

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

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

**ABSENT:** None.

**ALSO PRESENT:** Eric M. Dahl, County Administrator  
Kelly Belanger Harris, Assistant County Administrator  
William Turner, Deputy County Attorney  
Caitlin Solis, Clerk for the Board of Supervisors

**1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE**  
At 4:15pm Chair Sheridan called to order the Regular Meeting of August 4, 2021.  
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**3 - ADOPTION OF AGENDA**

MOTION:	Accept the Agenda, for the August 4, 2021 Regular Meeting of the Board of Supervisors.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

**4 - COUNTY ADMINISTRATOR’S REPORT**

Mr. Dahl reported on the following topics:

Announcements and Updates - New Employees

- Earl Schoen, Full-time Deputy Sheriff, Sheriff's Office, Started July 6<sup>th</sup>
- Diana Neal, Full-time Deputy Sheriff, Sheriff's Office, Started July 6<sup>th</sup>
- Larry Crickenberger, Part-time Deputy Sheriff, Sheriff's Office, Started July 6<sup>th</sup>

Announcements and Updates – Library Programming

- Summer Reading at the Library has been great fun this year! Summer Reading ends August 14.
- Magician Wes Iseli entertained staff and 210 of our community.
- Those participating enjoyed a Sidewalk Chalk Obstacle Course, Making Fairy Gardens, and learning how to Paint with our Feet - which was very hard.

**FLUVANNA COUNTY FAIR**

- Fair dates are August 19 - 21
  - August 19 / Fair opens at 4pm, closes at 9pm
    - Events: 4-H rabbit and poultry show, HS pep rally, & Charlottesville Municipal Band
  - August 20 / Fair opens at 4pm, closes at 9pm
    - Events: Power Wheels Derby and music by Crimson Current
  - August 21 / Fair opens at 10am, closes at 9pm
    - Events: Magician and various music acts throughout the day, mini excavator challenge, cornhole tournament, & rodeo.
- Carnival runs August 18 - 21
  - Wednesday & Thursday 6pm - 10pm
  - Friday 5pm - 10pm
  - Saturday 10am - 10pm with a break 3pm - 5pm

**New Scoreboard at Carysbrook Gym**

- Parks and Recreation just completed the removal of our old scoreboard and installation of our new scoreboard.

Announcements and Updates

- COVID Update
  - July - 28 new cases

Economic Development Strategic Plan

- The Economic Development Strategic Plan has begun.
- Each Board member will have individual interview sessions with the Platinum PR team. Bryan Rothamel will coordinate with Board members to schedule.
- The interview sessions will be via Zoom and can be done at home or in the Morris Room.
- Staff will send “thought questions” beforehand.
- The schedule includes focus group, staff members, listening sessions, etc.

Spotlight on Business

Lake Jiu-Jitsu

- Classes beginning today, August 4
- Memberships available for \$90/mo, \$65/mo for additional family members.
- Martial arts school offering Jiu-Jitsu training for adults and children of all levels and ages.
- Located at 6A Centre Court in Lake Centre (near Dogwood Restaurant).
- Sign up for memberships on LakeBJJ.com  
Facebook.com/LakeBJJ

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Aug 18	7:00 PM	Regular Meeting	Library
Wed	Sep 1	4:00 PM	Regular Meeting	Library
Wed	Sep 15	7:00 PM	Regular Meeting	Library

5 - PUBLIC COMMENTS #1

At 4:28pm, Chair Sheridan opened the first round of Public Comments. With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:29pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

