

FLUVANNA COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Circuit Court Room  
October 17, 2018  
Regular Meeting 7:00pm

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

**ABSENT:** None.

**ALSO PRESENT:** Steven M. Nichols, County Administrator  
Fred Payne, County Attorney  
Kelly Belanger Harris, Clerk for the Board of Supervisors

**1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE**  
At 7:00pm Chair Sheridan called to order the Regular Meeting of October 17, 2018.  
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**3 - ADOPTION OF AGENDA**  
MOTION  
Mr. Weaver moved to accept the Agenda, for the October 17, 2018 Regular Meeting of the Board of Supervisors. Mrs. Booker seconded and the Agenda was adopted by a vote of 5-0. AYES: Sheridan, Booker, Eager, O’Brien, and Weaver. NAYS: None. ABSENT: None.

- 4 - COUNTY ADMINISTRATOR’S REPORT**  
Mr. Nichols reported on the following topics:
- Community and County Staff Recognitions
    - Congratulations to Mrs. Mozell Booker for receiving the "John E. Baker Legacy Award", recognizing an individual whose life work has emphasized the importance of quality education for all children in Albemarle County and the City of Charlottesville. She received the award at the 8th Annual John E. Baker Legacy Dinner on October 5 at Farmington Country Club. The annual dinner is dedicated to raising funds to increase the number of African American teachers in local public schools.
    - Fluvanna County High School has earned the Blue Star School Award for 2018 for WISE Financial Literacy
    - Fluvanna County High School Football – Record now 6-1 for the season!
    - Light Academy Ribbon Cutting/Cunningham Homecoming held Sunday, Oct 14th
    - School Security Equipment Grant Awarded - \$52,000 for Fluvanna Middle School
  - Announcements and Updates
    - Daily Progress Report - "Local housing market humming along"
    - Parks and Recreation Activities
      - 14<sup>th</sup> Annual Halloween Festival, Oct 27, 2018, 5:00pm – 8:00pm
      - Teen Night at Ashlawn Clubhouse, Lake Monticello, Oct 20, 2018, 7:00pm – 10:00pm
    - October is Domestic Violence Awareness Month
  - Upcoming Meetings

Day	Date	Time	Purpose	Location
Wed	Nov 7	4:00 PM	BOS Regular Meeting	Courtroom
Tue	Nov 20	7:00 PM	BOS Regular Meeting	Courtroom
Wed	Dec 5	4:00 PM	BOS Regular Meeting	Courtroom
		7:00 PM	Work Session - FCPS and County Preliminary Budget Discussion	Courtroom
Wed	Dec 19	4:00 PM	Budget Work Session – Non-Profit Presentations	Courtroom
		7:00 PM	BOS Regular Meeting	Courtroom

**5 - PUBLIC COMMENTS #1**  
At 7:08pm Chair Sheridan opened the first round of Public Comments.  
With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:08pm.

**6 - PUBLIC HEARING**

*Zoning Text Amendment ZTA 18:05*—Brad Robinson, Senior Planner brought forward a request to amend the Fluvanna County Zoning Ordinance to increase gross residential density in the R-3 District subject to a special use permit. Mr. Robison noted that the 2015 Comprehensive Plan encourages a residential density of 10 dwelling units per acre (du/ac) in the Zion Crossroads Community Planning Area and 6 du/ac in the Rivanna Community Planning Area. However, the highest density currently allowed by the zoning ordinance is 2.9 du/ac in the R-3, Residential Planned Community District. This density can be a significant restraint for multi-family residential uses. The proposed amendment adds a provision to increase density in the R-3 zoning district above the current maximum of 2.9 du/ac to a maximum of 10 du/ac, subject to a special use permit approval. A density equaling 2.9 du/ac or less would continue to be allowed by right. Mr. Robinson reported that Planning Commission voted unanimously at their September 2018 meeting to recommend approval. Chair Sheridan call for discussion; there being none, at 7:11pm, Chair Sheridan open the Public Hearing. There being no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:11pm. Mr. O'Brien gave support to the proposal, noting that this amendment would only impact specific areas of the County and would not impact the rural nature of the County. Mrs. Booker inquired about the length of time it took to get the amendment to the Board; Mrs. Eager indicated that this was a normal process and would like to work on making the process shorter. With no additional discussion,

