

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
July 2, 2019
Regular Meeting 4:00pm

MEMBERS PRESENT: John M. (Mike) Sheridan, Columbia District, Chair
Tony O’Brien, Rivanna District, Vice Chair (entered meeting at 4:10pm)
Mozell Booker, Fork Union District
Patricia Eager, Palmyra District
Donald W. Weaver, Cunningham District

ABSENT: None.

ALSO PRESENT: Steven M. Nichols, County Administrator
Fred Payne, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE
At 4:04pm Chair Sheridan called to order the Regular Meeting of July 2, 2019.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA
Mr. Nichols noted that two additional action items had been added for BOS consideration (a sign zoning ordinance change and a JRWA project consultant appointment).

MOTION:	Approve the Agenda, for the July 2, 2019 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	PASSED 4-0				

4 - COUNTY ADMINISTRATOR’S REPORT
Mr. Nichols reported on the following topics:

- Tom Payne was recognized at a Social Services Board luncheon for his work on the Social Services board for eight years as Chair, Vice Chair, and a regular member.
- Renita Watson was selected by the Social Services Department to assist with testing and application of the new Medicaid case management system.
- Library summer programs underway at the library with hundreds of people taking part in summer reading, slime party, fairy gardens, one-man band, sensory play, Under the Sea: SHARKS! presentation and the Part Magic performance by magician and Fluvanna resident, Wes Iseli.
- Erosion control completed at the dog park
- Municode is a searchable, printable and portable access to the county code and is now available on the County website
- Star Pua’auli began as Financial Services Tech on June 24, 2019
- Douglas Miles began as the new Director of Community Development on June 24, 2019.
- Next BOS Meetings

Day	Date	Time	Purpose	Location
Tue	Jul 9	7:00 PM	Special Meeting – Joint BOS-PC Public Hearing	Courtroom
Wed	Aug 7	4:00 PM 7:00 PM	Regular Meeting Property Maintenance Joint Work Session	Courtroom
Wed	Aug 21	7:00 PM	Regular Meeting	Courtroom

5 - PUBLIC COMMENTS #1

At 4:13pm Chair Sheridan opened the first round of Public Comments.

- Rudy Garcia, Fork Union District wanted to speak about the County Administrator and his contributions to the County by way of utilization of technology and how it can help communicate County plans and programs to the public. Mr. Nichols automated the list of volunteer programs and made them searchable by putting them on the county website; FANMail: an electronic way for the community to learn about what is going on in the County, and Municode, a digitized version of the County Code.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:16pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

EDTAC Charter Amendment—Bryan Rothamel, Economic Development Coordinator requested the approval of the revised Economic Development and Tourism Advisory Council (EDTAC) Charter. Updates were needed to the Charter to reflect membership needs and how the Council operates.

- Want to add a farm bureau member to the EDTAC board
- Make a change from a member from each district to preferably a member from each district
- Present to the Board of Supervisors semiannual updates on what they have worked on, preferably in October and March of each year
- Add descriptions of the Chair, Vice Chair and secretary roles

MOTION:	Approve the revised Economic Development and Tourism Advisory Council (EDTAC) Charter, as presented.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

Purchase of Fluvanna TMP 51-A-130—Steven M. Nichols, County Administrator presented the acquisition of approximately 8.793 acres of unimproved land adjoining existing County property and the Fluvanna Community Center in Fork Union.

MOTION:	Ratify the contract for purchase and to accept at closing the deed of conveyance of Fluvanna tax map parcel 51-A-130 from Robert H. Shelton, subject to approval of the form of all documents by the County Attorney. I further move to authorize the County Administrator to execute the deed to evidence such acceptance and to execute any other documents he deems necessary or appropriate in connection with the purchase, all containing such terms as may be approved by the County Administrator.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

FY20 Social Services Pay Plan – Kim Mabe, Social Services Director proposed Social Services FY20 Pay Plan including targeted pay increases for employees.

- An internal alignment study of Social Service current salaries revealed 15 employees were under the State recommended salaries, ranging from 2.76% to 48.3% under salary.
- Recommended salaries are based on an employee’s position in conjunction with their experience ratio applied to the local pay range for their position.
- Pay increases through an internal alignment must not exceed 10% per employee per year.
- Funding for pay increases through an internal alignment are at a 66% local, 34% federal match.
- The County budgeted \$15,000 for FY20 in State revenue for Social Services 3% COLA. Upon receipt in May 2019 of the Social Services FY20 State budget, it has been determined that \$25,000, will be available from State/Federal funds to support the 3% COLA.

