



## FLUVANNA COUNTY BOARD OF SUPERVISORS MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building  
September 20, 2017 - 7:00 PM

### TAB AGENDA ITEMS

#### 1 – CALL TO ORDER

#### 2 – PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

#### 3 – ADOPTION OF AGENDA

#### CLOSED MEETING

#### Real Estate Matters

#### 4 – COUNTY ADMINISTRATOR'S REPORT

#### 5 – PUBLIC COMMENTS #1 (5 minutes each)

#### 6 – PUBLIC HEARINGS

- C SUP 17:03 Mary E. Marks—James Newman, Planner
- D SUB 17:28 Centre Hill Estates—Brad Robinson, Senior Planner
- E Proposed Sale of County Real Property (Former Columbia Elementary School)—Eric Dahl, Deputy County Administrator and Finance Director
- F Proposed Sale of County Real Property (Former Cunningham Elementary School)—Eric Dahl, Deputy County Administrator and Finance Director

#### 7 – ACTION MATTERS

- G Appointment to the Fluvanna County Planning Commission—Steven M. Nichols, County Administrator
- H Appointment of Assistant County Attorney – Fred Payne, County Attorney
- I Capital Improvement Plan Budget Transfer—Eric Dahl, Deputy County Administrator & Finance Director
- J FY17 BOS Contingency Budget Transfer—Eric Dahl, Deputy County Administrator & Finance Director
- K Update to Small Purchasing Procedures—Cyndi Toler, Purchasing Officer
- L Commonwealth's Attorney Position Grade Change—Jeff Haislip, Commonwealth's Attorney

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

- M 2017 County Fair Review---Aaron Spitzer, Parks and Recreation Director

#### 9 – CONSENT AGENDA

- Mc Minutes of September 6, 2017—Kelly Belanger Harris, Clerk to the Board
- N Payment of Legal Fees – Fred Payne, County Attorney
- O CRMF - New Concrete-Asphalt at Palmyra Rescue Building-Wayne Stephens, Public Works Director/County Engineer
- P Accounts Payable Report, August 2017—Eric Dahl, Deputy County Administrator & Finance Director
- Q FY18 DMV US DOT Highway Safety Funds Grant Award—Aaron Hurd, Investigator Sergeant, FCSO

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

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

---

**10 – UNFINISHED BUSINESS**

---

R Placement of an Emancipation Proclamation Monument – Steve Nichols, County Administrator

---

---

**11 – NEW BUSINESS**

---

TBD

---

---

**12 – PUBLIC COMMENTS #2** (5 minutes each)

---

---

**13 – CLOSED MEETING**

---

TBD

---

---

**14 – ADJOURN**

---



Digitally signed by  
Steven M. Nichols  
Date: 2017.09.15  
15:31:28 -04'00'

---

County Administrator Review

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

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

\*\*\*\*\*

## **PLEDGE OF ALLEGIANCE**

I pledge allegiance to the flag  
of the United States of America  
and to the Republic for which it stands,  
one nation, under God, indivisible,  
with liberty and justice for all.

\*\*\*\*\*

## **ORDER**

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Board wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Board to discuss the matter.
3. No member or citizen shall be allowed to use abusive language, excessive noise, or in any way incite persons to use such tactics. The Chairman and/or the County Administrator shall be the judge of such breaches, however, the Board may vote to overrule both.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

## **PUBLIC HEARING RULES OF PROCEDURE**

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

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

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







# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

BOS2017-09-20 p.4/247  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

## 2016-2017 STRATEGIC INITIATIVES AND ACTIONS

### Strategic Initiative A -- SERVICE DELIVERY

- A1** - Create a local Broadband Task Force to: assess our current status county-wide, determine our gaps and needs, develop alternatives and options for improvement, and to identify potential funding sources for broadband expansion.
- A2** - Perform Process Improvement Review of Planning and Zoning Processes.
- A3** - Perform Process Improvement Review of Building Inspection Processes.
- A4** - Implement credit card payment option for citizen at all County funds collection points through MUNIS Cashiering process.
- A5** - Update, format, and improve web-accessibility of all County Personnel Policies.
- A6** - Create Fluvanna County Data Website Dashboard with key metrics.
- A7** - Perform a comprehensive review and update of all ordinances, rules, policies, and practices relating to junk cars, trash and litter, waste tires, condemnation of structures, etc.
- A8** - Create an improved system for managing and tracking of SUPs and Subdivisions (Bond status, project status, etc.).

### Strategic Initiative B -- COMMUNICATION

- B1** - Create a Community Impact Awards Program.
- B2** - Hold an Elected Official Breakfast for our State Representatives in Spring 2016
- B3** - Collect and analyze the results of the local Business Climate Survey.
- B4** - Hold a Local Business Forum - Subtitle: "The Future of Fluvanna's 250 Corridor"
- B5** - Create a local Business Support Action Plan.
- B6** - Assess options to communicate more efficiently, effectively, and economically with Fluvanna residents.
- B7** - Expand County Website to receive, answer, and post questions from residents.
- B8** - Improve communication and collaboration with the School Board to improve understanding of school system funding needs and better plan future budgets.
- B9** - Create a brief, easy to understand tax impact message showing Fluvanna advantages for both residential and business.

### Strategic Initiative C -- PROJECT MANAGEMENT

- C1** - Investigate the use of Technology or other types of Overlay Zones for the Zion Crossroads Community Planning Area to support economic development aims.
- C2** - Create a County-wide overlay map showing utilities and other key features that support business growth and development.
- C3** - Investigate all options for GIS system delivery and management to support needs of all County departments.
- C4** - Develop and adopt a Fluvanna County Master Water and Sewer Service Plan and implementation schedule.
- C5** - Successfully oversee and manage Fluvanna County aspects of the James River Water project.

- C6** - Finalize locations and fund installation of Fire Hydrants in the Columbia District along the route of the Louisa County Water Authority raw water pipeline.
- C7** - Successfully oversee and manage the design and construction of the Zion Crossroads water and sewer system.
- C8** - Successfully oversee and manage the County's E911 Emergency Communications System Project.
- C9** - Proceed with the Pleasant Grove Farm Museum design.
- C10** - Investigate opportunities and options for a Palmyra Village Streetscape project to improve safety, parking, walkability, and overall appearance.

#### **Strategic Initiative D -- ECONOMIC DEVELOPMENT AND TOURISM**

- D1** - Create EDTAC - Economic Development and Tourism Advisory Council.
- D2** - Plan for Fluvanna County activities to celebrate the Virginia Business Appreciation Month in May 2016.
- D3** - Draft and adopt a formal County-wide economic development and tourism strategy inclusive of an implementation schedule.
- D4** - Create separate Tourism and Business information pages for the County website.
- D5** - Create a Fluvanna County "triangle" tourism brochure describing a Monticello, Pleasant Grove House & Museum, Old Stone Jail, Historic Courthouse, and Montpelier history and tourism route.
- D6** - Create a "Faces and Places of Fluvanna" Poster and Rack Card to market Fluvanna County as a destination for tourism and recreational activities.
- D7** - Create a "New Residents Guide" package for distribution to local Real Estate agents.
- D8** - Develop a "This is Fluvanna County" video message to be shared with county citizens and businesses as well as use with county economic development initiatives.
- D9** - Investigate and pursue with State offices the installation of select Boat Ramps along the Rivanna and James Rivers to support additional recreational and tourism opportunities.
- D10** - Investigate opportunities for park expansion or Rivanna River access points to support expanded recreational activities in Fluvanna (e.g., Crofton Park, LMOA river access areas, Town of Columbia flood plain/potential park, etc.).
- D11** - Support local businesses and entrepreneurs by establishing a focused business appreciation and expansion program.

#### **Strategic Initiative E -- FINANCIAL STEWARDSHIP AND EFFICIENCY**

- E1** - Identify all sources of revenue the county can use to finance local government programs and services and determine which sources Fluvanna County should utilize.
- E2** - Investigate creation of a "Capital Depreciation Fund" that would be funded within the tax rate each fiscal year to save for future capital needs.
- E3** - Update, format, and improve web-accessibility of all County Financial Policies.
- E4** - Review, update, and approve new Fluvanna County Proffer Guidelines.
- E5** - Reduce the County's reliance on creating and mailing paper checks for payments and to implement ACH/EFT transaction options.
- E6** - Research and provide samples of Monthly Treasurer Report options and formats so that the Board can decide what they would like to see on a recurrent basis (e.g., what reports are provided in other counties?). Create report for inclusion in Board package each month, as well as a quarterly in-person briefing on the data.

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB C**

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	<b>SUP 17:03</b> – Mary Marks Amendment of SUP 13:08				
<b>MOTION(s):</b>	I move that the Board of Supervisors [approve/deny/defer] Special Use Permit 17:03, a request to amend Condition 9 of Special Use Permit 13:08, to allow for no more than 40 dogs on the premises at any given time, at a commercial kennel with respect to 26.602 acres of Tax Map 21, Section 12, Parcel 5.				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	X				
<b>STAFF CONTACT(S):</b>	James Newman, Planner				
<b>PRESENTER(S):</b>	James Newman, Planner				
<b>RECOMMENDATION:</b>	At its meeting on September 12, 2017, the Planning Commission <b>recommended approval</b> of SUP 17:04 (4-0); Mr. Zimmer moved to approve and Mr. Johnson seconded. AYES: Bibb, Zimmer, Johnson, Lagomarsino. One seat was VACANT				
<b>TIMING:</b>	Immediate decision requested at current meeting.				
<b>DISCUSSION:</b>	Request to amend Condition 9 of Special Use Permit 13:08, to allow for no more than 40 dogs on the premises at any given time, at a commercial kennel with respect to 26.602 acres of Tax Map 21, Section 12, Parcel 5.				
<b>FISCAL IMPACT:</b>	-				
<b>POLICY IMPACT:</b>	The Board of Supervisors may: <ul style="list-style-type: none"> <li>• Approve this request; OR</li> <li>• Deny this request; OR</li> <li>• Defer this request and make a final decision at a later date.</li> </ul>				
<b>LEGISLATIVE HISTORY:</b>	A lot consolidation (SUB 13:09) of Tax Map 21-12-4 and 21-12-5 was approved on May 14, 2013.  Special Use Permit 13:08 was a request to allow for a commercial kennel with respect to 26.602 acres of Tax Map 21, Section 12, Parcels 4 & 5. Planning Commission <b>recommended approval</b> 4-0 on November 18, 2013.  Board of Supervisors <b>approved</b> SUP 13:08 on a 5-0 vote on December 18, 2013.  Planning Commission <b>recommended approval of SUP 17:03</b> 4-0 on September 12, 2017.				

<b>ENCLOSURES:</b>	Staff Report (with accompanying attachments)				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					<b>X</b>



---

# COUNTY OF FLUVANNA

---

*"Responsive & Responsible Government"*

BOS2017-09-20 p.8/247  
132 Main Street  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

## STAFF REPORT

**To:** Fluvanna County Board of Supervisors

**Case Number:** SUP 17:03

**Tax Map:** Tax Map 21, Section 12, Parcel 5

**From:** James Newman

**District:** Columbia

**Date:** September 20, 2017

**General Information:**

This request is to be heard by the Board of Supervisors on Wednesday, September 20, 2017 at 7:00 pm in the Circuit Court Room in the Courts Building.

**Owner/Applicant:**

Mary E. Marks

**Representative:**

Mary E. Marks

**Requested Action:**

A request to amend Special Use Permit SUP 13:08 for a Commercial Kennel with respect to 26.602 acres of Tax Map 21, Section 12, Parcel 5. This amendment, if approved, would increase the number of dogs allowed from 20 to 40. The property is zoned A-1 (Agricultural, General). (Attachment A)

**Location:**

The subject property is located on the north side of Bybee Farms Lane approximately 0.15 miles west of its intersection with Hollands Road (Route 630). The property is located in the Columbia Election District and is within the Rural Preservation Planning Area. (Attachment B)

**Existing Zoning:**

A-1, Agricultural, General

**Planning Area:**

Rural Preservation Planning Area

**Existing Land Use:**

Farm land, rural residential.

**Adjacent Land Use:**

The surrounding area is zoned A-1, Agricultural, General.

**Zoning History:**

A lot consolidation (SUB 13:09) of Tax Map 21-12-4 and 21-12-5 was approved on May 14, 2013.

Special Use Permit 13:08 was a request to allow for a commercial kennel with respect to 26.602 acres of Tax Map 21, Section 12,

Parcels 4 & 5. Planning Commission **recommended approval** 4-0 on November 18, 2013.

Board of Supervisors **approved** the SUP on a 5-0 vote on December 18, 2013.

Planning Commission **recommended approval** of SUP 17:03 4-0 on September 12, 2017

### **Neighborhood Meeting:**

In addition to the applicant, there were three (3) attendees at the August 9, 2017 Neighborhood meeting. The neighbors had questions with regard to potential additional noise, traffic, and road maintenance.