Purchase of Cardiac Monitors and AED’s – Cyndi Toler, Procurement Officer

- Fire and Rescue cardiac monitors and AED’s are at end of life and are failing on calls.
- In the FY20 CIP budget there is \$190,000.00 to replace Fluvanna Rescue ambulance 49
- Also in FY20 and FY21 CIP budgets there is a total of \$200,000 set aside for the purchase of Cardiac Monitors and AED equipment.
- Lake Monticello and Fluvanna Rescue squads applied for a Rescue Squad Assistants Funds grant, seeking funding for an estimated \$200,000 to make the cardiac monitor and AED purchase, but neither received that grant.
- Lake Monticello did receive a 50/50 grant to pay for \$4,569 of the AED purchase for them. This is a reimbursement grant, Once the County has paid for the equipment, Lake Monticello will file for reimbursement in order to refund the County
- At this time new cardiac monitors and AED’s are more critical than an ambulance.
- We are requesting \$159,000.00 of the funds for that Ambulance be reallocated to the CIP project for the purchase of the Monitors and AED’s. The need for this ambulance replacement will need to be readdressed in the next CIP budget cycle.
- The total for the cardiac monitors and AED’s with one year of preventative maintenance is \$358,262.15. Ongoing fees for preventative maintenance will be a total of \$20,160.00 annually, to be paid out of the Fire and Rescue operational budget.
- It was decided by Fire and Rescue to purchase LifePak monitors and AED’s so that the pads and connections will be standardized county wide
- Stryker Medical has a contract for these devices thru the National Association of State Procurement Officials (NASPO) that the state of Virginia has signed a participation agreement allowing us to use this as a cooperative agreement.

MOTION:	Approve a budget transfer of \$159,000.00 from the Fire & Rescue Vehicle CIP budget to the Machinery and Equipment CIP budget for the Purchase of Cardiac Monitors and AED’s.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver

<b>ACTION:</b>		Second	Motion		
<b>VOTE:</b>	Yes	Yes	Yes	No	Yes
<b>RESULT:</b>	<b>4-1</b>				

<b>MOTION:</b>	Approve the Contract between Fluvanna County and Stryker Medical to Purchase the LifePak Cardiac Monitors and AED's totaling \$438,902.15 including 5 years of preventative maintenance, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>		Second	Motion		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

*Fork Union Military Academy Wastewater Treatment Plant Evaluation PA#12 – Cyndi Toler, Purchasing Officer*

- The existing WWTP at FUMA has a design capacity of 60,000 gallons per day (GPD) and discharges treated effluent to North Creek under the Virginia Pollutant Discharge Elimination System (VPDES) Permit No. VA0024147.
- The permit also includes flow tiers for 75,000 GPD and 99,000 GPD.
- The County would like Dewberry to conduct an evaluation of the existing WWTP to allow the County to gain an understanding of the condition of the existing facility, operating costs, permitting requirements, operating challenges, and to identify any necessary upgrades.
- The results of the evaluation will be summarized in a technical memorandum.
- The total for the project agreement is \$39,870.00
- Scope of services
  1. Conduct a site visit to the existing WWTP, including an electrical, structural, and wastewater process engineer, to gather data and conduct a visual inspection of the facility.
  2. Gather and evaluate existing data including previous reports, permit, record drawings, O&M manuals, DMRs, utility data, and operating information.
  3. Prepare sampling plan as needed to gather additional data to be executed by the County and/or FUMA.
  4. Coordinate with the Virginia Department of Environmental Quality (VDEQ) regarding past notices of violations (NOVs) and any other permitting considerations.
  5. Conduct process and hydraulic evaluation of the WWTP and evaluate the existing WWTP's ability to reliably meet the current permit limits and identify any recommended improvements.
  6. Develop list of recommended improvements including gathering information from equipment and material suppliers.
  7. Prepare budgetary construction cost estimates for identified improvements.
  8. Develop estimated operating and maintenance requirements and costs for the existing WWTP.
  9. Develop a list of short-lived assets to determine the recommended equipment replacement reserve.
  10. Prepare draft technical memorandum to include the results of the evaluation and recommendations for the WWTP.
  11. Attend meeting with the County to review the draft technical memorandum.
  12. Revise the technical memorandum based on review comments and submit the final technical memorandum to the County.
- Staff is recommending the use of ARPA funds for this project
- Per the Interim Final Rule § 35.6 Eligible uses.
  - (e) To Make Necessary Investments in Infrastructure. A recipient may use funds to make investments in:
    - (1) Clean Water State Revolving Fund and Drinking Water State Revolving Fund investments. Projects or activities of the type that would be eligible under section 603(c) of the Federal Water Pollution Control Act (33 U.S.C. 1383(c)) or section 1452 of the Safe Drinking Water Act (42 U.S.C. 300j-12);
- CWSRF Project Eligibilities
  - CWSRFs fund a wide range of water infrastructure projects. Eleven types of projects are eligible to receive CWSRF assistance; the following applies to this potential project
    - Decentralized wastewater treatment systems  
Assistance to any public, private, or nonprofit entity for the construction, repair, or replacement of decentralized wastewater treatment systems that treat municipal wastewater or domestic sewage.
- From FAQ's on the Treasury's website
  - May recipients use Funds for pre-project development for eligible water, sewer, and broadband projects? [6/23]
    - Yes. To determine whether Funds can be used on pre-project development for an eligible water or sewer project, recipients should consult whether the pre-project