The below calculations applies this \$10,000 in unanticipated revenue toward a salary alignment.

100% Targeted Option (NTE 10%)	
\$58,756	Total Cost
\$19,977	Federal Match (34%)
\$38,779	Local Match (66%)
- \$10,000	Additional State/Federal Revenue
\$28,799	TOTAL LOCAL FUNDS

MOTION:	Approve the proposed Social Services FY20 Pay Plan including targeted pay increases for employees consistent with recommendations of the internal alignment, not to exceed 10% per employee, with the State/Federal contribution being \$29,977 and the County contribution being \$28,799 and approve to accept the supplemental appropriation of \$29,977 from State/Federal funds.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

SCADA Services Project Agreements 1 and 2 - Cyndi Toler, Purchasing Officer requested the approval of SCADA Services Project Agreements 1. Engineering services necessary for implementing SCADA infrastructure including submittal engineering (O&M manuals and As-builts), implementation, programming, on-site checkout, startup and training support as applicable. E-Merge shall also provide coordination services between software/hardware vendors, contractors and county personnel as pertaining to systems. The project will cost \$133,535.00

The key proposed tasks include:

- Review overall design to support future growth.
- Develop System Architecture Detailed Design.
- Virtualization of Server for efficient maintainability.
- HMI Server/Workstation & Network Installation & Integration
- D&C Report Development and deployment – Two reports.
- An Alarm & Event Paging System to be implemented.
- Provide training and as-built documentation to county personnel.

Mrs. Toler also requested the approval of SCADA Services Project Agreements 2. E-Merge Systems, Inc. will assist with engineering services necessary for designing and implementing RTU hardware infrastructure to support the Zion Crossroads development. The solution proposed will be based on Allen Bradley/Schneider PLC based RTU control panel. The task also entails to develop control sequence based on the specification developed by Dewberry and implementing an alarm paging system. E-Merge shall provide the necessary engineering services including system design and development, implementation, programming, on-site checkout, startup and training support. The project will cost \$137,842.50.

MOTION:	Approve the Project Agreement 1 between Fluvanna County and E-Merge Systems, Inc. for Fluvanna D&C SCADA Infrastructure Implementation in the amount of \$133,535.00, and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

MOTION:	Approve the Project Agreement 2 between Fluvanna County and E-Merge Systems, Inc. for WOPS & WWOPS RTU Infrastructure Implementation in the amount of \$137,842.50, and further authorize the County Administrator to execute the agreements subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

Dewberry Engineers Inc.- *Project Agreements 2, 4 and 5* - Cyndi Toler, Purchasing Officer, recommended the Board of Supervisors approve the Project Agreements 2,4, and 5 as they are important components that address the long term needs for a Fluvanna County Water and Sewer Master Plan and all County utility systems.

- The Board of Supervisors 2018-2019 STRATEGIC INITIATIVES AND ACTIONS under C-2 was to complete a Master Water and Sewer Plan (Phase I) to identify sources for the county’s long-term water needs; particularly for each of its community planning areas.
- If approved, this will decrease Unassigned Fund Balance – Excess Above Policy Target from \$3,316,789 to \$3,081,219.
- **PA2 - Fluvanna County Utility Standards Manual Update**
 - The Department of Public Works (DPW) has created a draft Utility Standards Manual (USM) to be used for all Fluvanna County water and sewer projects. These standards require review, updates, and revisions to ensure they are consistent with industry best practices and with Fluvanna County requirements.
 - Utility Standards Manual represents the water and sewer system standards that will be used for the design of all public water and sewer system in the county.
- **PA4 - Asset Management Plan and Billing Rate and Capacity Fee Analysis**
 - Through the Asset Management Plan, the County wants to identify and estimate timeframes for future replacement projects as well as compile all operational costs.
 - The future improvements will be incorporated in the Water and Sewer Master Plan in order to consolidate projects into one implementation plan.
 - Once the projects from the Master Plan have been identified, billing rates will be analyzed to ensure that operational costs are adequately covered while the capacity fee analysis will be performed to verify the fee structure allows the County to meet the future goals in the Master Plan.
 - Recommendations for rate adjustments, if necessary, will be made in order to meet the financial goals and future needs of the County.
 - This task will include the development of an asset management plan for the County’s FUSD, Palmyra, and Zion Crossroads systems.
- **PA5 - Water and Wastewater Master Plan**
 - Evaluate the existing water and wastewater supply, distribution, conveyance and treatment capacities in order to develop a plan for system expansion and upgrades to accommodate growth over a 30 year planning period.
 - Projects will be grouped by short term (1-5 years), medium term (6-10 years), long term (11-30 years), and ultimate buildout (beyond 30 years).

