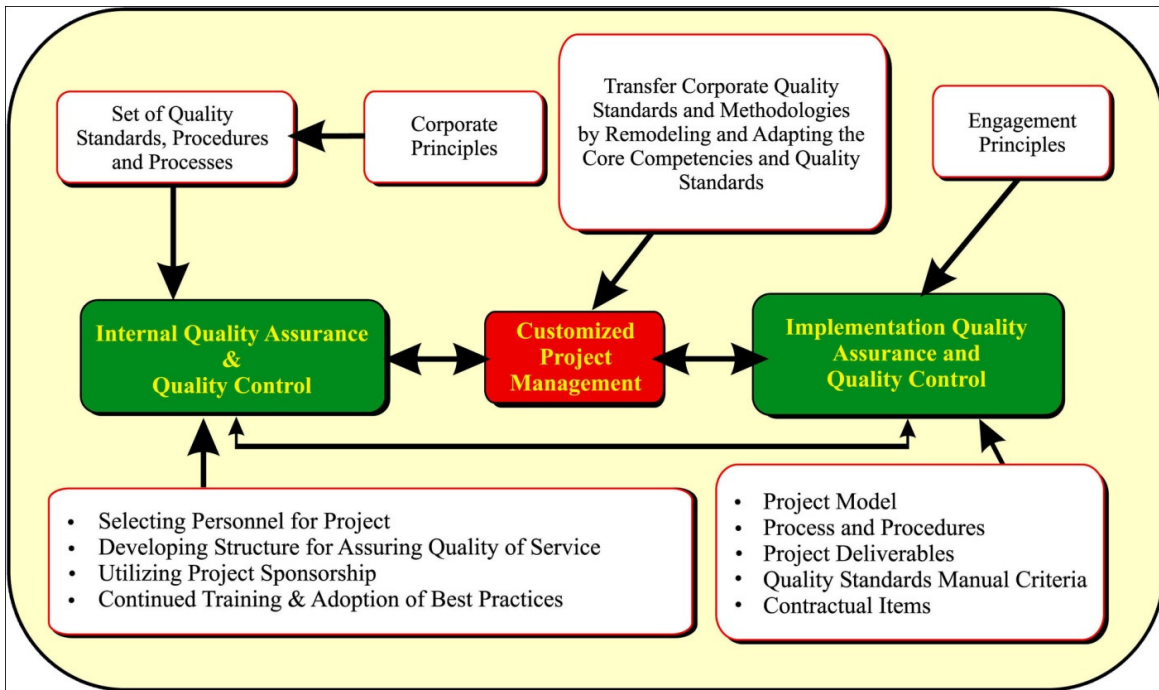


Figure 6. RCC Quality Assurance and Quality Control Program

12. Cost Management Plan

RCC will develop and implement an effective and well-organized cost control system so that project costs can be kept within the project budget. Cost control will not only monitor cost and record data, but also will analyze the data in order to take corrective action when appropriate.

The following systematic approach will be followed to control project cost:

1. Establish budgets for all authorized work (by contract) with separate cost account numbers.
2. Establish budgets for all planned work (future contracts) with separate cost account numbers.
3. Establish a management reserve budget and undistributed budgets (contingencies) with a separate cost account numbers.
4. Record/accumulate direct & indirect costs for each cost account number (contract) on a monthly basis.
5. Incorporate contractual changes (for change orders and new contracts authorized by the County's Project Manager) in a timely manner, recording the effects of such changes in budgets.
6. Adjust the management reserve cost account for the contractual changes (for change orders and new contracts authorized by Contracting/Procurement Officer) in a timely manner, recording the effects of such changes in budgets.
7. Document changes to the budget for all authorized new contracts and contractual changes. Provide the Contracting/Procurement Officer and the Project Manager or

authorized representative access to all of the foregoing information and supporting documents.

8. Based on performance of work and future conditions, develop revised estimate for cost at completion or “Estimate at Completion (EAC)” and identify additional funding requirements based on scope changes.
9. Compare the budget, actual, and estimate at completion and report variance.
10. Identify on a monthly basis, in the detail needed by management for effective control, budgeted cost, actual cost, estimate to complete and variance.

13. Communication Management Plan

Successful delivery of a complex project depends on clear communication between the County, RCC, and the project stakeholders. RCC’s Organization Structure & Communication Chart illustrates these lines of communication. RCC’s Executive Sponsor, Program Manager, Lead Engineer and other team members will be available by e-mail and land and wireless phones for quick and immediate response to the County’s project needs.

A single Program Manager is assigned to oversee project compliance with the scope of work, schedule, and budget. The Lead Engineer is the senior systems engineer assigned to the project and is responsible for both the engineering and strategy, as well as for monitoring the scope of work. A senior RCC executive is assigned as an Executive Sponsor and will provide the County with direct access to RCC’s senior management. The Lead Engineer, Program Manager, and Executive Sponsor constitute RCC’s project management team responsible for the day-to-day management of the project.

A web based project portal will be established and placed in regular use by project team members. The portal will be the primary communications method for certain project team members and stakeholders, those more closely involved with the project.

RCC will implement the following to augment the communication plan:

RCC will implement a formal document referred to as a Request for Information (RFI). The purpose of this document is to request clarification for issues or information about which RCC has questions or is unsure. RCC will use this document to pose a direct question to the County’s project manager. RCC will maintain a RFI log to track all outstanding questions, i.e. questions for which answers have not been received by RCC. In this way, fewer misunderstandings will occur and questions will likely be more readily understood and answered by the County.

In addition to the RFI, RCC will implement an Issue Tracking Report (ITR). The issue tracking report will be a multi column report intended to capture and track any outstanding issues related to the project. Each issue will be individually numbered and will remain in the open section of the ITR until the issue is fully resolved, at which time it will be closed and will move to the closed section of the ITR. This will allow a single document to act as both an open issues list as well as a historical document that captures the resolution of previous issues.

In weeks when project status meetings are held, RCC will include an updated ITR as an appendix to the project status report. In weeks when no project status meeting is to be held, RCC

will transmit an updated ITR to the County' project managers. If the ITR has not changed to from the previous week, RCC will resubmit the same ITR to the County project management team so that they will always be in possession of a current ITR.

APPENDIX A: REQUIRED FORMS

Vendor Data Sheet

VENDOR DATA SHEET

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid nonresponsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Vendor's Primary Contact:

Name: Mark Athearn Phone: (804) 422-8453

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:

31 Years 4 Months

4. Vendor Information:

FIN or FEI Number: 22-2661497 If Company, Corporation, or Partnership

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods. Include the length of service and the name, address, and telephone number of the point of contact.

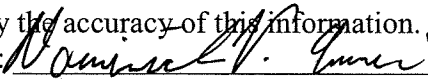
Company: Nelson County, Virginia	Contact: Susan Rorrer
Phone: 434-263-7122	Email: SRorrer@nelsoncounty.org
Dates of Service: 7/2012 - Current	\$\$ Value: \$104,645

Company: Augusta County, Virginia	Contact: Donna Good
Phone: 540-245-5503	Email: dgood@co.augusta.va.us
Dates of Service: 7/2013 - Current	\$\$ Value: \$220K

Company: Fluvanna County, Virginia	Contact: Tammy Johnson
Phone: 434-589-8211	Email: tjohnson@fluvannasheriff.com
Dates of Service: 9/2010 - 5/2011	\$\$ Value: ~\$28K

Company: Fairfax County, Virginia	Contact: Stephan L. Brundage
Phone: 703-324-2398	Email:
Dates of Service: 2010 - Current	\$\$ Value: \$12 million

I certify the accuracy of this information.

Signed:  Title: Sr. Vice President

Date: May 22, 2014

PLEASE RETURN THIS PAGE WITH BID SUBMISSION

Authority to Transact Business in Virginia

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission (“SCC”). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Section 2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. **PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.**

A. Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is _____.

B. Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is F144594-1 _____.

C. Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9) RCC Holdings, Inc.

Legal Name of Offeror/Bidder RCC Consultants, Inc.

Date May 22, 2014

Authorized Signature



Print or Type Name and Title Dominick Arcuri, Sr. Vice President

PLEASE RETURN THIS PAGE WITH BID SUBMISSION

Certification of No Collusion

CERTIFICATION OF NO COLLUSION

The undersigned, acting on behalf of RCC Consultants, Inc., does hereby certify in connection with the procurement and bid to which this Certification of No Collusion is attached that:

This bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce; nor is this bid the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 17 of Title 18.2 Code of Virginia, 1950 as amended (&&18.2-498.1 atseq.)

Dominick V. Arcuri
Signature of Company Representative

RCC Consultants, Inc.
Name of Company

May 22, 2014
Date

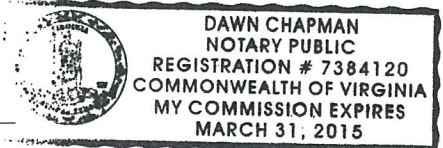
ACKNOWLEDGEMENT

STATE OF VIRGINIA
FLUVANNA COUNTY, to wit:

The foregoing Certification of No Collusion bearing the signature of Dominick Arcuri and dated May 22, 2014 was subscribed and sworn to before the undersigned notary public by Dominick Arcuri on May 22, 2014.

[Signature]
Notary Public

My commission expires: March 31, 2015



CODE OF VIRGINIA

& 18.2-498.4. Duty to provide certified statement:

A. The Commonwealth, or any department or agency thereof, and any local government or any department or agency thereof, may require that any person seeking, offering or agreeing to transact business or commerce with it, or seeking, offering or agreeing to receive any portion of the public funds or moneys, submit a certification that the offer or agreement or any claim resulting thereon is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce, or any act of fraud punishable under this article.

B. Any person required to submit a certified statement as provided in paragraph A, above who knowingly makes a false statement shall be guilty of a Class 6 felony. (1980, c.472)

a false statement shall be guilty of a Class 6 felony. (1980, c.472)

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Offeror Statement

OFFEROR STATEMENT

Undersigned Bidder hereby certifies that he/she has carefully examined all conditions and specifications of this invitation for Bid and hereby submits this bid pursuant to such instructions and instructions.

Dominick Arcuri, Sr. Vice President

Type or Print Name & Title of Authorized Person

Dominick V. Arcuri

Signature of Authorized Person Submitting This Bid

May 22, 2014

Date

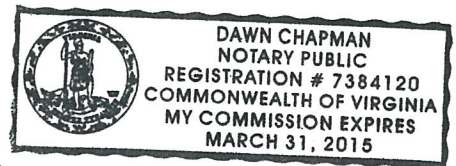
SUBSCRIBED AND SWORN to before me by the above named

Dominick Arcuri on the *22nd* day of *May*, 201*4*

[Signature]

Notary Public in and for the State of *Virginia*

My commission expires: *March 31, 2015*



PLEASE RETURN THIS PAGE WITH BID SUBMISSION

Emergency Communications Radio System Project Management Services

Presented to:

County of Fluvanna, Virginia

Update July 14, 2014



RCC Consultants, Inc.

100 Woodbridge Center Drive, Suite 201
Woodbridge, New Jersey 07095
Website: www.rcc.com

Proposal Contact: Dominick Arcuri

Sr. Vice President
4900 Cox Road, Suite 235
Glen Allen, VA 23060
Telephone: 804-422-8461
Email: darcuri@rcc.com



Mid-Atlantic Regional Office
4900 Cox Road, Suite 235
Glen Allen, VA 23060
tel: 804-353-0300
fax: 804-353-8059

COVER LETTER

July 14, 2014

Mr. Joe Rodish, Purchasing Officer
County of Fluvanna, VA
Finance Department
132 Main Street
PO Box 540
Palmyra, VA 22963

RE: Emergency Communications Radio System Project Management Services

Dear Mr. Rodish:

RCC Consultants, Inc. is pleased to submit the enclosed proposal to provide consulting and engineering services to Fluvanna County, VA. We believe this proposal offers an exceptional range of experience and the depth of resources necessary to meet the needs of the County.

As the enclosed proposal shows, RCC Consultants, Inc. specializes in the planning, design, procurement, implementation, and optimization of governmental and public safety communications and information systems. Each member of the RCC team is a seasoned veteran of the communications industry, bringing to the County years of experience in developing strategies for improving the efficiency and effectiveness of public safety communications systems. RCC offers significant benefits to the County, including:

- **Public Safety Voice and Data Communications System Expertise** – RCC is regarded as one of the best public safety communications system consulting and engineering firms in the United States. Our project teams have supported the planning, design, procurement and implementation of hundreds of advanced interoperable Public Safety radio systems.
- **Project Management Oriented Company** – RCC takes project management seriously and has implemented a companywide training program based on the Project Management Institute (PMI) project management guidelines. This standardized approach ensures that each project is professionally managed, which helps ensure that the project meets its objectives and stays on schedule and within budget.
- **Independence** – RCC is not affiliated with, nor do we have any financial interest in, any communications equipment manufacturer, distributor, or supplier. We do not receive or accept remuneration of any type from any manufacturer, distributor, or supplier for recommending any of their products. Our unbiased independent position provides our clients a capable partner in meeting their project requirements without the potential for conflicts of interest.
- **Cost Savings** – RCC's assistance in contract negotiations with the selected vendor typically improves the client's contract position in terms and conditions as well as pricing. RCC

RCC Consultants, Inc.

100 Woodbridge Center Drive, Suite 201 · Woodbridge, New Jersey 07095 · tel: 732-404-2400 · fax: 732-404-2556



maintains a database of vendor-negotiated prices for Public Safety systems and is familiar with vendors' threshold when it comes to system pricing.

RCC has extensive previous and current experience in Virginia and is well suited to effectively support the upgrade to the County's critical radio infrastructure. We take great pride in assisting municipalities all across Virginia and throughout the country and would be very proud to support Fluvanna County in this important public safety communications project. We look forward to an opportunity to present our team and our proposal in person in the near future and assisting the County as they transition to their next generation radio system.

I am authorized to represent RCC in this proposal and I affirm that I have neither participated in nor will I participate in any action contrary to the provisions of this proposal. If there are questions regarding our proposal, I can be reached by telephone at (804) 422-8461 or by e-mail at darcuri@rcc.com.

Sincerely,

A handwritten signature in black ink that reads "Dominick V. Arcuri".

Dominick Arcuri
Sr. Vice-President, Mid-Atlantic Region

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OVERVIEW AND QUALIFICATIONS

Who We Are

RCC Consultants, Inc. (“RCC”) is a global telecommunications consulting, engineering and integration firm. A leader in the industry since 1983, RCC specializes in the design and implementation of radio communications systems, microwave and fiber optic systems, broadband, intelligent transportation systems and public safety emergency telephone systems, as well as the design of communications centers, tower sites and monitoring facilities.

The RCC Difference

RCC has a unique and deep understanding of all facets involved in the design, development and operation of telecommunications systems. This comprehensive expertise built over decades of success enables us to offer fully informed and more effective solutions to our clients. We differentiate ourselves through four aspects of our business:

- Experience** For more than 31 years, RCC has been at the forefront of wireless communications and information systems technology. We pioneered the development of comprehensive multiple layer, radio frequency engineering software tools, used by organizations around the world.
- Team** Our full-time staff of more than 120 consultants, engineers and support staff are some of the most respected and sought-after specialists in their fields. Experienced in the design and operation of all major manufacturers’ platforms, our team will have a local presence and will utilize the resources of the company to perform the project tasks.
- Approach** We believe in forming strong partnerships with our clients, and our record of repeat business is testimony to our focus on complete client satisfaction. We approach every project with time-proven engineering and project management strategies that help our clients implement the right long-term solutions for their needs.
- Independence** We provide unbiased recommendations to our clients, ensuring they receive thoughtful, independent solutions. We will never accept any form of payment from manufacturers, distributors or suppliers for recommending their products.

Our People

RCC has gained the reputation of being a respected leader in all of the markets we serve because of the depth and breadth of our knowledge and experience. We have a diverse team of more than 120 professionals with a rich variety of experience and qualifications – all who are carefully matched to projects based on our clients’ specific objectives.

90%

More than 90% of
RCC’s staff has been
with the company
for five or more
years.



We are especially proud of the tenure of our team – more than 90% of our staff has been with RCC for five or more years. This longevity ensures we retain a deep wealth of knowledge, as well as consistent staffing, on our projects.