Applicant stated that theirs was a growing business. They wish to increase capacity up to 40 dogs from their current permitted 20. They have 3 employees, and their hours are 8am-4pm for daycare, while they also do night boarding. Attendants asked the following questions:

*Any services besides daycare or boarding?* -No.

*How do animals arrive at site?* -All most all are picked up by the applicant. A few are dropped off.

*Total capacity?* -Applicant uses a three car garage, plus an acre of open space with fencing and gates. Dogs are put in crates while they eat.

*Any increase in traffic? Going from 20 to 40 dogs might result in more wear and tear of the road, as well as congestion and noise.* – There should be only 2 or so additional trips per day to pick up dogs. Applicant is not anticipating having 40 dogs at once except during holidays.

One neighbor objected to the proposal on grounds of increased traffic and road wear.

(Attachment C)

### **Technical Review Committee:**

The following comments are the result of the Technical Review Committee meeting that was held on Thursday, August 10, 2017:

1. Planning staff wanted to know if there would be any modifications or changes to the site as part of this request. Applicant stated there would be no changes or site modifications. The reason for the condition amendment is that the business is expanding; while 40 dogs are not anticipated to be a daily occurrence, it does allow for more boarding during the holidays.

2. Fire Chief had no comments.
3. Sherriff's Office had no comments.
4. Department of Forestry had no comments.
5. Erosion and Sediment Control had no comments
6. Building Official had no comments.
7. VDOT: VDOT had a site visit the week of August 7, 2017. Was satisfied with condition of the road. Does not anticipate an increase in traffic due to request .VDOT does not object to this proposal.
8. Health Department had no comments.
9. The Chamber of Commerce had no comments.  
(Attachment D)

### **Analysis:**

The applicant is proposing to expand operations of a commercial kennel. The County's definition of a *commercial kennel* is "a place designed and used to house, board, breed, handle, or otherwise keep or care for dogs, cats, or other household pets for the specific intent of sale or in return for compensation".

The applicant's primary residence is also on the property, and will allow for 24 hour staffing of the kennel facility, 365 days a year. According to the applicant's business plan, "the services offered include pet pick-up, daycare, and overnight stays". Most of the business will be dog daycare, with the availability for overnight stays. Two (2) minivans will be used for transportation of the dogs.

The applicant proposes to reach this maximum of 40 dogs by amending Condition 9 of SUP 13:08.

Two criteria are used by staff when evaluating Special Use Permit requests:

**First, the proposed use should not tend to change the character and established pattern of the area or community.**

*"The proposed location for the commercial kennel is a 26 acre parcel situated on the north side of Bybee Farms Lane. The applicant is planning to build a 36 x 22 detached garage to serve as the dog daycare. The parcel is bordered by substantial vegetation and the proposed kennel structure is approximately 500 feet from any buildings on neighboring parcels. According to the applicant, existing trees screening the adjoining properties will be retained to provide a buffer between the kennel and neighboring homes."* – Language from SUP 13:08 Staff Report

**Second, the proposed use should be compatible with the uses permitted by-right in that zoning district and shall not adversely affect the use/or value of neighboring property.**

*“Small home industries and commercial kennels are allowed by SUP in the A-1 zoning district. By-right uses that are similar, in operation or size of structures, to this application may include home occupations, equestrian facilities, farm sales, non-commercial greenhouses, and accessory dwellings.*

*Sec. 22-1-2 of the zoning ordinance states that the purpose of the zoning ordinance is “to protect against over crowding of land”. Generally, a commercial kennel is considered an intensive use, however given the size and location of this property, this proposal may be less impactive to neighboring properties. The applicant is applying to provide a service to the community by bringing a full-service commercial kennel to the area.” – Language from SUP 13:08 Staff Report*

### **Planning Commission**

The Planning Commission held a public hearing for this item on September 12, 2017, during their regular session. After the staff presentation, two members of the public spoke: one for and one against.

The Planning Commission had questions about the condition of the road; VDOT and staff had gone on site visits the week of Aug 7, 2017 and had no issues with the road; it was well maintained.

The neighbor who was against the Special Use Permit objected for several reasons:

1. Increase in permitted dogs would harm the rural character of the area by leading to an increase in traffic. Believed it would also harm the welfare of the dogs as there would be more dogs in the same amount of space (a three car garage and one acre of open space).
2. Increase in traffic and noise
3. Issues with increased amount of animals in transport vans used by the business

The citizen who spoke in favor of the Special Use Permit spoke of how she had had a good experience using the service provided, and that a 60 dog kennel had been approved nearby, though never built.

The applicant spoke in response to the concerns laid out by the neighbor. They use two vans for their circuit wherein they pick up the dogs and take them to the kennel. The garage building is open to acre of land, with fans helping ventilation. The business is expanding due to increased demand and the closure of a nearby kennel; angry dogs are not accepted.

Planning Commission voted **4-0** (with one vacancy) to **recommend approval** of SUP 17:03.

### **Existing Conditions of SUP 13:08:**

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance, must be submitted for review and approval.



2. The site must meet all Virginia Department of Transportation requirements.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. The property shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.
5. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.
6. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.
7. Noise attenuation measures including insulation, fencing, etc. satisfactory to the Zoning Administrator to be provided prior to issuance of Certificate of Occupancy.
8. Fencing will be six (6) foot-tall brown chain-link.
9. No more than 20 dogs on the premises at any given time

**New language of this SUP will have condition 9 read as:**

9. No more than 40 dogs on the premises at any given time

**Conclusion:**

All conditions of SUP 13:08 will be in force if this Special Use Permit is accepted; Condition 9 will be amended to read 40 in place of 20.

The Board of Supervisors should consider any potential adverse impacts, such as traffic entering and exiting the property, noise, or dust.

**Suggested Motion:**

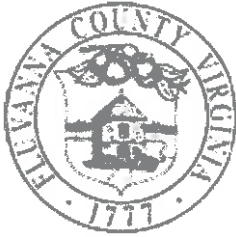
I move that the Board of Supervisors [approve/deny/defer] Special Use Permit 17:03, a request to amend Condition 9 of Special Use Permit 13:08, to allow for no more than 40 dogs on the premises at any given time, at a commercial kennel with respect to 26.602 acres of Tax Map 21, Section 12, Parcel 5.

**Attachments:**

- A – Application & APO Letter
- B – Zoning and Aerial Map
- C - Neighborhood Meeting
- D – TRC Letter
- E – SUP 13:08 Staff Report and BOS Approval Letter

Copy: File

Applicant – Mary E. Marks at [maryemarks@icloud.com](mailto:maryemarks@icloud.com)



COMMONWEALTH OF VIRGINIA  
COUNTY OF FLUVANNA  
**Application for Special Use Permit (SUP)**

Owner of Record: Mary E. MarksE911 Address: 232 Bybee Farms LnPhone: 617-962-0575 Fax: \_\_\_\_\_Email: marye6259@yahoo.comRepresentative: Mary E. MarksE911 Address: 232 Bybee FarmsPhone: 617-962-0575 Fax: \_\_\_\_\_Email: marye6259@yahoo.comApplicant of Record: Mary E. MarksE911 Address: 232 Bybee Farms LnPhone: 617-962-0575 Fax: \_\_\_\_\_Email: marye6259@yahoo.com

Note: If applicant is anyone other than the owner of record, written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.

Is property in Agricultural Forestal District? ☒ No ☐ Yes

If Yes, what district: \_\_\_\_\_

Tax Map and Parcel(s): 21-(12)-5

Deed Book Reference: \_\_\_\_\_

Deed Book 280, page 197Acreage: 26.6Zoning: A1Deed Restrictions? ☐ No ☐ Yes (Attach copy)

Request for a SUP in order to: \_\_\_\_\_

Proposed use of Property: \_\_\_\_\_

\*Two copies of a plan must be submitted, showing size and location of the lot, dimensions and location of the proposed building, structure or proposed use, and the dimensions and location of the existing structures on the lot.

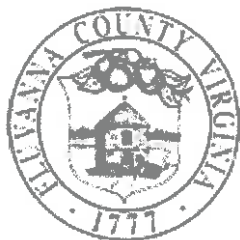
By signing this application, the undersigned owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the board of Supervisors during the normal discharge of their duties in regard to this request and acknowledges that county employees will make regular inspections of the site.

Date: 7/12/2017 Signature of Owner/Applicant: Mary E. MarksSubscribed and sworn to before me this 12thday of July, 2017Notary Public: Stephanie KeutherRegister # 7697245My commission expires: 9/30/2020Certification: Date: 7-12-17Zoning Administrator: [Signature]

All plats must be folded prior to submission to the Planning Department for review. Rolled plats will not be accepted.

OFFICE USE ONLY			
Date Received: <u>7/12/17</u>	Pre-Application Meeting: _____	PH Sign Deposit Received: <u>✓ 1/22</u> <u>7/12/17</u>	Application #: SUP <u>17</u> : <u>003</u>
\$800.00 fee plus mailing costs paid: _____		Mailing Costs: \$20.00 Adjacent Property Owner(APO) after 1st 15, Certified Mail	
Amendment of Condition: <u>\$400.00</u> fee plus mailing costs paid: <u>✓ 1/21</u> <u>7/12/17</u>			
Telecommunications Tower \$1,500.00 fee plus mailing costs paid: _____		\$5,500 w/Consultant Review paid: _____	
Election District: <u>Columbia</u>	Planning Area: <u>Rural Preservation</u>		
Public Hearings			
Planning Commission		Board of Supervisors	
Advertisement Dates: _____	Advertisement Dates: _____		
APO Notification: _____	APO Notification: _____		
Date of Hearing: _____	Date of Hearing: _____		
Decision: _____	Decision: _____		

Attachment A



COMMONWEALTH OF VIRGINIA  
**COUNTY OF FLUVANNA**  
**Public Hearing Sign Deposit**

Name: Mary E. Marks

Address: 232 Bybee Farms Ln

City: Palmyra

State: VA

Zip Code: 22963

I hereby certify that the sign issued to me is my responsibility while in my possession.  
 Incidents which cause damage, theft, or destruction of these signs will cause a partial or full  
 forfeiture of this deposit.

Maryl Marks  
 Applicant Signature

7/12/2017  
 Date

\*Number of signs depends on number of roadways property adjoins.

OFFICE USE ONLY	
Application #: BZA _____ : CPA _____ : SUP <u>17</u> : <u>003</u> ZMP _____ : ZTA _____ :	
\$90 deposit paid per sign*: <u>✓#1122 7/12/17</u>	Approximate date to be returned:

## Page 3 of 5

Describe briefly the improvements proposed. State whether new buildings are to be constructed, existing buildings are to be used, or additions made to existing buildings.

Amendment to SUP 13:08 from 20 dogs to 40 dogs .  
No significant changes

**NECESSITY OF USE:** Describe the reason for the requested change.

The closing of Sadie's Stay and Play in Troy, VA has created a need for additional dog care in the community.

**PROTECTION OF ADJOINING PROPERTY:** Describe the effects of the proposed use on adjacent property and the surrounding neighborhood. What protection will be offered adjoining property owners?

There is a natural tree line all around the property. Ms. Marks can provide references that the business does not produce noise. Dog's behavior is monitored at all times. Barking is not allowed. The traffic is limited to two cars coming and going out twice a day during the day. The business is behind the home and out of site.

**ENHANCEMENT OF COUNTY:** Why does the applicant believe that this requested change would be advantageous to the County of Fluvanna? (Please substantiate with facts.)

At this time I have not found a comparable facility in Fluvanna County. Doggy Day Care done to this standard will be a huge benefit to working and traveling dog lovers.

**PLAN:** Furnish plot plan showing boundaries and dimensions of property, width of abutting right-of-ways, location and size of buildings on the site, roadways, walks, off-street parking and loading space, landscaping, etc. Architect's sketches showing elevations of proposed buildings and complete plans are desirable and may be required with the application. Remarks:

**STAFF USE ONLY**

- 棋**
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 棋**
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 棋  
棋**
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 棋**
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 棋**
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**STAFF USE ONLY**

- 祺
- 祺
- 祺
- 祺

**Meetings for the processing of the application**

- 棋 Applicant or a representative must appear at the scheduled hearing. The Planning Commission may recommend to the Board of Supervisors: approval; approval subject to submittal or correction; or denial of the special use permit.
- 棋 Notification to the applicant regarding the Planning Commission's decision.
- 棋 Placed as a Public Hearing on the next available agenda of the Board of Supervisors.
- 棋 Staff Report and Planning Commission recommendation forwarded to the Board.
- 棋 Notification of the scheduled Public Hearing to the following:
  - ☐ Applicant
  - ☐ All adjacent property owners
  - ☐ Local Newspaper advertisement
- 棋 Applicant or a representative must appear at the scheduling hearing. After considering all relevant information from the applicant and the public, the Board will deliberate on points addressed in the Staff Report.
- 棋 The Board may approve; deny; or defer the request pending further consideration; or remand the case back to the Planning Commission for further consideration.