Available water supply and wastewater treatment capacities for Zion Crossroads, Fork Union Sanitation District (FUSD), Palmyra, and others will be analyzed in comparison to the projected population growth and water/sewer demands.

MOTION:	Approve a supplemental appropriation of \$235,570 from Unassigned Fund Balance to the CIP project budget for the Fluvanna County Water and Sewer Master Plan, to establish the funds necessary for Project Agreements 2, 4, and 5.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

MOTION:	Approve Project Agreement #2 for the Fluvanna County Utility Standards Manual Update with Dewberry Engineers Inc. in the amount of \$28,670, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

MOTION:	Approve the Project Agreement #4 for Asset Management Plan and Billing Rate and Capacity Fee Analysis with Dewberry Engineers Inc. in the amount of \$76,600, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

MOTION:	Approve the Project Agreement #5 for the Water and Wastewater Master Plan with Dewberry Engineers Inc. in the amount of \$130,300, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

Dewberry Engineers Inc. – Project Agreement 3- Cyndi Toler, Purchasing Officer recommended the approval of a supplemental appropriation of \$53,250 from the Unassigned Fund Balance to the ZXR Water and Sewer fund for Waterworks Operations Plan Development.

- With the new water distribution system in the Zion Crossroads area, which will initially purchase water from the Department of Corrections (DOC) Fluvanna Women's Correctional Center (FWCC) the County will be required to obtain a waterworks operation permit and to develop a Business Operations Plan to ensure minimum drinking water standards are met.
- The operations plan will aid the County in implementing standard operating procedures consistent with state and federal regulations.
- The Operations Plan will require the following components:
 - Bacteriological Sampling Plan
 - Cross Connection Control Program
 - Lead and Copper Materials Survey and Sampling Plan
 - Disinfection Byproducts Monitoring Plan
 - Emergency Management Plan for Extended Power Outages
 - Financial Information

MOTION:	Approve a supplemental appropriation of \$53,250 from Unassigned Fund Balance to the ZXR Water and Sewer fund budget for Waterworks Operations Plan Development, to establish the funds necessary for Project Agreement 3.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

MOTION:	Approve the Project Agreement #3 for Waterworks Operations Plan Development with Dewberry Engineers Inc. in the amount of \$53,250, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

7A – BOARDS AND COMMISSIONS

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s): - Economic Development and Tourism Advisory Council (EDTAC) – Business Rep, Ruthann Car, Term July 1, 2019, through June 30, 2022. - Economic Development and Tourism Advisory Council (EDTAC) – At Large Position, David Sagarin, Term July 1, 2019, through June 30, 2022. - Economic Development and Tourism Advisory Council (EDTAC) – At Large Position, Kathleen Kilpatrick, Term July 1, 2019, through June 30, 2022. - Economic Development and Tourism Advisory Council (EDTAC) – At Large Position, Andy Sorrell, Term July 1, 2019, through June 30, 2022. -Library Board of Trustees, Lissa Gooch, Term July 1, 2019, through June 30, 2022. -Palmyra Area Revitalization Committee (PARC) – At Large Position, Kathleen Kilpatrick, Term July 1, 2019, through June 30, 2020.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

8 – PRESENTATIONS - At 7:00pm

Community Investment Collaborative Fund Update- Bryan Rothamel, Economic Development Coordinator. Stephen Davis, President; Shannon Beach, Director of Programs discussed the direction on the Fluvanna CIC Loan Fund. The BOS donated \$45,000 to provide education and capital to Fluvanna small business entrepreneurs who have difficulty accessing funding from traditional sources. CIC is a 501(c)(3) nonprofit based in Charlottesville that serves the City of Charlottesville along with Albemarle, Fluvanna, Louisa, Greene and Nelson Counties. Our core programs are based on 4 pillars:

- Education
- Mentoring and Technical Assistance
- Micro lending
- Networking

CIC loan fund can be applied for if a graduate the CIC program or if the applicant has been in business for six months or more.

The Fluvanna loan fund has seen the following activity:

- 6 applications totaling \$68,200
- 3 loans approved totaling \$18,200
 - 1 loan fully repaid
 - 1 loan in repayment
 - 1 loan defaulted (\$4,351 loss)
- 2 loans were declined
 - 1 could not demonstrate business viability
 - 1 had a tax issue
- 1 loan is currently under consideration

Beyond the loan fund, CIC tracked the following outcomes from clients served who listed Fluvanna as their residency. Note that not all businesses are located in Fluvanna.