**MOTION**

Mrs. Booker moved that the Board of Supervisors approve ZTA 18:05, An Ordinance to Amend Chapter 22, Article 7 of the Fluvanna County Code by Certain Amendments to Section and Subsection 22-7-8, Thereof, Concerning Permitted Residential Density in the R-3 District. The public purpose of these amendments is to bring density allowances in line with the Comprehensive Plan. Mrs. Eager gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Zoning Text Amendment ZTA 18:06*—Brad Robinson, Senior Planner brought forward a request to amend the Fluvanna County Zoning Ordinance to add additional provisions and flexibility for home occupations/home-based businesses. Mr. Robinson noted that currently home-based businesses involve three use classifications: home occupations, small home industries, and fine arts studios. While home occupations are permitted by right in the A-1 District, small home industries and fine arts studios require approval of a special use permit. The primary distinction between a home occupation and a small home industry concerns use of the dwelling versus an accessory building. By definition a home occupation is confined to the dwelling whereas small home industries and fine art studios are typically located in an accessory building. The proposed amendments to the Fluvanna County Zoning Ordinance are intended to provide more flexibility and loosen restrictions for home-based businesses.

The specific amendments include:

- Amend the A-1 District uses permitted by right in Section 22-4-2.1 to include "Studios, fine arts";
- Amend sign regulations in Section 22-15-3 to reduce home occupation signage to four (4) square feet consistently;
- Amend the definition for "Home occupation" in Section 22-22-1;
- Amend the definition for "Studios, fine arts" in Section 22-22-1 to include a provision that any such studio exceeding the requirements of a home occupation shall require approval of a special use permit: and,
- Add Section 22-17-19 to provide associated standards for "Home occupation."

The proposed amendment to the sign regulations in Section 22-15-3 is a result of Planning Commission discussion and request to staff as part of developing the home occupation standards. The proposed standards for home occupations will regulate issues such as size, noise, and product display.

Mr. Robinson reported that the Planning Commission voted unanimously to recommend approval at their September 2018 meeting.

Chair Sheridan opened the Public Hearing at 7:18pm.

- Linda Staiger, Columbia District, spoke in favor of the proposed zoning text amendment and thanked the Planning Commission and the Board for their consideration of this issue.
- Rudy Garcia, Fork Union District, speaking on behalf of the Chamber of Commerce, notes that the Chamber fully supports this proposed amendment.

With no one else wishing to speak, Chair Sheridan, closed the Public Hearing at 7:21pm.

Mrs. Eager pointed out that the new definition of "home occupation" allows home owners to rent rooms in their homes.

**MOTION**

Mrs. Eager moved that the Board of Supervisors approve ZTA 18:06, an ordinance to amend Chapter 22 of the Fluvanna County code by the amendment of Section 22-4-2.1, regarding uses permitted by right in the A-1 Agricultural District relating to "studios, fine arts"; Section 22-15-3 regarding certain signs in the A-1 Agricultural, the R-1, R-2, R-4 and MHP residential districts, relating to home occupations; Section 22-22-1, Definitions, relating to home occupations and studios, fine arts; and by the addition of a Subsection 22-17-19 providing general standards for home occupations. The public purpose of these amendments is to promote good planning practice and economic development. Mr. Weaver gave

second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None.  
ABSENT: None.

## **7 - ACTION MATTERS**

*Fire Hydrant Installation CIP Project* – Eric Dahl, DCA/Finance Director

When Louisa County received approval to build the James River Water Project pipeline through the eastern part of Fluvanna County, it was negotiated that Fluvanna County would be able to install fire hydrants along the pipeline, with Fluvanna responsible for the cost.

Referencing the previously agreed upon hydrants, Mr. Dahl noted:

- Fluvanna County will fund Hydrants # 2, 3, 4, 6, 7, 8, 10, 11, 12
- Louisa and Fluvanna will jointly fund (50/50) Hydrant # 1 (located in Louisa County)
- As determined by County Fire Officials, hydrants # 5, 9, 13, 14 are not required.