**Actions**

- 棋 With approval, the development may proceed.
- 棋 If denied, an appeal to the Courts may be prescribed by law
- 棋 No similar request for a special use permit for the same use at the same site may be made within one year after the denial.
- 棋 The Special Use Permit Application fee is made payable to the County of Fluvanna.



---

## COUNTY OF FLUVANNA

---

*"Responsive & Responsible Government"*

BOS2017-09-20 p.18/247

132 Main Street  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

### MEMORANDUM

**Date:** September 20, 2017  
**From:** Stephanie Keuther  
**To:** Jason Stewart  
**Subject:** BOS APO Letter

---

Please be advised the attached letter went out to the attached list of Adjacent  
Property Owners for the September 20, 2017 BOS Meeting.



## COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

BOS2017-09-20 p.19/247  
132 Main Street  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

### NOTICE OF PUBLIC HEARING

September 6, 2017

#### Re: Public Hearing on SUP 17:03

Dear ,

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced item as noted below:

**Purpose:** Board of Supervisors Public Hearing  
**Day/Date:** Wednesday, September 20, 2017  
**Time:** 7:00 PM  
**Location:** Fluvanna County Circuit Court Room, Palmyra, VA

The applicant or applicant's representative will be present at the Board of Supervisors meeting for the special use permit request that is described as follows:

**SUP 17:03 – Mary E. Marks** – A request to amend Special Use Permit SUP 13:08 for a Commercial Kennel with respect to 26.602 acres of Tax Map 21, Section 12, Parcel 5. This amendment, if approved, would increase the number of dogs allowed from 20 to 40. The property is zoned A-1 (Agricultural, General) and is located on the north side of Bybee Farms Lane approximately 0.15 miles west of its intersection with Hollands Road (Route 630). The property is located in the Columbia Election District and is within the Rural Preservation Planning Area.

You are welcome to attend the Public hearing and you will have an opportunity to comment, if desired. The tentative agenda and staff report for this action is available for public review on the County website at: <https://www.fluvannacounty.org/meetings> . You can also view the report in the Fluvanna County Planning and Zoning Department during working hours (8:00 am – 5:00 pm, Monday through Friday).

If you have any questions regarding this special use permit application or the Public Hearing, please contact me at 434-591-1910.

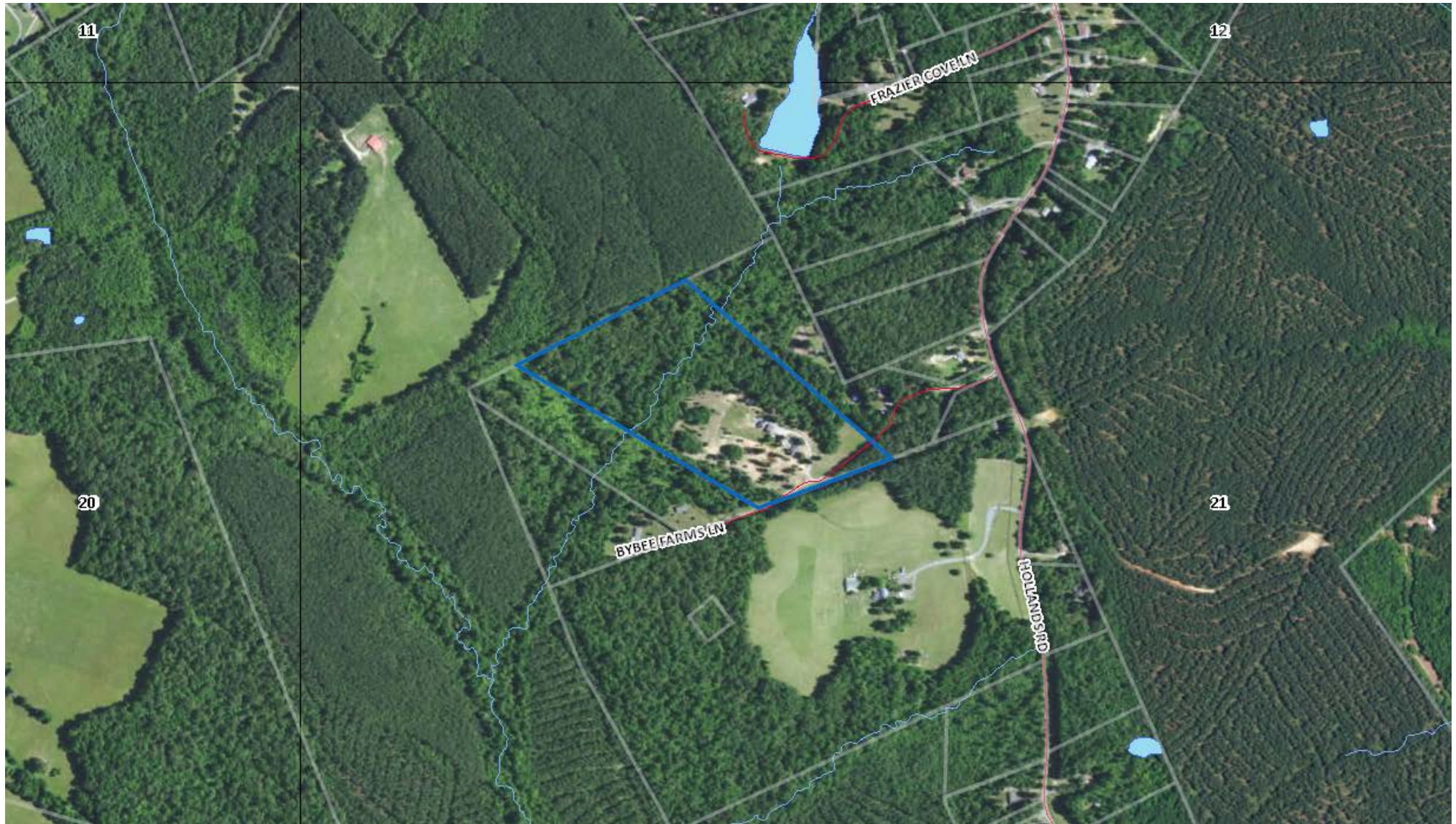
Sincerely,

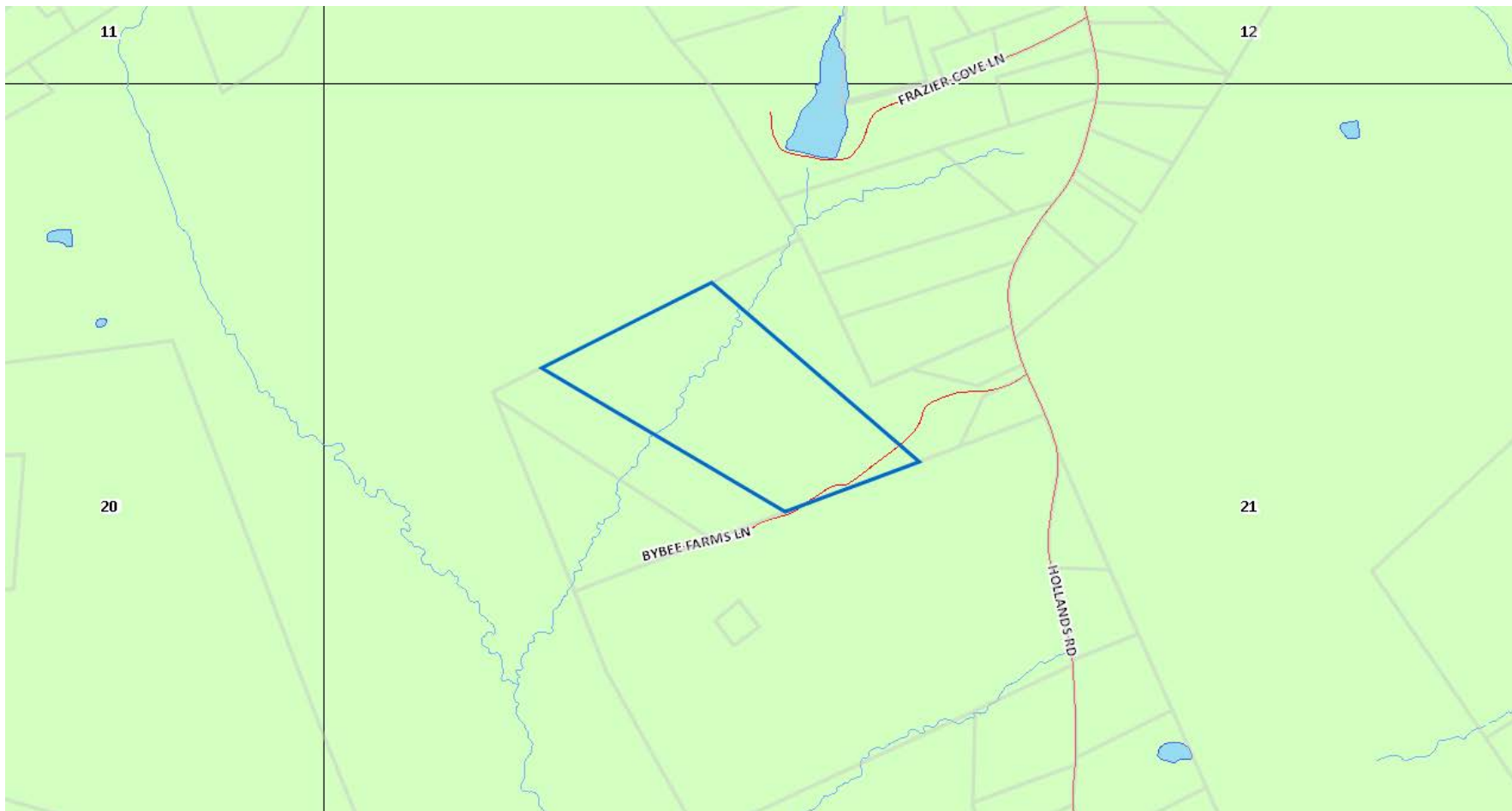
Jason Stewart  
Planning and Zoning Administrator



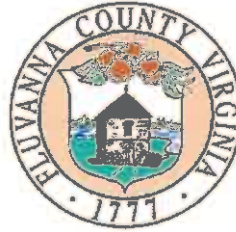
## ADJACENT PROPERTY OWNERS SUP 17:03

[illegible]





All properties zoned A1 Agricultural, General.



4:30 - 5:15

# Neighborhood Meeting Sign-In Sheet

**Meeting Date:** August 9, 2017

**Item(s)**

**SUP 17\_03 Mary Marks. Dog Kennel Expansion**

Name	Address	City/State/Zip	Reason for Attending (Item/Application)
Paul Ponzio <sup>3rd</sup>	623 Hollands Rd	Palmyra, VA 22963	information
Terri Ryalls	1147 Bybee Rd	Louisa, VA 23093	support of Mary Marks
Amy Ballenger	110 Bybee Farms Ln	Palmyra 22963	neighbor-info



## Growing business

- 40 up from 20 - Don't anticipate 40 excess on holidays
- 3 employees total
- 8AM - 4PM - Permited long 5AM - 11PM
- Day & night stays

## Neighbor:

- Business overview? - Dog daycare boarding facility. Dogs either stay for day or night
- Drop off? - Almost all dogs are picked up from homes & taken to site, few if any dropoffs.
- Any other services? - No. Just boarding & day care.
- Total capacity? - 3 car garage, plus acre of space with fence & 2 yards.  
- Sounds nice & safe - Neighbor comment
- 40 dogs total? - Mix of night & day dogs. Some are loose & others in crates. 13 crates in total. Crates used for feeding.

## Attachment C

- Increase in traffic? - No. Can fit 18 dogs in a minivan. Still don't have many dropoffs. Concerns about traffic + noise on road.
- 2 neighbors concerned about wear + tear on road. 1 neighbor glad that most all dogs are picked up, not drop off.
- Hours? - No set hours but existing SUP permits dogs at 5AM - 9PM

1 Neighbor objects due to increase in traffic.

2- Neutral.



## COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

132 Main Street  
BOS 2017-09-20 p.26/247  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

August 10, 2017

Mary E. Marks  
232 Bybee Farms Lane  
Palmyra, VA 22963

Delivered via email to [marye6259@yahoo.com](mailto:marye6259@yahoo.com)

**Re: SUP 17:03- Amendment of SUP 13:08**

**Tax Map: 21, Section 12, Parcel 5**

Dear Ms. Marks:

The following comments are the result of the Technical Review Committee meeting that was held on Thursday, August 10, 2017:

1. Planning staff wanted to know if there would be any modifications or changes to the site as part of this request. Applicant stated there would be no changes or site modifications. The reason for the condition amendment is that the business is expanding; while 40 dogs are not anticipated to be a daily occurrence, it does allow for more boarding during the holidays.
2. Fire Chief had no comments.
3. Sherriff's Office had no comments.
4. Department of Forestry had no comments.
5. Erosion and Sediment Control had no comments
6. Building Official had no comments.
7. VDOT: VDOT had a site visit the week of August 7, 2017. Was satisfied with condition of the road. Does not anticipate an increase in traffic due to request .VDOT does not object to this proposal.
8. Health Department had no comments.
9. The Chamber of Commerce had no comments.

The Planning Commission will have a meeting to discuss this item at their Tuesday, September 12, 2017 meeting. Your attendance is required at this meeting.

If you have any questions or need additional information, please contact me at 434-591-1910, or [jnewman@fluvannacounty.org](mailto:jnewman@fluvannacounty.org) .

Sincerely,  
James Newman  
Planner  
Dept. of Planning & Zoning

cc: File





## COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 [www.co.fluvanna.va.us](http://www.co.fluvanna.va.us)

### STAFF REPORT

**To:** Fluvanna County Board of Supervisors

**From:** Steve Tugwell

**Case Number:** SUP 13:08

**District:** Columbia

**Tax Map:** Tax Map 21, Section 12, Parcels 4 & 5

**Date:** December 18, 2013

**General Information:**

This request is to be heard by the Board of Supervisors on Wednesday, December 18, 2013 at 7:00 pm in the Circuit Court Room in the Courts Building.

**Owner/Applicant:**

Mary E. Marks

**Representative:**

Mary E. Marks

**Requested Action:**

Request for a special use permit to allow for a commercial kennel with respect to 26.602 acres of Tax Map 21, Section 12, Parcels 4 & 5. The applicant is proposing to operate a commercial kennel. (Attachment A)

**Location:**

The subject property is located on the north side of Bybee Farms Lane approximately 0.15 miles west of its intersection with Hollands Road (Route 630). The property is located in the Columbia Election District and is within the Rural Preservation Planning Area. (Attachment B)

**Existing Zoning:**

A-1, Agricultural, General

**Planning Area:**

Rural Preservation Planning Area

**Existing Land Use:**

Two adjacent parcels total approximately four (26.602) acres in size with a primary residence and one (1) accessory structure. (Attachment C)

**Adjacent Land Use:**

The surrounding area is zoned A-1, Agricultural, General.

**Zoning History:**

A lot consolidation (SUB 13:09) of Tax Map 21-12-4 and 21-12-5 was approved on May 14, 2013.

**Neighborhood Meeting:**

In addition to the applicant, there were three (3) attendees at the October 9, 2013 Neighborhood meeting. The neighbors had questions with regard to potential additional noise, traffic, and safety of the animals. Fencing for the dogs was also discussed.

**Technical Review Committee:**

At the October 10, 2013 Technical Review Committee meeting:

1. The Fire Chief and Central Virginia Electric Coop had no issues with this application;
2. Planning Staff inquired about the number of proposed dog runs, asked about using earth-toned colors for new structures, and asked about placing the height of the proposed fence at 6 feet as a condition of approval;
3. The Virginia Department of Transportation asked how many vehicle trips the kennel activity would generate in and out of the property on a daily basis, VDOT stated that Bybee Farms Road meets sight distance requirements, and that no further improvements need to be made to the existing entrance. (Attachment D)

**Planning Commission:**

The Planning Commission discussed this request at their November 18, 2013 meeting. The Planning Commission discussed this request, and added three (3) additional conditions with regard to the number of dogs to be kept on-site, allowing not more than one (1) building related to the commercial kennel, and hours that the dogs will be allowed outside. After no speakers during the public hearing, the Commission voted unanimously to **approve this SUP request 4-0.**

**Comprehensive Plan:****VISION 2009**

The vision for Fluvanna County is based on key goals such as “preserving the rural character, promote economic development and protect individual property rights”. Protecting and preserving the rural character is essential as was expressed by Fluvanna citizens throughout the comprehensive planning process (see Appendix A in the Comprehensive Plan under the “2006 Planning Issues Survey”).

**Analysis:**

The applicant is proposing to operate a commercial kennel. The County’s definition of a *commercial kennel* is “*a place designed and used to house, board, breed, handle, or otherwise keep or care for dogs, cats, or other household pets for the specific intent of sale or in return for compensation*”.

The location of the proposed kennel is two (2) adjacent parcels that have been consolidated into one 26 acre parcel situated on the north side of Bybee Farms Lane. The applicant’s primary

residence is also on the property, and will allow for 24 hour staffing of the kennel facility, 365 days a year. The kennel is proposed to be 22 by 36 feet in size, located behind the residence, and will not be visible from Bybee Farms Lane. According to the applicant's business plan, "the services offered include pet pick-up, daycare, and overnight stays". Most of the business will be dog daycare, with the availability for overnight stays. Two (2) minivans will enter and exit the facility twice per day. The facility will employ one (1) additional employee, who is experienced in dog training. (Attachment E).

When evaluating proposed uses for a special use permit, in addition to analyzing the potential adverse impacts of the use, staff utilizes two (2) general guidelines for evaluation as set forth in the zoning ordinance.

**First, the proposed use should not tend to change the character and established pattern of the area or community.**

The proposed location for the commercial kennel is a 26 acre parcel situated on the north side of Bybee Farms Lane. The applicant is planning to build a 36 x 22 detached garage to serve as the dog daycare. The parcel is bordered by substantial vegetation and the proposed kennel structure is approximately 500 feet from any buildings on neighboring parcels. According to the applicant, existing trees screening the adjoining properties will be retained to provide a buffer between the kennel and neighboring homes.

**Second, the proposed use should be compatible with the uses permitted by-right in that zoning district and shall not adversely affect the use/or value of neighboring property.**

Small home industries and commercial kennels are allowed by SUP in the A-1 zoning district. By-right uses that are similar, in operation or size of structures, to this application may include home occupations, equestrian facilities, farm sales, non-commercial greenhouses, and accessory dwellings.

Sec. 22-1-2 of the zoning ordinance states that the purpose of the zoning ordinance is "to protect against over crowding of land". Generally, a commercial kennel is considered an intensive use, however given the size and location of this property, this proposal may be less impactful to neighboring properties. The applicant is applying to provide a service to the community by bringing a full-service commercial kennel to the area.

**Conclusion:**

The Board of Supervisors may want to consider any potential adverse impacts, such as traffic entering and exiting the property, noise, dust, vibration, or visual clutter.

**Recommended Conditions:**

If approved Staff recommends the following conditions:

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance, must be submitted for review and approval.
2. The site must meet all Virginia Department of Transportation requirements.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. The property shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.
5. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.
6. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.
7. Noise attenuation measures including insulation, fencing, etc. satisfactory to the Zoning Administrator to be provided prior to issuance of Certificate of Occupancy.
8. Fencing will be six (6) foot-tall brown chain-link.
9. *Not more than 20 dogs on the premises at any given time.*
10. *There shall be not more than one building related to the commercial kennel. Such building shall be no more than 36' X 22' in size and shall be set back at least 300 feet from the nearest property lines(s).*
11. *Dogs shall be housed indoors between the hours of 9pm and 5am.*

**Suggested Motion:**

I move that the Board of Supervisors **approve/deny** SUP 13:08, [if approved], with respect to 26.602 acres of Tax Map 21, Section 12, Parcels 4 & 5, with the eleven (11) conditions as described in the staff report.

**Attachments:**

- A – Application & APO Letter
- B – Sketch Plan and Aerial Map
- C - Zoning Map
- D – TRC Memos from the Health Dept. and Email from VDOT
- E – Business Plan and kennel sketch
- F – Applicant's letters of support

Copy:

Applicant – Mary E. Marks, 181 Centre Street, Dover, MA 02030  
File



---

## COUNTY OF FLUVANNA

---

*"Responsive & Responsible Government"*

P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 [www.co.fluvanna.va.us](http://www.co.fluvanna.va.us)

December 19, 2013

Mary E. Marks  
181 Centre Street  
Dover, MA 02030

**Re: SUP 13:08 Mary E. Marks Commercial Kennel**  
**Tax Map: 21-12-4&5**

Dear Ms. Marks:

Please accept this letter as notification of the action taken on December 18, 2013 by the Board of Supervisors with regard to SUP 13-04. The request for a Special Use Permit to operate a commercial kennel was **approved 5-0** with the following eleven (11) conditions:

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance, must be submitted for review and approval.
2. The site must meet all Virginia Department of Transportation requirements.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. The property shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.
5. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.
6. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.
7. Noise attenuation measures including insulation, wooden fencing, etc. satisfactory to the Zoning Administrator to be provided prior to issuance of Certificate of Occupancy.
8. Fencing will be six (6) foot-tall brown chain-link.
9. *Not more than 20 dogs on the premises at any given time.*

Attachment E

- 10. There shall be not more than one building related to the commercial kennel. Such building shall be no more than 36' X 22' in size and shall be set back at least 300 feet from the nearest property lines(s).*
- 11. Dogs shall be housed indoors between the hours of 9pm and 5am.*

If you have any questions or concerns, please do not hesitate to call me at 591-1910, or email me at [stugwell@fluvannacounty.org](mailto:stugwell@fluvannacounty.org).

Sincerely,

Steve Tugwell  
Senior Planner

Copy: File

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB D**

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	SUB 17:28 – Centre Hill Estates Ordinance of Vacation				
<b>MOTION(s):</b>	I move the Fluvanna County Board of Supervisors approve/deny/defer SUB 17:28, an ordinance to vacate portions of the Centre Hill Estates Subdivision as shown on a plat by Robert L. Lum, Certified Land Surveyor, dated October 20, 2005, and recorded in the Clerk's Office of the Circuit Court of Fluvanna County, Virginia in Plat Book 2, Page 218.				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	X				
<b>STAFF CONTACT(S):</b>	Brad Robinson, Senior Planner				
<b>PRESENTER(S):</b>	Brad Robinson, Senior Planner				
<b>RECOMMENDATION:</b>	Adoption of Ordinance of Vacation				
<b>TIMING:</b>	Immediate decision requested at current meeting.				
<b>DISCUSSION:</b>	Request to vacate portions of the Centre Hill Estates Subdivision plat including a dry hydrant easement (Lots 8-9) and a riding and hiking trail easement (Lots 3, 4, 14 & 15).				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	<b>Regarding SUB 17:28</b> , the Board of Supervisors may: <ul style="list-style-type: none"> <li>• Approve this request, allowing portions of the plat to be vacated; OR</li> <li>• Deny this request, preventing portions of the plat from being vacated; OR</li> <li>• Defer this request and make a final decision at a later date.</li> </ul>				
<b>LEGISLATIVE HISTORY:</b>					
<b>ENCLOSURES:</b>	Staff Report (with accompanying attachments)				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	X				







---

# COUNTY OF FLUVANNA

---

*"Responsive & Responsible Government"*

BOS2017-09-20 p.35/247

132 Main Street  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

## STAFF REPORT

**To:** Fluvanna County Board of Supervisors

**Case Number:** SUB 17:28

**Tax Map:** All parcels within Centre Hill Estates Subdivision

**From:** Brad Robinson

**District:** Columbia

**Date:** September 20, 2017

**General Information:**

This request is to be heard by the Board of Supervisors on Wednesday, September 20, 2017 at 7:00 p.m. in the Circuit Court Room in the Courts Building.

**Applicant:**

WAP LLC

**Representative:**

Michael Himes

**Requested Action:**

To approve an ordinance that vacates portions of the Centre Hill Estates Subdivision plat pursuant to Virginia Code Section 15.2-2272. (Attachment A)

**Location:**

The affected property is located along the intersection of Bybees Church Road (Route 613) and Hollands Road (Route 630), approximately . The parcel is within the Rural Residential Community Planning Area and the Columbia Election District. (Attachment B)

**Existing Zoning:**

A-1, Agricultural, General

**Existing Land Use:**

Residential and/or vacant

**Planning Area:**

Rural Residential Community Planning Area

**Adjacent Land Use:**

Adjacent properties are zoned A-1.

**Zoning History:**

Centre Hill Estates final plat approved April 18, 2006.

**Analysis:**

Centre Hill Estates Subdivision was approved in 2006 and consists of 20 lots total fronting along both Bybees Church Road (State Route 613) and Holland Road (State Route 630). The average lot size is 4.552 acres and the open space/common area is 13.968 acres.