- 31 clients (29 workshop graduates, 2 non graduate borrowers)
 - 23 potential new businesses
 - 8 existing businesses
- 15 operating businesses
 - 10 new businesses opened
 - 7 new businesses continue to operate (3 closed)
 - 8 existing businesses continue to operate
- An estimated 21 jobs exist within these businesses, not counting seasonal employment.
 - 8 jobs were created among these businesses post CIC assistance.

Mr. Nichols addressed the \$45,000 donation that was issued by the Board of Supervisors to the Community Investment Collaborative in 2012. The Board of Supervisors approved the funds to be issued as micro loans to small businesses that will be paid back and reissued to new businesses in the future, making it a revolving fund. The donation was made with the express purpose of:

- providing education and capital to Fluvanna County small business entrepreneurs who have difficulty securing funding from traditional sources.
- Seek an additional support system that is relevant to their business needs.
- And are accepted into the community investment collaborative program.

Currently the requirement is that the recipients of the micro-loans be graduates of the 16-week CIC program. The loans have been utilized by Fluvanna County businesses that have not taken the Community Investment Program classes and were not able to secure a traditional loan. A new letter needs to be issued to codify that the Board of Supervisors approve the funds to be used by Fluvanna County businesses that may choose to take the Community Investment Program classes but are not required to. The Board of Supervisors agreed to the addition of the approval letter on the August 7, 2019 agenda.

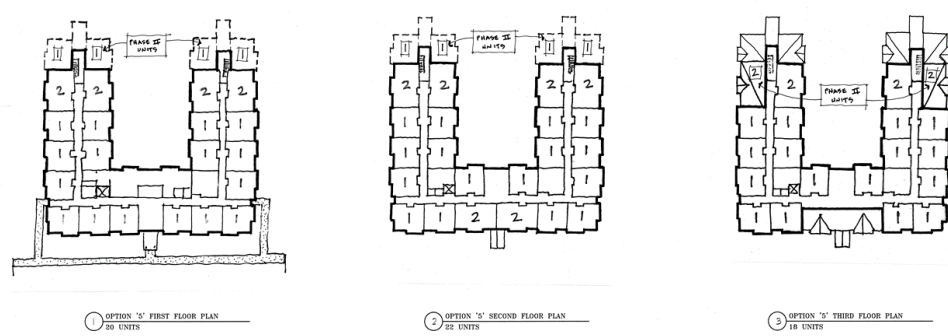
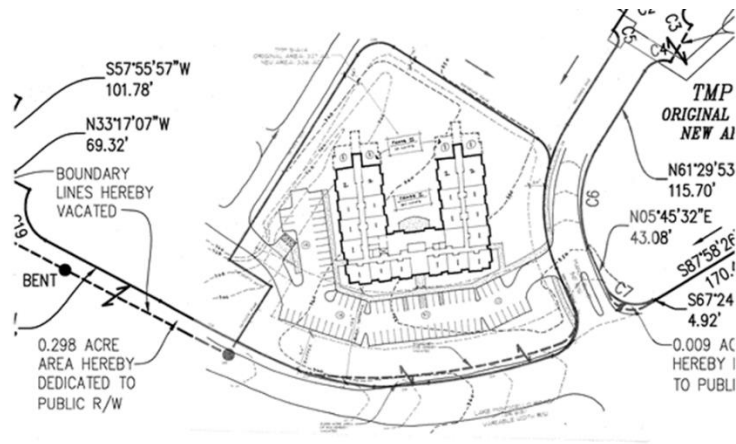
Affordable Senior Housing Project – DHCD Grant - Eric Dahl, Deputy County Administrator
Beth Kennan, Piedmont Housing Alliance Project Manager, presented the progress of the DHCD Grant. Fluvanna County has been working with the Piedmont Housing Alliance (PHA) to assess the need for senior housing in the County. The County received a DHCD grant and part of the DHCD grant is to present all findings to the BOS.

Planning Grant – Site 4 General Description

- The subject site is a 3.5 +/- acre parcel located in the Village Oaks PUD.
- The property is currently owned by Southern Development.
- It is across from the Ashlawn Gate, the main entrance into the Lake Monticello Community.
- The Subject Site will be located to the west of the Main Entrance into the Village Oaks PUD. The subject parcel has an irregular shape with a narrow strip that extends along Lake Monticello Road.