Staff had previously provided the Board with an estimated cost of \$200,000 to install the fire hydrants along the pipeline route; however, the actual cost to install the fire hydrants is \$142,500. Mr. Dahl noted that having fire hydrants along the eastern part of the County provides an increased safety benefit for Fluvanna County citizens.

In order to appropriately reflect the change in cost, the following FY19 budget changes will be made:

- Increase: CIP Fire Hydrant Installation project - \$142,500
- Increase: Use of Unassigned Fund Balance - \$142,500

Following general discussion,

### **MOTION**

Mrs. Eager moved that the Board of Supervisors approve a supplemental appropriation of \$142,500 from Unassigned Fund Balance to the FY19 CIP Budget for the Fire Hydrant Installation project along the James River Water Project pipeline. Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Authorization to Advertise for Public Hearing – Piedmont Public Safety Communications System* —Steven M. Nichols, County Administrator requested authorization to advertise a Public Hearing for the Piedmont Public Safety Communications System. Mr. Nichols noted that pursuant to Section 15.2-1300 of the Code of Virginia, 1950, as amended, Fluvanna County and Louisa County desire to enter into an Intergovernmental Agreement to establish a Shared Public Safety Radio System referred to as the "Piedmont Public Safety Communications System." Virginia Code requires localities to approve such agreements by ordinance and the County's financing of their system and equipment requires the execution of a Consent to Sublease.

Following general discussion,

### **MOTION**

Mrs. Booker moved the Board of Supervisors authorize staff to advertise for a Public Hearing on November 20, 2018, entitled, "AN ORDINANCE APPROVING THE JOINT INTERGOVERNMENTAL AGREEMENT WITH LOUISA COUNTY FOR THE PIEDMONT PUBLIC SAFETY COMMUNICATIONS SYSTEM." Mr. O'Brien gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Authorization to Advertise for Public Hearing – Zion Crossroads Water/Sewer System Property Acquisition* — Steven M. Nichols, County Administrator requested authorization to advertise a Public Hearing for the Zion Crossroads Water/Sewer System Property Acquisition. Pursuant to prior authorizations of the Board, offer letters to the affected property owners are being prepared and sent based on valuations received from Bowman Consulting. A public hearing is required so the County can be prepared to initiate condemnation proceedings quickly, as needed, should negotiations from the offers be unsuccessful. This motion to authorize advertisement of that public hearing, as required by law, prior to adopting a resolution by the Board to (i) initiate condemnation hearings for properties to be taken for public use as part of the Zion Crossroads Water and Sewer System project; (ii) declare its intent to enter and take the properties and interest in properties for a water and sewer system, pipes and lines; (iii) state the compensation and damages, if any, offered to each property owner by the County; and (iv) declare the necessity to enter upon and take such properties and interest in prior to or during the condemnation proceedings. Pursuant to Virginia Code Sec. 15.2-1901(A), the County is authorized to acquire real property and property interests for a public use, and it may do so by exercise of the power of eminent domain. Pursuant to Virginia Code Sec. 15.2-1904, the County may enter upon and take possession of property before the conclusion of condemnation proceedings, using the "quick-take" procedures in Chapter 3 (§ 25.1-300 et seq.) of Title 25.1, for specific public purposes including water supply and sewage disposal systems, pipes and lines, such as the Zion Crossroads Water and Sewer System is that type of public purpose. To proceed under such "quick-take" procedure, pursuant to Virginia Code Section 15.2-1903(B) and 15.2-1905(B), the County may by resolution, after a public hearing, approve the proposed public use and direct the acquisition of the property for the public use by condemnation or other means.