Our Participation in Industry, Standards and Regulatory Groups



RCC's consultants and engineers are frequent contributors to nationally recognized industry and standards-setting organizations, such as the Telecommunications Industry Association (TIA), Institute of Electrical and Electronic Engineers (IEEE), Integrated Justice Information Systems (IJIS) and American National Standards Institute (ANSI).



An original signatory to the Terrestrial Trunked Radio Memorandum of Understanding (TETRA MoU) in 1994, RCC staff has served in leadership roles within the organization since its inception. We chair or serve on technical committees of the IEEE and our experts have helped forge standards that have been adopted by the IEEE. Taking an active leadership role in the industries we serve helps us to provide our clients with clear insight into new and emerging technologies.



What We Do

For more than 1,500 clients around the world, RCC has provided solutions through wireless and wired voice/data communications and information technologies. Our consultants and engineers are experts in strategic planning and direction, business analysis, system design, procurement, implementation, systems integration, monitoring and maintenance.

Our Technical Expertise

Radio Communications Systems

- All frequency bands HF, VHF, UHF, 700 MHz, 800 MHz, 900 MHz and microwave
- Digital and Analog Systems
- Conventional and Trunked Systems
- Simulcast Systems
- Cellular and Other Roaming Technologies
- Coverage Prediction Modeling
- Interference Control and Analysis
- Coverage Measurement and Verification

Microwave and Fiber Optic Transmission Systems

- Point to Point and Point to Multipoint
- Digital – Ethernet Microwave Radio Design
- Analog/Digital Interface and Conversion
- Alarm and Monitoring Systems
- Microwave Propagation Modeling
- System Optimization
- Power Supplies

Communications/Dispatch Center Planning, Facilities Design and Cost Estimating

- Consolidation/Co-location Studies
- Floor Plan Layout
- Space Planning
- Ergonomic Recommendations
- Environmental Controls
- Dispatch Console Furniture Design
- Console System Radio and Data Interfaces
- Dispatch Center Staffing and Management Operations Studies

Public Safety Emergency Telephone Systems

- E9-1-1 Emergency Telephone Number Systems
- Wireless 9-1-1 Deployment
- Wireless Location Accuracy Testing
- Automatic Call Distributor Systems

Intelligent Transportation Systems

- Traffic Management Systems
- Highway Advisory Radio Systems
- Mass Transit Communications Systems

Telephony Services

- Voice over IP (VoIP) Network Specification/Deployment
- ACD Administration
- Performance and Capacity Management
- Call Accounting Services

Information Technology And Data Systems

- Computer Aided Dispatch (CAD)
- Records Management Systems (RMS)
- Mobile Computing (MDC)
- Automatic Vehicle Location (AVL)
- Geographic Information Systems (GIS)
- Field Based Reporting (FBR)
- Wireless Data Systems – Public and Private

Data Networks

- Local and Wide Area Networks
- Broadband Wireless (WiMax, WiFi, LTE)
- Voice, Data, Video Structured Cabling Systems
- Supervisory Control and Data Acquisition

Fiber Optic Networks

- Campus Networks
- Metropolitan Networks

Communications Site Planning

- Tower Specifications
- Site Development, Planning, Zoning, Acquisition
- Lightning Protection, Grounding, Bonding
- Equipment Shelter and Room Design
- Security and Alarm Systems
- Backup Power and Fuel Systems
- Automatic Fire Suppression Systems
- Surveillance Cameras

Network Services

- Business Case and Strategic Planning
- Network Planning, Engineering and Construction
- Network Optimization and Management

Market Research

- Technology
- Market Segment Research



Our Client Industries

RCC works with clients around the world in a wide range of industries, including:

- Public Safety Agencies
- National/State/Local Governments
- Transit Authorities and Agencies
- Utilities – Electric, Gas, Water
- Airports and Ports
- Transportation Agencies
- Colleges, Universities and Public School Systems
- Manufacturers
- Retailers
- Oil/Gas Production and Transportation
- Wireless Network Operators
- Real Estate Owners and Managers
- Healthcare Facilities
- Educational Councils
- Special Authorities

Our Products

To help our clients design, operate, monitor and maintain their wireless networks, RCC has developed a suite of comprehensive radio frequency software tools called ComSite®. The suite consists of five products that can be used in combination or independently:

COMSITEDESIGN

Wireless Network Planning & Design

This high-speed software tool set supports wireless system analysis and planning, design and optimization of wireless networks in one scalable PC platform small enough for field technicians to use.

COMSITEPRO

Wireless Site Engineering

This powerful site interference analysis tool is the only tool on the market specifically designed to help identify, analyze, locate and resolve radio frequency interference (RFI).

COMSITEMANAGER

Wireless Site Management

This site management application will save you hours of work, whether you are responsible for a single wireless communications site or a nationwide communications network containing thousands of sites.

COMSITEMPE

Wireless Site Compliance

This powerful tool evaluates non-ionizing radio frequency (RF) emissions and predicts the Maximum Permissible Exposure (MPE) potential to humans at or near wireless communications sites.

COMSITEE9-1-1e

Wireless Location Accuracy

This easy-to-use tool helps you determine the location data accuracy of wireless E9-1-1 calls delivered to your Public Safety Answering Point (PSAP), based on standard and repeatable statistical methods.

For more information on the ComSite suite of products, visit the RCC website at www.rcc.com.



RCC's Public Safety and Government Practice

RCC has specialized in communications consulting for public safety and government clients since 1983. A trusted industry advisor, we help domestic and international governments, law enforcement, Fire departments, EMS, dispatch centers and other public safety agencies get the most out of their mission-critical communications systems.

We know that public safety agencies and governments have unique needs. We also know the complexities they face with their communications systems, not only in technology, but also in business planning. That's why we devote an entire practice to supporting the needs of public sector agencies – RCC's Public Safety and Government practice.

30

RCC has been a trusted advisor to public safety agencies and governments for more than 30 years.

Specialized Services for the Public Sector

RCC's Public Safety and Government practice helps our clients determine their needs and develop a solution, whether they are upgrading, improving or building new systems. With the right strategic planning, our clients' information and communications systems can deliver the increased efficiency and productivity they need, within their budget. We assist our clients with:

- **Developing strategic plans**, including definition of goals and objectives, and conducting needs assessments, technology evaluations, risk analyses and staffing reviews.
- **Designing systems and facilities using new and emerging technologies** for data, voice and video networks, emergency communications and operations centers.
- **Investigating and developing funding methodologies and financial analyses** to help justify recommended solutions.
- **Identifying and obtaining grants** in support of technology initiatives.
- **Assisting with the regulatory approvals** needed for licensure of wireless systems, antenna sites and other facilities.
- **Conducting radio frequency research** and enabling acquisition.
- **Preparing detailed specifications and procurement documents** for new or upgraded technology.
- **Assisting in negotiating contracts and service level agreements** with vendors.
- **Implementation support and installation oversight** to ensure work is completed according to the specifications, on time and within the established budget.

Technology Expertise for the Public Sector

Our consultants and engineers are experts in planning, designing, procuring and implementing communication systems. To provide the best support to our public sector clients, we have focused our Public Safety and Government practice on providing customized services in six areas: Wireless Communications, Information Systems, Mobile Data, Communications Centers, Emergency Number Systems, and Business Planning and Management.



History of RCC

RCC has a rich history as a communications pioneer. RCC was originally incorporated as RAM Communications Consultants, Inc. in 1983. During 1986 and 1987, RAM Communications Consultants developed the concept of a shared access wireless data network. This concept evolved into RAM Mobile Data, one of the first national wireless data networks in the United States. RAM Communications Consultants handled all of the procurement, technical negotiations, design, implementation, conformance testing and optimization of this national network of more than 2,000 sites.

In 1991, BellSouth Enterprises acquired an interest in RAM through the formation of RAM/BSE Communications, L.P. In 1996, RAM/BSE spun-off what is now RCC Consultants, Inc. as a separate entity. TeleCom Towers, Inc. (TTI), a venture capital firm, acquired RCC. In 1999, RCC was purchased by private equity investors, the principals of TTI, and RCC management and employees through RCC Holdings, Inc. Incorporated in the State of Delaware, RCC maintains our corporate headquarters in Woodbridge, New Jersey. Our corporate contact information is:

RCC Consultants, Inc.

100 Woodbridge Center Drive
Suite 201
Woodbridge, New Jersey 07095

Telephone: (732) 404-2400 or (800) 247-4796

Fax: (732) 404-2556

Website: www.rcc.com

Email: info@rcc.com

Regional Offices

RCC maintains five regional offices across the United States, in Harrisburg, Pennsylvania; Houston, Texas; Richmond, Virginia; San Bernardino, California and Tallahassee, Florida.

Local Offices

RCC maintains a strong virtual workforce, providing flexibility to serve our clients and their local needs. We have employees conveniently located near our clients in major metropolitan areas, including Boston, Chicago, Dallas, Los Angeles, Miami, Phoenix and Washington, D.C.

Our Company Leadership

RCC has a full-time staff of more than 120 people, with a rich variety of experience and qualifications. Our leadership team is focused on operating RCC so it is optimally structured to deliver value to our clients, while providing significant opportunities for our employees. RCC is led by:

Michael W. Hunter – President and Chief Executive Officer

Mr. Hunter, a founding employee of the firm in 1983, has served in his present position since 1987. He has worked in communications systems consulting, engineering and operations for more than 35 years, and his extensive implementation experience includes nationwide wireless data systems in the U.S., U.K., Australia and the Netherlands. He has held several leadership positions in the Association of Public-Safety Communications Officials – International (APCO), including Virginia Chapter President and National Emergency Medical Services Committee



Chairman. He is a member of the Institute of Electrical and Electronic Engineers (IEEE) Vehicular Technology Society, the National Emergency Number Association (NENA), the National Fire Protection Association and American Mensa. He earned a Bachelor of Science degree from Virginia Commonwealth University and an MBA from New York University.

Richard F. Morelli – Executive Vice President and Chief Financial Officer

Mr. Morelli is responsible for all of RCC’s financial and administrative functions. His background in economic and financial management spans more than 30 years. Before joining RCC, he provided financial and marketing support for Western Union’s \$225MM product line, as well as developed and managed programs for Western Union’s cellular industry. Mr. Morelli is a graduate of Hofstra University, where he earned a Bachelor of Science degree in Industrial Engineering, and Farleigh Dickinson University, where he earned an MBA degree, cum laude.

Nagah Ramadan – Executive Vice President, Chief Corporate Strategist, Chief Quality Officer

Mr. Ramadan has more than 35 years of engineering and management experience, with emphasis on large-scale communications systems, engineering design and construction, and system integration management. Prior to joining RCC, he was Capital Programs Director and Commissioner with the Cleveland Department of Public Utilities. He also served as a Chief Engineer with the Suez Canal Authority. Mr. Ramadan received a BSEE from the University of Alexandria (Egypt), an MBA from Cleveland State University and has completed class work for a Doctorate of Executive Management from Case Western Reserve University. He is a Certified Professional in Project Management (CPMP) and a Registered Professional Engineer (P.E.).

Carl Robert Aron – Executive Vice President

Mr. Aron has extensive experience in the licensure, operation and finance of telecommunications investments, and manages the international, information technology and telecommunications consulting areas for RCC. He practiced corporate law and litigation at New York law firm Rubin Baum from 1967 to 1990 (as partner from 1972). He served as CEO of RAM Broadcasting Corp., RCC’s predecessor, and was a founder of RCC. He has also held leadership positions with A.T. Kearney and Itron, Inc. Mr. Aron earned the A.B. at Columbia College, graduating Phi Beta Kappa, and earned the LL. B. from Harvard Law School, cum laude.

Financial Strength

Through our strong risk management discipline and sound financial strength, RCC has thrived for more than 31 years. We are deeply committed to safeguarding our financial stability. Copies of our audited financial statements for the previous three years are available upon request.

Integrity

RCC is dedicated to performance with integrity in every interaction. This commitment is the cornerstone of our past, present and future success. Our Corporate Compliance Program was established to convey our long-standing commitment to compliance with the law and our high standards of ethical business and personal conduct.

Employees participate in the Program three ways: first, by exercising good judgment and personal integrity; second, by reading, understanding and complying with our Code of Conduct



and Corporate Integrity policies and procedures; and third, by reporting any potential violations of laws or policies.

Business and Personal Ethics

RCC employees are expected to observe high standards of business and personal ethics. This requires the practice of honesty and integrity in every aspect of our dealings with our clients, partner companies, vendors, the public, our employees and governmental and regulatory authorities.

Absence of Conflict of Interest

RCC is not affiliated with, nor do we have any financial interest in, any communications equipment manufacturer, distributor or supplier. RCC does not receive or accept remuneration of any type from any manufacturer, distributor or supplier for recommending any of their products. Employees – and the company – must be free from any actual or potential conflict of interest in interactions with our clients, the public, our partners and our vendors.

Compliance with Laws and Regulations

RCC and our employees comply with all applicable laws and regulations. We take this responsibility seriously and expect that our actions will reflect our commitment to honest, ethical and professional interactions with our stakeholders.

RCC has been in continuous operations since 1983 and has never filed or had filed against it any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignees for the benefit of creditors.

There are no pending Securities Exchange Commission investigations involving RCC and there are no open or pending litigation initiated by RCC in a customer matter.

Political Contributions

Federal and state laws place complex restrictions on the making of corporate political contributions. Because RCC complies strictly with all applicable laws and regulations relating to corporate political contributions, no employee may involve RCC in any way in political campaigns. No political contributions for any candidate shall be made for or on behalf of RCC by any employee unless it has been approved by Company management under established corporate procedures. RCC resources may not be used to support any candidates or political committees.

Equal Employment Opportunity/Affirmative Action Statement

RCC is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, marital status, veteran status or any other occupationally irrelevant criteria. We promote affirmative action for minorities, women, disabled persons and veterans in all our employment practices.

Specialized Radio Services

RCC has designed and helped procure hundreds of conventional and trunked radio systems for our clients. Over the last several years, RCC has assisted clients across the country implement dozens of P25 compliant systems and is currently working with many other jurisdictions to help them upgrade their existing system to P25 compliance. RCC personnel were involved in the committees that defined the standard and stay involved today to ensure they are up to date on the latest standard developments and improvements.

To enhance radio systems for public safety agencies and governments, we provide the following specialized services:

Microwave Radio Engineering

Our experts conduct microwave path engineering and system design, including point-to-point propagation, multipath fading, diffraction and reflections along path, antenna system configuration and optimization, Fresnel and earth curvature clearance, line of site verifications, and system testing, optimization and implementation.

Radio Traffic Monitoring

The radio frequency spectrum is a limited natural resource that requires proper engineering to maximize capacity and minimize interference. Before designing or enhancing a client's system, RCC monitors radio traffic to assess channel loading to ensure we understand our client's current operating environment so we recommend the most efficient and effective solution. Using a radio receiver capable of scanning up to 20 radio channels a second, we assess the amount of radio traffic generated throughout the day. The analysis becomes a core input into the system design, and provides verifiable evidence of the need for frequencies during the licensing process.

Radio Propagation and Coverage Analysis

RCC's propagation and coverage analysis helps determine the optimum site layout and distribution, as well as radio system coverage and expected system reliability. Our consultants have developed and tested an industry-leading toolset, ComSiteDesign, to aid in radio propagation and coverage analysis. The portable toolset delivers comprehensive multi-site coverage analysis, interference analysis, multiple point-to-point and point-to-multipoint analyses.

Radio Frequency Interference Analysis

To assist with base station site engineering and frequency compatibility, RCC created another powerful software tool, ComSitePro. This tool includes a database of more than 3,000 antennas, filters, transmitters and receivers to allow engineers to determine the minimum required isolation and protection from unwanted signal.

Scope

RCC designed the microwave backhaul network supporting Pennsylvania's statewide land mobile radio network. It is believed to be the largest private microwave radio network in the U.S.

\$1MM

RCC's regulatory specialists saved more than \$1 million in licensing fees for four New Jersey towns building a shared emergency communications system.

Spectrum and Regulatory Services

Proper planning for frequencies, including how many are needed, how they will be used and how to acquire them, is essential when a radio communications system. RCC's regulatory experts assist public safety clients with frequency planning, searches and licensing applications for VHF, UHF, 700 MHz, 800 MHz and 4.9 GHz frequencies.

Our experts provide support and advice to help our clients identify, manage and control any existing or future regulatory risks. All of our work is performed in accordance with the Federal Communications Commission (FCC) or European Telecommunications Standards Institute (ETSI).