development use or cost is eligible under the Drinking Water and Clean Water State Revolving Funds (CWSRF and DWSRF, respectively). Generally, the CWSRF and DWSRF often allow for pre-project development costs that are tied to an eligible project, as well as those that are reasonably expected to lead to a project. For example, the DWSRF allows for planning and evaluations uses, as well as numerous pre-project development costs, including costs associated with obtaining project authorization, planning and design, and project start-up like training and warranty for equipment. Likewise, the CWSRF allows for broad pre-project development, including planning and assessment activities, such as cost and effectiveness analyses, water/energy audits and conservation plans, and capital improvement plans.

<b>MOTION:</b>	Approve a budget transfer of \$39,870.00 from the FY22 American Rescue Plan Act Contingency line to the FY22 American Rescue Plan Act Professional Services line for the Fork Union Military Academy Wastewater Treatment Plant Evaluation.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>		Motion			Second
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	5-0				

<b>MOTION:</b>	Approve Project Agreement #12 between Fluvanna County and Dewberry Engineers Inc. for Fork Union Military Academy Wastewater Treatment Plant Evaluation totaling \$39,870.00, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>	Second	Motion			
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	5-0				

*FY22 Pay Rates and Classifications – Donna Snow, Human Resources Manager*

County Staff Pay Rates History

When should Pay Bands be changed?

- Reflect pay competitiveness within the local government workforce of surrounding and like organizations
- Account for economic inflation

County Pay Rates History

- The last schematic update was July 2020
- Since that time staff has received 5% COLA increase in FY22
- In FY21, Law Enforcement has established a separate schematic

<b>MOTION:</b>	Approve the FY22 Pay Rates and Classifications, as presented.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>	Motion	Second			
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	5-0				

**7A – BOARDS AND COMMISSIONS**

<b><u>MOTION:</u></b>	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s)/reappointments(s) with terms as presented:				
<b>BOARD/COMMISSION/COMMITTEE</b>	<b>APPOINTEES</b>		<b>APPT/REAPPT</b>	<b>BEGINS TERM</b>	<b>ENDS TERM</b>
Fluvanna Partnership for Aging – Cunningham District	Lois Williams		Appoint	08/04/2021	12/31/2021
<b>MEMBER:</b>	<b>Mrs. Booker</b>	<b>Mrs. Eager</b>	<b>Mr. O’Brien</b>	<b>Mr. Sheridan</b>	<b>Mr. Weaver</b>
<b>ACTION:</b>	Motion				Second
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

FY22 Capital Improvements Plan (CIP) Debt Issuance – Eric Dahl, County Administrator

Project #	Project	Description	Annual Debt Service				Approach
			Amount	Interest	Term	Payment	
1	New County Administration Building	New Construction & design	5,476,560	3.00%	30	279,410.03	Either VRA or Public Sale of
2	New Dept. of Social Services Building	New Construction & design	7,364,400	3.00%	30	375,726.23	County Lease Revenue Bonds.
3	Renovate Old Admin Building to Cour	Reno, Minor construction & design	1,642,356	3.00%	30	83,791.79	Design/Planning from Fund
4	Renovate Old DSS to Various Uses	Renovation & design	2,016,684	3.00%	30	102,889.72	Balance (to be reimbursed) or
	Subtotal		16,500,000			841,817.77	Line of Credit
5	Abrams Academy - School	Building Renovation	1,250,000	2.60%	20	80,943.29	VPSA - Fall Pool (apply Aug,
6	Carysbrook Elem School	HVAC Replacement	1,500,000	2.60%	20	97,131.95	funding in Nov) or Spring Pool
	Subtotal		2,750,000			178,075.24	(apply Feb, funding in May)
7	School Buses	10 Buses	1,021,000	2.75%	10	118,170.25	Include in VPSA or Equipment
8	Parks & Rec - PG Park	Athletic Field Lights	685,000	2.60%	20	44,356.92	Bank Lease Purchase Financing
9	Fire & Rescue	Engine, Tanker, Ladder Truck, others	2,971,000	2.75%	10	343,862.71	(Permanent Financing) or Line
10	Public Works Equipment Building	Equip. Storage Building	93,000	2.75%	10	10,763.79	of Credit (Interim Financing)
11	Major Public Works Equip.	Tractor, Skidsteer, Backhoe, etc.	355,000	2.75%	10	41,087.60	with Permanent Financing from
12	Sheriff's Vehicles	7 Patrol Vehicles	300,000	2.50%	7	47,248.63	Public Sale of County Lease
13	County Vehicles	6-7 Trucks/Vehicles	325,000	2.50%	7	51,186.01	Revenue Bonds. Athletic Field
	Subtotal		4,729,000			538,505.66	Lights could go with County
							Admin Bldg
Total			25,000,000			1,676,568.92	