With no discussion,

### **MOTION**

Mr. O'Brien moved the Board of Supervisors authorize staff to advertise for a Public hearing on November 20, 2018, entitled "Public Hearing Pursuant to Virginia Code Sec. 15.2-1901 et seq. to authorize Initiation of Condemnation Proceedings and Use of "Quick Take" Procedures for Acquisition of Property and Interests in Property for the Zion Crossroads Water and Sewer System Project." Mrs. Eager

seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Sheriff's Department Accretion of Duties Pay Increase* - Jessica Rice, HR Manager presented a request to approve an accretion of duties pay increase and approval of restructuring the Sheriff's Command Staff. Mr. Nichols noted that while two distinct actions are requested, Mrs. Rice will present all information for this request and the *Restructuring of Sheriff's Department Command Staff* request.

Mrs. Rice reported that:

- Following the vacancy of a Lieutenant Deputy position in May 2018, the Sheriff's Department has restructured the staff to downgrade one Lieutenant of Patrol position to a Sergeant of Courts position.
- Lieutenant Peterson's current salary is a marginal 2.5% above the Sergeants under his command. The Lieutenant of Courts' salary (a lateral position) is 12.75% above Lt. Peterson's current salary.
- Lieutenant Peterson has absorbed job duties that were previously assigned to the 2nd Lieutenant of Patrol, and is now the sole Lieutenant in command of the Division.
- Lt. Peterson's salary increase will be covered by savings realized through the downgraded vacant Lieutenant position.

Should the requested changes be implemented, salary implications would be:

- FY19 Salary savings= \$16,052.37, FY20 and beyond Salary Savings= \$12,452.37.
- Lt. Peterson salary= \$53,964.33; 10% increase= \$5,396.43.
- After increase, remaining salary savings of approximately \$7,000 per year.

With respect to the restructuring request, Mrs. Rice reported that:

- The Sheriff's Department has conducted a staffing assessment and determined that the organization operates more efficiently with one Lieutenant of Operations position, rather than 2.
- One Lieutenant position is currently vacant (since May 29, 2018). The Sheriff's Department is requesting to change the open Lieutenant position to a new Sergeant of Courts position which will be filled through an internal promotion. No additional FTEs are requested.
- Due to increased workload in the Judicial Affairs Division, Courthouse operations require daily oversight, scheduling, and liaison with court staff. There are five full-time and two volunteer deputies assigned to courthouse operations. Successful daily courthouse operations require a single point of contact and supervisor to interact with the judges, court clerks, jails, and staff as well as to schedule transportation of prisoners. Promoting one of the current courthouse staff positions to a Sergeant position would provide the needed oversight and ensure greater continuity of operations with funding to come from funds previously allocated to the Lieutenant position.

With no discussion,

MOTION

Mrs. Booker moved to approve a 10% pay increase for Lt. Sean Peterson, Fluvanna County Sheriff's Office, effective October 28, 2018, with such funds to come from Fluvanna County Sheriff's Department FY19 Personnel Budget savings. Mrs. Eager offered second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Restructuring of Sheriff's Department Command Staff* - Jessica Rice, HR Manager

With no discussion,

MOTION

Mrs. Booker moved to approve the restructuring of the Sheriff's Department command staff to include the downgrade one Lieutenant (Operations) position to the new position number 6573 - Sergeant of Courts. Mrs. Eager offered second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*General Professional Engineering & Architectural Services Term Contract- Draper Aden Associates*—Cyndi Toler, Purchasing Officer brought forward a request to approve two term contracts. Mrs. Toler indicated that there are four individual term contracts, for as-needed services, to be considered for approval, two of which were presented here. Though there are two requests, one presentation encompassing both requests was given. Mrs. Toler noted that the contracts are for one year, with the option of four, one-year renewals.

Background information on the RFP process:

- An RFP was issued in July 2018 for Professional Engineering & Architectural Services, as needed. Services may include civil engineering and design, management and review; architectural design, management and review; evaluation and design of water and sewer facilities (including rehabilitation options); design of improvements to wastewater pumping and water booster pump stations and well facilities (including water storage tanks); water and sewer system modeling; professional services associated with design and operation of solid waste facilities; regulatory issues and coordination with regulatory agencies; site plan engineering and surveying related to site grading, environmental engineering, storm water drainage, traffic impact analysis, road design, erosion and sediment control measures and storm water management facilities; geotechnical services; construction administration; grants administration, and inspection services associated with capital improvement projects; and other related similar services.
- Ten proposals were received
- Six firms were chosen for consideration; four of those were chosen to enter into term contracts with;