Antenna Site Planning and Engineering

RCC provides a full range of antenna site design and construction management services to support radio communications systems, including:

Site Plans and Specifications

- Planning board/permit approval process
- Tower specifications
- Antenna specifications
- Equipment shelter specifications

Power and Monitoring Systems

- Emergency generator and fuel supply systems
- Uninterruptible power supply systems
- Rectifier and battery DC power system
- Grounding and surge suppression
- Security access control, CCTV systems
- Fire detection and suppression systems
- Tower light monitoring systems

Procurement Assistance

- Construction cost estimates
- Final bid documents, including sealed construction drawings
- Option analysis (value engineering)
- Bid review, negotiation and construction contracts

Project Management

- Project scheduling
- Subcontractor coordination
- Review of equipment shop drawings
- Change order and cost management
- Start-up and system commissioning
- As-built drawings and documentation

Project Team & Staff Qualifications

RCC has assigned an executive sponsor to provide the County with fast and direct contact with higher-level management. Mr. Dominick Arcuri, PMP, P.E., ENP, Sr. Vice-President of the RCC's Mid-Atlantic region will serve as the executive sponsor and will be available to address high-level matters affecting the project. Mr. Arcuri is a certified Project Management Professional and a registered Professional Engineer in the Commonwealth of VA and has over 33 years of experience with communications systems projects.

Mr. Mark Athearn, Managing Director of the Mid-Atlantic Region, will provide operational oversight and leadership to the team. Mr. Athearn manages RCC's operations in the Mid-Atlantic region, provides business and technical expertise, program management, risk management and quality assurance to clients seeking mission critical communications

technologies. He has 30+ years of progressive experience in communications systems, including 20 years focusing on Public Safety, Utilities and Federal markets. Mr. Athearn is a veteran of the United States Navy. He joined RCC in 2013.

Mr. Wayne Campagna, based in Fluvanna County, will serve as the Project Manager and will act as the daily contact to the County. Mr. Campagna will manage all aspects of the project for RCC and will direct the RCC project resources to accomplish the identified tasks. Mr. Campagna will schedule and utilize the expertise identified in the project team as necessary to perform a particular task at hand, and may also take advantage of the broader RCC support staff as necessary to address unique or unforeseen items that may arise during execution of the project. Mr. Campagna's responsibilities include project management, planning, design and implementation of communications systems; development of budgets and specifications; bid evaluation and contract negotiation; vendor oversight; schedule development and adherence; acceptance testing; site acquisition; training; and contract change management. Mr. Campagna joined RCC in 2009, bringing more than 35 years of experience in public safety, telecommunications and higher education.

Mr. Jeff Pegram, P.E., PMP will be assigned as the lead engineer throughout the entire project. Mr. Pegram is a registered Professional Engineer in the Commonwealth of Virginia and a certified Project Management Professional. Mr. Pegram has more than 35 years of experience in the telecommunications field, focusing on electronics, land mobile, microwave, telephone and data communications, and traffic engineering. His experience includes management of major information technology projects for the Commonwealth of Virginia Department of State Police and has recently assisted Petersburg, VA, Henry County, VA and Onslow County, NC implement P25 systems.

Additional key members of the proposed RCC project team include:

Mr. Adolfo Bello, P.E., PMP: Radio Coverage Analysis;

Mr. Bello provides land mobile communications consulting, providing guidance for the improvement, enhancement and design of wireless systems. He has more than 12 years of experience in wireless network planning and engineering of voice and data systems, including 800 MHz trunking, conventional VHF, UHF, 800MHz and Cellular/PCS systems for both area service coverage and capacity. He joined RCC in 1999.

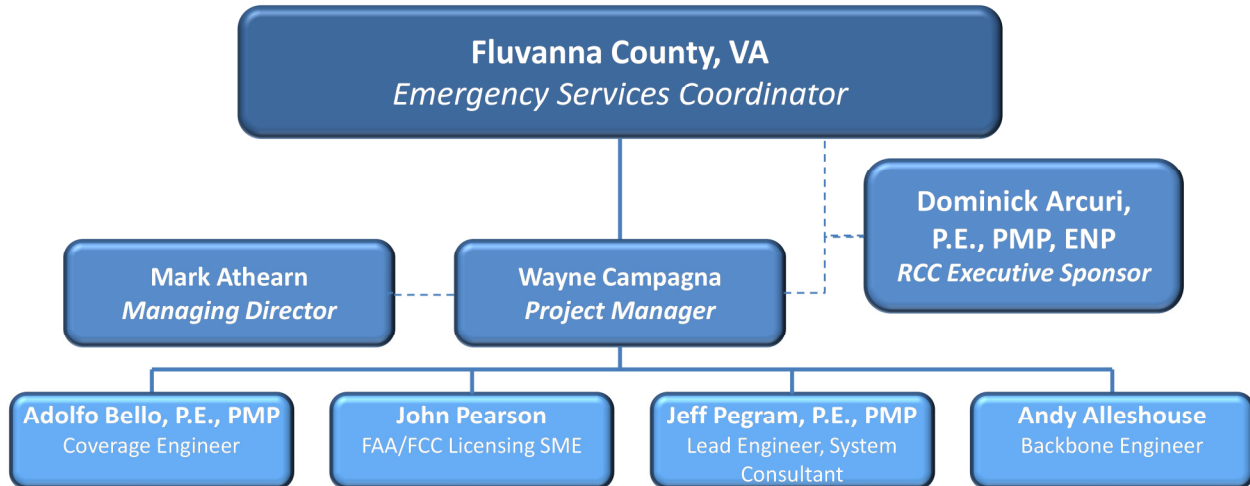
Mr. John Pearson, FCC/FAA Licensing and Regulatory SME;

Mr. Pearson is responsible for licensing issues under Part 90 of the FCC's Rules for Public Safety entities. He has extensive knowledge of the Commission's Universal Licensing System, and is responsible for regulatory issues with the Federal Aviation Administration. Additionally, he is responsible for the preparation, filing and licensing of Part 101 point-to-point microwave applications and for the preparation of co-channel interface studies. Other responsibilities include FCC research for technical support of all communications clients, preparation and filing of FAA determinations, and the preparation of maps for filings.

Mr. Andy Alleshouse, Microwave Backbone Design and Analysis SME;

Mr. Alleshouse provides consulting services in microwave network design, integration, cellular-type site evaluation, traffic routing and provisioning, equipment evaluation, site development,

budgetary costing and regulatory and standards compliancy. With more than 30 years' experience in communications transport systems design, he has managed and worked alongside engineers and consultants responsible for both fixed and wireless communications projects across the United States and in Canada, Mexico and Chile. He joined RCC in 2007.



Proximity and Availability to Fluvanna County

Mr. Campagna, Project Manager, is a resident of Fluvanna County. He and his teammates are associated with RCC's Mid-Atlantic Regional Office located in Glen Allen, Virginia. Mr. Campagna will be able to attend many meetings with the County in person.

RCC selects our teams carefully taking into consideration the needs of the project and the workload of our experts. On projects of the size and significance of Fluvanna County, we typically take a two-tier approach to team member assignments. The first tier would consist of the Project Manager and Lead Consultant. For this core team the project becomes the priority. The additional team members, typically specific subject matter experts, are brought in and out of the project on as needed basis. In all cases our subject matter expertise is distributed among multiple experts so that we do not have to depend on any specific person from outside of the core group should they become unavailable for any reason.

Depending on when this project's schedule, our proposed Project Manager and Lead Consultant will have Fluvanna County as one of their two or three primary projects and will be able to begin work immediately and will support an expeditious execution of the scope of services. This level of staffing works best for us as it allows our core team members to focus on just two or three projects so that they can give our clients priority support, yet also permits them to stay "billable" on more than one project, which keeps our rates cost effective for our clients as well.

RESUMES

Dominick Arcuri, P.E., PMP, ENP

Senior Vice President, Mid-Atlantic, Midwest and Southeast Regions

Technical Expertise

*Conventional/Trunked Radio
Project 25
Broadband Wireless
Cellular/PCS
In-Building Wireless
Wireless Facilities*

Education

*MBA, Duke University, Fuqua
School of Business
MSEE, Syracuse University
BS, Rensselaer Polytechnic
Institute, Computer &
System Engineering*

Awards, Affiliations and Certifications

*Professional Engineer, VA
(#0402036834), NY, MO
Project Management
Professional (PMP)
Emergency Number
Professional (ENP)
Certified Wireless Network
Administrator (CWNA)
Incident Command System
(100, 120, 700)
APCO Broadband Committee
– Architecture Sub-Comm
(2012)
Telecommunications Industry
Association (TIA):*

- *TDMA Committee
Chairman, 2002*

Presentations and Publications

*NPSTC Technical Committee
– APCO Panel 2011
Wireless Technology: Acuta
Journal, Spring 2004
The Challenge of In-Building
Coverage. Radio Resource,
March 2002*

Mr. Arcuri leads the Public Safety Consulting staff in the Mid-Atlantic, Midwest and Southeast regions. He is a registered professional engineer (P.E.) and has over 32 years of experience in engineering, marketing and product management. His technical expertise includes digital private radio systems, broadband wireless, in-building wireless systems and communications facilities. Mr. Arcuri has actively participated in many industry forums including NPSTC, the APCO Broadband Committee, and the Telecommunications Industry Association (TIA), chairing the committee responsible for TDMA public safety/P25 radio systems.

Selected Professional Experience

- **City of Charlotte** – Assisted the City with the development and evaluation of a Public Safety LTE system RFP and negotiation of a contract with a manufacturer/service provider.
- **VA Region 2000** – Developed a concept design and RFP for a region-wide P25 radio system replacement for the City of Lynchburg, Amherst and Bedford Counties.
- **State of West Virginia** – Developed a comprehensive Public Safety broadband LTE plan and deployment strategy for the State.
- **State of Ohio** – Performed interoperability analysis and developed improvement recommendations and statewide interoperability plan for 700/800 MHz trunked system.
- **Michigan, North Carolina and Ohio** – Negotiated agreements with Sprint Nextel on behalf of clients and directed 800 MHz rebanding efforts for statewide systems.
- **Minnesota Department of Public Safety** – Assisted in the system assessment and evaluation of business alternatives for the roll-out and maintenance of the State of Minnesota ARMER system.
- **Richmond Convention Center** – Designed, implemented and verified a fiber-based in-building enhancement for Public Safety radio system.

Additional Experience

- **Ericsson, Inc.** – As Vice President Engineering, directed engineering team of 80 and managed \$22MM budget. Improved engineering efficiency by 50%, established future technology direction and guided the engineering team through successful acquisition and integration.
- **GE Aerospace** – As Engineering Project Manager, managed transition to production of the F-14 InfraRed Search & Track (IRST) System, accomplishing test and acceptance of 16 systems in 12 months, and reducing production test cycle times by 40% by coordinating design and manufacturing process changes and simplifying test procedures.

Mark Athearn

Managing Director

Technical Expertise

*Land Mobile Radio
Broadband/LTE
System Design and
Optimization
Wireless Voice and Data
Networks
Wide Area System Design
Engineering
Capture Management
Program Management
Process Development
Procurement Support
Financial Modeling
Budget Planning*

Education

*MS, Virginia Polytechnic
Institute and State
University, Systems
Engineering
BS, Southern Polytechnic
State University, Electrical
Engineering Technology*

Awards, Affiliations and Certifications

*Harris Excellence Award
Tyco Electronics Honor
Award for Outstanding
Performance
M/A-COM Honor Award for
Outstanding Performance
Ericsson GE Certificate of
Excellence
U.S Navy Meritorious
Advancement for
Exemplary Leadership*

Mr. Athearn manages RCC's operations in the Mid-Atlantic region, provides business and technical expertise, program management, risk management and quality assurance to clients seeking mission critical communications technologies. He has 30+ years of progressive experience in communications systems, including 20 years focusing on Public Safety, Utilities and Federal markets. Mr. Athearn is a veteran of the United States Navy. He joined RCC in 2013.

Selected Professional Experience

- **Harris Corporation (*Director, Business Development*)** – Global responsibility for sales and business development of key business strategic growth initiatives, including LTE Business start-up activities. Duties included market analysis, business plan definition, capture management, program implementation and execution. Provided leadership and direction to a multifaceted, cross-functional team to transition customers to new telecommunication technologies.
- **Harris Corporation (*General Manager, Harris Canada Systems*)** – Country manager for Harris's Canadian Operations Division (HCSI). Successfully led HCSI to its best 4 years. Grew annual sales from \$30M to \$75M. Co-led HCSI to a \$300M+ contract award for a provincial-wide telecommunications system.
- **Tyco Electronics M/A-COM Inc.** – As P25 Global Business Manager, was responsible for start-up operations and management of the P25 LMR systems business. Grew the business to \$100M+ in the first three years. Duties included business/process development, P&L, sales support, proposal development, program management, system engineering, contract execution and customer satisfaction. Also served as the Technical Lead and Capture Manager for the \$5B Integrated Wireless Network (IWN) for the U.S. Department of Homeland Security and Department of Justice.
- **Ericsson/GE** – As Systems Engineering Manager, was responsible for LMR systems sales support, proposal development, contract execution, system implementation, customer satisfaction and employee retention. Served in this capacity for the US and International regions of Asia-Pacific and Latin America and various market segments including Utilities, Federal and Data.
- **Babcock and Wilcox, NNFD** – As Systems Integration Engineer, was responsible for system design and system integration activities of large scale robotic systems, computer integrated manufacturing, test and inspection systems. Held U.S. Department of Energy Top Secret security clearances.
- **United States Navy** - Aviation Electronics Technician.

Wayne S. Campagna

Program Manager / Senior Consultant

Technical Expertise

*800 MHz Trunked Systems
Regional Planning &
Regulatory Compliance
Communications Networks
and Systems*

Education

*BS, University of Maryland
University College, Business
& Management
AA, University of Maryland
University College, Criminal
Justice/Law Enforcement*

Awards, Affiliations and Certifications

*Association of Public-Safety
Communications Officials –
International (APCO)
National Emergency Number
Association (NENA)
Project Management
Institute (PMI)*

Mr. Campagna provides project management and technical support for land mobile public safety communications systems. He also assists clients with homeland security and communications strategic planning projects. Mr. Campagna joined RCC in 2009, bringing more than 35 years of experience in public safety, telecommunications and higher education.

Selected Professional Experience

- **New River Valley (VA) 9-1-1 Emergency Communications Center -** Served as Program Manager for development of consolidation strategy for 9-1-1 services in Montgomery County, Christiansburg, Blacksburg, and Virginia Tech. Coordinated project managers on governance, radio system and staffing, and served as main point of contact for client working group. Developed Standard Operating Procedures (SOPs) for the consolidated center using CALEA standards.
- **Nelson County, VA -** Served as Project Manager for the development of a regional microwave system design, implementation of the microwave system network including the development, renovation and construction of new or existing tower sites required for the new network system operation and the transition and cutover from their existing 9-1-1 PSAP to a new constructed PSAP facility.
- **Albemarle County, VA -** Provided project management support for the County's Regional 800 MHz rebanding process and assisted with Frequency Reconfiguration Agreement (FRA) and negotiations.
- **St. Clair County, IL -** Provided project management support and assistance for the development of a state-mandated Tactical Interoperable Communications Plan (TICP) for the County.
- **Virginia Regional Planning Advisory Committee (RPAC) -** Served as Project Manager for a comprehensive region wide study on behalf of the Virginia Region 2 RPAC-I Committee. Reviewed the status of narrowbanding efforts, assessed operational needs and technical resources that would define the overall operable and interoperable needs of the Region, then provided recommendations for improving interoperable communications primarily between the Region's stakeholders and adjoining localities where applicable.
- **Wake County, NC -** Provided project management support for the development of a detailed analysis of long-term needs and planning requirements for the County's existing 800 MHz public safety radio system. The project allowed them to extend the useful life of their system for as long as possible, even beyond the vendor support timeframe. At the same time, the project recognized the County's existing system, its interaction with the state of North Carolina's VIPER radio system, and the County's local interoperability

requirements. Additionally, the study addressed the business aspect of potentially establishing a County radio shop to assume maintenance of the system beyond the vendor support timeframe

- **Augusta County, VA** - Provided project management support for the development of a public safety communications strategy for Augusta County, the Cities of Staunton and Waynesboro. Through stakeholder participation a consensus was developed for interim frequency band and conceptual system interoperable communication functionality in the near-term, while affording the political subdivisions time to evaluate and consider migration options to higher levels of interoperable communications in the future as the need may require or funding would permit.