The developer, WAP LLC, is requesting to vacate two existing easements shown on the recorded plat which include 1) a dry hydrant easement along the boundary of Lots 8 & 9 and 2) a riding and hiking trail easement on portions of Lots 3, 4, 14 & 15. The dry hydrant has never been constructed, and riding/hiking trails have not been developed nor are there any plans to do. With regard to the dry hydrant easement, the Fluvanna County Volunteer Fire Department has indicated it has no issues with this request and would not use a dry hydrant at this location since fire hydrants are available approximately three miles away.

In accordance with Section 15.2-2272 of the Code of Virginia, a recorded plat or part thereof in which any lot has been sold may be vacated by two methods:

1. By instrument in writing agreeing to the vacation signed by all the owners of lots shown on the plat and also signed on behalf of the governing body of the locality in which the land shown on the plat or part thereof to be vacated lies for the purpose of showing the approval of the vacation by the governing body; or
2. By ordinance of the governing body of the locality in which the land shown on the plat or part thereof to be vacated lies on motion of one of its members or on application of any interested person. The ordinance shall not be adopted until after notice has been given as required by § 15.2-2204.

The developer has selected to utilize an ordinance of the governing body for the proposed vacation due to difficulty to obtain signatures from all lot owners, with the word “owners” not including lien creditors except “those whose debts are secured by a recorded deed of trust or mortgage”.

(Attachment C)

**Comprehensive Plan:****Land Use:**

The Comprehensive Plan designates this property as within the Rural Residential Community Planning Area. According to this chapter, “*rural residential areas conserve open space by clustering development or developing on larger lots. Projects should achieve the goal of preserving as much open space, and thus rural character, as possible. The open space should be strategically located to preserve viewsheds from roads and existing developments, and to be used by the residents of the planned community. Open spaces in subdivisions should be available to the community for rural uses such as farming, wildlife, and recreation.*”

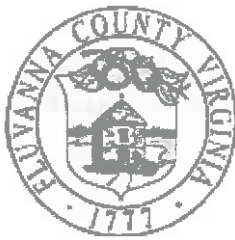
**Suggested Motion:**

I move that the Board of Supervisors approve/deny/defer SUB 17:28, an ordinance to vacate portions of the Centre Hill Estates Subdivision as shown on a plat by Robert L. Lum, Certified Land Surveyor, dated October 20, 2005, and recorded in the Clerk's Office of the Circuit Court of Fluvanna County, Virginia in Plat Book 2, Page 218..

**Attachments:**

- A – Application and Notification letter
- B – Location Map
- C – Draft Ordinance of Vacation
- D – Centre Hill Estates Subdivision plat
- E – Planning Dept. correspondence dated January 27, 2017
- F – Code of Virginia Sec. 15.2-2272

Copy: W.A. Pace via email – [walterp4520@gmail.com](mailto:walterp4520@gmail.com)  
Mike Himes via email – [mikehimes@embarqmail.com](mailto:mikehimes@embarqmail.com)  
File



# COMMONWEALTH OF VIRGINIA COUNTY OF FLUVANNA Ordinance of Vacation (Consolidation) Application

**Owner of Record:** LUCILLE C. LOVING TRUST

E911 Address: 20657 Ryder Mills Ct. Ashburn, VA

Phone: 703-915-1133 Fax: N/A

Email: CPR06ERS1@AOL.COM

**Representative:** MICHAEL A. HIMES

E911 Address: 227 BROKEN ISLAND RD, PALMYRA, VA

Phone: 434-960-4407 Fax: N/A

Email: MIKEHIMES@EMBARQMAIL.COM

**Tax Map and Parcel(s):** 12-20-1 thru 12-20-20 and 12-20-A  
FM 11-71 + FM 12-16A

**Acreage:** 90.1 **Zoning:** A-1

E911 Address of Parcel: BYBEE CHURCH RD

Description of Property: CENTRE HILL ESTATES

I declare that the statements made and information given on this application are true, full and correct to the best of my knowledge and belief. I agree to conform fully to all terms of any certificate or permit which may be issued on account of this application.

All plats must be folded prior to submission to the Planning Department for review. Rolled plats will not be accepted.

MICHAEL A. HIMES  
Applicant Name (Please Print)

Michael A. Himes  
Applicant Signature

OFFICE USE ONLY			
\$225.00 fee paid: <u>✓ #1812</u>	Date Received: <u>8/4/17</u>	Application #: <u>SUB 17 : 028</u>	
Election District: <u>Columbia</u>	Planning Area: <u>Rural Residential</u>		
Approved	Denied	Date: _____	Zoning Administrator: _____

Planning Department

4/3/17

Fluvanna County


Dear Sir,

This letter is to authorize Mr. Mike Himes in the two matters below, to represent the Lucille Loving Trust in property matters relating to the Centre Hill Estates property owned by the Lucille Loving Trust.

In these matters Mr. Himes is authorized to:

- a) Obtain the release the Riding Trail Easement (Lot 14 and other lots adjacent to the woods.)
- b) Obtain a release of the need for a Dry Hydrant, on Lot 8.

Please feel free to contact me as needed to verify the above information.

A handwritten signature in dark ink, appearing to read "CPR", is written over a horizontal line.

Christopher P. Rogers

Trustee, the Lucille C Loving Trust.

703 915-1133

**FLUVANNA COUNTY VOLUNTEER FIRE DEPARTMENT**  
**PALMYRA    FORK UNION    KENTS STORE**

Jason Stewart

November 9, 2016

Planning and Zoning Administrator

132 Main Street

P.O. Box 540

Palmyra, Va. 22963

Jason

Mr. Pace contacted me regarding the Dry Hydrant paragraph on the recorded plat for Centre Hill Estates. He and the owners would like to have that requirement removed from the plat since the pond is not a very good water supply and a dry hydrant has never been installed to this point which is 11 years later.

The Fluvanna County Fire Department has no issues with this request. We would not use a dry hydrant here now since we have fire hydrants approximately 3 miles away at Zion Crossroads. Future plans indicate that hydrants will be installed along Rt. 250 bring water even closer to the this neighborhood.

Mr. Pace would like to talk to someone with the county to give him guidance on what steps will be necessary to remove the Dry Hydrant requirement. His number is 434-953-8501 and his address is W.A. Pace Jr., 3234 Avebury Ln., Keswick, Va. 22947.

Sincerely



Mike Brent, Chief

Fluvanna County Volunteer Fire Dept.

cc. W.A. Pace Jr.

## MEMORANDUM

**Date:** September 06, 2017  
**From:** Stephanie Keuther  
**To:** Jason Stewart  
**Subject:** Board of Supervisors APO Letter

---

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the September 20, 2017 Board of Supervisors Meeting.



## COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

### NOTICE OF PUBLIC HEARING

# Attachment A

BOS2017-09-20 p.42/247  
132 Main Street  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

September 6, 2017

«Name»  
«Address»  
«City\_State» «ZIP»  
TMP#«TMP»

#### Re: Public Hearing on SUB 17:28

Dear «Name»:

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced items as noted below:

<b>Purpose:</b>	<b>Board of Supervisors Public Hearing</b>
<b>Day/Date:</b>	<b>Wednesday, September 20, 2017</b>
<b>Time:</b>	<b>7:00 PM</b>
<b>Location:</b>	<b>Fluvanna County Circuit Court Room, Palmyra, VA</b>

The applicant or applicant's representative will be present at the Board of Supervisors meeting for the request that is described as follows:

**SUB 17:28 Centre Hill Estates** – An ordinance to vacate portions of the Centre Hill Estates subdivision plat pursuant to Virginia Code Section 15.2-2272. The ordinance, if approved, would vacate a dry hydrant easement located between Lots 8 & 9 and a riding and hiking trail easement on portions of Lots 3, 4, 14 & 15. The property is zoned A-1 Agricultural, General and is located along Bybees Church Road (State Route 613) and Hollands Road (State Route 630). The property is located within the Rural Residential Community Planning Area and the Columbia Election District.

You are welcome to attend the Public hearing and you will have an opportunity to comment, if desired. The tentative agenda and staff report for this action is available for public review on the County website at <http://fluvannacounty.org/meetings>. You can also view the report in the Fluvanna County Planning and Zoning Department during working hours (8:00 am – 5:00 pm, Monday through Friday).

If you have any questions regarding this application or the Public Hearing, please contact me at 434–591–1910.

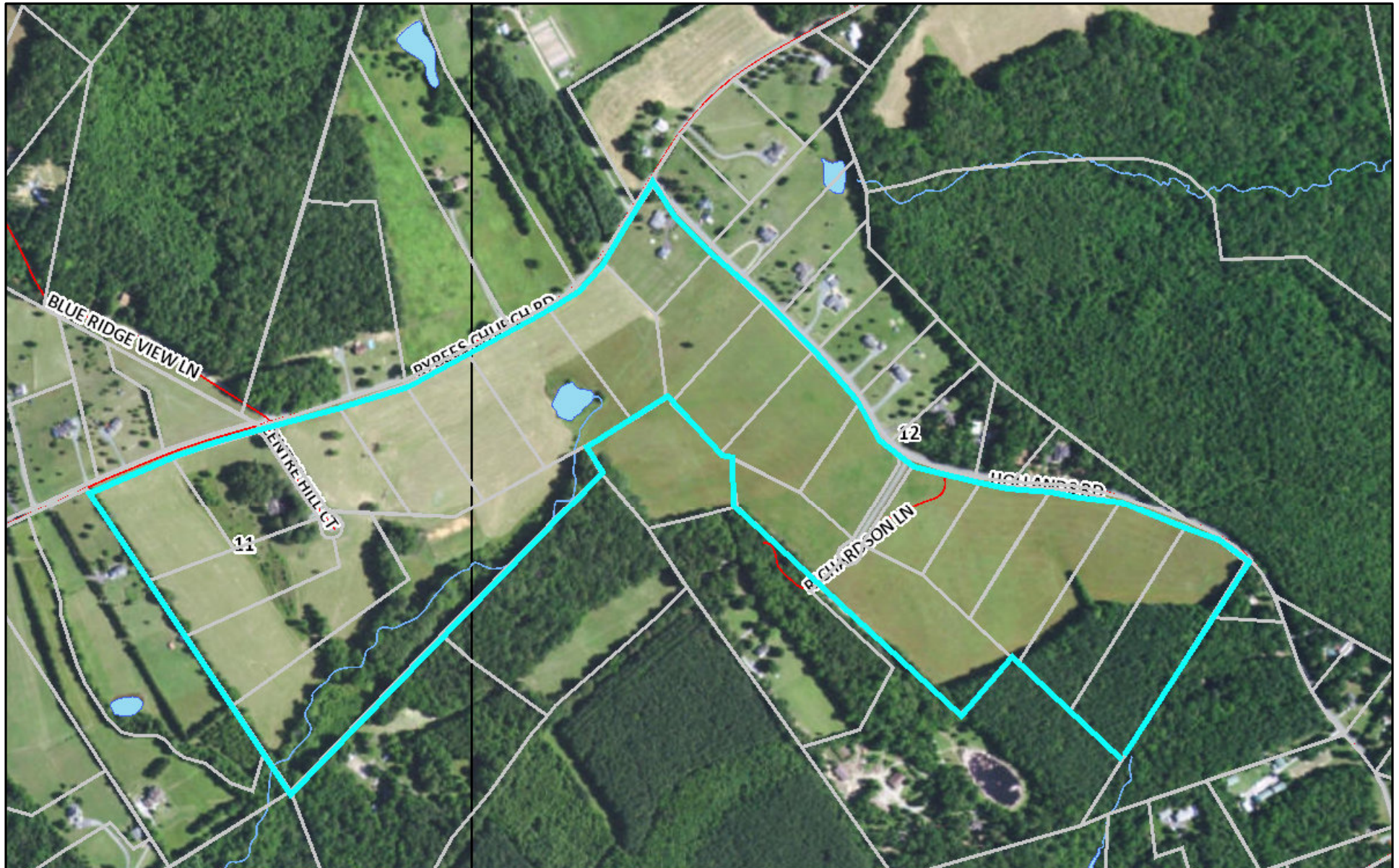
Sincerely,

Jason Stewart  
Planning and Zoning Administrator

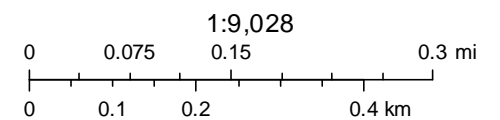


[illegible][illegible]

# Centre Hill Estates



September 12, 2017



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

**AN ORDINANCE TO VACATE PORTIONS OF THE CENTRE HILL ESTATES  
SUBDIVISION PLAT PURSUANT TO VIRGINIA CODE SECTION 15.2-2272**

**Tax Map Parcel # Nos.: 12-20-3, 12-20-4, 12-20-8, 12-20-9, 12-20-14, and 12-20-15**

WHEREAS a subdivision plat was prepared by Robert L. Lum, Certified Land Surveyor, approved by the County of Fluvanna entitled "Plat Showing Subdivision of Tax Map 11(A) Parcel 71 and Tax Map 12(A) Parcel 46A, Centre Hill Estates, Columbia District Fluvanna County, Virginia," dated October 20, 2005 (the "Subdivision Plat") and recorded in the Clerk's Office of the Circuit Court for the County of Fluvanna in Plat Book 2, Page 218; and

