

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
December 2, 2020
Regular Meeting 4:00pm
Work Session at 7:00 pm

- MEMBERS PRESENT:** John M. (Mike) Sheridan, Columbia District, Chair
Mozell Booker, Fork Union District *(entered at 4:06pm)*
Patricia Eager, Palmyra District*
Donald W. Weaver, Cunningham District
- ABSENT:** Tony O’Brien, Rivanna District, Vice Chair
- ALSO PRESENT:** Eric M. Dahl, County Administrator
Fred Payne, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors

**Due to health concerns, Mrs. Eager is attending the meeting virtually/by telephone*
- Patricia Eager, (Calling from 1107 Mechunk Creek Drive)

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

At 4:02pm, Chair Sheridan called to order the Regular Meeting of December 2, 2020.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the December 2, 2020 Regular Meeting of the Board of Supervisors.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second			Motion
VOTE:	Absent	Yes	Absent	Yes	Yes
RESULT:	3-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:

- TJHD offering a free drive-through and walk-up COVID-19 testing for any one in the community over the age of 6
 - Wednesday, December 16th from 5pm-7pm
 - Fluvanna High School–bus loop, 1918 Thomas Jefferson Pkwy, Palmyra, VA
 - Call 434-972-6261 to schedule appointment to schedule an appointment from 8am-4:30pm on 12/14 and 12/15.
 - 50 walk-in/drive-up tests will be available.

Fluvanna County Pandemic Metrics: 11/30/2020:

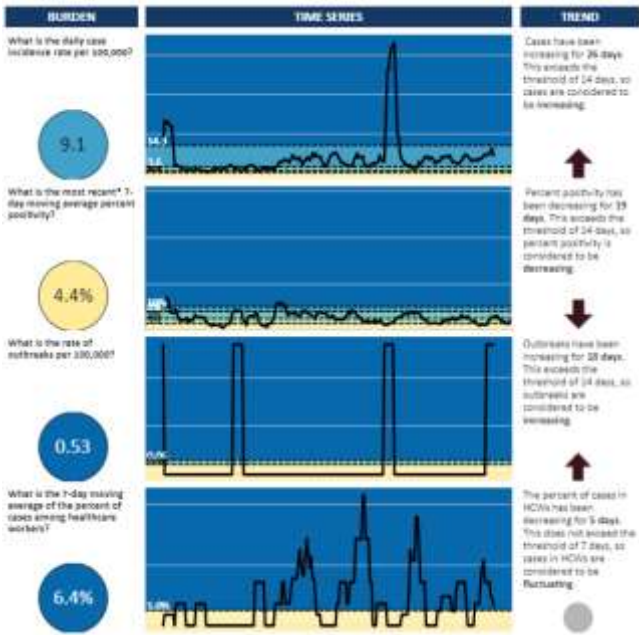
- November 16th, 2020
- Cumulative Cases: 464
 - 7-day rolling sum (11/09-11/16): 13 cases
 - Percent Positivity, rolling 7-day average: 4.5%

- November 23rd, 2020
- Cumulative Cases: 481
 - 7-day rolling sum (11/16-11/23): 17 cases
 - Percent Positivity, rolling 7-day average: 3.0%*

* This Metric is from Nov. 19th

- November 30th, 2020
- Cumulative Cases: 498
 - 7-day rolling sum (11/23-11/30): 17 cases
 - Percent Positivity, rolling 7-day average: 3.7%*

*This Metric is from Nov. 21st



Pleasant Grove Park will be holding a Community of Lights Celebration

- December 18th and 19th from 6 to 9pm
- Local businesses, churches, organizations, groups, clubs, scout troops, and anyone who would like to set up a holiday themed family friendly lights display are welcome to join.
- Spots are 20' x 20'
- Deadline to register a display is December 11, 2020
- Please register your display online at <https://fluvanna.recdesk.com/Community/Program> or call (434)589-2016 from 9am-4pm

Staff Updates

- Promotion- Jason Overstreet, Senior Planner
 - November 9, 2020
- Promotion- Ashley Hunter, Communications Team Lead (E911)
 - November 9, 2020
- New Employee- Michael Sharpe, Facility Maintenance Technician
 - November 16, 2020
- New Employee- Karen Terrell, Human Services Asst III (DSS)
 - November 23, 2020
- New Employee- Kimberly Becker, Financial Services Technician
 - November 30, 2020

BOS Guidance

- Cigarette Tax?
 - Legislation passed in 2020 authorizing counties to impose cigarette taxes beginning July 1, 2021
 - Localities can levy up to \$0.40 per pack
 - After numerous workgroup meetings, surrounding localities expressed interest in a regional approach to administer the tax, assuming their boards implement the tax.
 - Fluvanna revenue estimates \$150K-\$200K

The Board decided to pursue implementation of a cigarette tax.