Additional Experience

- **Charlottesville-University of Virginia-Albemarle County Emergency Communications Center** - Managed and coordinated capital projects for multi-jurisdictional operation, including construction and implementation of a 20-channel digital/analog simulcast trunked land mobile radio system, state-of-the-art consolidated PSAP facility and implementation of an in-building distributed antenna system for 25 county, city and university buildings. Provided management and oversight for Motorola 800 MHz ASTRO SmartZone 4.1- 20 Channel Digital/Analog simulcast trunked radio system. Led the 800 MHz reconfiguration-rebanding project and oversaw operations of consolidated PSAP/Emergency Communications Center.
- **Rockville, MD Police Department** – Served over 13 years as Sworn Law Enforcement Officer and provided supervision and management functions in patrol, investigations and administrative services.
- **Prince Georges Community College-Municipal Police Academy** - Instructor for Municipal Training Academy Programs.

Jeffrey D. Pegram, P.E., PMP

Director

Technical Expertise

*Mobile Data Systems
Wireless Communications
Microwave Engineering
Data Communications
Telecommunications*

Education

*BSEET, Old Dominion
University
MTI, Scranton, PA, Mobile
Radio Transmitter and
Receiver Design*

Awards, Affiliations and Certifications

*Professional Engineer
39688 (Virginia DPOR)
33429 (Maryland DLLR)
Project Management
Professional (PMP)
Federal Communications
Commission – General
Radio operators License;
Advanced Amateur Radio
Operators License
Virginia Information
Technologies Agency –
Major/Mission Critical IT
Project Management
Certification
Association of Public-Safety
Communications Officials
International (APCO)
Institute of Electrical and
Electronics Engineers (IEEE)
Electronics Technicians’
Association International
National Society of
Professional Engineers
Project Management
Institute (PMI)*

Mr. Pegram is a licensed professional electrical engineer and certified project management professional with more than 33 years of experience in the telecommunications field, focusing on electronics, land mobile, microwave, telephone and data communications, and traffic engineering. His experience includes management of major information technology projects (mission critical and/or greater than \$1M in scope) for the Commonwealth of Virginia Department of State Police. Mr. Pegram joined RCC in 2006.

Selected Professional Experience

- **Capital Region Emergency Services Telecommunications (CREST) Victoria, B.C.** – Analysis of telecommunications traffic and multi-site roaming performance for a VHF public safety trunked land mobile radio system.
- **Henry County, Virginia** – Procurement and implementation support for a countywide conventional VHF simulcast system (P-25 and analog), including site development and microwave transport.
- **City of Petersburg, Virginia** – Implementation of a P-25 800 MHz public safety trunked radio system (Motorola Astro 7.2), including site development, microwave transport, emergency communications center, and relocation of 911 system. Regulatory Compliance and interference analysis. Execution of Acceptance Testing.
- **Prince George’s County MD** – Procurement of 700 MHz digital trunked communications network, including communications center, site selection and site development issues. Development of acceptance test procedures for 700 MHz TDMA-based system.
- **State of Maryland** – Draft functional requirements for 700 MHz Statewide Interoperability Network.
- **Metropolitan Washington Airports Authority** – Review of existing communications systems, including antenna systems and site buildings. Review of vendor statements of work and consultant reports for system expansion. Development of drawings and diagrams for rooftop antenna systems and associated cabling.
- **City of Richmond, VA** – Implementation of initial phase and first expansion of 900 MHz two-way Reflex paging system, including site development.

Additional Experience

- **Commonwealth of Virginia, Department of State Police** - Telecommunications Engineer Supervisor. Technical oversight of 39 staff members with statewide responsibility for planning, budgeting, implementing and maintaining public safety communications systems.

John E. Pearson

Senior Consultant

Technical Expertise

*Regulatory Affairs
FCC/FAA Applications*

Education

*Central Methodist College,
Fayette, Missouri
Northern Virginia Community
College, Annandale,
Virginia*

Mr. Pearson is responsible for licensing issues under Part 90 of the FCC's Rules for Public Safety entities. He has extensive knowledge of the Commission's Universal Licensing System, and is responsible for regulatory issues with the Federal Aviation Administration. Additionally, he is responsible for the preparation, filing and licensing of Part 101 point-to-point microwave applications and for the preparation of co-channel interface studies. Other responsibilities include FCC research for technical support of all communications clients, preparation and filing of FAA determinations, and the preparation of maps for filings.

Selected Professional Experience

- **Commonwealth of Pennsylvania** – Provides licensing services for hundreds of Part 90 licenses and for a statewide Point-to-Point microwave system, the largest in the world. Prepared applications for tower approvals for the entire system, including successful negotiations for towers that were necessary for the expansion of the system. Assisted in the Sprint-Nextel rebanding process.
- **T-Mobile USA** – Responsible for the evaluation of more than 300 sites in the greater Philadelphia area for possible FAA issues. Participated in zoning hearings as an expert in FAA issues.
- **RAM Mobile Data** – Prepared thousands of applications for a nationwide system operating in the 935-940 MHz band. Also prepared Assignment of License applications for the acquisition of spectrum.

Additional Experience

- **RAM/BSE Paging Company, L.P.** – Assistant Secretary. Responsible for all aspects of licensing before the FCC for all RAM Broadcasting Corporation's paging subsidiaries and affiliates. Thorough knowledge of Part 22 of the Commission's Rules. Familiar with Parts 17, 80, 90 and 101 of the Rules. Negotiated and maintained site leases for installation and support of paging transmitters and antennas. Maintained numerous databases, prepared Federal Aviation Administration filings for antenna structure clearances, and had day-to-day contact with FAA officials.
- **Goldberg, Godles, Wiener & Wright** – Legal Assistant. Responsible for preparation and prosecution of FCC applications for cellular, paging, SMRS, point-to-point microwave and VSAT earth station facilities. Participated in mass media and cellular comparative hearings. Performed research regarding various aspects of FCC regulation, including paging, radio and television, private land mobile, satellite earth stations and experimental radio services.

Adolfo Bello, P.E. , PMP

Sr. Communication Systems Engineer

Technical Expertise

Land Mobile Radio Network Engineering
Simulcast Coverage and Time Delay Interference Analysis
Intermodulation Analysis
Transmitter Noise Receiver Desensitization Analysis
Coverage Acceptance Testing & Data Analysis
Microwave Point-to-Point Path Engineering
Traffic Analysis and Engineering
Project Management

Education

MBA, Rutgers University
MSEE, Florida State University
BSEE, Florida State University, cum laude
Project Management, Sheridan Institute
Fluent in Spanish

Awards, Affiliations and Certifications

Licensed Professional Engineer – NJ, MI
Project Management Professional (PMP)
Beta Gamma Sigma Honor Society
IEEE

Presentations

Wireless Network Planning Principles
Principles of Radio Wave Propagation
Transmitter Noise and Receiver Desense Principles

Mr. Bello provides land mobile communications consulting, providing guidance for the improvement, enhancement and design of wireless systems. He has more than 12 years' experience in wireless network planning and engineering of voice and data systems, including 800 MHz trunking, conventional VHF, UHF, 800MHz and Cellular/PCS systems for both area service coverage and capacity. Mr. Bello also has experience in frequency reuse planning for interference minimization for land mobile radio and cellular/PCS systems. Additionally, Mr. Bello assists our customers with the efficient use of RCC's Wireless Network Planning Tools for network engineering and optimization. He joined RCC in 1999.

Selected Professional Experience

- **CREST, British Columbia** – Project Manager for the analysis of drive test data, in-building measurements, and site measurement data to determine coverage and interference. The project was completed on schedule.
- **State of Michigan Rebanding, MI** – Lead engineer for the processing, design and evaluation of field gathered data to perform before and after comparative analysis.
- **Adams County EMA, IL** – Lead engineer and expert witness for the evaluation of potential radio frequency interference between communication systems. Adams County EMA was ultimately satisfied with the outcome.
- **Jefferson Parish 911, LA** – Lead engineer for the evaluation of Wireless 911 Location Accuracy as captured by the Public Safety Answering Points.
- **City of Houston HEC** – Lead Engineer in the evaluation of Maximum Permissible Exposure (MPE) levels of non-ionizing radiation (NIR) for a proposed self-supporting tower at an emergency communications facility.
- **Los Angeles County, CA** – Team member performing wireless site survey, data system frequency planning, and radio coverage analysis.
- **ICETEL Cellular** – Lead Instructor of multiple classes on the principles of radio systems engineering including TDMA, GSM, CDMA and WCDMA.
- **Airspan Networks** – Lead Engineer in the design of WiMAX wireless network based on design requirements of coverage, capacity, and cost.

Additional Experience

- **OMNICOM, Inc. (Acquired by RCC Consultants)** – As Communications Engineer, analyzed and designed 800 MHz, UHF and VHF public safety

Intermodulation Interference Principles
CDMA IS-95 and CDMA2000 Network Planning
WCDMA Network Planning Principles

Publications

B.W. Kwan, L.J. Tung, Adolfo Bello, et al. Study of Surge Voltage Induced by Lightning on Transmission Lines. XXXII Southeastern Symposium on System Theory: Tallahassee, Florida. IEEE Conference Proceedings. March 5-7, 2000.

A. Bello, B.W. Kwan, and L.J. Tung. Electronic Implementation of Fuzzy Systems. IEEE SMC '97 Conference: Orlando, Florida. IEEE Conference Proceedings. October 12-15, 1997.

radio systems; provided RF propagation analysis, microwave path survey, terrain/elevation analysis and topographic map reading; submitted APCO, FAA and FCC forms for licensing purposes; and served as EIT's supervisor and domain network administrator.

Andy R. Alleshouse

Senior Consultant

Technical Expertise

Microwave System Design
Project Management
Traffic Engineering
Transport Network Engineering
Cost Estimates

Education

AS, ITT Technical Institute,
Electronic Engineering
Certificate, George
Washington University,
Communication
Engineering, Continuing
Engineering Education
Program

Awards, Affiliations and Certifications

FCC General Radio Operator's License

Presentations and Publications

Microwave Design and Implementation Standards (AT&T Wireless Services, Inc., August 2002)
SEL Microwave test procedures (ITT USTS, September 1978)

Mr. Alleshouse provides consulting services in microwave network design, integration, cellular-type site evaluation, traffic routing and provisioning, equipment evaluation, site development, budgetary costing and regulatory and standards compliancy. With more than 30 years' experience in communications transport systems design, he has managed and worked alongside engineers and consultants responsible for both fixed and wireless communications projects across the United States and in Canada, Mexico and Chile. He joined RCC in 2007.

Selected Professional Experience

- **Port Authority of New York and New Jersey** – Served as lead consultant for microwave projects, including network design, standards development, equipment evaluation, ancillary network review, site surveys, system implementation, and Part 15 and Mil Standard EMI/RFI emissions testing.
- **NJ Transit** – Rebanding for 12-site 800 MHz statewide system; reviewed and commented on proposed microwave replacement.
- **St. Louis Region Council of Governments** – Assisted with a proposed design for multi-ring microwave system consisting of 65 hops. Provided system cost estimates, microwave and transport design.
- **Baltimore County, MD** – Assisted in developing site specifications. Provided microwave network design and routing analysis.
- **Nationwide Common carrier** – Project-managed multi-state site audits for FCC and FAA compliance.
- **International Vendor** – Reviewed nationwide RFP and provided guidance for microwave response.

Additional Experience

- **Harris Stratex (Formerly Harris)** – As Project Engineer, reviewed microwave designs, wrote project scopes of work and services price quotes, formulated cutover and testing procedures and managed projects, including tracking time and costs.
- **AT&T Wireless** – As Manager Microwave Engineering (Eastern U.S.), designed and implemented microwave systems, focusing on project planning, technical standards and procedures, system reliability and speed to market. Participated in regulatory FCC and FAA issues.
- **Micronet, Inc.** – Microwave Engineer, analog and digital microwave video transmission facilities including fiber systems.
- **ITT / USTS** – Project Engineer, nationwide microwave network design and implementation of high capacity, long haul microwave and fiber networks between major cities. Chief systems troubleshooter.

DEMONSTRATED HISTORY OF SUCCESSFUL PROJECTS

Fluvanna County requests that the offer be able to work in a harmonious and non-adversarial relationship with Fluvanna County and their agents. RCC is a successful organization because of its focus and commitment to its customers. RCC has spent 30+ years serving thousands of clients throughout the public safety community and throughout the world and in doing so has established itself as a reputable, customer focused organization. All of our personnel, from our senior management to our technical staff to our administration personnel all understand the importance of good customer relations.

In addition and as requested, RCC agrees that personnel named in this proposal shall remain assigned to the project through the period of performance unless requested to be replaced by the County. Furthermore, RCC agrees and will make every attempt to perform a personnel replacement within 30 days of the request and at no additional charge to the County.

The following section describes in more detail RCC history of successful projects.

P25 Leadership, Excellence and Experience

Experience and qualifications are consistent evaluation criteria used to help select consultants for public safety radio systems. However, evaluating and measuring the relevance of respondents' claims of experience and qualifications can be a daunting task.

We believe that experience and qualifications are the most important and valuable traits that a consultant brings to its clients. We recognize our experience enables us to develop and refine solutions, helping our clients achieve their objectives. We have learned this while performing more than 4,000 communications and information systems projects for governments, public safety agencies, and other essential service organizations over more than 30 years of operation.

RCC leads all other consulting firms in P25 system development knowledge and experience. An overview of RCC's P25 system development history begins with RCC's direct participation in the P25 Radio System Standards development process that helped pave the way for today's P25 Phase 2 TDMA based radio systems. RCC's Dominick Arcuri served as Chairman of the Telecommunications Industry Association (TIA) TR-8 Project 25 TDMA Standards Committee.

Public Safety Radio - Including P25 - Experience

Perhaps no other consulting firm has a better understanding of the public safety communications and governmental communications systems than RCC. RCC has or is currently assisting more than 300 public safety agencies with the planning, design, procurement and implementation of advanced public safety communications networks. Of these, RCC has worked with more than 200 agencies in the design and/or implementation of advanced trunked interoperable radio systems.

RCC has provided or is providing consulting services for more than 50 independent P25 communication system projects throughout the country. We have assisted clients such as Fairfax County, VA plan and implement two large 800 MHz trunked radio systems, one serving public safety and the other serving other county agencies. RCC has maintained a full-time engineer

dedicated to helping the County in the planning and implementation of the systems and, now, in their management and operation. Our work in Fairfax also supports some public safety communications interoperability planning for the National Capital Region (Metropolitan Washington DC Area). We have recently helped the County transition its system to P25.

Our P25 experience includes assisting the City of Houston, TX to implement a 48 site, \$130 million 700 MHz P25 Phase 2 trunked radio system to support public safety and other City users. We are currently assisting the East-West Gateway Council of Governments in the St. Louis area in the planning and procurement of a regional P25 700/800 MHz system that will network the Illinois counties of Madison, Monroe and St. Clair; the Missouri counties of Franklin, Jefferson, St. Charles and St. Louis County; and the City of St. Louis.

Our P25 experience includes systems operating in VHF and UHF in addition to 700/800 MHz systems. Figure 1 shows the distribution of our P25 project experience.

Additionally, as indicated in Figure 2, RCC has extensive experience in the Commonwealth of Virginia as well as other Mid-Atlantic states.