WHEREAS the Subdivision Plat was for the subdivision named Centre Hill Estates, and resulted in twenty (20) lots numbered Lot 1 - Lot 20, Open Space Areas, and other improvements and features shown and depicted on said Subdivision Plat; and

WHEREAS certain of the said lots have been sold to third parties; and

WHEREAS the Subdivision Plat depicted and called for a dry hydrant for fire emergency use to be located on a pond on Lot 8 which would be accessed by a twenty (20) foot wide access easement along the boundary between Lots 8 and 9, providing access to and from the hydrant and Bybees Church Road, according to a Note on Sheet 1 of 2 of the Subdivision Plat; and

WHEREAS the dry hydrant was never constructed in the decade since recordation of the Plat, due in part to the fact that the pond on Lot 8 is not a satisfactory supply of water, and the Fluvanna County Volunteer Fire Department has confirmed that they would not use the dry hydrant for emergency purposes as there are now fire hydrants located approximately three (3) miles away at Zions Crossroads, with other fire hydrants planned to be installed nearer to Centre Hills Estates; and

WHEREAS the Subdivision Plat also called for a riding and hiking trail easement in the southwestern portions of Lot 3, Lot 4, Lot 14, and Lot 15 and said riding and hiking trails, to date, have not been developed and there are no current plans for development; and

WHEREAS pursuant to Virginia Code § 15.2-2204 the appropriate notice has been given;

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF SUPERVISORS, pursuant to Virginia Code Section 15.2-2272, that the Subdivision Plat be, and it hereby is VACATED, RELEASED, AND ABANDONED with respect to that portion of the Subdivision Plat including a depiction and a note which features and shows a dry hydrant to be located on a pond on Lot 8 and the twenty (20) foot wide access easement along the boundary between Lots 8 and 9, which was to have provided access to and from the hydrant and Bybees Church Road.

By this vacation, all rights or interests of third parties, including other owners of Lots in Centre Hills Estates or fire and emergency units and divisions serving Fluvanna County, in and to the use of the dry hydrant and access easement are hereby extinguished and terminated in favor of the quiet enjoyment of the owner of Lot 8 and its successors in title.

AND BE IT FURTHER ORDAINED, that the Subdivision Plat be, and it hereby is VACATED, RELEASED, AND ABANDONED with respect to that portion of the Subdivision Plat including a depiction and a note which features and shows the riding and hiking trail easement in the southwestern portion of Lots 3, 4, 14, and 15.

All rights or interests of third parties, including other owners of Lots in Centre Hills Estates, in and to the use of the riding and hiking trail easement are hereby extinguished and

terminated in favor of the quiet enjoyment of the owner of Lots 3, 4, 14, and 15 and its successors in title.

Let the Clerk of this Board provide a certified copy hereof to the proponent hereof, who shall cause the same to be recorded in the land records of the County upon the expiration of time for any appeal, or the upholding hereof on appeal, in accordance with Virginia Code Sec. 15.2-2272-2.



Dpt Bk 2 Pg. 218

CURVE	RADIUS	TANGENT	LENGTH	DELTA	CHORD	CH.BEARING
1	3365.000'	100.595'	201.131'	3°25'29"	201.101'	N 74°45'45"E
2	3365.000'	107.842'	215.610'	3°40'16"	215.573'	N 78°18'38"E
3	35.000'	25.683'	44.314'	72°32'33"	41.413'	S 63°34'58"E
4	35.355'	14.645'	27.768'	45°00'00"	27.060'	S 04°48'41"E
5	50.000'	73.917'	97.606'	111°50'55"	82.830'	S 38°14'09"E
6	50.000'	259.054'	138.013'	158°09'05"	98.188'	N 06°45'51"E
7	35.355'	14.645'	27.768'	45°00'00"	27.060'	N 49°48'41"W
8	35.000'	47.697'	65.642'	107°27'27"	56.436'	N 26°25'02"E
9	2080.000'	114.051'	227.874'	6°16'37"	227.761'	N 77°00'27"E
10	2080.000'	90.860'	181.605'	5°00'09"	181.547'	N 71°22'04"E
11	700.000'	9.144'	18.286'	1°29'48"	18.286'	N 68°07'05"E
12	700.000'	154.268'	303.682'	24°51'24"	301.306'	N 54°56'29"E
13	930.000'	108.841'	216.696'	13°21'01"	216.206'	S 32°30'37"E
14	930.000'	13.386'	26.770'	1°38'57"	26.769'	S 25°00'38"E
15	355.000'	78.133'	153.814'	24°49'30"	152.614'	S 36°35'55"E
16	35.000'	33.581'	53.530'	87°37'48"	48.463'	S 05°11'46"E
17	35.355'	14.645'	27.768'	45°00'00"	27.060'	S 61°07'08"W
18	50.000'	88.560'	105.682'	121°06'10"	87.080'	S 23°04'03"W
19	50.000'	179.668'	129.937'	148°53'50"	96.339'	N 68°04'03"E
20	35.355'	14.645'	27.768'	45°00'00"	27.060'	N 16°07'08"E
21	35.000'	26.689'	45.603'	74°39'12"	42.445'	N 75°56'44"E
22	1100.000'	74.298'	148.370'	7°43'41"	148.258'	S 70°35'31"E
23	1100.000'	56.066'	112.035'	5°50'08"	111.987'	S 77°22'25"E
24	945.000'	144.940'	287.638'	17°26'23"	286.529'	S 71°34'18"E
25	650.000'	134.913'	266.049'	23°27'05"	264.195'	S 51°07'34"E

NOTES:

THE LAND BOUNDARIES SHOWN ON THIS PLAT ARE THE RESULT OF A FIELD SURVEY.  
The land regulations listed/described herein are imposed pursuant to the Fluvanna County code in effect this date, and are not restrictive covenants running with the land and their appearance on this plat is not intended to impose them as such.

ZONED: A-1 300' frontage, 2 acres min., 125' setback, 50' sideyard and 75' rear setback, 100' setback from internal roads

This property is in flood Zone C. There is no flood plain and only small areas of wetlands as shown on plat.

Water supply will be by individual wells.  
Sewage disposal will be by individual septic systems.  
Storm water management and land conservation will be addressed in the road design and E & S plan.

Proposed roads are shown, but other improvements will be determined by the purchaser of the lot.

Utilities will be placed underground.

Irons set at all corners unless noted otherwise.

This Plat has been prepared without benefit of a title report and does not therefore necessarily indicate all encumbrances on the property.

Drainage easements will be provided where needed as roads are designed and road drainage is determined.

There is to be a dry hydrant located at the pond on Lot 8 and accessed by a 20' easement on Lot 8 along the lot line between Lots 8 and 9. A parking and turn around area of 30' by 60' and pump connections as required by the Fluvanna County Fire Department will be provided at the site. The road and turn around area will be built and graveled by the developer and maintained by the owners association.



PLAT SHOWING SUBDIVISION OF  
TAX MAP 11 (A) PARCEL 71 AND TAX MAP 12 (A) PARCEL 46A

CENTRE HILL ESTATES

COLUMBIA DISTRICT, FLUVANNA COUNTY, VIRGINIA

SCALE: 1" = 200' DATE: OCTOBER 20, 2005

120046A.dwg

LUM'S LAND SURVEYS, INC.

P.O. BOX 154, PALMYRA, VA. 22963-0154

PHONE: (434) 589-8395





Plot Bk 2 Page 219

- LEGEND
- IS Iron Rod Set
  - IF Iron Rod Found
  - FC Fence Corner
  - FP Fence Post
  - PP Power Pole
  - TPD Telephone Pedestal
  - BTM Buried Telephone Marker
  - BCM Buried Cable Marker
  - Bore Hole

COUNTY SANITARIAN

A SOIL STUDY SHOWS THIS SUBDIVISION IS GENERALLY SUITABLE FOR "TRADITIONAL AND/OR ALTERNATIVE ENGINEERED SYSTEMS". HOWEVER, ACTUAL SYSTEMS MAY VARY AT TIME CONSTRUCTION PERMITS ARE ISSUED.

*Charles A. Miller*  
COUNTY SANITARIAN  
Date 4/17/06

*Robert L. Lum*  
Site Inspector  
Date 4-14-06

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL REQUIREMENTS OF THE BOARD OF SUPERVISORS AND ORDINANCES OF FLUVANNA CO., VA REGARDING THE PLATTING OF SUBDIVISIONS WITHIN THE COUNTY HAVE BEEN COMPLIED WITH.

*Robert L. Lum*  
Robert L. Lum

THE PLATTING AND SUBDIVISION OF TM 11 PARCEL 71 AND TM 12 PARCEL 46A LOCATED IN THE PALMYRA MAGISTERIAL DISTRICT AND RECORDED IN DB 385 ON PAGE 189 CONTAINING A TOTAL OF 107.814 ACRES AND DESIGNATED CENTRE HILL ESTATES IS WITH THE FREE CONSENT OF AND IN ACCORDANCE WITH THE DESIRE OF THE UNDERSIGNED TRUSTEE.

*Lucille C. Loving*  
Lucille C. Loving:

THE SUBDIVISION SHOWN HEREON HAS BEEN REVIEWED AND APPROVED BY THE UNDERSIGNED IN ACCORDANCE WITH EXISTING REGULATIONS, AND MAY BE COMMITTED TO RECORD.

*Robert L. Lum* 4/18/06  
Dir of Planning & Development

ZONED: A-1

Health Department

The approved onsite sewage system sites and well sites are shown on this plat.

A soils study shows this subdivision is generally suitable for septic tank and subsurface sewage disposal. However, each lot is to be determined on an individual basis.

LOT SUMMARY:

Total = 20 Lots  
Subdivided area = 91.050 Acres  
Recreation Area = 13.968 Acres  
2 new roads = 1.407 Acres  
Dedicated to public use along Route 613 = 1.389 Acres  
Total Acreage 107.814 Acres

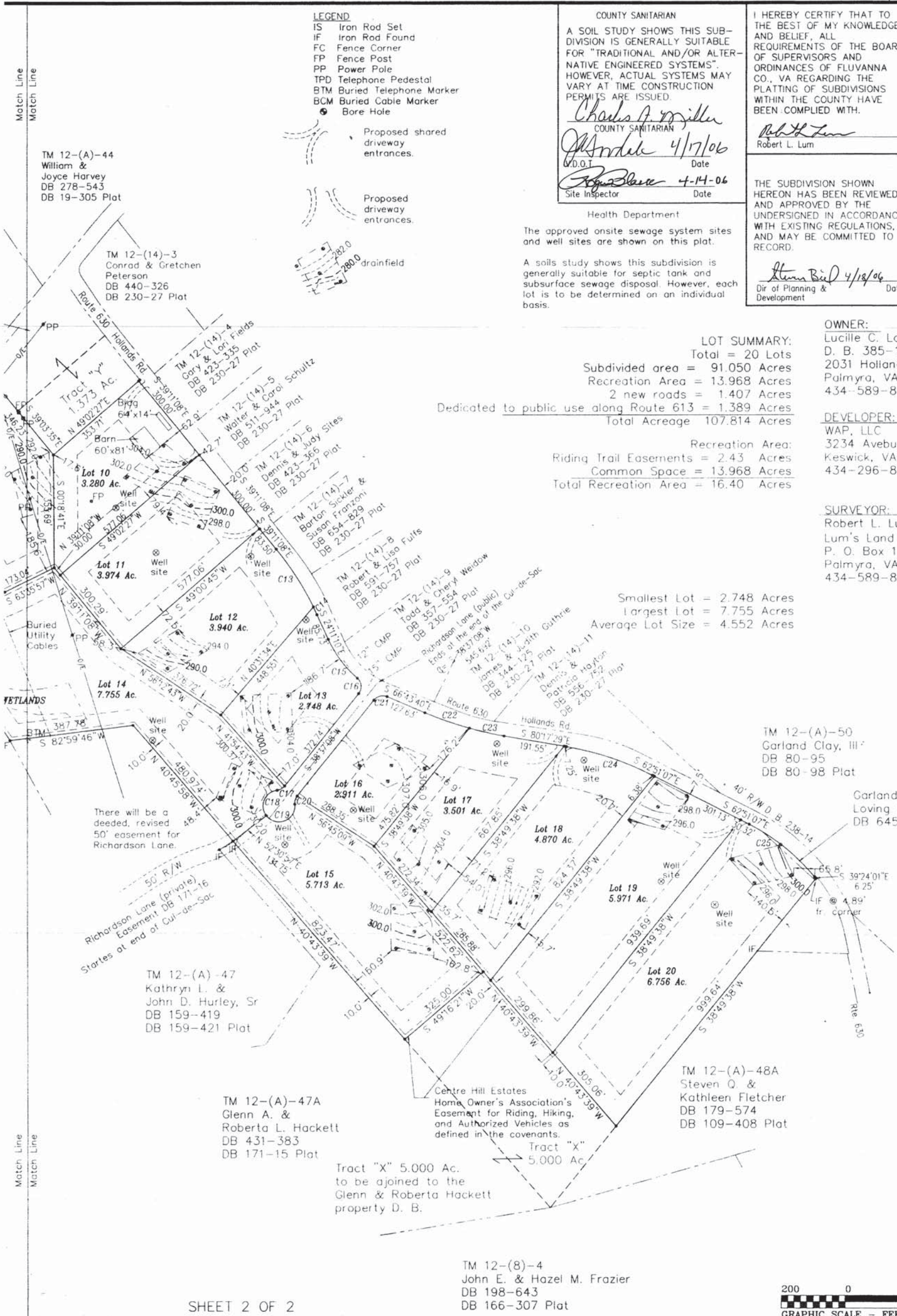
Recreation Area:  
Riding Trail Easements = 2.43 Acres  
Common Space = 13.968 Acres  
Total Recreation Area = 16.40 Acres