- Amendment of County Code Sec. 2-1-5. - Assessment of costs in certain criminal and traffic cases
 - 2020 General Assembly approved an amendment to Virginia Code§ 53.1-120, *Sheriff to provide for courthouse and courtroom security; designation of deputies for such purpose; assessment*
 - The approved change increases the fee that localities may collect from \$10 to \$20; this is part of the costs in each criminal or traffic case in which the defendant is convicted of a violation of any statute or ordinance
 - Fluvanna County Code 2-1-5, *Assessment of costs in certain criminal and traffic cases* allows the County to assess and collect \$10
 - An Ordinance amendment of County Code section 2-1-5 is required before the Circuit Court can collect the amended fee
 - Estimates a potential revenue increase \$20K-\$25K.
 - Move forward with ordinance amendment?

The Board of Supervisors chose not to move forward with ordinance amendment allowing fee increases that localities may collect from \$10 to \$20.

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Dec 16	4:00pm 7:00pm	Work Session – Non Profits Regular Meeting	Library
Wed	Jan 6	4:00pm	2021 Organizational Meeting Regular Meeting	Library
Wed	Jan 20	4:00pm 7:00pm	Budget Work Session – Non Profit Presentations Regular Meeting	Library

5 - PUBLIC COMMENTS #1

At 4:21pm, Chair Sheridan opened the first round of Public Comments.

- Rudy Garcia, 802 Rivanna Woods Drive, addressed the Board as the President of the Chamber of Commerce. He reminded them that they are invited to the Annual Chamber meeting on Monday at 7:00pm held via Zoom this year. Mr. Garcia also spoke in support of the YAE Wellness business coming to Fork Union.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:23pm.

6 - PUBLIC HEARING

None.

Resolution Recommending Appointment to the Board of Equalization – Eric Dahl, County Administrator

§ 58.1-3370. Appointment.

- The circuit court having jurisdiction within each city and each county other than those counties operating under § 58.1-3371 shall, in each tax year immediately following the year a general reassessment or annual or biennial assessment is conducted in such city or county, appoint for such city or county a board of equalization of real estate assessments, unless such county or city has a permanent board of equalization appointed according to law.

§ 58.1-3374. Qualifications of members; vacancies.

- Every board of equalization shall be composed of not less than three members nor more than five members or the number of local election districts in the locality, whichever is greater.
- In addition to such regular members, at the request of the local governing body, the circuit court for any locality shall appoint one alternate member in the case of a board with less than five members, and two alternate members in the case of a board with five or more members.
- All members of every board of equalization, including alternate members, shall be residents, a majority of whom shall be freeholders, in the county or city for which they are to serve and shall be selected from the citizens of the county.
- Appointments to the board of equalization shall be broadly representative of the community. Thirty percent of the members of the board shall be commercial or residential real estate appraisers, other real estate professionals, builders, developers, or legal or financial professionals, and at least one such member shall sit in all cases involving commercial, industrial or multi-family residential property, unless waived by the taxpayer.

Previously Recommended Appointees to the Board of Equalization for 2021

- Mrs. Gloria Vest – Member - Columbia District – former Chief Deputy Treasurer of Fluvanna County; former BOE Member: 2019
- Mr. Dan Nunziato – Member - Cunningham District – Former member of Economic Development Authority; former BOE Member: 2019
- Mr. Tom Payne – Member - Palmyra District - Former Chair of Social Services Board; former Board of Supervisors member; former BOE Member: 2019
- Mr. Randy White – Member – Cunningham District – New BOE Member: 2021