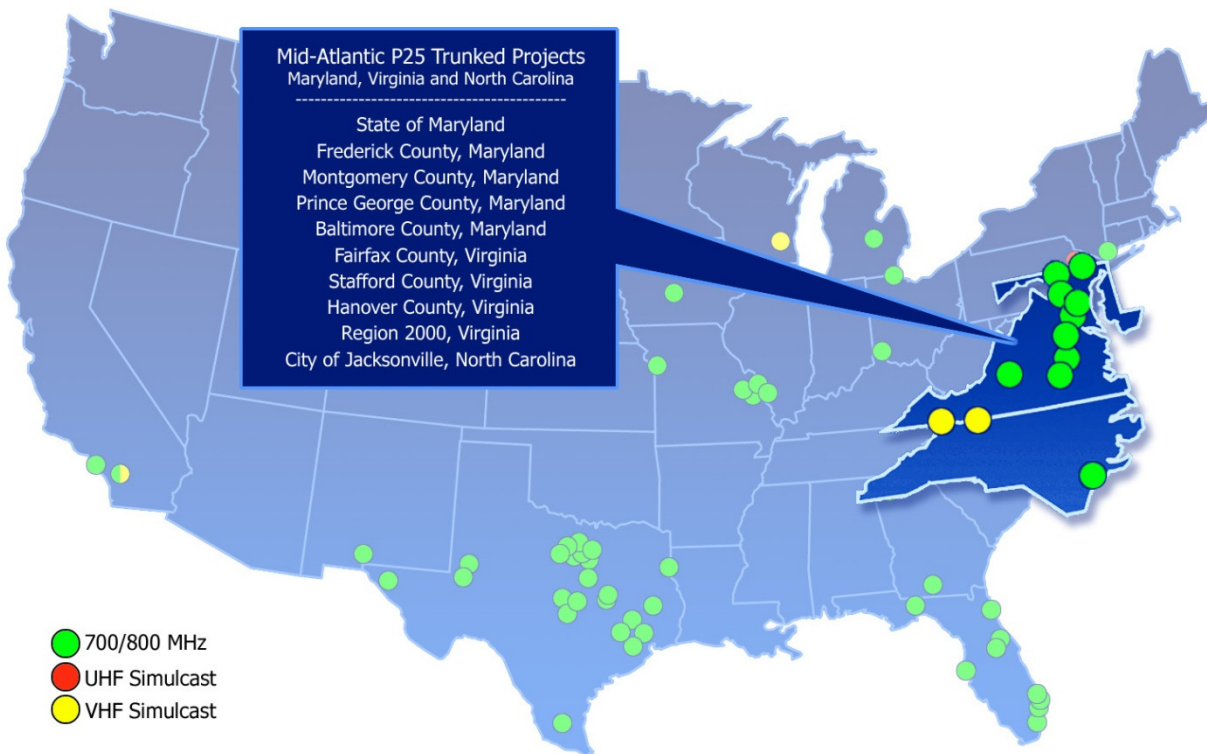


Figure 1. More P25 Experience – RCC has more P25 experience than any other consulting firm. We have helped more than 50 clients plan, procure, or implement P25 systems.

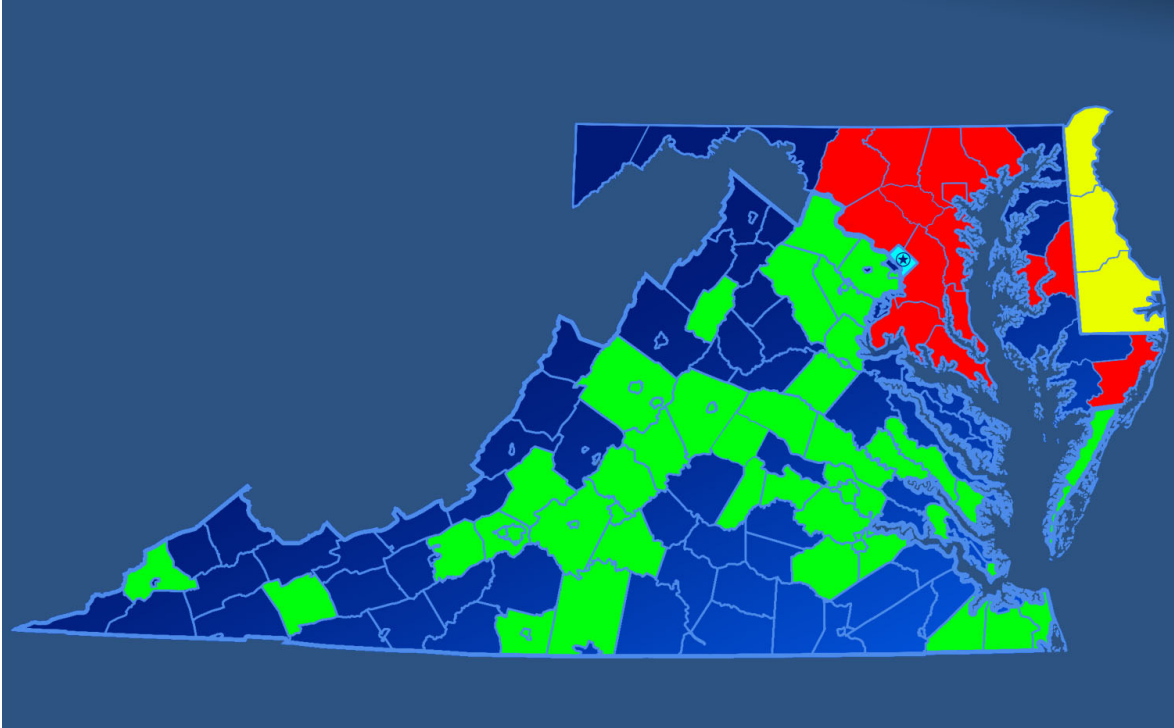


Figure 2. Mid-Atlantic Experience – RCC has extensive experience in Virginia and other Mid-Atlantic states.

PROPOSED SUB-CONSULTANTS

RCC does not intend to subcontract any of the professional services work described herein. RCC employs on a full time basis approximately 100 experts of different specialties which allows us to scale our efforts up and down as needed to meet our clients' needs.

PROJECT APPROACH

How We Do It

At the foundation of our relationship with every client is a strategic, disciplined approach to providing long-term solutions. During the past 30 years, we have developed comprehensive engineering and project management practices to create our time-tested approach that ensures success for our clients.

Our Project Approach

According to Standish Group's *Chaos 2007 REX: A Standish Research Exchange*, a staggering 39% of projects with budgets exceeding \$10 million failed. Failure is defined as either total abandonment or failure to meet one or more of the key project objectives within the budget and time allocated. Proper project management and planning are vital to ensuring a project's success.

RCC has managed more than 4,000 communications and information systems projects for organizations big and small. To ensure the success of each project, we utilize a companywide project approach based on the Project Management Institute (PMI)'s global best practices.

"If You Fail to Plan, You Plan to Fail"

RCC's five-step approach to any project starts with project initiation and planning. Through our decades of experience, we have found that proper planning can reduce risk, ensure alignment of objectives, capitalize on efficiencies and ultimately lead to project success.

Once planning is complete, the project moves into the execution phase. This is often where the bulk of the work plan is executed, and depending on the project, tasks can range from developing specifications to designing radio systems to installing tower sites.

A key step in our project management approach is monitoring and control. This is an iterative process, and only after successful acceptance testing can a project be considered closed out.

Throughout an RCC project's lifecycle, there is extensive communication among the project team and with our client. By communicating regularly, all stakeholders are kept informed, promoting collaboration and reducing re-work.

A Companywide, Shared Model

All of our project managers, and many of our engineers, have participated in more than 50 hours of project management training. The training teaches the best practices from PMI, as well as the specific, practical application of those practices for telecommunications engineering projects.

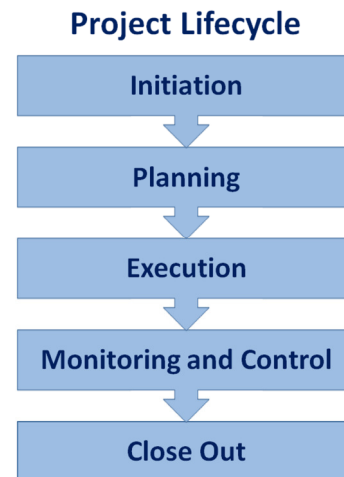


Figure 3. RCC's Project Management Approach
RCC utilizes a companywide, shared model, based on PMI's global best practices, to ensure the success of each and every project.

Through our application of a consistent project management methodology, which we employ for all engagements, we ensure consistent and efficient delivery for our clients.

Quality Assurance Commitment

RCC is built on a solid foundation of quality products and services that meet our client needs and add value to every project. We are committed to maintaining strict quality requirements based on International Organization for Standardization (ISO) and Total Quality Management standards. Our project managers, consultants and engineers are all trained in adherence to these standards, and for larger projects, we assign an Executive Sponsor who is accountable for the quality assurance and success of a project.

To ensure every project meets our high quality standards, we have developed an internal quality management process based on recognized quality management objectives:

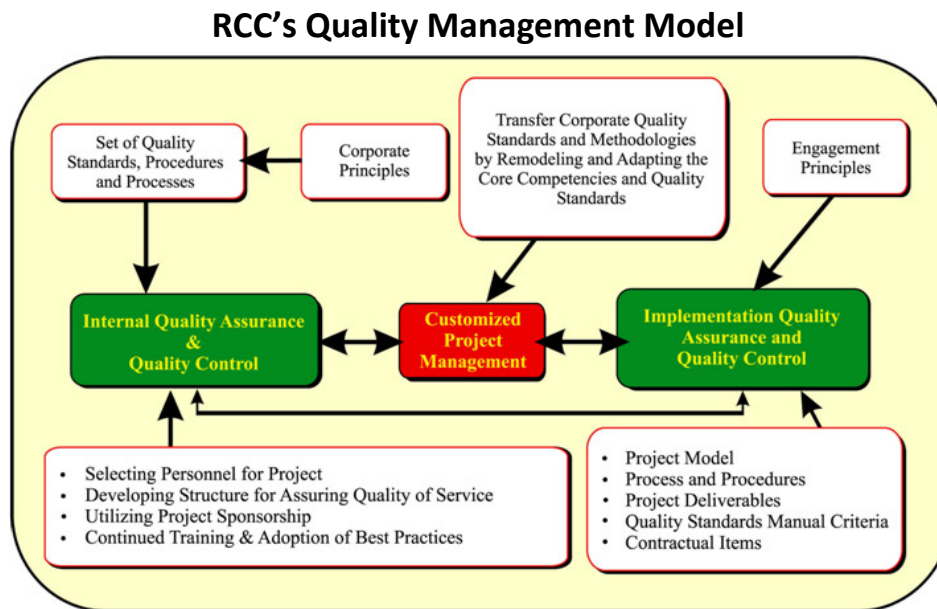


Figure 4. RCC's Quality Management Model

RCC's Quality Management Model supports the unique requirements of each project. Quality management ensures client satisfaction and has equal priority with deliverable execution, schedule management and cost control.

RCC's model includes six quality management concepts that support the unique requirements of each project:

- Quality Policy
- Quality Objectives
- Quality Assurance
- Quality Control
- Quality Audit
- Quality Program Plan

We begin each project by taking the time to fully understand the needs of our clients. We then tailor our quality management oversight to meet those needs. Our project manager has the ultimate responsibility for quality management during the project.

Quality management has equal priority with deliverable execution, schedule management and cost control. Quality management within RCC is an ever-improving system for integrating the processes and procedures necessary to provide cost-effective services that are fully acceptable to our clients.

Scope of Work

RCC has unparalleled experience in the field of public safety radio systems and is best suited to support Fluvanna County. Our proven project approach fits well with the specific requirements outlined by the County. RCC proposes the following scope of work to assist the County during in developing a Request For Proposal (RFP) and choosing a vendor/solution, and implementing the system upgrade. The scope will be presented in two parts.

Part 1: RFP Development and Procurement Support

RFP Development & Incorporation of Comments

RCC will review the previously developed needs assessment for the County, update it as necessary and begin development of a vendor-neutral, requirements-based RFP incorporating the specific County requirements.

The RFP will address the following major components:

- Functional Design Plan;
- Coverage Requirements;
- Radio Frequency and Regulatory Requirements (FCC & FAA);
- Technical specifications for equipment components;
- Installation standards;
- Acceptance test criteria for equipment, functionality and coverage effectiveness;
- Proposal evaluation criteria;
- Other necessary commercial sections; and
- Transition plan.

The RFP will be suitable for distribution to interested vendors for development of their competitive proposals. The RFP will be functional and performance-based and will define the functions that need to be supported, the services required, and the performance that must be achieved. In doing so, the RFP shall:

- Focus on system and facility functional requirements and performance;
- Include the functional requirements of the radio users;
- Provide for system scalability and integration through standard interfaces;
- Ensure P25 compliance (if required by the County);
- Require a package-oriented approach for future growth;

- Define installation standards for radio sites and equipment;
- Detail system reliability, service, and support requirements;
- Include radio console (workstation) and interface requirements to external systems;
- Describe a radio design which meets the required call volumes and coverage requirement;
- Encourage maximum consolidation benefits and synergy whenever possible;
- Include legacy system compatibility whenever possible (maximize existing assets and services);
- Encourage maximum redundancy, fault-tolerance, and back-up/recovery capabilities;
- Address Homeland Security interoperability issues and guidelines;
- Provide for technical and operational training, including related training documentation and methodology;
- Provide guidelines for equipment and coverage acceptance test procedures;
- Provide support and ongoing maintenance requirements for both hardware and software;
- Validate that the proposing vendors have the adequate product, scope, and experience to meet the County's system demands; and
- Position the County for a flexible, highly competitive RFP document and acquisition process.

After development of a draft RFP, RCC will deliver the draft and discuss with the County any comments and updates. RCC will then update the RFP based on the comments received and provide the final RFP to the County as a deliverable item. RCC assumes that the County's procurement department will prepare the final commercial documents for distribution to potential system providers or integrators.

Deliverables: *Draft and final RFP document*

Development of Evaluation Criteria

Prior to release of the RFP, RCC, together with the County, will develop the evaluation criteria to be used for evaluation of the RFP responses. The evaluation criteria will, at minimum, include the following items:

- Vendor qualification;
- Quality of proposal and presentation;
- RF coverage performance criteria;
- System performance and flexibility;
- Potential single points of failure;
- System redundancy;
- System training;

- Availability of local support and parts;
- Life cycle system cost.

Deliverable: Proposal evaluation criteria

Support of Pre-Bid Meeting and Questions

Following release of the RFP, RCC will attend the pre-proposal conference and provide an overview of the project and system specification. Following the pre-proposal conference, RCC will act as technical advisor to the County and assist with preparation of technical addendums and responses to vendor questions.

Deliverables: Pre-proposal conference presentation and technical addendums

Proposal Evaluation and Support

Throughout the procurement process, RCC will provide services to augment the County's planning and execution of the radio system purchase. RCC's extensive experience in reviewing vendor proposals, identifying critical issues, concerns, and discrepancies; inquiring about alternative solutions based upon a particular vendor's equipment platform; and judging the validity of the proposed costs, will be very helpful through this critical process.

RCC, in conjunction with County personnel, shall review and evaluate proposals for compliance with the System Design portion of the RFP. RCC will provide technical advice in the proposal evaluation and vendor selection process. RCC will also assist the County with drafting questions to vendors. RCC will evaluate vendor technical responses to previously issued questions and prepare technical responses.

Deliverable: Proposal evaluations, questions and summary

Attend Oral Presentations

As part of the evaluation process, RCC anticipates that the County will schedule oral presentations with two or more of the respondents to give them an opportunity to present their proposal and their approach to the project. RCC proposes to support these presentations acting as the County's technical representative.

Deliverables: Attendance at oral presentations, vendor questions and presentation summary

Develop/Review Contract Deliverables

RCC will assist the County with development of and/or review of the proposed vendor Statement of Work (SOW), Acceptance Test Procedure (ATP) and system contract to help protect the County and minimize project risk during implementation.

It is common for the proposing vendor to include a SOW for their proposed project as part of their proposal. RCC will review this to ensure it is accurate and that it includes all necessary items for a turn-key project to update the County's system. This document will likely go through multiple revisions during the negotiations process.

RCC will include a proposed ATP for the system in the RFP that RCC develops. The vendor's compliance to this ATP will be a requirement of the proposal. In spite of this requirement, the responding vendors are likely to propose changes to the ATP or in many cases submit their own version of the ATP with their proposal. One of the tasks of the negotiations process will be to work out a mutually-acceptable ATP that effectively confirms the system performance and protects the County.

RCC will also review the system purchase contract proposed by the vendor(s) from a primarily technical nature and make recommendations to the County. RCC assumes that the County will also have a legal team reviewing the system purchase contract.

Deliverables: Proposed ATP, Comments on vendor SOW and system purchase contract

Assist with Negotiations

RCC will participate in the negotiations meetings with the preferred vendor to assist the County in finalizing contract documents. As described above, RCC's primary focus will be on the SOW and ATP, although RCC will provide assistance to the County in review of the system purchase contract and other documents as well.

Deliverables: Comments and revisions to ATP, vendor SOW and system purchase contract

Part 2: Project Management and System Implementation Support

Vendor Contract Review (The effort for this task has been eliminated since it overlaps with the negotiations support task)

Detailed Design Review

During the procurement phase of the system upgrade, the vendor typically will develop a high-level plan for the technical aspects of the upgrade. Only after a contract is signed does the vendor develop a detailed design for the system. The detailed design will address specific system equipment requirements, connectivity requirements, performance requirements, and testing requirements.