OWNER:  
Lucille C. Loving Revocable Trust  
D. B. 385-189  
2031 Hollands Road  
Palmyra, VA 22963  
434-589-8630

DEVELOPER:  
WAP, LLC  
3234 Avebury Lane  
Keswick, VA 22947  
434-296-8581

SURVEYOR:  
Robert L. Lum  
Lum's Land Surveys, Inc.  
P. O. Box 154  
Palmyra, VA 22963-0154  
434-589-8395

Smallest Lot = 2.748 Acres  
Largest Lot = 7.755 Acres  
Average Lot Size = 4.552 Acres



January 27, 2017

WAP LLC  
3234 Avebury Lane  
Keswick, VA 22947

**Re: Centre Hill Estates Vacation of Easement**

Dear WAP LLC:

This letter is in response to your request for a letter regarding a proposed vacation of a dry hydrant easement in the Centre Hill Estates subdivision. Based on a letter from the Fluvanna County Fire Dept. dated 11/9/2016, staff understands the dry hydrant has never been constructed and the Fire Dept. therefore has no issues with the vacation.

In accordance with Section 15.2-2272 of the Code of Virginia, vacation of a plat or part thereof after any lot has been sold must follow one of two procedures:

1. By instrument in writing agreeing to the vacation signed by all the owners of lots shown on the plat and also signed on behalf of the governing body of the locality in which the land shown on the plat or part thereof to be vacated lies for the purpose of showing the approval of the vacation by the governing body; or
2. By ordinance of the governing body of the locality in which the land shown on the plat or part thereof to be vacated lies on motion of one of its members or on application of any interested person. The ordinance shall not be adopted until after notice has been given as required by § 15.2-2204.

Staff does not have any concerns over the filing of an application to vacate the easement, with final decision to be determined by the above described code and procedures.

Please contact me at (434) 591-1910 if I may be of further assistance.

Sincerely,



Brad Robinson  
Senior Planner  
Dept. of Planning & Community Development

Cc: Frederick Payne, Esq., Fluvanna County Attorney – via email  
Jason Stewart, Fluvanna County Planning & Zoning Administrator – via email  
File



Code of Virginia  
Title 15.2. Counties, Cities and Towns  
Chapter 22. Planning, Subdivision of Land and Zoning

## § 15.2-2272. Vacation of plat after sale of lot

In cases where any lot has been sold, the plat or part thereof may be vacated according to either of the following methods:

1. By instrument in writing agreeing to the vacation signed by all the owners of lots shown on the plat and also signed on behalf of the governing body of the locality in which the land shown on the plat or part thereof to be vacated lies for the purpose of showing the approval of the vacation by the governing body. In cases involving drainage easements or street rights-of-way where the vacation does not impede or alter drainage or access for any lot owners other than those lot owners immediately adjoining or contiguous to the vacated area, the governing body shall only be required to obtain the signatures of the lot owners immediately adjoining or contiguous to the vacated area. The word "owners" shall not include lien creditors except those whose debts are secured by a recorded deed of trust or mortgage and shall not include any consort of an owner. The instrument of vacation shall be acknowledged in the manner of a deed and filed for record in the clerk's office of any court in which the plat is recorded.

2. By ordinance of the governing body of the locality in which the land shown on the plat or part thereof to be vacated lies on motion of one of its members or on application of any interested person. The ordinance shall not be adopted until after notice has been given as required by § [15.2-2204](#). The notice shall clearly describe the plat or portion thereof to be vacated and state the time and place of the meeting of the governing body at which the adoption of the ordinance will be voted upon. Any person may appear at the meeting for the purpose of objecting to the adoption of the ordinance. An appeal from the adoption of the ordinance may be filed within thirty days with the circuit court having jurisdiction of the land shown on the plat or part thereof to be vacated. Upon appeal the court may nullify the ordinance if it finds that the owner of any lot shown on the plat will be irreparably damaged. If no appeal from the adoption of the ordinance is filed within the time above provided or if the ordinance is upheld on appeal, a certified copy of the ordinance of vacation may be recorded in the clerk's office of any court in which the plat is recorded.

Roads within the secondary system of highways may be vacated under either of the preceding methods and the action will constitute abandonment of the road, provided the land shown on the plat or part thereof to be vacated has been the subject of a rezoning or special exception application approved following public hearings required by § [15.2-2204](#) and provided the Commissioner of Highways or his agent is notified in writing prior to the public hearing, and provided further that the vacation is necessary in order to implement a proffered condition accepted by the governing body pursuant to §§ [15.2-2297](#), [15.2-2298](#) or [15.2-2303](#) or to implement a condition of special exception approval. All abandonments of roads within the secondary system of highways sought to be effected according to either of the preceding methods before July 1, 1994, are hereby validated, notwithstanding any defects or deficiencies in the proceeding; however, property rights which have vested subsequent to the attempted vacation are not impaired by such validation. The manner of reversion shall not be affected by this section.

Code 1950, §§ 15-793, 15-967.17; 1950, p. 722; 1962, c. 407, § 15.1-482; 1975, c. 641; 1990, c. 719; 1994, c. [341](#); 1997, c. 587.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB E

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	Sale of County Real Property known by current street numbering as 563 Wilmington Road, Palmyra, VA and also Known as the Former Columbia Elementary School to Howard Hilsinger and Laurie Hilsinger for a Price of \$82,500.00				
<b>MOTION(s):</b>	<p>I move the Board of Supervisors approve the proposed sale of the County's real property known by current street numbering as 563 Wilmington Road, Palmyra, VA and also known as the former Columbia Elementary School to Howard Hilsinger and Laurie Hilsinger for a purchase price of \$82,500 pursuant to their proposal to purchase the property dated July 20, 2017 made in response to the County's Request for Proposals 2016-02 "Sale of County Property Columbia Elementary School (former) 563 Wilmington Road, Palmyra, VA 22963", as amended, subject to approval as to form of a contract and appropriate terms of sale reflective of any negotiations, a survey addressing the telecommunications easements and/or subdivisions of the property, and the drafting of customary closing documents by the County Attorney. Furthermore, the Board of Supervisors authorizes the County Administrator to execute the Contract, Survey or Plat and any customary closing documents contingent upon the same being approved as to form by the County Attorney.</p>				
	Yes	No			
		X			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	XX				
<b>STAFF CONTACT(S):</b>	Eric Dahl, Deputy County Administrator/Director of Finance				
<b>PRESENTER(S):</b>	Eric Dahl, Deputy County Administrator/Director of Finance				
<b>RECOMMENDATION:</b>	Approval.				
<b>TIMING:</b>	Current.				
<b>DISCUSSION:</b>	The County issued a Request for Proposals 2016-02 "Sale of County Property Columbia Elementary School (former) 563 Wilmington Road, Palmyra, VA 22963", which was amended, requesting offers on the purchase of County owned real property being the former Columbia Elementary School. Howard Hilsinger and Laurie Hilsinger's offer was the highest purchase price received				

	and is a cash offer without contingencies from the Purchaser.				
<b>FISCAL IMPACT:</b>	Purchase price of \$82,500 paid to County at settlement. Potential tax revenues from use of property in future by Purchasers.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Howard Hilsinger and Laurie Hilsinger Purchase Proposal				
	Legal	Finance	Purchasing	HR	Other
	XX	XX			

**FLUVANNA COUNTY  
NOTICE OF PUBLIC HEARING**

On Wednesday, September 20, 2017, the Board of Supervisors of Fluvanna County, Virginia, will hold a public hearing on the proposed sale of that County real property known by current street numbering as 563 Wilmington Road, Palmyra, VA 22963 and known also as the former Columbia Elementary School to Howard Hilsinger and Laurie Hilsinger for a purchase price of \$82,500.00 pursuant to their proposal to purchase the property dated July 20, 2017 made in response to the County's Request for Proposals 2016-02 "Sale of County Property Columbia Elementary School (former) 563 Wilmington Road, Palmyra, VA 22963", as amended (the "RFP"). Said proposal (as well as the other proposals submitted in response to the RFP) will be available at the County Administration Building at 132 Main Street Palmyra, Virginia building for public inspection.

The public hearing will be conducted at 7:00 p.m. in the Circuit Courtroom, Fluvanna County Courts Building, 132 Main Street, Palmyra, Virginia. Interested persons may appear at such time and place and present their views.

**Clerk to the Board of Supervisors  
of Fluvanna County, Virginia**

**TO BE PUBLISHED IN THE FLUVANNA REVIEW NO LATER THAN SEPTEMBER 7, 2017  
and SEPTEMBER 14, 2017.**



BOS 2017-09-20 p.56/247

**VIRGINIA ASSOCIATION OF REALTORS®**  
**CONTRACT FOR PURCHASE OF UNIMPROVED PROPERTY**

(This is a legally binding contract. If you do not understand any part of it, please seek competent advice before signing.)

This CONTRACT FOR PURCHASE OF UNIMPROVED PROPERTY made as of July 20th, 2017,  
between Fluvanna County (the "Seller," whether  
one or more), whose address is \_\_\_\_\_  
and Howard Hilsinger & Laurie Hilsinger (the "Purchaser," whether one or  
more), whose address is 5153 Union Mills Rd, Troy, VA 22974  
provides: The Listing Company (who represents Seller) is none  
and the Selling Company (who ☐ does OR ☐ does not represent Purchaser) is none

1. **REAL PROPERTY:** Purchaser agrees to buy and Seller agrees to sell the land and all improvements thereon located in  
the County or City of Fluvanna County, Virginia  
and described as (legal description):  
**TM 43 A 22**  
**Db 934-130**

and more commonly know as: 563 Wilmington Rd Fluvanna  
(the "Property").