Recommended Appointees to the Board of Equalization for 2021

- Mr. Scott Marshall – Cunningham District – Fluvanna Count Economic Development Authority 2002-2020, Fluvanna County Parks and Recreation 2002-2014, New applicant to serve on the 2021 Board of Equalization
- Mr. Dean Tistadt – Cunningham District – President of HOA. Deputy Director of Fairfax Police Youth Association; Vice President of condominium association; New Applicant to serve on the 2021 Board of Equalization
- Mr. Ronald P. Lauziere – Cunningham District – former Board member of the Thomas Jefferson Soil and Water Conservation District; former board member of the Thomas Jefferson Housing Improvement Corporation; founding director of the Fluvanna/Louisa Housing Foundation; former board member of the Piedmont Housing Alliance; New Applicant to serve on the 2021 Board of Equalization

MOTION:	Recommend Ronald Lauziere for appointment as a member to the 2021 Board of Equalization				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

MOTION:	Recommend Scott Marshall and Dean Tistadt for appointment as alternate members to the 2021 Board of Equalization.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

MOTION:	Adopt a resolution entitled, "A RESOLUTION RECOMMENDING APPOINTMENT TO THE BOARD OF EQUALIZATION."				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion			Second
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

Board of Equalization Pay Increase – Eric Dahl, County Administrator

- In July 2017, staff added the Board of Equalization members and the BOEs Administrative Assistant into the MUNIS payroll system.
- July 2017 was the last pay increase for the Board of Equalization, when all other board/commission pay was increased effective June 24, 2019.
- Recommend increase hourly pay rate from \$23.00 per hour worked up to \$24.00 per hour worked.

Current:

BCC	Position	No. of Mbrs	Annual	Per Month	Per Pay Period (26)	TOTAL ANNUAL COST	Effective Date	% Chg
Board of Equalization	Member	5	\$920.00	\$23.00	per Hour	\$4,600.00	1-Jul-19	0.00%
	Admin Ass	1	\$3,680.00	\$23.00	per Hour	\$3,680.00	1-Jul-19	0.00%

Proposed:

BCC	Position	No. of Mbrs	Annual	Per Month	Per Pay Period (26)	TOTAL ANNUAL COST	Effective Date	% Chg
Board of Equalization	Member	5	\$960.00	\$24.00	per Hour	\$4,800.00	1-Jul-19	4.35%
	Admin Ass	0	\$1,000.00	\$0.00	per Hour	\$1,000.00	1-Jul-19	

MOTION:	Approve an increase in Board of Equalization (BOE) member pay from \$23.00 per hour to \$24.00 per hour, effective November 10, 2020.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion			Second
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

Letter of Support for Pharmaceutical Processor – Bryan Rothamel, Economic Development Coordinator
Medical Cannabis in Virginia

- 2015: Board of Pharmacy provided a defense of possession of cannabidiol (CBD) oil or tetrahydrocannabinolic acid (THC-A) oil, initially to alleviate epilepsy.
- 2016-17: Authorized establishment of five (5) pharmaceutical processors.
- 2018: Expanded the use of oils, upon recommendation from a physician.
- 2019: Expanded authority for prescriptions, created “registered agent” registration and authorized wholesale distribution between processors.
- 2020: Allowed additional dispensaries in HSAs.

Pharmaceutical Processors

- The Board of Pharmacy allows one processor per Health Service Area (HSA).
- Five licenses were awarded:
 - HSA I: PharmaCann Virginia
 - HSA II: Dalitso
 - HSA III: Dharma Pharmaceuticals
 - HSA IV: Green Leaf of Virginia
 - HSA V: Columbia Care



Health Service Areas

- HSA I license was awarded PharmaCann Virginia. PharmaCann transferred the license to MedMen. In July 2020, the Board of Pharmacy rescinded the HSA I license.
- Board of Pharmacy reissued a Request for Application (RFA).

- Applicants must demonstrate financial ability, marketing plans, productive expertise, facility information, industry involvement, and site selection.
- Applicants must show community support.
- Sites must produce and dispense from the same location. The company can have five additional dispensaries in the HSA.
- The license will be awarded March 30, 2021.