RCC will perform a comprehensive review of the vendor's detailed design documents, and will make specific recommendations to the County with respect to deficiencies and omissions. RCC also will develop questions for County submission to the vendor, will review vendor responses, and will discuss in detail with the County the benefits and disadvantages of the vendor's design.

Project Management

RCC will oversee the management of the system implementation project and will provide status reports, recommendations, and guidance to the County. RCC will provide the following services:

- Participate in project status meetings
- Critically review the project schedule and its ongoing status
- Review and make recommendations to the County with respect to any change orders proposed by the vendor
- Verify vendor compliance with contractual project requirements
- Review all vendor invoices and provide written recommendation to the County for payment or nonpayment
- Track and report on project financial status
- Provide a final review to verify that the vendor has met all contract technical and project requirements
- Provide a written recommendation to the County for final system acceptance and project closeout

Oversight of Contractor's Technical System Implementation

RCC will inspect the vendor's installation of radio system and related equipment for compliance with the detailed system design as well as for industry accepted workmanship standards.

Coverage Acceptance Testing

RCC will review the vendor's proposed radio signal coverage acceptance test and will make recommendations to the County for modifications. RCC will participate alongside the County during coverage testing to ensure test plan compliance and to verify results. RCC will provide to the County a written recommendation for acceptance or non-acceptance of the coverage test, as well as a recommended course of action in the case of non-acceptance.

Factory Staging and Field System Acceptance Testing

Specific system acceptance test procedures will be developed by the vendor as part of the system detailed design. RCC will review the testing methodology, and will make recommendations to the County for any modifications required as a result of system changes during implementation. RCC will participate alongside the County during factory staging and during system acceptance testing and will verify that all tests are completed successfully. RCC will provide to the County a written recommendation for acceptance or non-acceptance of factory staging and of the system, as well as a recommended course of action in the case of any test failure.

System As-built Documentation

Specific system as built Documentation requirements will be developed by the vendor as part of the system detailed design. RCC will review the as-built documentation as submitted by the

vendor, and will point out to the County any deficiencies and omissions and work with the vendor to correct the documentation.

Final System Acceptance/Project Closeout

RCC will provide a final project review to verify total contractual requirement compliance by the vendor, and will provide to the County a written recommendation for final system acceptance and project closeout. Should any contractual requirements remain unfulfilled, RCC will point out to the County these deficiencies, will recommend non-acceptance, and will provide a recommended path forward to the County.

Additional Services: Radio Site Construction Management - Optional

RCC can provide construction management services for any new radio sites which might be required as well as modifications for any existing sites. Construction management services can include site development, tower erection, communication shelter construction, and grounding system installation.

REPRESENTATIVE PROJECTS AND REFERENCES

The following project profiles feature several Virginia-based government clients and other government and municipal clients for whom RCC has performed consulting and engineering services which are similar in nature to those sought by the County.

In addition it should be noted that Wayne Campagna, the Project Manager for this opportunity, has served as the PM of record for the following clients: County of Nelson, Virginia; New River Valley Emergency Communications Authority; Virginia Region 2 RPAC-I Committee; County of Augusta, Virginia; County of Albemarle; Virginia, and Richmond Capital Region.

Project: Managing Implementation of a P25 VHF Land Mobile Radio System for Nelson County, Virginia

Client:	Nelson County, Virginia
Description:	Nelson County sought to upgrade to a new P25 VHF Land Mobile Radio System that would meet the County’s long-term Public Safety/Service radio communications requirements. The County is home to nearly 15,000 people across 474 square miles, and is part of the Charlottesville, VA Metropolitan Statistical Area.
RCC’s Role:	<p>RCC is providing the following services for this project:</p> <ul style="list-style-type: none">• Reviewed vendor proposals and provided feedback to the County.• Reviewed the contract with the successful vendor, looking out for the County’s best interests.• Conducted a Critical Design Review (CDR).• Providing oversight of the successful contractor’s system implementation, coverage acceptance testing, system acceptance testing and final system acceptance. <p>RCC is providing these services under a cooperative procurement contract created by Fairfax County, Virginia.</p>
Status:	Ongoing
Contact:	Susan Rorrer Information Systems Director P.O. Box 336 Lovingson, Virginia 22949 (434) 263-7122 SRorrer@nelsoncounty.org

Project: Narrowbanding and Phase II Upgrades for Augusta County, Virginia's UHF Radio System

Client:	Augusta County, Virginia
Description:	To ensure compliance with the FCC's Narrowbanding mandate, Augusta County planned Narrowbanding and Phase II upgrades to their 6-site, 7-channel conventional simulcast UHF radio system. The County retained RCC to assist in the development and implementation of the upgrades.
RCC's Role:	<p>RCC is providing the following services for this project:</p> <ul style="list-style-type: none">• Providing project management and engineering support throughout the course of the project.• Coordinating new tower sites that were required, rehabilitation of existing County tower facilities, FCC regulatory requirements and efforts and meetings with the National Radio Astronomy Observatory (NRAO).• Providing independent oversight of the contracted vendor's system implementation.• Meeting regularly with the radio system vendor and the County's project manager to ensure that all vendor contractual services were provided.• Independently assessing the contractor's change orders throughout the project.
Status:	Ongoing
Contact:	Donna Good Director P.O. Box 590 Verona, Virginia 24482 (540) 245-5503 dgood@co.augusta.va.us



Project: Comparative Analysis of Public Safety Radio Communications Options for Fluvanna County, Virginia

Client: Fluvanna County, Virginia

Description: Fluvanna County had several options available for frequency bands, technologies and approaches to upgrade their communications system. They engaged RCC Consultants to review their current systems and resources and make recommendations and cost estimates regarding retention and improvement of their high band VHF, migration to a new system at UHF, or expansion of the existing trunked system of an adjacent county.

RCC's Role: RCC provided the following services during this project:

- Visited existing sites and potential locations to collect equipment inventory and system configuration information.
- Visited existing and potential sites to verify locations and confirm site information, such as ground elevation, structure height, floor space and available power.
- Prepared system diagrams and floor plans.
- Prepared custom antenna pattern for existing obsolete antenna to assess current coverage.
- Prepared conceptual system designs and coverage predictions using ComsiteDesign software.
- Reviewed spectrum availability using FCC license databases.
- Prepared equipment lists and cost estimates for options.
- Participated in discussion of options with operational and technical representatives.
- Prepared and presented a final report, containing the information and recommendations.

Status: Complete

Contact: Tammy Johnson
Director of Communications
160 Commons Blvd.
Palmyra, Virginia 22963
(434) 589-8211
tjohnson@fluvannasheriff.com



Project: Project Management, Public Safety Land Mobile Radio Subject Matter Expertise

Client: Fairfax County, Virginia

Description: Now in its 18th year serving Fairfax County, Virginia full time, RCC continues to provide project management, engineering, vendor oversight, FCC licensing, wireless policy guidance and related services to the County’s Department of Information Technology.

RCC’s Role: Fairfax County first engaged the services of RCC on a part time basis in 1993 to develop a Needs Assessment Report in connection with a planned upgrade of numerous conventional analog public safety radio systems to a new countywide digital trunked radio system. RCC assisted the County with development of a Request for Proposals, and supported the County throughout the entire system procurement process, including evaluation and scoring of proposals, negotiations with the highest rated offeror, and support during a difficult protest and litigation initiated by the vendor that was not selected. In March of 1996, the County engaged the services of RCC on a full time basis to provide project management, engineering, and vendor oversight services for the implementation of the new digital trunked radio system. Since the completion of the first digital trunked public safety radio system project, RCC has provided similar support in other major procurements, including a three site expansion to the original network, a new, independent 800 MHz trunked voice radio network to serve the County’s public service/local government users, technology design for a new multi-agency PSAP, and, most recently, a major system upgrade of the original digital trunked public safety radio system to state of the art Project 25 technology. Originally an 18-month contract, this engagement evolved into a 17-year full time staff augmentation contract that continues to this day.

In its role in Fairfax County, RCC also supported the efforts of the entire National Capital Region (NCR) to create and maintain one of the largest, most sophisticated and most successful multi-jurisdictional voice radio interoperability networks in the United States. From 1997-1999, RCC facilitated the large and small group work sessions that lead to the development of a network that today consists of nearly 40,000 interoperable public safety subscriber radios in and around the NCR.

RCC played a key role in the creation of a coordinated regional approach to 800 MHz Rebanding in the NCR by developing a concept for regional program management and coordination during the 800 MHz band reconfiguration process. RCC supported the region’s efforts to accomplish rebanding without impacting the NCR’s complicated and intricate web of interoperable public safety subscriber radios and provided oversight to the Regional Program Management Office established to manage and coordinate the regional rebanding process in the NCR.



Contract	2010
Award Date & Value:	Approximate value (P25) \$12 million
Contact:	Stephen L. Brundage Director of Communication Technologies and Regional Initiatives 12000 Government Center Parkway, Suite 361 Fairfax, Virginia 22035 (703) 324-2398

Project: Procuring a VHF High Band P25 Digital Radio System for Henry County, Virginia

Client:	Henry County, Virginia
Description:	Henry County's existing public safety and public service radio communications system provided inadequate coverage and was subject to narrowbanding. The County engaged RCC Consultants to evaluate options for improvement.
RCC's Role:	<p>RCC provided the following services for this project:</p> <ul style="list-style-type: none">• Conducted cost and performance analysis. Results showed VHF High Band was the preferred option for the County due to its mountainous terrain, as well as interoperability and cost vs. coverage considerations.• Developed a Request for Proposals (RFP) document to solicit proposals for provision of the radio system.• Assisted in the review of three vendor proposals.• Participated in a second RFP and procurement process for the construction and renovation of antenna sites and equipment rooms. <p>The system configuration includes:</p> <ul style="list-style-type: none">• Countywide mobile and portable radio coverage in light buildings, with improved in-building coverage in defined areas of heavy buildings.• Six voice channels operating in the P25 digital simulcast mode from four transmit receive sites.• Two voice channels operating analog simulcast from four transmit/receive sites for fire and EMS alerting. Existing alert monitor pagers were reprogrammed for narrowband operation.• Digital operation on law enforcement channels with AES encryption.• P25 interface for PTT ID and emergency with the existing Orbacom dispatch console system.• Digital loop microwave system connects base station sites with the Martinsville Henry County 9-1-1 Center. A new equipment room was constructed at the Center for the microwave and common radio network equipment, interoperability switch and Next Generation 9-1-1 equipment.• Three new towers erected with equipment shelters and standby power systems. A fourth site required tower reinforcement, and antenna relocation and renovation of an existing shelter to meet R-56 standards.
Status:	Complete
Contact:	Dale Wagoner, Director of Public Safety Project Manager, (276) 634-4664



Project: Needs Analysis, Procurement and Implementation of an 800 MHz P25 Digital Voice System for Prince William County, Virginia

Client:	Prince William County, Virginia
Description:	<p>To provide voice radio communications for approximately 4,500 users within the jurisdiction, Prince William County public safety and local government agencies utilize an 8-site simulcast, Motorola SmartZone 4.1, 800 MHz, 15-channel digital trunked system. Because the equipment was aging and nearing end of manufacturer support for the existing system, and to enhance interoperability, the County desired to replace its system.</p> <p>The County retained RCC Consultants to assist in the needs analysis, procurement and implementation of a new system. RCC has provided expert assistance to Prince William County on microwave and radio systems projects since the mid-1990s.</p>
RCC's Role:	<p>RCC is providing the following services for this project:</p> <ul style="list-style-type: none">• Perform a needs analysis to document coverage, capacity and interoperability requirements.• Develop final system design requirements, including capacity study, radio coverage studies, and changes to the microwave backhaul network.• Develop budgetary cost estimates for the proposed system.• Analyze 800 MHz frequency availability.• Develop Request for Proposals including contractual terms and conditions.• Evaluate proposals and assist with contract negotiations.• Implementation services and acceptance testing. <p>RCC has performed the needs analysis and is currently developing an RFP for the replacement P25 radio system. The RFP will be for an 800 MHz P25 digital trunked simulcast system, dispatch consoles, installation, training and maintenance of the installed system.</p>
Status:	In progress
Contact:	Chief Scott Boggs Prince William County Department of Fire and Rescue 5 County Complex Court Suite 270 Prince William, VA 22192 (571) 722-4305 sboggs@pwcgov.org



Project: Design, Procurement and Implementation Assistance for a Regional Public-Safety 700/800 MHz Trunked Simulcast Radio System

Client:	County of Hanover, Virginia
Description:	<p>RCC is assisting the County of Hanover with four separate tasks in this project:</p> <ul style="list-style-type: none">• Task I – Assessment and recommendation of vendor 800 MHz radio system proposal.• Task II – FCC and regulatory coordination of radio sites.• Task III – Assistance with radio vendor negotiations for multi-site trunked simulcast system.• Task IV – Technical and administrative project management and vendor oversight throughout the radio system implementation.
RCC’s Role:	<p>RCC has provided the following services during this project:</p> <ul style="list-style-type: none">• Task I – The County retained RCC to perform a review of a vendor-proposed regional public safety 700/800 MHz trunked simulcast radio system design. During the evaluation, RCC recognized inefficiencies in the design and recommended major changes to significantly improve the coverage performance without significantly affecting the system’s cost.• Task II – RCC worked with the County to coordinate radio frequencies and sites for the new radio system. We provided extensive assistance with local zoning special-use permit coordination, including multiple presentations to the County’s Board of Supervisors, Planning Commission and Emergency Communications Center Management personnel.• Task III – RCC assisted the County with technical and contractual negotiations for the radio system.• Task IV – RCC worked closely with the County’s project manager, its Radio Committee, and its vendor to provide technical and project management expertise, as well as vendor technical and civil site work implementation oversight and coordination. We continue to work closely with the County in the testing and implementation environment.
Status:	Tasks I-III complete; Task IV in progress
Contact:	Philip M. Heins Director of Emergency Communications P.O. Box 470, 7522 County Complex Road Hanover Courthouse Hanover, VA 23069-0470 (804) 537-6142



Project: Needs Assessment, Procurement, Implementation and Project Management for New 700 MHz Radio System in Stafford County

Client:	Stafford County, Virginia
Description:	RCC is currently providing Stafford County with technical and project management assistance during the implementation phase of the County's new 10-channel, 13-site, 700 MHz digital simulcast trunked public safety radio system.
RCC's Role:	<p>RCC has provided the following services during this project:</p> <ul style="list-style-type: none">• Produced an in-depth needs assessment for the County.• Prepared a Request for Proposal based on the findings, with detailed specifications.• Solicited proposals from qualified vendors.• Assisted the County in equipment and vendor evaluations.• Provided assistance in contract negotiations. <p>Since January 2008, RCC has provided project management and technical oversight for the implementation phase of the system. That phase is ongoing, and the County expects to cut-over to the new radio system in late 2010.</p>
Status:	In Progress
Contact:	Ms. Carol Adams Communications Director 1225 Courthouse Road Stafford, VA 22555 (540) 658-4712

EFFECTIVE COST CONTROL

RCC employs a customized Project Management Plan (PMP) for each client, specifically tailored to the client's unique situation and needs. In order to effectively address the requirements of this section and in order to present a holistic view, RCC has included a description of our typical PMP. This PMP will demonstrate our history and describe our processes and methodologies related to Effective Cost Control and other aspects related to effective project management. As requested, RCC will describe the following:

1. Our cost control methodology
2. Our approach for reducing project costs
3. Our methods for documentation, tracking and reporting system
4. Our program for quality control.

Project Management Plan

1. Introduction

This Project Management Plan (PM Plan) will provide to the project team and stakeholders a brief description of the project including the background information and scope of work; a risk management plan outline; the project organization and responsibilities; the management approach; the project directory; the work breakdown structure; the project schedule; the schedule management plan; the scope/change management plan; the quality management plan; the cost management plan; and the communication management plan.

The primary audience of the PM Plan is the project team and stakeholders. The PM Plan also will serve as a guide for any new members of the project team who join the team while the project is underway.

Living Document: It is intended that this PM Plan will serve as a road map for the project team members and stakeholders. It is a living document and will be modified as necessary. Each page is dated and includes a revision number. The original version will be assigned Revision No. 00. If revision is necessary, the latest revision, to include the new date, will supersede all older versions.