Financing Options

1. **Permanent Financing as soon as possible, likely in 3 parts:**

a. Bank Lease Purchase Financing for Equipment & Vehicles (\$5,750,000).
  - Our financial advisor would work with the County to issue an RFP for banks to provide financing similar to the 2016 financing of the E911 radio system.
  - This financing could potentially include the projects listed as #7 through #13 on the chart.
  - In order to lock in the interest rate, the County would likely have to draw down all of the bond proceeds at closing and begin paying interest on the full amount immediately, with the bond proceeds held in escrow by the bank until payments for the equipment and vehicles is made.

b. VPSA Financing for School Projects (\$2,750,000).
  - The VPSA pooled financing program likely offers the lowest cost of funds and most efficient process for financing the school improvements.
  - The school bus purchases could potentially be included here as well instead of with the equipment financing, increasing the VPSA amount to \$3,771,000.
  - VPSA also allows some customization of principal payments, so we could request that no principal payments be due until FY2025 to take advantage of the drop off in County's debt service that year.
  - Applications are due by August 30 for the VPSA Fall Pool (funds available in November), or by early February for the VPSA Spring Pool (funds available in May).

c. VRA Financing for County Admin/DSS projects (\$16,500,000).
  - VRA offers attractive financing for up to 30-year term, and will allow some customization of amortization schedule if we want to try to avoid principal payments until FY2025.
  - Key issue on these projects is timing – it is recommended to having a pretty good handle on project costs (at least for the new construction) and timeline before doing permanent financing.
  - VRA offers Spring, Summer and Fall pools, so we would have opportunities throughout the year to participate.
  - What may be necessary would be for the County to use its own cash to pay for design and preliminary costs, to be reimbursed from bond proceeds when the financing is done.
  - It is recommended the Board adopt a Reimbursement Resolution to ensure project costs initially paid from County funds could be reimbursed with tax-exempt bond proceeds.
2. **Interim Financing to cover project costs initially, with Permanent Financing using County Lease Revenue Bonds once project costs/timing are confirmed:**

a. Bank Line of Credit available for Equipment & Vehicles, School Projects, and Preliminary County Admin/DSS Design Costs (up to \$10,000,000).
  - Our Financial Advisor would work with the County to issue an RFP for banks to provide interim financing that the County could draw down as needed over the next 12-18 months to pay for various capital projects, which could include all of the equipment/vehicles, the school projects, and preliminary design costs for the County Admin/DSS projects.
  - Interest rate would either have to be a variable rate (likely less than 1.00% currently, but could rise in the future) or at a fixed rate established with each drawdown.
  - It would be structured with interest only until final maturity, which would set at a relatively short date (2 to 3 years), with the ability to prepay at any time from the proceeds of a permanent financing.

- b. Public Sale of County Lease Revenue Bonds through the EDA to Permanently Finance All Projects (up to \$25,000,000 or more if needed).
    - Once timing and costs for all major projects were known, the County could issue Lease Revenue Bonds based on the County's own creditworthiness/ratings.
    - This would be used to pay off the Line of Credit described above, and finance construction costs for County Admin/DSS projects.
    - This approach would involve greater issuance costs than approach 1 above, but would provide the County with complete flexibility with respect to amortization structure and timing of the bond sale.
    - We would create specific amortization structures for each project, so that the equipment would be amortized over the desired terms (7 and 10 years) while other projects would have longer amortization, with interest-only periods as desired by the County.
    - This would be structured with a Master Lease structure that the County could use in the future for additional financings.
    - This would require the County to draft disclosure for official statement, work with bond counsel on financing documents, work with the financial advisor on credit ratings, and likely hire an underwriter for the bonds.
  - c. OPTION - VPSA Financing for School Projects (\$2,750,000). If preferred, the School Projects could be handled separately from everything else through a VPSA financing as described above.
- After some discussion, the Board of Supervisors directed staff to pursue financing option #1