YAE Wellness LLC

- YAE Wellness LLC (pronounced “yay”) approached Fluvanna about locating at the County-owned Fork Union Property (Tax Map 51-A-129A) located behind the Fluvanna Community Center and Fork Union Vol. Fire Dept.
- YAE Wellness has offered \$135,000 for 15 acres, preliminarily located on the northern portion of the property.

YAE Wellness Letter of Intent

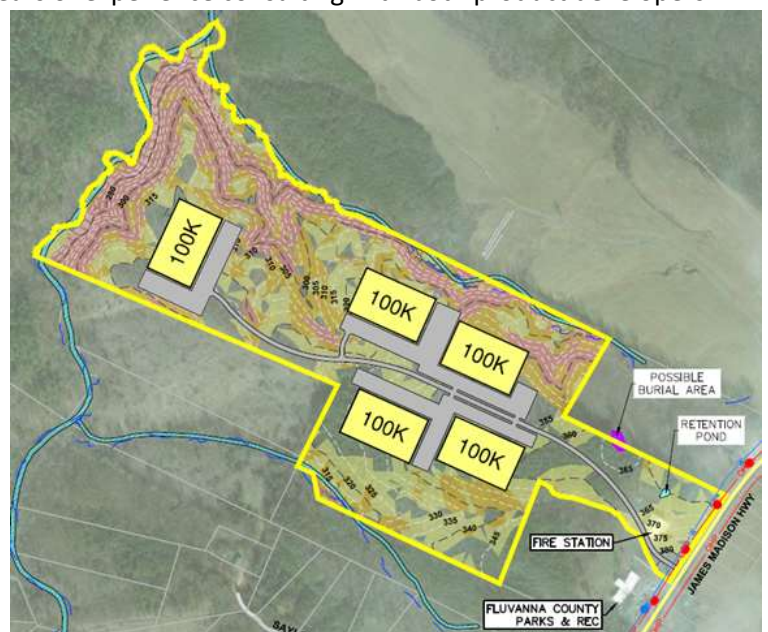
- Also in the Letter of Intent from YAE Wellness:
 - Proposal to build a 100,000 sq ft building, employing 50 people.
 - Prioritize regional, veterans and diverse background candidates
 - 24 full time employees for cultivation
 - 20 employees for dispensary
 - Plan to use local contractors for construction.
 - Capital Investment of \$15 million to \$20 million.
 - Dedication of 4 hours per employee per year.
 - \$100,000 donation for support of the fire department (payable over five years)
 - Crime prevention seminars and training provided by the company
 - Maintenance and upkeep of the Petersburg Hill Plantation Slave Cemetery.
 - Additional financial support of area nonprofits

YAE Wellness Partners

- Ausrine Zagorodna, CEO/CFO
 - Has been an entrepreneur for more than 15 years and was part of the successful Green Leaf Medical of Virginia license award in 2018 (HSA IV). She has three years of experience developing, operating, executing, and leading organizations in the Virginia medical cannabis industry. Zagorodna is a founding member of the Virginia Medical Cannabis Coalition and serves as the treasurer. Beyond her efforts in medical cannabis, she is a Class A contractor and involved with OZ Enterprises, a granite company in Richmond.
- Yuliya Habib, PharmD.
 - Will serve as the Pharmacist-in-Charge for YAE Wellness. Habib is a board certified, clinical pharmacist with Bon Secours, Richmond, where she has been employed for the last nine years. Habib has over 15 years of hospital, managerial, student preceptorship, and retail pharmacy experience. She earned her Doctor of Pharmacy from the University of Arizona and has a deep understanding of safety standards and regulations set by the FDA. She has knowledge of planning effective drug therapies.
- Eucharia Jackson (Ukay)
 - She will oversee a qualified group of pharmacists and ensure YAE Wellness operation and products remain safe and in full compliance with local, state, and federal regulations. Jackson has been involved in the pharmaceutical industry including 15 years of experience consulting with both product developers and pharmaceutical researchers. She is a seasoned non-profit leader and serves on numerous Richmond area nonprofit boards including the American Heart Association, the Science Museum of Virginia, the Virginia Museum of Fine Arts, the YWCA of Richmond, and the Collegiate School.

Preliminary look at the property

- Here is a preliminary look at a possible property layout.
- YAE Wellness is interested in the northeastern portion of the property.