The majority of projects will be performed in four major phases, although some projects will contain a subset of these phases. The four major phases are described in the Section 2 of the document under Project Description.

2. Project Description

RCC Consultants, Inc. (RCC) will provide the management and technical expertise necessary to assist the client with successful achievement of the goals of the project. This effort involves development of a Request for Proposals (RFP), evaluation of the resultant proposals, recommendation of a vendor, and negotiations with the selected vendor. Upon contract execution between the County and the selected vendor, RCC will provide management and technical

assistance to the County throughout the design, manufacturing, construction, testing, acceptance, cutover, and closeout portions of the project.

The project contains the following phases:

- PHASE 1: Development of System Performance Specifications
- PHASE 2: Preparation of RFP for Acquisition and Implementation of the System(s)
- PHASE 3: Solicitation, Evaluation, and Award of Vendor Contract
- PHASE 4: System(s) Vendor Design, Implementation, Testing, and Acceptance

Deliverables

To ensure compliance with the project goals, and specifically the project acceptance criteria, the following program deliverables have been established:

1. PHASE 1
 - 1.1. County or Regional PM Plan
 - 1.2. Prepared FCC license and regulatory filings
 - 1.3. Sustainability report for existing systems
 - 1.4. Draft specifications document
2. PHASE 2
 - 2.1. Vendor-neutral procurement documents
3. PHASE 3
 - 3.1. RFP Addenda in response to Vendors' questions
 - 3.2. Evaluation report & presentation
 - 3.3. Final recommendation report
4. PHASE 4 (RCC Deliverables)
 - 4.1. Acceptance test report comments
 - 4.2. Factory Staging Results and Recommendation
 - 4.3. New System Sustainability Report
 - 4.4. Engineering Design Validation Report
 - 4.5. Post Installation / Quality Report
 - 4.6. Project Closeout Checklist
 - 4.7. Project Punchlist and resolution notification
 - 4.8. Final Acceptance Recommendation
5. PHASE 4 (Vendor Deliverables)
 - 5.1. To be determined (TBD) during vendor contract negotiations

3. Risk Management Plan

A risk identification and response plan (RM PLAN) will be developed and will be modified and administered as necessary throughout the duration of the project. The RM PLAN identifies the risks which might affect this project, qualifies and quantifies the risks, and identifies responses for the risks identified as warranting a response. The response plan will include the

determination and selection of the primary and backup strategies, and will assign these risks to individuals and/or groups for responsibility. For each significant risk, a risk manager will be assigned to monitor, identify, and respond to the risks in a pre-emptive manner.

The County's Project Manager will review and approve the risk identification and response plan.

4. Organization and Responsibilities

The project organization structure (see Organization Structures & Communication Flow Chart) consists of the County, their stakeholders and RCC Consultants, Inc. RCC will serve as the County's technical consultant and partner in managing the project and ensuring that performance, quality, cost and schedule objectives are met. The RCC project team is organized around four disciplines at the functional level. They are the management team, the RF engineering team, the regulatory team, and the facilities team. Together these teams constitute the *RCC Core Team* working on the project.

The RCC Project Manager will represent the County's interests throughout the project and will be responsible, with assistance of RCC Consultants, for coordinating with the stakeholders, managing the project's day to day operation, and for providing technical leadership and guidance.

Wayne Campagna is RCC's Program Manager. During Phases One through Four, he will be the primary point of contact for the County and will be responsible for managing RCC's resources, scope of work, adherence to project schedule, and budget. He also will assess project risk and will guide development of risk mitigation activities with RCC's Lead Engineer.

Jeff Pegram is RCC's Lead Engineer. Throughout each of the four phases, he will be responsible for managing activities and tasks for engineering and technical efforts. He will work closely with Project Manager and with RCC subject matter experts.

5. Management Approach

The Project Management Process will include a systematic project management approach to accomplish the following project goals and objectives:

1. **Compliance with Contract:** Ensure the system is engineered in conformance to the contract requirements.
2. **Quality:** Ensure the project is developed and work is performed maintaining the highest quality.
3. **Schedule Control:** Develop and maintain the master schedule, clearly identifying the phases of the project and critical milestones.
4. **Cost Control:** Ensure the project is completed within the allocated budget with minimal change orders.
5. **Information Management:** Develop a Management Information, Document Control, and Reporting System that will provide easy access to project related information and its status for all team members. This will take the form of a web-based project portal for which a configuration and management plan will be developed.

The project’s management approach flow is depicted in the following chart.

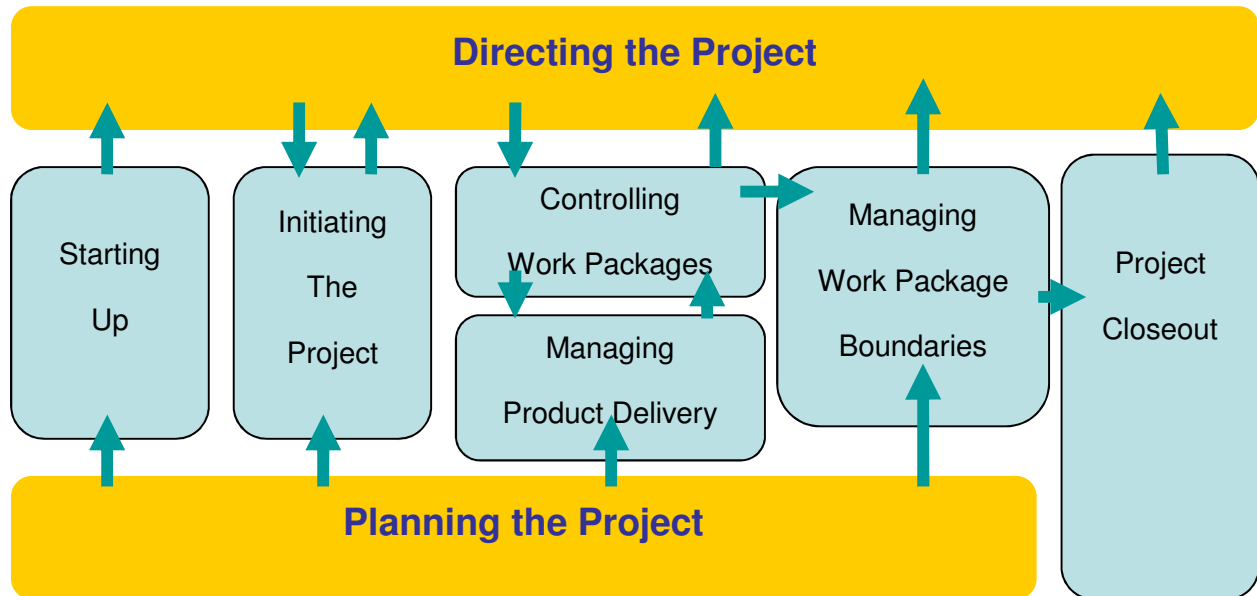


Figure 5. Management Approach Flow Chart

6. Project Directory

The project directories (Project Team and Stakeholders) will be created and maintained by RCC and will be updated and modified as appropriate throughout the duration of the project.

7. Work Breakdown Structure

The Project Work Breakdown Structure (WBS) will be created and maintained by RCC and will be updated and modified as appropriate throughout the duration of the project.

8. Schedule

The Project Schedule will be maintained by RCC, and will be tracked, updated, and modified as appropriate throughout the duration of the project.

9. Schedule Management Plan

RCC will prepare an accurate and detailed Critical Path Method (CPM) schedule utilizing the Microsoft Project software platform. The initial version of the project schedule, after review and approval by the County’s project manager, will become the schedule baseline. The schedule will effectively freeze the dates associated with tasks. Only if subsequent significant changes occur with respect to project tasks, task durations, task start/finish dates, or task intertie logic will the schedule be re-baselined. This will occur only if mutually agreed upon by the County and RCC’s Project Manager.

RCC will monitor critical path activities throughout the life of the project. In the baseline schedule, RCC and the County will establish discrete milestones. The progress of the project will be measured against established milestone on a bi-weekly basis. Corrective action will be identified and implemented in case of milestone deviation.

Potential critical-activities that may impact timely execution of the work will be identified throughout the life of the project. A corrective action plan and action items will be developed to constantly monitor and take timely actions to avoid any slippage of critical-activities. The critical-activities will be revisited in each progress meeting and once each quarter to measure the effectiveness of the proactive management efforts. Schedule slippage, if any, will be identified by the regular CPM schedule updates, and corrective action will be recommended and implemented.

10. Scope/Change Management Plan

RCC will work with the County to provide prompt response to Requests for Proposals (RFPs) for scope changes in the work and will obtain necessary approval from the County's representative before executing any changes in contract.

RCC will accept change order requests only from the County's representative. Upon receipt of a change order request, RCC's Program Manager will review it for scope, cost, and schedule implications. If additional information and/or clarification are required, RCC will coordinate with other parties as appropriate.

If the change order has no cost or schedule impact, the change will be executed immediately after the County's approval.

If the change affects cost and/or schedule, a complete change order proposal, with required documentation will be submitted by RCC to the County's representative for review and approval.

If the County's representative requires additional information or clarification, RCC will provide it promptly. After receipt of written approval from the County's representative, RCC will execute the change in a timely fashion.

11. Quality Management Plan

RCC will maintain quality standard objectives for the key elements of quality: fitness for use, performance, safety, and reliability. The RCC Quality model is presented below.

Process control will be managed by a series of quality steps. At the heart of this system are the same elements inherent in the ISO Standards and Total Quality Managements Standards – Plan, Document, Communicate, Monitor, and Refine.

RCC's Quality Assurance and Quality Control Program flow diagram appears below.

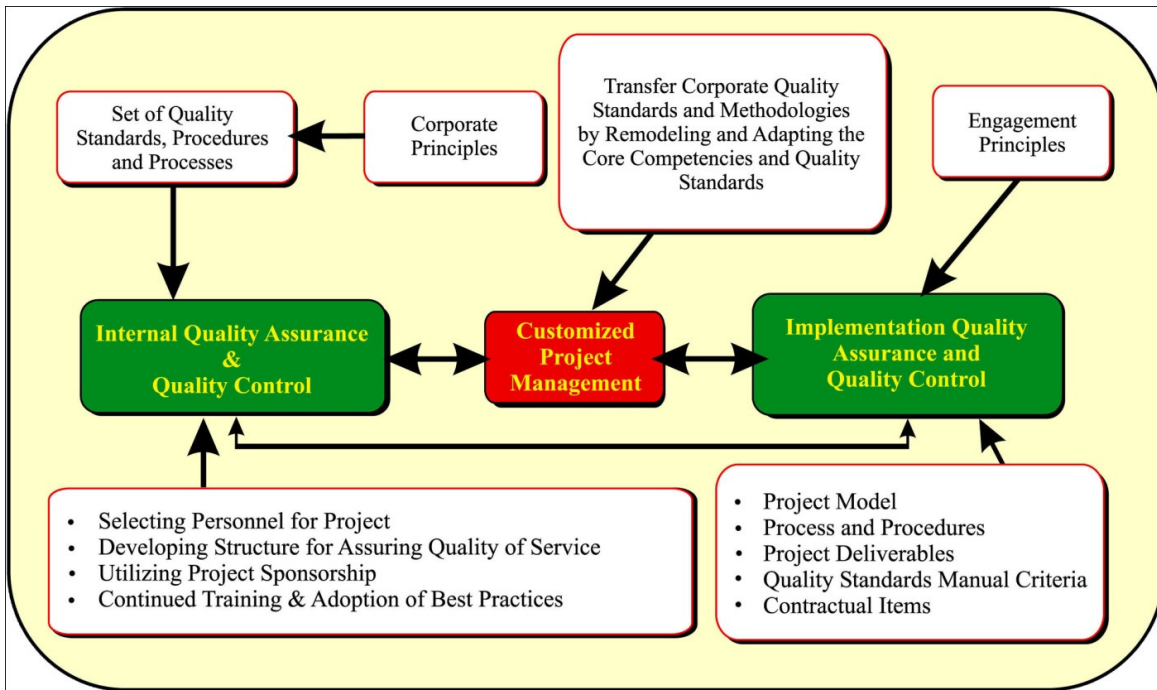


Figure 6. RCC Quality Assurance and Quality Control Program

12. Cost Management Plan

RCC will develop and implement an effective and well-organized cost control system so that project costs can be kept within the project budget. Cost control will not only monitor cost and record data, but also will analyze the data in order to take corrective action when appropriate.

The following systematic approach will be followed to control project cost:

1. Establish budgets for all authorized work (by contract) with separate cost account numbers.
2. Establish budgets for all planned work (future contracts) with separate cost account numbers.
3. Establish a management reserve budget and undistributed budgets (contingencies) with a separate cost account numbers.
4. Record/accumulate direct & indirect costs for each cost account number (contract) on a monthly basis.
5. Incorporate contractual changes (for change orders and new contracts authorized by the County's Project Manager) in a timely manner, recording the effects of such changes in budgets.
6. Adjust the management reserve cost account for the contractual changes (for change orders and new contracts authorized by Contracting/Procurement Officer) in a timely manner, recording the effects of such changes in budgets.
7. Document changes to the budget for all authorized new contracts and contractual changes. Provide the Contracting/Procurement Officer and the Project Manager or

authorized representative access to all of the foregoing information and supporting documents.

8. Based on performance of work and future conditions, develop revised estimate for cost at completion or “Estimate at Completion (EAC)” and identify additional funding requirements based on scope changes.
9. Compare the budget, actual, and estimate at completion and report variance.
10. Identify on a monthly basis, in the detail needed by management for effective control, budgeted cost, actual cost, estimate to complete and variance.

13. Communication Management Plan

Successful delivery of a complex project depends on clear communication between the County, RCC, and the project stakeholders. RCC’s Organization Structure & Communication Chart illustrates these lines of communication. RCC’s Executive Sponsor, Program Manager, Lead Engineer and other team members will be available by e-mail and land and wireless phones for quick and immediate response to the County’s project needs.

A single Program Manager is assigned to oversee project compliance with the scope of work, schedule, and budget. The Lead Engineer is the senior systems engineer assigned to the project and is responsible for both the engineering and strategy, as well as for monitoring the scope of work. A senior RCC executive is assigned as an Executive Sponsor and will provide the County with direct access to RCC’s senior management. The Lead Engineer, Program Manager, and Executive Sponsor constitute RCC’s project management team responsible for the day-to-day management of the project.

A web based project portal will be established and placed in regular use by project team members. The portal will be the primary communications method for certain project team members and stakeholders, those more closely involved with the project.

RCC will implement the following to augment the communication plan:

RCC will implement a formal document referred to as a Request for Information (RFI). The purpose of this document is to request clarification for issues or information about which RCC has questions or is unsure. RCC will use this document to pose a direct question to the County’s project manager. RCC will maintain a RFI log to track all outstanding questions, i.e. questions for which answers have not been received by RCC. In this way, fewer misunderstandings will occur and questions will likely be more readily understood and answered by the County.

In addition to the RFI, RCC will implement an Issue Tracking Report (ITR). The issue tracking report will be a multi column report intended to capture and track any outstanding issues related to the project. Each issue will be individually numbered and will remain in the open section of the ITR until the issue is fully resolved, at which time it will be closed and will move to the closed section of the ITR. This will allow a single document to act as both an open issues list as well as a historical document that captures the resolution of previous issues.

In weeks when project status meetings are held, RCC will include an updated ITR as an appendix to the project status report. In weeks when no project status meeting is to be held, RCC

will transmit an updated ITR to the County' project managers. If the ITR has not changed to from the previous week, RCC will resubmit the same ITR to the County project management team so that they will always be in possession of a current ITR.

FEE PROPOSAL

The proposed fees for RCC's services are:

Part 1: RFP Development and Procurement Support:	\$74,191.40
Part 2: Project Management and System Implementation Support:	\$99,943.52

Pricing Assumptions

- Progress billings will be submitted monthly based on the work performed during that month. Payments are due within 30 days of invoice. Payments not paid within 30 days will be assessed a late fee of 1.5% per month.
- The fees and rates contained herein shall remain valid for 120 days from the date of this proposal.
- Professional fees are based on the estimated hours for the Scope of Work defined in this document. This may be adjusted by agreement of both parties if the scope of work is modified or if additional hours are needed and agreed upon.
- RCC's proposal assumes no retainage is being withheld. RCC's proposal may require adjustment based on the amount and duration of retainage withheld by the County.
- RCC's professional fees do not include structural analyses, soil boring (geo-technical) analyses, environmental impact studies, coordination fees, path analyses, or land survey fees.
- Electrical, mechanical, structural, civil, or other design engineering services not specifically indicated in this proposal have not been proposed. Services specifically requiring a registered Professional Engineering review, certification, or seal are not proposed unless otherwise explicitly stated in this proposal.
- In order to be more responsive to the County's needs, RCC respectfully reserves the right to move professional fees & expenses between project tasks, as needed, to complete the scope of work, as long as the total amount billed to the County does not exceed the contract amount.
- A summary of the proposed professional fees are provided in the following tables.