#### Regional Cigarette Tax – Eric Dahl, County Administrator

##### Cigarette Tax

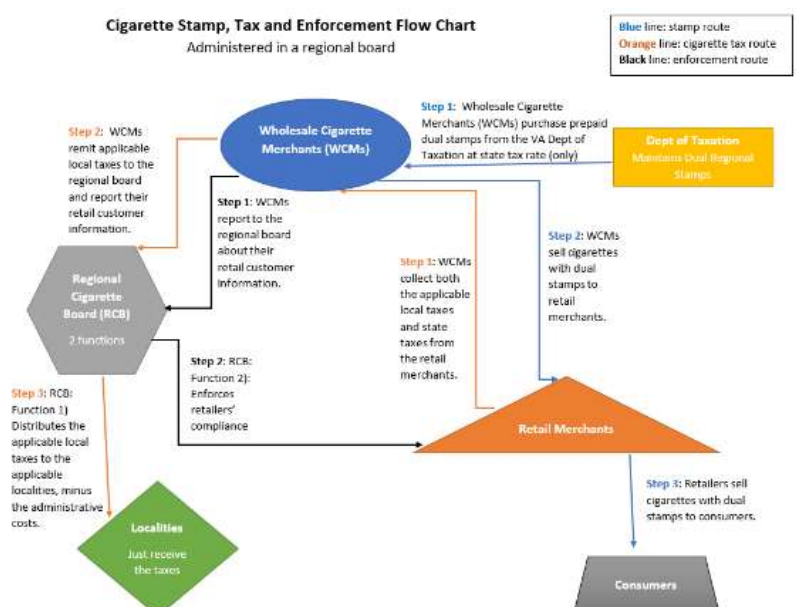
- Legislation was passed in the 2020 General Assembly session authorizing counties to levy cigarette taxes at a maximum rate of 40 cents per pack, beginning July 1, 2021
- Planning efforts are underway and there are discussions with seven localities of the cigarette tax being administered on a regional basis.
- Preliminary estimates show this tax could generate \$190K-\$287K annually.

#### Authority for Counties to Assess a Cigarette Tax and the Creation of a Regional Cigarette Tax Board to Collect and Disburse Taxes Collected

- The Virginia General Assembly enacted legislation in 2020 that authorizes all counties to impose cigarette taxes at a rate of up to 40 cents per pack, beginning July 1, 2021.
- In April 2021, the Thomas Jefferson Planning District Commission reached out to its member localities to determine interest in forming/participating in a regional cigarette tax board.
- May 5, 2021 – Fluvanna County Board of Supervisors adopted a Resolution In Participating In Regional Cigarette Tax Administration
- Spring 2021 - TJPDC Cigarette Tax Workgroup reviews strategies for establishing a regional cigarette tax administration board; provides scenarios for start-up and on-going costs for regional body
- July 2021 – TJPDC Cigarette Tax Workgroup reviews Draft Ordinance and Agreement for localities participating in Regional Cigarette Tax Board
- Draft Ordinance – presented to localities for consideration in August/September 2021
- Ordinance Adoption - Public Hearing required:
  - Request Authorization to Advertise – August 18
  - Public Hearing – September 15
- County Code Amendment (before Jan 1, 2022)
  - Authorization to Advertise a Public Hearing – Date?
  - Public Hearing – Date?

#### Regional Cigarette Tax Board

- Composed of one representative from each member jurisdiction at the Board's creation, and one representative from those jurisdictions later added with the consent of the Tax Board. Chief Administrative Officer for the jurisdiction shall be the Board representative for the jurisdiction.
- An Administrator will oversee day-to-day operations of the Board
  - staff and TJPDC staff may also provide administrative support
- Regional Board will disburse tax revenue to member jurisdictions on a monthly basis





- The Board of Supervisors directed staff to move forward with proposed ordinance approving the formation of a joint Cigarette Tax Board.