YAE Wellness facilities

- This facility, 100,000 sq ft, would cultivate, process and dispense. All operations would be inside the building.
- Security is a top concern of the facility by the company. Sheriff Hess met with the Director of Security for YAE Wellness. Sheriff Hess provided a letter of support for YAE Wellness.
- YAE Wellness would drive traffic to Fork Union as anyone can bring a prescription to any of the five producers. In future years, YAE Wellness would export to five other dispensaries.
- YAE Wellness would be a FUSD customer and utilize its own drain field with high-recycled water usage.

Community Letters of Support

- YAE Wellness has received 95 signatures in support of the project in the last week.
- Both potential neighbors have signed off on the usage.
- The Sheriff, Chamber of Commerce Board, Historical Society, members of the Fork Union business community, veterans, other business owners in the County, and County residents have provided letters of support.
- The County letter of support is a critical piece to the application process.

MOTION:	Approve the letter of support of YAE Wellness LLC, a pharmaceutical processor, applying to operate a medical cannabis production facility at the county-owned Fork Union Property.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

FCPS FY21 CARES Act Budget Transfer – Mary Anna Twisdale, Finance Director

CARES Act Funds- Supplemental Appropriation

- \$150,000- Technology- Chromebooks, and other needed hardware
- This technology was previously purchased in anticipation of the Schools virtual learning, which began September 2020.

CARES Fund Memo

CARES Funds Received \$4,758,404 + \$24,944 = \$4,783,348

CARES Funds Salary Reimbursement = \$2,375,262

CARES Funds to Schools \$301,017 (PPE) + \$45,990 (Hot Spots) + \$150,000 (Chromebooks) = \$497,007

Broadband Expansion = \$580,000

Small Business Grants = \$603,000

Fluvanna County Public Schools – Technology update

Technology Plan

Spring 2020

- Purchased 1600 G7 Chromebooks as part of the normal replacement cycle to refresh FHS’s G4 Chromebooks using FY2020 funding
- Ordered early in an effort to ensure availability and to deploy in the summer

Summer 2020

- Pulled G4 Chromebooks from FHS’ Chromebook carts and assigned to students intending to be virtual
- Assigned newly purchased G7 Chromebooks to students from Grades 12th to 4th who intended to be Hybrid
- Pulled G6 Chromebooks from FMS and Central Chromebook carts to distribute to Hybrid students in Pre-K to Grade 3
- Purchased 600 G8 Chromebooks with the intent to replace broken and damaged Chromebooks as well as for Hybrid students returning in February

Lost/Damaged Chromebooks

- The family is responsible for the replacement cost of \$200.
- Approximately 20 damaged that can not be repaired by warranty to date.
- Some are under warranty and are returned to vendor for repair.
- On a given day, between 10-20 G7 Chromebooks are out for warranty repair work through HP
- The G7 Chromebook warranty expires March 2021

Must have additional Chromebooks on hand for:

- Online testing
- Hybrid student forgets to bring device to school

The older models G4 are issued to virtual students.

- Battery life issues, but can be plugged in if working from home.
- These were scheduled for E-Waste.

Future Needs

- Replace Chromebooks that were removed from classroom carts for distribution to students.
- Replace Chromebooks that are either not returned or not returned in a usable condition.
- Estimate that we may need 2,000 more devices. This includes end-of-life devices and an estimated 5-10% loss.
- Prices are changing rapidly due to high demand. In FY2020, devices were purchased for approximately \$200, but in FY2021 they may be as high as \$310 each.
- Supply- current wait time is 6-9 months.
- Technology is currently reviewing and revising all replacement cycles.

MOTION:	Approve a budget transfer of \$150,000 from the FY21 CARES Act Contingency line to the Fluvanna County Public Schools FY21 budget.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

FY21 BOS Contingency Budget Transfer- Drug Court County Match – Eric Dahl, County Administrator; Liz McIver, Management Analyst

- During FY21 budget discussions, the Board indicated they would be willing to do a \$45,000 match from Board Contingency to help fund startup cost of the Drug Court program and to provide required Grant matching funds
- \$5,000 was budgeted in FY21 to the Circuit Court Judge’s budget to make the County cash contribution a total of \$50,000
- The grant requires a 25% cash or in-kind match that would be covered with in-kind services from the Circuit Court Clerk, Sheriff and the Commonwealth’s Attorney and \$50,000 in cash funding.