- Term contracts are used by County Staff on an as needed basis to provide County with professional engineering & architectural services. The firms selected provide a wide range of disciplines to sufficiently meet the County's needs. All project agreements are approved by the board prior to any work being done.
- FY19 Budget Project agreement costs:
  - TASK 1 GW sampling event 2018 S2 \$7,274 lump sum
  - TASK 2 2018 Annual Groundwater Report \$3,942 lump sum
  - TASK 3 GW sampling event 2019 S1 \$8,308 lump sum
  - TASK 4 Gas Monitoring (Oct, 18 to Jun, 19) \$1,583 lump sum
  - TASK 5 Post-Closure Insp. (Oct, 18 Jun, 19) \$813 lump sum
  - Total not-to exceed expenditure under this proposal = \$21,920

With no discussion,

**MOTION**

Mr. O'Brien moved the Board of Supervisors approve the General Professional Engineering & Architectural Services Term Contract with Draper Aden Associates, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. Mr. Weaver gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver.

And,

Mr. O'Brien moved the Board of Supervisors to approve Project Agreement #1 between Fluvanna County and Draper Aden Associates to continue the Environmental Monitoring Programs of the Fluvanna County closed Landfill totaling \$21,920, and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney. On a second by Mrs. Booker, the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*General Professional Engineering & Architectural Services Term Contract- Crabtree, Rohrbaugh & Associates—Cyndi Toler, Purchasing Officer*

With no discussion,

**MOTION**

Mr. O'Brien moved the Board of Supervisors approve the General Professional Engineering & Architectural Services Term Contract with Crabtree, Rohrbaugh & Associates, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. Mrs. Eager gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

## **7A – BOARDS AND COMMISSIONS**

*Board, Commission, and Committee Appointments* – Steven M. Nichols, County Administrator presented that slate of candidates for the stated Boards and Commissions.

With no discussion,

**MOTION**

Mrs. Booker moved the Board of Supervisors approve the following Board, Commission, or Committee appointment(s) with terms as stated by staff:

Board/Commission/Committee	Appointees	Begins Term	Ends Term
Fluvanna Partnership for Aging – At-large	Pam Bevins	Immediately	Dec 31, 2021
Palmyra Area Revitalization Committee (PARC)	Debby Deal	Immediately	Jun 30, 2020
Parks and Recreation Advisory Board – Youth Representative	Madeline Fulk	Oct 1, 2018	Sep 30, 2021

With a second by Mr. O'Brien, the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

## **8 – PRESENTATIONS**

*Louisa Regional Business Park*—Andy Wade, Louisa County Economic Development Director came before the Board with a proposal for a Regional Business Park located in the southeastern region of Louisa County.

Mr. Wade highlighted the following priorities for moving forward with the proposed business park:

- Premier site in the Commonwealth - Large land users - 50-100 acres per project
- Tier 5/4 minimum
- Develop the project responsibly
- Maintain rural character- surrounding property
- Clean industries
- Re-direct the regions out-commuting workforce

Mr. Wade noted that as a regional business park, anticipated revenue would be shared among the participating localities.

Board of Supervisors Minutes

October 17, 2018

Fluvanna Partnership for Aging Update – Curtis Putnam, FPA Chair provided the Board with an update on the current membership, mission, and goals of the Fluvanna Partnership for Aging. Mr. Putnam highlighted partnerships with community agencies and activities undertaken in the past year by the Partnership for Aging, including participation at Fluvanna TRIAD and a review of Partnership by-laws.

Zion Crossroads Water and Sewer System Construction Bid Update—Cyndi Toler, Purchasing Officer gave a brief overview and update on the Zion Crossroads Water and Sewer System.