Transportation Alternatives Program (TAP) Grant Request – Douglas Miles, Community Development Director

- The Transportation Alternatives Program (TAP) is intended to help grant fund community based projects such as sidewalks and road improvements for cultural and historical aspects in a community.
- Fluvanna County is making this TAP Grant Application mainly to strengthen our local economy and to encourage small business growth and development along Main Street for our businesses.
- The Palmyra Village Streetscape Project is a part of the Board’s current Strategic Initiatives Program as C7 and there has been community volunteer work completed there over the years.
- The VDOT Grant Funding Dollars would be used to perform work that cannot be done by local volunteers, County Public Works employees, and overall Fluvanna County - it takes a partnership with VDOT staff.
- County Administrator / Community Development Director and staff walked the Palmyra Main Street Area with both Tom FitzPatrick, PE, VDOT Culpeper District and Bethel Kefyalew, VDOT Louisa Residency.
- VDOT and County staff determined it would be eligible for the grant: Albemarle County & Charlottesville are not applying for a TAP Grant.
- Fluvanna County’s TAP Grant request for VDOT funding is to be able to construct concrete sidewalks and related concrete curbing along Stone Jail Street, remove Court Square (road) that bisects the lawn area, and provide properly marked and much needed Angled and Parallel parking spaces as the one-way road system is completed.
- Fluvanna County qualifies for the VDOT TAP funding and this is work that is rather expensive up front and it may realize some cost savings during the life of the Main Street – Palmyra Streetscape Project work that would begin on Stone Jail Street and would create Court Square.



- If the Board of Supervisors wants to move forward there would be a 20% match required, which is currently \$268,600 with the total VDOT estimated project cost of \$1,343,000 for the proposed work.

PROPOSED ESTIMATE				PROPOSED SCHEDULE	
Phase	Base	%	Total	Phase (Task)	Target Date
PE	\$450,000	5%	\$472,500	PE Start (12)	12/1/2022
RW/UT	\$110,000	15%	\$126,500	RW Start (52)	4/9/2025
CN (CEI)	\$465,000	25%	\$744,000	CN Start (80)	9/26/2025
CN (Cont)		35%		CN End (91)	2/10/2026
Total 2021 Estimate (Uninflated)			\$1,343,000		

VDOT TAP Grant Benchmark Dates

- July 1, 2021 – Fluvanna Planning submitted Preliminary TAP Grant

- August 4, 2021 – Board Discussion for the 20% Matching Funds
- September 1st or 15th, 2021 – BOS Resolution for our TAP Grant
- October 1, 2021 – Fluvanna Planning submits a VDOT TAP Grant
- 2022 TAP Grant Funds Awarded – Fluvanna Planning may request VDOT funds for Main Street – Phase II and Main Street – Phase III

- *The Board of Supervisors agreed to the 20% match and directed staff to move forward with the VDOT TAP Grant project.*

**County Broadband Update** – Bryan Rothamel, Economic Development Coordinator  
**Firefly Project Preliminary Estimates**

- Total electric accounts in Fluvanna County
  - CVEC – 9,316
  - Dominion – 3,523
  - \*Assume 10% of electric accounts will never take broadband service (barns, electric fences, water troughs, etc)
- Unserved locations for internet (25/3 speed or less)
  - 917 homes and businesses
  - 43 miles of fiber
  - Start construction in 2022, finish all areas by 2025
- Preliminary budget and grant requests
  - \$4,000,000
  - State grant funds (VATI) - \$1.4 million
  - Local grant funds (possibly ARPA funds) - \$687,750

**Project Schedule**

August 2021 – Return to Board of Supervisors with final estimate

Board makes decision on participation

September 14 – VATI application due

December 2021 – VATI awards announced

January/February 2022 – Dominion files for SCC approval for middle mile project area

Later in 2022 – Construction begins

Generally, assume six months from start of construction until first in home connections. Will continue to work until all who would like service are connected.

**RISE in Fluvanna**

- How residents can help
  - Go online to [www.fireflyva.com/rise](http://www.fireflyva.com/rise) and take survey
  - We must show that service is not available in unserved areas
  - Provide address, what type of internet you have and anyone who has turned you down for service
  - Speed test for those with CenturyLink DSL or fixed wireless service
- This is a one-time opportunity to overcome the lack of internet
  - Funding available at the state level
  - Potential sources of funds for local match
  - Partnerships that help speed build and offset costs

Join the project – let's get ready to fly!