MOTION:	Approve a budget transfer of \$45,000 from the FY21 BOS Contingency budget to Drug Court budget				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion				Second
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

Self-Contained Breathing Apparatus Contract Amendment – Cyndi Toler, Purchasing Officer

- Since the outbreak of the COVID-19 pandemic Fire and Rescue have responded to approximately 400 positive and suspected patients with the virus.
- Fire and Rescue Chief’s requested that the Board approve the purchase of this life saving PPE with funds provided by the CARES ACT.
- The request was for individual full face piece air purifying respirators (APR) and particulate blocking hood.
- On November 4, 2020 the board approved Funding of \$68,891.25 for this purpose.
- Because of the nature of this equipment and the time frame required to purchase with CARES Funds, we are utilizing the existing contract for the purchase of SCBA equipment to make part of this purchase.
- The amendment is for part of the requested equipment that can be purchased from Fire & Safety Equipment Co.
 - 125 MSA, G1, mask with 40point harness and head net.
 - 125 MSA Single Port APR adaptor
 - 204 Optifilter XL, type HE(original request had been for 200, however product comes in packs of 6)
- The remaining equipment requested will be purchased via small purchasing procedures from other vendors.
 - 125 Mask carry bags
 - 125 PGI, Cobra, Barri-Aire particulate protection hood with front and back bib and Nano protection.

MOTION:	Approve the contract Amendment with Fire & Safety Equipment Co., Inc. for additional Self-Contained Breathing Apparatus (SCBA) and related Equipment totaling \$53,080.15.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion				Second
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

7A – BOARDS AND COMMISSIONS

None.

8 - PRESENTATIONS

VDOT Quarterly Report – Aaron French, Operations Engineer VDOT, gave a brief update on current VDOT projects, speed studies being conducted, county safety and operational improvements, maintenance crews responded to 257 work orders in FY21.

- Mr. Sheridan mention a drainage issue in the ditch on stage junction rd.
- Mr. Dahl mentioned the landscaping update in the roundabout on RT 15
- Mrs. Booker asked about the requirements for center lines

Compensation Board Funded Bonus for Sworn Personnel in the Sheriff’s Office – Jessica Rice, Human Resources Manager

Legislative Amendment to FY21 Comp Board Budget

- Special session of the General Assembly amendment to Compensation Board funding dictates a one-time bonus to be paid effective December 1, 2020; “\$500 bonus payment on December 1, 2020 for Compensation Board funded sworn sheriffs, deputies and regional jail officers.”- Bonuses must be paid in the County’s December payroll.
- The bonus is approved by the legislature and funded through the Comp Board for sworn positions only, and is not funded for nonsworn (civilian) positions in sheriffs’ offices and regional jails, such as cooks, medical, dispatch or administrative positions.
- Fluvanna County is required to accept the funding, and it may only be used for bonuses
- Fluvanna County Sheriff’s Office has 36 sworn law enforcement officers. Only 20 of those positions are Compensation Board funded that are eligible to receive this bonus. County receiving \$10,765 to cover the 20 bonuses and associated payroll taxes.

BOS Options for consideration

Option 1 (Required): Proceed with allocating the \$500 bonus to a portion of the Sworn Law Enforcement Officers, as funded by the legislation

Option 2: Approve a \$500 bonus to all 36 full-time Sworn Law Enforcement Officers (includes sheriff and deputies)

Option 3: Approve a \$500 bonus to all paid public safety personnel, to include Sworn Law Enforcement, Administrative position, and E911 staff

Option 4: Approve a \$250 bonus to all permanent part-time and \$500 bonus to all permanent full-time County employees

Option	Number of Employees	Total Cost Bonus + FICA	Less Comp Board Funding	Total Cost to County
1	20	\$10,765	\$10,765	\$0
2	36	\$19,377	\$10,765	\$8,612
3	51.5	\$27,720	\$10,765	\$16,955
4	163.5	\$88,004	\$10,765	\$77,239

- Option 1- Approx. ½ of Sworn LE
- Option 2- All Sworn LE
- Option 3- All Public Safety
- Option 4- All permanent staff