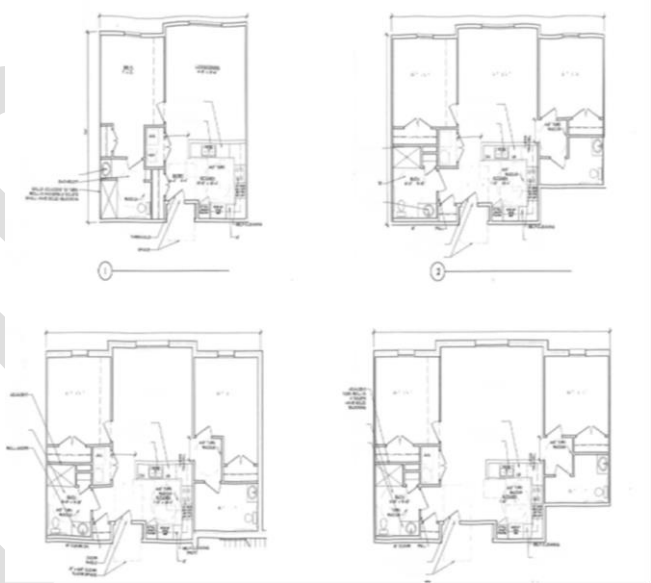
Site 4: Preliminary Architectural Plan

- Two phase development:
 - Phase 1 – 60 units / Phase 2 – expansion with 10 units



Site 4: Floor by Floor

Site 4: Unit Layouts



Planning Grant Timeline (Fall 2017-Summer2019)

2nd Quarter 2018

- Met with DHCD to review next steps
- Evaluate sources of funds and initial pricing

3rd + 4th Quarter 2018

- Proceed with the procurement of an engineer for the Preliminary Engineering Report (PER).
- Coordinate the procurement with DHCD.
- Evaluation of proposals by Fluvanna County procurement

1st + 2nd Quarter 2019

- DHCD facilitated meeting
- Community meeting to gather in-put
- Development and completion of the Preliminary Engineering Report (PER) with Site Cost Data
- Board of Supervisors Meeting

- Initial Development Cost Estimate:**

- Site Work:	\$	1,380,000
- Hard Costs:	\$	14,824,249
- <u>Soft Costs:</u>	<u>\$</u>	<u>2,712,212</u>
Total:	\$	18,916,461

- Potential funding sources include CDBG funding, FHLB, county support, tax credit equity, and low interest loans
- Based on the market study, the Greater Fluvanna Market Area should be able to support a 50-unit senior rental community based on the demographics of the local market area (which includes Fluvanna County, western Louisa County, and southeastern Albemarle County).

9 - CONSENT AGENDA

The following items were discussed before approval:

None.

The following items were approved under the Consent Agenda for July 2, 2019:

- Minutes of June 19, 2019 – Caitlin Solis, Clerk to the Board
- CRMF PW20-001 - Skid Steer Repair – Dale Critzer, Assistant Director Public Works
- Historical Society Farm Heritage Museum Funding - Mary Anna Twisdale, Director of Finance
- FY19 Aid to Localities Funding – Fire Department - Mary Anna Twisdale, Director of Finance
- FY19 Four-For-Life Supplemental Appropriation - Mary Anna Twisdale, Director of Finance
- FY19 Sheriff Department Insurance Claim – 2014 Dodge Charger VIN#9289 - Liz McIver, Management Analyst

MOTION:	Approve the consent agenda, for the July 2, 2019 Board of Supervisors meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

10 - UNFINISHED BUSINESS

- Zion Crossroads housing plan stall: Louisa County had 3 different subdivisions with requests for 1,300 additional units that have been put on hold because of water concerns.
- Regional business park in Louisa County at Shannon Hill received a \$600,000 grant from GO Virginia to help develop the project.
- Proffer language has been revised

11 - NEW BUSINESS

- Mrs. Booker inquired about increasing the County Employee base pay to \$15
- Mr. O'Brien asked about developing guidance with the new proffer policy

12 - PUBLIC COMMENTS #2

At 5:58pm 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 5:58pm.