Procurement History:

- March 2015 - Preliminary Engineering Report (PER) presented to BOS by RK&K
- June 2015 - RFP for selection of an design engineering firm
- September 2015 - Dewberry Engineers Inc. selected to design
- November 2015 - Dewberry design work begins
- December 2015 - Bowman Consulting Group begins area surveys
- December 2016 - Town Hall Meetings held to inform public of the project
- November 2017 - BOS approved final design, Authorized IFB and property acquisition
- February 2018 - Contracted with Bowman Consulting for Property Appraisal Services
- June 2018 - Contracted with Charlottesville Settlement Co. to begin Title Search Services for easement and property acquisition
- May 2018 - IFB’s issued for Construction
- October 2018 - Bid Opening on October 9
  - Bids Received:
    - 2018-03 Water and Sewer System- 6 Bids
    - 2018-04 Elevated Water Tank- 4 Bids
    - 2018-05 Water Booster Station and Wastewater Pump Station- 6 Bids
- Final Bids
  - Working estimate for construction - \$9,851,000
  - Low Bids - \$8,884,673
  - Savings Estimate - \$966,326

FLUVANNA COUNTY - ZION CROSSROADS WATER AND SEWER SYSTEM PROJECT			
Vendor	2018-03 Water and Sewer System	2018-04 Elevated Water Tank	2018-05 WBPS and WWPS
	Lump Sum Price	Lump Sum Price	Lump Sum Price
AG Dillard	\$ 4,993,673.38	\$ -	\$ -
SJ Louis Construction	\$ 8,440,620.00	\$ -	\$ -
Walter C. Via Enterprises	\$ 6,854,633.00	\$ -	\$ -
Faulconer Construction	\$ 7,499,386.00	\$ -	\$ -
Fielders Choice Enterprise	\$ 6,316,619.50	\$ -	\$ 2,640,954.00
English Construction Company	\$ 6,534,694.00	\$ -	\$ 2,394,500.00
Caldwell Tanks	\$ -	\$ 2,237,000.00	\$ -
Landmark Structures	\$ -	\$ 2,086,000.00	\$ -
Phoenix Fabricators	\$ -	\$ 1,994,024.00	\$ -
CBI (Chicago Bridge & Iron)	\$ -	\$ 1,991,000.00	\$ -
MEB General Contractors	\$ -	\$ -	\$ 1,997,000.00
FL Showalter	\$ -	\$ -	\$ 2,083,000.00
Sargent Corporation	\$ -	\$ -	\$ 1,900,000.00
Crowder Construction	\$ -	\$ -	\$ 2,359,800.00
TOTAL FOR ALL 3 PROJECT COMPONENTS	\$8,884,673.38		

Bid to Estimate Comparison

CONSTRUCTION CATEGORY	Estimated Construction Cost	Final Low Bid	Bidder	Bid to Estimate Difference
Water Main (DOC east to 250/15)	\$2,567,000			
Water Main (DOC west to Memory Lane)	\$549,000			
Wastewater Force Main	\$2,965,000			
Water & Wastewater Main Subtotal	\$6,081,000	\$4,993,673	AG Dillard	(\$1,087,327)
Elevated Water Storage Tank	\$2,239,400			
Elevated Water Storage Tank Subtotal	\$2,239,400	\$1,991,000	CBI	(\$248,400)
Water Booster Station	\$642,600			
Wastewater Pump Station	\$888,000			
Water Booster & Wastewater Pump Station Subtotal	\$1,530,600	\$1,900,000	Sargent Corp.	\$369,400
Water & Wastewater Construction Grand Total	\$9,851,000	\$8,884,673	\$ -	(\$966,327)



- May 2017 - VRA Summer Pool Application Submitted (\$8.5 Million)
  - June-July 2017 - County's Loan Request Approved by VRA; \$8.5M with NTE rate of 4.25% for 20 years; Public Hearing for VRA financing
  - August 2017 - Final pricing received from VRA; Loan officially closed
- Virginia Resource Authority Final Numbers
  - All-in True Interest Cost: 3.012%
  - Par Amount: \$7,715,000
  - Total Proceeds w/Premium: \$8,612,579 (~\$8.5 avail.)
  - Avg. Annual Debt Service: ~\$561,000 (20 Yrs)
- Interest Payment Only in FY18 – CASH
- Full Debt Service Payment in FY19 and Beyond – BUDGETED