RCC CONSULTANTS, INC. TECHNICAL SERVICES CONTRACT Fluvanna County, VA Fluvanna County, VA RFP & Procurement Support		July 3, 2014
Task#	Description	Hours
1	Review previously developed requirements	24
2	Develop RFP	112
3	Update	10
4	Attend Pre-proposal	16
5	Answer questions	28
6	Perform evaluations	184
7	Attend Oral presentations	28
8	Assist with negotiations	32
* ON SITE TASKS		TOTAL
		434

Table: Effort Assumed by Task – RFP Development and Procurement Support



			July 3, 2014	
RCC CONSULTANTS, INC. TECHNICAL SERVICES CONTRACT				
Fluvanna County, VA				
Fluvanna County, VA				
RFP & Procurement Support				
Direct Engineering Expenses				
	Hours	Rate	Subtotal	
Director	102	\$ 200.00	\$ 20,400.00	
Managing Consultant	44	\$ 185.00	\$ 8,140.00	
Senior Consultant	288	\$ 170.00	\$ 48,960.00	
Senior Consultant		\$ 170.00	\$ -	
Senior Consultant		\$ 170.00	\$ -	
Consultant		\$ 160.00	\$ -	
Total	434		\$ 77,500.00	\$ 77,500.00
Travel and Per Diem Expenses				
		Rate	Subtotal	
Round Trip Airline Fares #1 @		\$ 500.00		
Lodging @		\$ 600.00		
2 Man Days per Diem @		\$ 50.00	\$ 100.00	
Days Rental Vehicle @		\$ 70.00		
480 Miles @		\$ 0.56	\$ 266.40	
Total			\$ 366.40	\$ 366.40
Preferred Customer Discount			\$ (3,875.00)	\$ (3,875.00)
Miscellaneous Expenses				
Incidentals				\$ 200.00
Total				\$ 74,191.40

Table: Proposed Fees – RFP Development and Procurement Support



RCC CONSULTANTS, INC. TECHNICAL SERVICES CONTRACT Fluvanna County, VA Fluvanna County, VA Radio System Upgrade Implementation		July 14, 2014
Task#	Description	Hours
1	Vendor Contract Review	
2	Detailed Design Review	82
3	Project Management	192
4	Oversight of Contractor's Technical System Implementation	79
5	Coverage Acceptance Testing	75
6	Factory Staging and Field System Acceptance Testing	114
7	System As-built Documentation	40
8	Final System Acceptance/Project Closeout	16
* ON SITE TASKS		TOTAL
		598

Table: Effort Assumed by Task – Implementation Support



July 14, 2014			
RCC CONSULTANTS, INC. TECHNICAL SERVICES CONTRACT			
Fluvanna County, VA			
Fluvanna County, VA			
Radio System Upgrade Implementation			
Direct Engineering Expenses			
	Hours	Rate	Subtotal
Director	14	\$ 200.00	\$ 2,800.00
Managing Consultant	14	\$ 185.00	\$ 2,590.00
Senior Consultant	570	\$ 170.00	\$ 96,900.00
Senior Consultant		\$ 170.00	\$ -
Senior Consultant		\$ 170.00	\$ -
Consultant		\$ 160.00	\$ -
Total	598		\$ 102,290.00
Travel and Per Diem Expenses			
		Rate	Subtotal
1 Round Trip Airline Fares #1 @		\$ 500.00	\$ 500.00
5 Lodging @		\$ 150.00	\$ 750.00
5 Man Days per Diem @		\$ 50.00	\$ 250.00
5 Days Rental Vehicle @		\$ 70.00	\$ 350.00
1564 Miles @		\$ 0.56	\$ 868.02
Total			\$ 2,718.02
Preferred Customer Discount			\$ (5,114.50)
Miscellaneous Expenses			
Incidentals			\$ 50.00
Total			\$ 99,943.52

Table: Proposed Fees – Implementation Support

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: September 2, 2015

AGENDA TITLE:	Bourne Tract Agricultural/Forestal District Renewal				
MOTION(s):	I move to adopt a resolution entitled, “A RESOLUTION TO AUTHORIZE RENEWAL OF THE BOURNE TRACT AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL EIGHT-YEAR PERIOD TO EXPIRE AUGUST 1, 2023,” which consists of 13 parcels totaling 271.657 acres.				
CATEGORY	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				x	
STAFF CONTACT(S):	Steve Tugwell, Senior Planner				
PRESENTER(S):	Steve Tugwell, Senior Planner				
RECOMMENDATION:	Approve				
TIMING:	Current				
DISCUSSION:	<p>The 2009 Comprehensive Plan designates this area of Fluvanna County as Rural Preservation.</p> <p>Please be advised that Section 15.2-4311 (State Code) titled Review of Districts, states in part that “the local governing body may complete a review of any district created under this section. If the local governing body determines that a review is necessary, it shall ask for the recommendations of the local advisory committee and the planning commission in order to determine whether to terminate, modify or continue the district.”</p> <p>It further states “if the local governing body determines that a review is unnecessary, it shall set the year in which the next review shall occur.” This is interpreted to mean that the Board of Supervisors has the authority to discuss the disposition and renew the qualifying districts <u>without the recommendation of the advisory committee and the planning commission</u>; however, if the Board feels that a review is necessary, the normal process, inclusive of a public hearing, shall be required.</p> <p>In accordance with Section 15.2-4311 of the State Code of Virginia, the Fluvanna County Planning & Community Development Department has contacted the current property owners of parcels identified in the above referenced Agricultural/Forestal district and advised them that the approved district would expire on August 1, 2015. This letter also advised the property owners that if the Planning & Community Development Department did not receive a response, then it would be determined that the property owner desired their property to remain in the existing district. Based on this notification and response by the property owners, Staff’s recommendation regarding the disposition of this existing district is to renew the district for an additional eight (8) year period.</p> <p>There are thirteen (13) parcels that currently encompass the Bourne Tract Agricultural/Forestal District. A response was received on four (4) of these parcels, with</p>				

no requests for removal from the district. It is the recommendation of the Planning & Community Development Department that the Board of Supervisors renew the Bourne Tract Agricultural/Forestral District for an additional eight (8) year period.

The Bourne Tract District consists of the following property owners, tax map parcel numbers and parcel acreages:

<u>OWNER'S NAME</u>	<u>TAX MAP PARCEL #</u>	<u>ACREAGE</u>	<u>RECEIVED FORM</u>
Morris Irrevocable Trust	17 (A) 11	46.587	
Morris Irrevocable Trust	17 (A) 8B	18.182	
Morris Irrevocable Trust	17 (A) 8D	0.561	
Bourne, Garnett Et. Al.	9 (2) 1	63.749	X
Higginbotham, James L. Sr. & Coyle, Barbara	9 (2) 2	70.025	X
Bourne, Garnett Et. Al.	9 (2) 2A	34.883	X
Smith, Avis L. & Kirby, Margaret	9 (A) 7	14.089	
Southall, Margaret J.	9 (A) 7A	10.600	
Smith, John I. & Avis L.	9 (A) 7B	2.000	
Smith, John I. & Avis L.	9 (A) 7C	4.981	
Lindsey, Charles E.	9 (A) 7D	2.000	
Southall, James R. & Tamela A.	9 (A) 7E	2.000	X
Southall, Margaret J.	9 (A) 8	2.000	
Total		271.657	

FISCAL IMPACT:

POLICY IMPACT:

This action would renew the AFD for an additional eight (8) year period to expire on August 1, 2023.

LEGISLATIVE HISTORY:

Board of Supervisors approved the creation of the Bourne Tract agricultural/Forestral District on August 1, 1999 for an eight-year period; and

Board of Supervisors approved the renewal of the Bourne Tract Agricultural/Forestral District on August 1, 2007; and

The district expired on August 1, 2015; and is currently up for renewal for an additional eight (8) year period.

ENCLOSURES:

Resolution Renewing Bourne Tract Ag/Forestral District



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. __-2015

**A RESOLUTION TO AUTHORIZE RENEWAL OF THE BOURNE TRACT
AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL EIGHT-YEAR
PERIOD TO EXPIRE AUGUST 1, 2023**

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Bourne Tract Agricultural/Forestal District on August 1, 1999 for an eight-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Bourne Tract Agricultural/Forestal District on August 1, 2007; and

WHEREAS, the district expired on August 1, 2015; and

WHEREAS, in accordance with Section 15.2-4311 of the State Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Bourne Tract Agricultural/Forestal District and advised them that the approved district would expire on August 1, 2015 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED, on this 2nd day of September 2015 that the Fluvanna County Board of Supervisors hereby renews the Bourne Tract Agricultural/Forestal District for an additional eight-year period to expire on August 1, 2023

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a regular meeting of the Board held on the 2nd day of September, 2015, on a motion by _____, seconded by _____, and by the following vote:

AYES:

NAYS:

ABSENT:

Kelly Belanger Harris, Clerk
Board of Supervisors
Fluvanna County, Virginia



BOS Directives and Tasks Status Report

Updated: August 27, 2015

Status	Date	Directive/Task	Action By	Comments
Pending	6-May-15	Move forward with Business License Fee, Vehicle License Fee, Business Equip Tax Reviews	Finance/COR/Comm Dev	
Pending	15-Apr-15	Review existing Sign Ordinance and return with recommendations.	Planning/County Attorney	
Pending	1-Apr-15	Draft a proposed policy regarding Cellphone Usage while driving County vehicles.	PW/HR	Sep 2, 2015 Agenda
Pending	17-Dec-14	Leash Policy for Dogs in County Parks	P&R/County Attorney	Sep 2, 2015 Agenda
Pending	3-Dec-14	Compile a comprehensive list of financial policies and agreements with FRA	ESC	
Pending	17-Jul-13	Prepare cash proffer guidance for consideration by the Board	Planning	
Pending	15-May-13	Request a speed study be done between the Town of Columbia and the Rivanna Bridge on Route 6.	Comm Dev	Request submitted to VDOT
Pending	2-Jan-13	Review collection options for personal property taxes	Treasurer	
Ongoing	1-Aug-12	Investigate Carysbrook wells ("Thomasville") and the County's existing unused James River water intake to determine viability to support county water needs.	PW	
Complete	3-Jun-17	Add the Cooperative Extension Kitchen Requirements request to the June 17, 2015, Action Agenda for consideration.	Extension	Deferred indefinitely
Complete	1-Jul-15	Survey the community for opinions regarding formal naming of bridges and County buildings.	Admin	Report to BOS Sep 2015
Complete	1-Jul-15	Survey the community for opinions regarding formal naming of the park in Courts Square.	Admin	Report to BOS Sep 2015
Complete	1-Apr-15	Return with an Employee Recognition program that relies less on a large financial bonus.	Tiger Team	Adopted on July 1, 2015
Complete	18-Feb-15	In consultation with the Sheriff and the County Attorney, to develop a draft ordinance for Nuisance Barking.	Planning	Cancelled
Complete	4-Feb-15	Return with a proposal for future Task Force efforts after the March 17, 2015 special election for the Repeal and	Columbia Task Force	May 20, 2015
Complete	4-Feb-15	Pursue a venue change, from the Circuit Court Room to the High School Auditorium, for the March 16, 2015 State	COAD/Clerk	SCC can not change venues.
Complete	21-Jan-15	Return to the Board with a final billing policy and fee schedule on March 18, 2015	ESC	Complete Summer 2015
Complete	21-Jan-15	Present a proposal for a revised Rescue Service structure for the County.	FRA Leadership	June 3, 2015 Work Session
Complete	21-Jan-15	Proceed with procuring a billing provider for EMS cost recovery	ESC	May 20, 2015 BOS
Complete	21-Jan-15	Move forward with EMS Cost Recovery Program	ESC	2015
Complete	21-Jan-15	Advertise and hold a Public Hearing on February 18, 2015 to approve an ordinance to allow for EMS Cost Recovery	ESC	March 18, 2015
Complete	21-Jan-15	Cancel FY09 Ambulance chassis, return funds to General Fund Balance	Finance	February 4, 2015
Complete	21-Jan-15	Hold and not proceed on FY15CIP, Pleasant Grove Picnic Shelter	PW	April 15, 2015
Complete	21-Jan-15	Hold and not proceed on FY15CIP, Pleasant Grove Restroom Facility	PW	April 15, 2015
Complete	7-Jan-15	Barking Dogs ordinance from other localities	Planning	February 18, 2015



**FLUVANNA COUNTY BUILDING INSPECTIONS
MONTHLY BUILDING INSPECTION REPORT
JULY 2015**

USE	Jul-14	VALUE	YTD 14	VALUE	Jul-15	VALUE	YTD 15	VALUE	Jul/Diff	VALUE	YTD	
											PERMITS	VALUE
New Homes	5	1,460,500	48	9,499,686	14	1,887,784	66	13,290,049	9	427,284	18	3,790,363
Duplex	0	0	0	0	0	-	0	-	0	-	0	-
Single Family (Attached)	0	0	6	750,000	0	-	2	423,000	0	-	-4	(327,000)
Adds&Alterations	18	178,692	157	1,688,408	22	3,354,594	190	6,953,014	4	3,175,902	33	5,264,606
Garages & Carports	1	18,000	5	376,500	0	-	9	147,500	-1	(18,000)	4	(229,000)
Accessory Buildings	2	28,000	7	114,800	0	-	5	315,339	-2	(28,000)	-2	200,539
Single Wide MH	1	14,000	3	62,000	0	-	2	56,488	-1	(14,000)	-1	(5,512)
Swimming Pools	1	25,000	3	63,674	2	30,000	3	66,500	1	5,000	0	2,826
Recreational Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Business Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Industrial Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Other Buildings	0	0	1	1,538,885	0	-	3	729,000	0	-	2	(809,885)
TOTALS	28	1,724,192	230	14,093,953	38	5,272,378	280	21,980,890	10	3,548,186	50	7,886,937

FEES	Jul-14	PREV TOT	YTD 14	Jul-15	PREV TOT	YTD 15	DIFFERENCE	DIFFERENCE YTD
Building Permits	\$ 6,913.17	64,214.89	71,128.06	\$ 14,931.38	\$ 74,967.03	\$ 89,898.41	8,018.21	18,770.35
Land Disturb Permits	\$ 2,738.75	17,860.00	20,598.75	\$ 2,325.00	\$ 11,100.00	\$ 13,425.00	(413.75)	(7,173.75)
Zoning Permits/Proffers	\$ 1,050.00	20,750.00	21,800.00	\$ 1,850.00	\$ 9,800.00	\$ 11,650.00	800.00	(10,150.00)
TOTALS	\$ 10,701.92	102,824.89	113,526.81	\$ 19,106.38	\$ 95,867.03	\$ 114,973.41	\$ 8,404.46	1,446.60

INSPECTIONS	Jul-14	PREVIOUS	YTD 14	Jul-15	PREVIOUS	YTD 15		
	173	848	1,021	193	998	1,191	20	170

Darius S. Lester

Darius S. Lester
Building Official

() represents a negative



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: September 2, 2015
From: Mary Anna Twisdale/ Management Analyst
To: Board of Supervisors
Subject: FY16 Capital Reserve Balances

The FY16 Capital Reserve account balances are as follows:

County Capital Reserve:

FY15 Carryover	\$15,970.00
FY16 Beginning Budget:	\$100,000.00
Available:	\$115,970.00

Schools Capital Reserve:

FY15 Carryover	\$203,733.00
FY16 Beginning Budget:	\$125,000.00
Available:	\$328,733.00



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MEMORANDUM

Date: September 2, 2015
From: Mary Anna Twisdale/ Management Analyst
To: Board of Supervisors
Subject: FY16 BOS Contingency Balance

The FY16 BOS Contingency line balance is as follows:

Beginning Budget:	\$150,000.00
Available:	\$150,000.00