**Beam Internet by Shentel**

- Shentel is a telecommunications company based in the Shenandoah Valley.
- Shentel offers phone, internet, and cable services in markets served in Virginia, West Virginia, Maryland, and Kentucky.
- Shentel is publicly traded on NASDAQ as SHEN.
- Beam is a fixed wireless broadband.
- Shentel owns the spectrum they broadcast Beam on, so there is no interference.
- Shentel announced June 23 it had expanded into Fluvanna, Goochland, Louisa and Greene Counties.
- In Fluvanna, Shentel serves a portion of the northeast corner of Fluvanna in the Kents Store area.
- For more information about Beam, go to [iwantbeam.com](http://iwantbeam.com).
- Staff sent along additional tower sites in Fluvanna if Beam is interested in co-locating on Fluvanna towers.

**How it Works**

We are always expanding and improving our network which means that even if Beam isn't in your area yet, it could be coming soon.



- 1 Using our existing cell towers, we will broadcast a high speed internet signal to cover an area approximately 5-10 miles from the tower. We have our own licensed spectrum, so you can count on better reliability than any other provider.
- 2 The signal is picked up by a point-to-point antenna on your home. No exterior wires or poles are needed, letting us provide service to areas where traditional internet service is not available.
- 3 The antenna is connected to a router which provides a high quality internet signal in your home. You can then connect your wifi enabled devices, allowing everyone in your home to stream, game and search all at the same time.



*Fluvanna Arts Council MOU – Kelly Belanger Harris, Assistant County Administrator*

## Use of Carysbrook Performing Arts Center

- WHAT?
  - Establish a clear purpose for the use of the Carysbrook Performing Arts Center
  - Review and renew a Memorandum of Understanding (MOU) between the County of Fluvanna and the Fluvanna County Arts Council regarding the use of Carysbrook Performing Arts Center
- WHY?
  - Outline the roles and responsibilities of each entity
  - MOU with Fluvanna County Arts Council has not been renewed/reconsidered since 2008.
  - Fluvanna County Arts Council would like to expand community art offerings
  - Maintain security for the Department of Social Services Building

## Historical Agreements

- May 1, 1996:
  - Agreement for Management of Carysbrook Performing Arts Center
- Jun 17, 1999:
  - Memo of Understanding between the Fluvanna Arts Council and the Fluvanna County Department of Park and Recreation for the Management of Carysbrook Performing Arts Center
- Feb 6, 2008:
  - Resolution on the Use of Carysbrook
- Mar 5, 2008:
  - Policy for the Use of the Carysbrook Performing Arts Center
- Oct 2, 2008:
  - Carysbrook Performing Arts Center Ownership Exception (added inventory to the Policy)
- Mar 7, 2018:
  - Policy format updated; no changes made to substance of policy

## Use of Carysbrook Performing Arts Center

## Policy 9.4 – Carysbrook Performing Arts Center Use (adopted by the Board March 7, 2018)

## Purpose

- A. The Fluvanna County Board of Supervisors (hereinafter referred to as "County") and the Fluvanna Arts Council, (hereinafter referred to as "Council") desire to provide a performing arts facility for the use and enjoyment of the citizens of Fluvanna County.
- B. The County and the Council recognize the mutual benefits of operating this facility utilizing the collective resources of both organizations.
- C. With regard to scheduling, the Carysbrook Performing Arts Center (hereinafter referred to as "CPAC") shall be available for reasonable use by the Council, the County government, schools, community groups, and commercial groups according to guidelines established herein and administered by the Department of Parks & Recreation (hereinafter referred to as "DPR") as delegated to the DPR by the Department of Public Works.
- D. The CPAC is available to rent to responsible organizations for reasonable and appropriate activities.

## Proposed Revisions

- Necessitate changes to the Policy 9.4 – Carysbrook Performing Arts Center Use (*adopted by the Board March 7, 2018*)
- Grants Fluvanna County Arts Council authority over scheduling use of the Performing Arts Center subject to provisions of proposed revisions
- Proposes a collaborative relationship regarding events at Pleasant Grove Park Stage
- Proposed changes are partly philosophical – does the County now wish to grant the authority to the Fluvanna County Arts Council where historically the Arts Council has been one of possibly many organizations who used the space.
  - *After some discussion, the Board asked for the Fluvanna Arts Council MOU to return to the October 6th meeting.*

**9 - CONSENT AGENDA**

The following items were discussed before approval:

L - Job Description Update for Utility System Operator I (Trainee) and Utilities System Operator II – Donna Snow, HR Manager

The following items were approved under the Consent Agenda for August 4, 2021:

- *Minutes of July 7, 2021* – Caitlin Solis, Clerk to the Board
- *Amendment to Resolution Recognizing Nichols Coleman Thornton - Eagle Scout* – Caitlin Solis, Clerk to the Board
- *Job Description Update for Utility System Operator I (Trainee) and Utilities System Operator II* – Donna Snow, HR Manager
- *Utilities System Operator III Job Description* – Donna Snow, HR Manager

- *Accountant Job Description* – Donna Snow, HR Manager
- *CRMF - Courts Building Sally Port Door* – Dale Critzer, Asst. Director Public Works-Facilities
- *FY21 90 Rescue Lane Insurance Claim* – Tori Melton, Management Analyst
- *FY21 11206 West River Road Insurance Claim* – Tori Melton, Management Analyst
- *FY21 Sheriff Department Insurance Claim - 2019 Dodge Charger VIN# 3232* – Tori Melton, Management Analyst
- *FY21 School Bus Insurance Claim - Bus # 72* – Tori Melton, Management Analyst

<b>MOTION:</b>	Approve the consent agenda, for the August 4, 2021 Board of Supervisors meeting				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>			Second		Motion
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

## **10 - UNFINISHED BUSINESS**

*Colonial Circle – Coves at Monticello Affordable Workforce Housing – Eric Dahl, County Administrator*

- Pinnacle Construction & Development Corp. is the proposed developer for the Coves at Monticello, which is the multi-family housing section in Colonial Circle.
- They are proposing 124 units of Affordable Workforce Housing. This multi-family housing development would be similar to their recently completed Brookdale development (see in Executive Summary pg. 26).
- Estimated 2 & 3 bedroom rents would range from \$925-\$1500 per month. This project would use 50-70% AMI (Average Median Income), which would be around \$45K-\$65K.

Real Estate Tax Financial Incentive Request

As part of being able to provide Affordable Workforce Housing, they are requesting real estate tax financial incentives. They have revised the financial incentives to a 10 year Performance Agreement:

- The enclosed financial incentive comparison shows the following:
  - As-Is: Estimated taxes over a 30 year period on unimproved land would generate \$397,800.
  - **PROPOSED - LIHTC – 10 Year Performance Agreement**: The original financial incentives were revised to reduce the tax incentives by 5 years. The new LIHTC (Low Income Housing Tax Credit) – 10 Year Performance Agreement reflects tax incentives years 1-10, reduction of tax incentives years 11-14 and full tax payments years 15-30. The total estimated real estate tax generated over years 1-30 would \$2,112,477.
  - Market Rate Development – 8 Year Delay: This forecast assumes a market rate development with no financial incentives. It shows a 8 year development delay and 2 years for construction. The total estimated real estate tax generated over years 1-30 would \$2,302,997.
  - Market Rate Development – 4 Year Delay: This forecast assumes a market rate development with no financial incentives. It shows a 4 year development delay and 2 years for construction. The total estimated real estate tax generated over years 1-30 would \$2,684,036.
- If the Board of Supervisors want to move forward with real estate tax financial incentives for this project, staff would need to know the structure of the tax incentives to incorporate into a performance agreement, subject to County Attorney review.
- Staff would bring back a performance agreement to the board on the August 18, 2021 regular meeting.
  - *After a lengthy discussion, the Board of Supervisors directed staff to move forward with a formal performance agreement.*

## **MOTION TO EXTEND**

- *At 7:58pm, a motion was made to extend the Board of Supervisors meeting.*

<b>MOTION:</b>	Approve a motion to extend the August 4, 2021 Regular Board of Supervisors meeting to 10:00pm.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
<b>ACTION:</b>			Second		Motion
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

## **11 - NEW BUSINESS**

Mrs. Booker mentioned a recent visit to Silk City, and remarked on the positive atmosphere and rapid expansion of the workforce and production.

## **12 - PUBLIC COMMENTS #2**

At 8:23pm Chair Sheridan opened the second round of Public Comments.

With no one wishing to speak, Chair Sheridan closed the second round of Public Comments at 8:23pm.

13 - CLOSED MEETING

MOTION:	At 8:24pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6, A.7, & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Investment of Funds, Litigation 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:					

MOTION:	At 9:16pm, 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:	5-0				

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, August 4, 2021 at 9:17pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis  
Clerk to the Board

John M. Sheridan  
Chair