Zion Crossroads Water & Sewer System Project Budget Updated: October 17, 2018	Water System Total Costs	Sewer System Total Costs	Water System West Extension Total Costs	TOTAL PROJECT COSTS
<b>DESIGN</b>				
Preliminary Engineering Report (PER)	\$ 27,600	\$ 18,400		\$ 46,000
PER Validation	\$ 13,530	\$ 9,020		\$ 22,550
Geotechnical Engineering	\$ 31,745	\$ 19,920	\$ 5,150	\$ 56,815
Bidding Services	\$ 11,592	\$ 7,728		\$ 19,320
Permitting	\$ 17,826	\$ 11,884	\$ 8,300	\$ 38,010
Design	\$ 242,473	\$ 152,402	\$ 37,880	\$ 432,755
Aerial Surveying	\$ 20,736	\$ 13,824		\$ 34,560
Ground Surveying	\$ 65,878	\$ 39,552	\$ 22,950	\$ 128,380
Real Estate Acquisition Services (est.)	\$ 30,000	\$ 20,000	\$ 5,000	\$ 55,000
Land / Right of Way Acquisition (est.)	\$ 90,000	\$ 60,000	\$ 15,000	\$ 165,000
Wetland Mitigation Credits (est.)	\$ 2,400	\$ 1,600	\$ 500	\$ 4,500
Legal (est.)	\$ 66,000	\$ 44,000	\$ 10,000	\$ 120,000
Local Costs of Issuance	\$ 21,000	\$ 14,000		\$ 35,000
<b>Design Subtotal</b>	<b>\$ 640,780</b>	<b>\$ 412,330</b>	<b>\$ 104,780</b>	<b>\$ 1,157,890</b>
<b>CONSTRUCTION PHASE SERVICES</b>				
Construction Administration	\$ 156,894	\$ 104,596	\$ 19,215	\$ 280,705
Construction Inspection	\$ 224,640	\$ 149,760	\$ 19,215	\$ 393,615
<b>Construction Phase Services Subtotal</b>	<b>\$ 381,534</b>	<b>\$ 254,356</b>	<b>\$ 38,430</b>	<b>\$ 674,320</b>
<b>CONSTRUCTION</b>				
Elevated Water Storage Tank	\$ 1,991,000			\$ 1,991,000
Water Booster Station	\$ 797,687			\$ 797,687
Water Main	\$ 2,108,002		\$ 450,835	\$ 2,558,837
Wastewater Pump Station		\$ 1,102,313		\$ 1,102,313
Wastewater Force Main		\$ 2,434,837		\$ 2,434,837
<b>Water &amp; Wastewater Construction Subtotal</b>	<b>\$ 4,896,689</b>	<b>\$ 3,537,149</b>	<b>\$ 450,835</b>	<b>\$ 8,884,673</b>
<b>CONSTRUCTION CONTINGENCY</b>				
Construction Contingency (10%) + OH/Profit (15%)	\$ 503,438	\$ 335,625	\$ 74,282	\$ 913,344
<b>Construction Contingency Subtotal</b>	<b>\$ 503,438</b>	<b>\$ 335,625</b>	<b>\$ 74,282</b>	<b>\$ 913,344</b>
<b>TOTALS</b>	<b>\$ 6,422,441</b>	<b>\$ 4,539,461</b>	<b>\$ 668,327</b>	<b>\$ 11,630,228</b>
<b>Existing Cash Funded</b>				<b>\$ (778,390)</b>
<b>Remaining Funds Needed</b>				<b>\$ 10,851,838</b>
<b>Debt Proceeds - Funds Available</b>				<b>\$ (8,505,053)</b>
<b>County Cash Funding Requirement</b>				<b>\$ 2,346,785</b>

#### Next Steps for Procurement

- Bids being reviewed for details and completeness
- Contracts must be executed within 120 days of the bid opening (by Feb 6, 2019)
- Anticipate final contracts on BOS agenda for approval at November 20, 2018, meeting.
- Property Acquisition - ongoing
  - 87 - affected parcels along project route
  - 3 - Fee Simple properties
  - 83 - Easements only (two in Louisa)
  - 1 - Department of Corrections