13 - CLOSED MEETING

ENTER INTO A CLOSED MEETING

MOTION:	At 5:58pm, move 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.5, A.6 & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Prospective Industry, Investment of Funds and Legal Matters.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

MOTION:	At 7:02pm, move Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and “BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.”				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

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

At 7:02pm Chair Sheridan called to order the Regular Meeting of July 2, 2019.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

Special Presentation:

Retirement Recognition of Steven M. Nichols, County Administrator –by Eric M. Dahl, Deputy County Administrator

- Mr. Dahl presented Mr. Nichols with a Certificate of Commendation for his service as County Administrator of Fluvanna County for the last seven years.
- Mr. Sheridan presented Mr. Nichols with a retirement plaque and thanked him for leading by example.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

Potential Amendment to Zoning Ordinance Regarding Temporary Signs – Douglas Miles, Director of Community Development. Fred Payne, County Attorney initiated a formal review and discussion of our sign ordinance relating to temporary signs and based on recent Supreme Court decisions. The sign ordinance was last updated in 2017.

Mr. Payne provided three possible options to the suggestion that the county’s sign ordinance is unconstitutional:

- Take the position of the ordinance is enforceable as is
- Repeal time limits on temporary signs altogether
- Initiate an amendment to the ordinance to eliminate one part of the time limitations

Mr. Payne suggested initiating an amendment to the ordinance to remove the time limit and refer to the Planning Commission to prepare and recommend to the Board of Supervisors, after notice and public hearings, appropriate language to ensure that the new terms are in accord with federal law.

MOTION:	Adopt the attached resolution entitled "RESOLUTION No. 08-2019", regarding certain exempt temporary signs.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

Appointment of Project Consultant for the James River Water Project — Eric Dahl, Deputy County Administrator requested the appointment of Mr. Nichols to the James River Water Project as a Project Consultant. Based on Mr. Nichols extensive knowledge of the JRWP and years of membership on the JRWA, it will be helpful to have his services available on an as needed and as available basis.

MOTION:	Approve the appointment of Steven M. Nichols as Fluvanna County Project Consultant for the James River Water Project, with such appointment effective on July 8, 2019, and ending on December 31, 2019.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

Economic Development and Tourism Advisory Council (EDTAC) Update – Andy Sorrell, Chair, EDTAC presented an update on the Economic Development and Tourism Advisory Council’s activities and plans.

- Andy Sorrell, Chair of the Economic Development and Tourism Advisory Council, Columbia District, thanked the Board and Mr. Nichols for their service to Fluvanna County.
- Mr. Sorrell has served on EDTAC since it was founded in 2016.
- He discussed how Fluvanna County has done a great job preserving and maintaining its natural, historical, and recreational resources but could do a better job understanding and capitalizing on those resources as well as how these resources can supplement our local economy and diversify the county’s tax base.
- EDTAC has formed to connect the dots between the County’s Economic Development and tourism efforts, promote the best of what Fluvanna has to offer and to drive people here as a destination.
- EDTAC’s Tourism Strategic Plan, adopted in 2018, outlined four main goals including:
 - Continuing to build upon our existing tourism marketing efforts
 - Looking at the existing and future needs for tourism infrastructure
 - Increasing staff capacity for tourism efforts
 - Creating more opportunities and services for tourism related businesses
- The bylaws were updated to allow at-large district representation with preference given to district representation will allow people who are interested to serve the ability to do so.
- EDTAC also added a farm bureau representative due to the county’s agriculture and natural resources.
- EDTAC will schedule bi-annual updates with Board of Supervisors in March and October to coordinate with the beginning of the budget cycle, and before it is adopted for potential project funding.
- Wrapping up “101 Things to do in Fluvanna,” a listing of activities and events in the County.
- Working with County staff on the acquisition and design of a permanent “LOVE” sign to be potentially installed at Pleasant Grove.

14 – ADJOURN

MOTION:	Adjourn the special meeting of Tuesday, July 2, 2019.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	PASSED 5-0				

ATTEST: FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 08-2019

Be it resolved by the Fluvanna County Board of Supervisors, pursuant to Fluvanna County Code Sec. 22-20-1(c), that the Board intends to propose to amend the Fluvanna County Code in Sections 22-15 (regarding certain exempt temporary signs) and 22-22-1 (definitions, temporary sign) and hereby directs the Planning Commission to prepare and recommend to the Board, after notice and public hearings as required by law, appropriate language to ensure that the terms of thereof are in accord with federal law.

And be it further resolved that the public purpose for the proposed amendments is to harmonize the said sections as to the time limitations provided therein with the applicable holdings of the United States Supreme Court;

And be it further resolved that the proposed amendment be, and it is hereby, referred to the Planning Commission.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the Regular Meeting of the Board held on the 2nd day of July, 2019;

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

Attest:

John M. Sheridan, Chair

Fluvanna County Board of Supervisors