- Intent of State Funded Bonus
- County FY21 Adopted Budget
- County Employee Appreciation events
- Status of current departmental expenditures

Redistricting 2021 – Kelly Belanger Harris, Assistant County Administrator

Redistricting – Purpose and Requirements

- ▶ Reapportionment and redistricting is required every 10 years
 - County must reapportion and redraw election district boundaries every 10 years in the year ending in one following the decennial census
 - Districts must: be compact, contiguous, and have clearly observable boundaries
 - Apply equal population standard
 - 2020 Decennial Census population figures, as adjusted by the Division of Legislative Services
 - Local governing body members and redrawn/reapportioned districts
- ▶ Election districts and precinct boundaries established from the 2010 census
- ▶ New districts are adopted by ordinance

Timeline for Redistricting

- ▶ 2020 Decennial Census – enumeration was completed in Oct 2020
- ▶ Census data delivered to the President of the United States – Dec 31, 2020
- ▶ Census data delivered to States – April 1, 2020
- ▶ Census data delivered to localities – Date TBD
- ▶ County Staff analyzes data and proposes redistricting plan – Date TBD
- ▶ Redistricting Committee Makes Recommendation
- ▶ Public Meetings and Public Hearings
- ▶ Ordinance to Adopt the Redistricting Plan

Next Steps

- ▶ Prior to data release:
 - Staff prepares population growth projections
 - Board appoints redistricting committee
 - Create tentative timeline for public information meetings
- ▶ After data release:
 - Reconcile population projections with Census data
 - Redistricting Committee Recommends Redistricting Plan
 - Advertise Public Information Dates
 - Advertise Public Hearing
 - Board Adopts Redistricting Plan

Population Projection 2021

Election District	Building Permits Issued		2010 Population		2021 Projected Population				Redistricting	
	# of Permits Issued 2011-2020	Percentage of Permits Issued	2010 Population ^A	% of Total Population	2021 Total Population Projection ^B	% of Total Population	Persons Added 2011 - 2020 ^B	District Projected % Growth	Deviation from 5489 ^C	% Deviation
Columbia ^D	143	13.2%	5187 ^D	20.2%	4,523	16.5%	369	7.1%	-1,236	22.50%
Cunningham	342	31.6%	5,229	20.4%	6,111	22.3%	882	16.9%	622	11.33%
Fork Union	156	14.4%	4,650	18.1%	5,052	18.4%	402	8.6%	-437	7.96%
Palmyra	386	35.7%	5,355	20.8%	6,351	23.2%	996	18.6%	869	15.83%
Rivanna	54	5.0%	5,270	20.5%	5,409	19.7%	139	2.6%	-80	1.45%
TOTAL	1,081	100.00%	25,691	100.0%	27,447	100.0%	2,789			
^A 2010 census data										
^B Population estimates for 2021 achieved by multiplying the 2010 average household size of 2.58 persons by the number of total residential building permits issued between 2011 and Nov 24, 2020. For instance: Columbia District had 143 permits issued during the time period Jan 1, 2011 - Nov 24, 2020. 143 x 2.58 = 368.94 persons.										
^C 5529 is the "ideal" district size. It is the total population, adjusted to exclude the incarcerated population, of all districts multiplied by the number of election. districts.										
^D Columbia population in 2010 included the incarcerated population at the Fluvanna Women's Correctional Center. 2021 projects do not include this population.										

Considerations

- ▶ Columbia District will lose population equal to the incarcerated population at Fluvanna Women’s Correctional Center (~1000 on April 1, Census Day)
- ▶ Board can increase, decrease, or maintain the current number of voting district
- ▶ District population reapportionment must be +/- 5%
- ▶ Potential June 2021 Primaries
- ▶ 2021 November Election
- ▶ Fluvanna Voting Districts

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for December 2, 2020:

- Minutes of November 18, 2020 – Caitlin Solis, Clerk to the Board
- FY21 FCPS Grants Supplemental Appropriation – Brenda Gilliam, Executive Director for Instruction and Finance
- FY21 FCPS Grants Supplemental Appropriation – Brenda Gilliam, Executive Director for Instruction and Finance
- FY21 Sheriff Department Insurance Claim –2015 Ford F-150 VIN#4224 – Liz McIver, Management Analyst
- FY21 Sheriff Department Insurance Claim – 2018 Dodge Charger VIN#3232 – Liz McIver, Management Analyst

MOTION:	Approve the consent agenda, for the December 2, 2020 Board of Supervisors meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

10 - UNFINISHED BUSINESS

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

Budget Discussion – Eric Dahl, County Administrator

- Mr. Sheridan asked to revisit the 3% staff raise that was pulled to 1% due to the uncertainty of collections during the pandemic.
- Staff suggested revisiting the discussion during the second meeting in January, when a better picture of second half revenue collection can be taken into account.