#### 9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for October 17, 2018:

*Minutes of October 3, 2018*—Kelly Belanger Harris, Clerk to the Board

*Accounts Payable Report, September 2018*—Eric Dahl, Deputy County Administrator/Finance Director

*Products and Services Agreement with CenturyLink Sales Solutions, Inc*—Cyndi Toler, Purchasing Officer

*CRMF Request - FSPCA Renovations & Repairs*—Wayne Stephens, Director of Public Works/County Engineer

*CRMF Request - Palmyra Rescue Squad*—Wayne Stephens, Director of Public Works/County Engineer

*Proclaiming October Domestic Violence Prevention Month*—Kelly Belanger Harris, Clerk to the Board

MOTION

Mr. Weaver moved to approved the consent agenda, for the October 17, 2018 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for September 2018, in the amount of \$2,697,294.13. Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

**10 - UNFINISHED BUSINESS**

Elected Officials Breakfast – Mrs. Booker suggested providing issue papers to those in attendance. Mr. Nichols noted that idea has already been added to the planning for next year's Breakfast.

**11 - NEW BUSINESS**

Tax Credit for citizens implementing solar energy solutions. – Mr. O'Brien requesting offering a small tax credit for citizens implementing solar energy solutions. Staff was directed to assess the impact on property tax revenue.

**12 - PUBLIC COMMENTS #2**

At 8:45pm Chair Sheridan opened the second round of Public Comments.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 8:45pm.

**13 - CLOSED MEETING**MOTION TO ENTER INTO A CLOSED MEETING

At 8:45pm, Mr. O'Brien moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.3, A.6, A.7, & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, Litigation, and Legal Matters. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 11:23pm, Mr. O'Brien 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. Weaver seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

**MOTION TO EXTEND**

Mrs. Booker moved to extend the meeting until midnight. On a second by Mr. O'Brien, the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

**14 - ADJOURN**MOTION:

At 11:24pm Mrs. Booker moved to adjourn the regular meeting of Wednesday, October 17, 2018. Mr. O'Brien seconded and the motion carried with a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, & Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

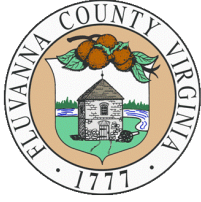
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Kelly Belanger Harris  
Clerk to the Board

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John M. Sheridan  
Chair





**BOARD OF SUPERVISORS**

County of Fluvanna  
Palmyra, Virginia

**PROCLAMATION 05-2018**

**PROCLAIMING OCTOBER DOMESTIC VIOLENCE AWARENESS MONTH**

**WHEREAS**, the problems of domestic violence are not confined to any group or groups of people but cross all economic, racial and societal barriers, and are supported by societal indifference; and

**WHEREAS**, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse, with the impact of this crime being wide-ranging; and

**WHEREAS**, no one person, organization, agency or community can eliminate domestic violence on their own—we must work together to educate our entire population about what can be done to prevent such violence, support victims/survivors and their families, and increase support for agencies providing services to those community members; and

**WHEREAS**, the Shelter for Help in Emergency has led the way in the County of Fluvanna in addressing domestic violence by providing 24-hour hotline services to victims/survivors and their families, offering support and information, and empowering survivors to chart their own course for healing; and

**WHEREAS**, the Shelter for Help in Emergency commemorates its 39<sup>th</sup> year of providing unparalleled services to women, children and men who have been victimized by domestic violence;

**NOW THEREFORE, BE IT RESOLVED**, in recognition of the important work being done by the Shelter for Help in Emergency, that I, John M. Sheridan, Chair of Fluvanna County Board of Supervisors, do hereby proclaim the month of October 2018 as DOMESTIC VIOLENCE AWARENESS MONTH, and urge all citizens to actively participate in the scheduled activities and programs sponsored by the Shelter for Help in Emergency, and to work toward the elimination of personal and institutional violence against women, children and men.

Signed and sealed this 17 day of October, 2018.

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John M. Sheridan

Chair, Board of Supervisors