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 6:12pm, Chair Sheridan opened the second round of Public Comments.

With no one wishing to speak, Chair Sheridan closed the second round of Public Comments at 6:12pm.

13 - CLOSED MEETING

MOTION:	At 6:12pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6, & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Investment of Funds, and Legal Matters.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

MOTION:	At 7:06pm, 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	Absent	Yes	Yes
RESULT:	4-0				

RECONVENE – JOINT WORK SESSION WITH SCHOOL BOARD

Mr. Winkler presented an update to the Board of Supervisors illustrating the Fluvanna County School Successes

- All Fluvanna County Public Schools are fully accredited for the seventh consecutive year. Fluvanna is one of only 19 school divisions to hold this distinction.
- On-time graduation rate 95.56 percent and Dropout Rate of 1.37 percent in 2020.
- 35 Students receive AP Scholar Awards.

Mr. Winkler gave a Fluvanna County Public Schools preliminary budget discussion. Breaking down information such as VRS for employees, per pupil expenditure, categorical budget, current enrollment, enrollment projections, potential revenue changes, budget unknowns (such as Health Insurance Rates, State Budget Allocations, Cost of Living- VRS 2020 is 1.81%, Revisions to SOQ, Special Education- Population Growth, FY2022 Enrollment) and budget priorities for FY21.

Budget Priorities for FY2021

Priority	Estimated Cost
Increase for All Staff- Step for Teachers Costs approx. Step Only= \$425,000 Step + 1%= \$700,000	TBD
Health Insurance Premiums	TBD
Staffing – 2 Additional Reading Specialist, 1 Additional Math Specialist, 1 Additional Social Worker, 1 Additional School Social Worker	\$300,000

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, December 2, 2020 at 7:42pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Absent	Yes	Yes
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 32-2020

**A RESOLUTION RECOMMENDING APPOINTMENT TO
THE BOARD OF EQUALIZATION**

WHEREAS, Virginia Code Section 58.1-3370 requires the appointment of a Board of Equalization in each tax year immediately following the year a general reassessment is conducted in the County; and

WHEREAS, it is the desire of the Board of Supervisors of Fluvanna County to request that the Circuit Court of the County appoint such a Board and to suggest to the court the members to be appointed; and

WHEREAS, the Board of Supervisors desires to provide necessary clerical assistance for such Board of Equalization in accordance with Virginia Code Section 58-1-3376; and

WHEREAS, a general reassessment of the County has recently been completed; and

WHEREAS, the Fluvanna County Board of Supervisors requests the Board of Equalization to meet as frequently as necessary to hear all appeals from landowners concerning their reassessment; and

WHEREAS, the Fluvanna County Board of Supervisors encourages the Board of Equalization to meet with the assessors and review and evaluate their method of assessing the value of land in this reassessment.

- NOW, THEREFORE BE IT RESOLVED** by the Board of Supervisors of Fluvanna County, as follows:
- 1) That the County Attorney be, and he is hereby, **DIRECTED** to request the appointment by the Circuit Court of the County of a Board of Equalization as required by law; and that, in so doing, the County Attorney submit to the court a suggested list of members for such Board of Equalization, such list being attached to this resolution as Exhibit A; and
 - 2) That the County Administrator be, and he is hereby, **AUTHORIZED AND DIRECTED** to provide necessary clerical assistance for such Board of Equalization, by the hiring of additional personnel or otherwise providing support as may be necessary; and
 - 3) That the Commissioner of the Revenue be, and he is hereby, **REQUESTED** to assist such Board of Equalization.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 2nd day of December 2020:

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

Attest:

John M. Sheridan, Chair
Fluvanna County Board of Supervisors