2. **PURCHASE PRICE:** The Purchase Price (the "Purchase Price") of the Property is \$82,500.00.  
☒ This sale shall be in gross, and the Purchase Price shown above shall be the exact sales price.  
☐ The Purchase Price shall be adjusted at settlement to an exact purchase price of \$ \_\_\_\_\_  
per (sq ft.) (acre). The exact are to be determined by a survey to be made by a licensed  
surveyor and paid for by \_\_\_\_\_

The Purchaser shall pay to the Seller at settlement the Purchase  
Price in cash or by cashier's certified check, subject to the prorations herein and from the following sources:

- ☐ (a) **THIRD PARTY FIRST TRUST:** This sale is subject to Purchaser's ☐ obtaining OR ☐ assuming:  
☐ a conventional OR ☐ other (describe) \_\_\_\_\_ loan secured by a first deed  
of trust lien on the Property in the principal amount of \$ \_\_\_\_\_, or \_\_\_\_\_% of the  
Purchase Price bearing interest at a fixed rate not exceeding \_\_\_\_\_% per year, or at an adjustable rate with an  
initial rate not exceeding \_\_\_\_\_% per year and a maximum rate during the term of the loan not exceeding  
\_\_\_\_\_% per year, or at the market rate of interest at the time of settlement, amortized over a term of \_\_\_\_\_  
years, and requiring not more than a total of \_\_\_\_\_ loan discount points, excluding a loan origination fee, or an  
assumption fee not exceeding \$ \_\_\_\_\_. (If this contract provides for the assumption of a loan:  
(i) the parties acknowledge that the balance set forth above is approximate and that the principal amount to be  
assumed will be the outstanding principal balance on the date of settlement, and (ii) Purchaser shall assume all  
obligations of Seller under such loan.)
- ☐ (b) **THIRD PARTY SECOND TRUST:** As set forth in paragraph 4, this sale is also subject to Purchaser's  
obtaining a loan secured by a second deed of trust lien on the Property in the principal amount of  
\$ \_\_\_\_\_, or \_\_\_\_\_% of the Purchase Price bearing interest at rate not exceeding  
\_\_\_\_\_% per year, amortized as follows \_\_\_\_\_, and  
requiring not more than a total of \_\_\_\_\_ loan discount points, excluding the origination fee.
- ☐ (c) **SELLER FINANCING:** Seller agrees that \$ \_\_\_\_\_ or \_\_\_\_\_%  
of the Purchase Price shall be evidenced by a note made by Purchaser payable to Seller bearing interest at a  
rate of \_\_\_\_\_% per year amortized as follows \_\_\_\_\_
- \_\_\_\_\_. The note shall be secured by a deferred purchase money ☐ first OR  
☐ second OR ☐ (specify priority) \_\_\_\_\_ deed of trust lien on the Property. The deed of trust and note  
shall provide, among other things, that: (i) the note shall be due and payable in full if the Property, or any interest  
therein, is transferred, sold or conveyed; (ii) Purchaser shall have the right to prepay the note at any time in  
whole or in part: ☐ with a premium or penalty of \_\_\_\_\_% of the amount prepaid OR ☐ without premium or  
penalty; (iii) a lot release schedule shall be provided, if applicable; (iv) a late payment charge not exceeding five  
percent of the payment may be assessed by seller for any payment more than seven (7) calendar days late; (v) a  
default under the terms of any prior financing shall constitute a default under the note and deed of trust; (vi) the  
note and deed of trust shall otherwise be in form satisfactory to Seller; (vii) other terms: \_\_\_\_\_

If this Contract provides for SELLER FINANCING, then (i) such financing shall be contingent upon review and approval by Seller of a current credit report on each Purchaser and a current personal financial statement of each Purchaser, which documents must be provided to Seller within \_\_\_\_\_ business days following execution of this Contract by both parties; (ii) Purchaser shall properly record applicable deed of trust, at its expense, at settlement; and (iii) Purchaser may not assign this Contract in whole or in part, without the prior written consent of Seller, which Seller shall be under no obligation to give. Any deed of trust securing SELLER FINANCING (i) shall contain a provision requiring the trustees under said deed of trust, without the necessity of obtaining the prior consent or joinder of the noteholder, to release land for easements and rights of ways, and/or land to be dedicated for public use from the above mentioned trust without curtailment and at no cost to Purchaser, provided such releases in their aggregate total less than \_\_\_\_\_ % of the total land area originally encumbered by the deed of trust; (ii) shall provide that Purchaser shall have the right, at any time after settlement, to raze existing improvements, cut, fill, grade, erect improvements and do all other things Purchaser believes necessary in the development of the Property, ☐ with OR ☐ without obligation to make any prepayment on account of the debt secured by the deferred purchase money deed of trust.

**(d) OTHER FINANCING TERMS:**  
**Cash at settlement**

3. **DEPOSIT:** Purchaser shall make a deposit of \$ 1,000.00 to be held by Buyer attorney (the "Escrow Agent") in the form of: ☒ check ☐ cash ☐ other \_\_\_\_\_ (the "Deposit"). Purchaser [select one]: ☐ has paid the Deposit to the Escrow Agent OR ☒ will pay the Deposit to the Escrow Agent within 3 days (the "Extended Deposit Date") after the date this Contract is fully executed by the parties. If Purchaser fails to pay the Deposit as set forth herein, then Purchaser shall be in breach of this Contract. At Seller's option and in lieu of all other remedies set forth in this Contract, Seller may terminate this Contract by written notice to Purchaser and neither party shall have any further obligation hereunder.

If the Escrow Agent is a Virginia Real Estate Board ("VREB") licensee, the parties direct the Escrow Agent to place the Deposit in an escrow account by the end of the fifth business banking day following the latter of: (i) the date this Contract is fully executed by the parties, or (ii) the Extended Deposit Date. If the Escrow Agent is not a VREB licensee, the parties direct the Escrow Agent to place the Deposit in an escrow account in conformance with applicable Federal or Virginia law and regulations. The Deposit may be held in an interest bearing account and the parties waive any claim to interest resulting from such Deposit. The Deposit shall not be released by the Escrow Agent until (i) credited toward the Purchase Price at settlement; (ii) Seller and Purchaser agree in writing as to its disposition; (iii) a court of competent jurisdiction orders a disbursement of the funds; or (iv) disbursed in such manner as authorized by the terms of this Contract or by Virginia law or regulations. Seller and Purchaser agree that Escrow Agent shall have no liability to any party for disbursing the Deposit in accordance with this paragraph, except in the event of Escrow Agent's negligence or willful misconduct.

If the Property is foreclosed upon while this Contract is pending, the terms of Section 54.1-2108.1 of the Code of Virginia shall apply to the disbursement of the Deposit. Foreclosure shall be considered a termination of this Contract by Seller and, absent any default by Purchaser, the Deposit shall be disbursed to Purchaser.

**4. FINANCING:**

(a) This Contract is contingent upon Purchaser obtaining and delivering to Seller a written commitment or commitments, as the case may be, for the third-party financing or loan assumption required in paragraph 2. Purchaser agrees to make written application for such financing or assumption (including the payment of any required application, credit, or appraisal fees) within five (5) business days of the date of acceptance of this Contract and to diligently pursue obtaining a commitment for such financing.

(b) If Purchaser does not obtain such written commitment and so notifies Seller or Selling Company or Listing Company in writing before 5:00 p.m. local time on \_\_\_\_\_ n/a, 20\_\_\_\_ (if no date is filled in, the date shall be the same date set forth in paragraph 7), then if Purchaser is otherwise in compliance with the terms of this Contract, this Contract shall terminate upon giving such a notice and the Deposit shall be refunded to Purchaser. If Purchaser does not obtain such a written commitment and notice thereof is not received by the deadline, or such later deadline as the parties may agree upon in writing, then Purchaser's financing contingency set out in subparagraph 4(a) above shall nonetheless continue unless Seller gives Purchaser written notice of intent to terminate this Contract. If Seller gives Purchaser such notice, this Contract shall terminate as of 5:00 p.m. local time on the third day following Seller's delivery of such notice to Purchaser unless before that time Purchaser has delivered to Seller a commitment in compliance with the provisions of

subparagraph 4(a) above, or a removal of Purchaser's financing contingency and evidence of the availability of funds necessary to settle without such financing.

(c) If the balance of the Purchase Price in excess of the Deposit is to be paid in cash without third party or seller financing, Purchaser shall give the Seller written verification from Purchaser's bank or other sources within fifteen (15) days after the date this Contract is fully ratified that Purchaser has or can have the balance of the Purchase Price in cash not later than the settlement date. If Purchaser fails to give such verification within such time, Seller may terminate this Contract by giving Purchaser written notice thereof within ten (10) days after the date by which verification was to be given.

(d) Unless specified in a written contingency, neither this Contract nor Purchaser's financing is dependent or contingent on the sale or settlement or lease of other real property.

(e) The occurrence of any of the following shall constitute a default by Purchaser under this Contract:

- (i) Purchaser fails to make timely application for any financing provided for hereunder, or to diligently pursue obtaining such financing;
- (ii) Purchaser fails to lock in the interest rate(s) provided for hereunder and the rate(s) increase so that Purchaser no longer qualifies for the financing;
- (iii) Purchaser fails to comply with the lender's reasonable requirements in a timely manner;
- (iv) Purchaser fails to notify the lender, Seller or Listing Company promptly of any material adverse change in Purchaser's financial situation that affects Purchaser's ability to obtain the financing;
- (v) Purchaser does not have the down payment, closing costs or fees, or other funds required to settle as provided in this Contract;
- (vi) Purchaser does or fails to do any act following ratification of this Contract that prevents Purchaser from obtaining the financing; or
- (vii) Purchaser makes any deliberate misrepresentation, material omission, or other inaccurate submission or statement that results in Purchaser's inability to secure the financing.

(f) Purchaser ☐ does OR ☒ does not intend to occupy the Property as a primary residence.

(g) Nothing in this Contract shall prohibit Purchaser from pursuing alternative financing from the financing specified in paragraph 2. Purchaser's failure to obtain the alternative financing shall be at Purchaser's risk, and shall not relieve Purchaser of the consequences set forth in this paragraph 4 should Purchaser fail to pursue, as required in this paragraph 4, the financing set forth in paragraph 2.

5. **LOAN FEES:** Except as otherwise agreed upon in this Contract, Purchaser shall pay all points, loan origination fees, charges and other costs imposed by a lender or otherwise incurred in connection with obtaining the loan or loans. The amount of any contributions Seller agrees to make under this Contract toward Purchaser's loan fees shall include miscellaneous and tax service fees charged by a lender for financing described in this Contract and which by regulation or law Purchaser is not permitted to pay.
6. **TITLE INSURANCE.** Purchaser may, at Purchaser's expense, purchase owner's title insurance. Depending on the particular circumstances of the transaction, such insurance could include affirmative coverage against possible mechanics' and materialmen's liens for labor and materials performed prior to Settlement and which, though not recorded at the time of recordation of Purchaser's deed, could be subsequently recorded and would adversely affect Purchaser's title to the Property. The coverage afforded by such title insurance would be governed by the terms and conditions thereof, and the premium for obtaining such title insurance coverage will be determined by its coverage. Purchaser may purchase title insurance at either "standard" or "enhanced" coverage and rates. For purposes of owner's policy premium rate disclosure by Purchaser's lender(s), if any, Purchaser and Seller require that enhanced rates be quoted by Purchaser's lender(s). Purchaser understands that nothing herein obligates Purchaser to obtain any owner's title insurance coverage at any time, including at Settlement, and that the availability of enhanced coverage is subject to underwriting criteria of the title insurer.
7. **SETTLEMENT; POSSESSION:** Settlement shall be made at local settlement agent on or about TBD, 20     . Possession of the Property shall be given at settlement, unless otherwise agreed in writing by the parties. At settlement, Seller will deliver the deed described in paragraph 15, an affidavit acceptable to Purchaser and Purchaser's title insurance company as to parties in possession and mechanic's liens, applicable non-foreign status and state residency certificates and applicable IRS 1099 certificates.
8. **EXPENSES; PRORATIONS; ROLLBACK TAXES:**
  - (a) Each party shall bear its own expenses in connection with this Contract, except as specifically provided otherwise herein. Seller agrees to pay the expense of preparing the deed and the recordation tax applicable to grantors; all expenses incurred by Purchaser in connection with the purchase, including without limitation title examination, insurance premiums, survey costs, recording costs and the fees of Purchaser's attorney, shall be borne by Purchaser. All taxes, assessments, interest, rent escrow deposits, and other ownership fees, if any, shall be prorated as of the date of settlement.



(b) Rollback taxes shall be paid as follows: seller if any

9. **BROKERAGE FEE; SETTLEMENT STATEMENTS:** Seller and Purchaser authorize and direct the settlement agent to disburse to Listing Company and/or Selling Company from the settlement proceeds their respective portions of the brokerage fee payable as a result of this sale and closing under the Contract. Each of Listing Company and/or Selling Company shall deliver to the settlement agent, prior to settlement, a signed written statement setting forth the fee to which such company is entitled and stating how such fee and any additional sales incentives are to be disbursed. Seller and Purchaser authorize and direct the settlement agent to provide to each of Seller, Purchaser, Listing Company and Selling Company a copy of the unified settlement statement for the transaction.
10. **BROKER INDEMNIFICATION:** Seller and Purchaser agree to hold harmless Listing Company, Selling Company, the officers, directors and employees, or any real estate broker or salesperson employed by or affiliated with the Listing Company or Selling Company for any delay, or expense caused by such delay, in settlement due to regulatory or legal requirements.
11. **STUDY PERIOD:** Purchaser shall have 0 days from the date this Contract is executed by both Purchaser and Seller to determine, through engineering and feasibility studies, whether Purchaser's plan of development of the Property is practical. Purchaser shall contract for such studies within ten (10) days from the date of execution, and deliver to Seller and Listing Company copies of the letter(s) ordering the studies, said letter(s) stipulating that true copies of all studies are to be sent to Seller or Listing Company, simultaneously with delivery to Purchaser. If within such study period Purchaser notifies Seller or Listing Company, in writing, that Purchaser's plan, in Purchaser's sole judgment, is not practical, Purchaser may terminate this Contract and receive a refund of the Deposit and the parties shall have no further liability or obligations hereunder, except as set forth herein. Time shall be of the essence of this provision.
12. **SOIL STUDY:** This Contract is contingent for 0 days from date of execution of this Contract by both Purchaser and Seller to allow \_\_\_\_\_ at its expense to obtain a soil study and/or percolation test, which shall lawfully allow for the erection and use of \_\_\_\_\_ on the Property. Such study or test shall be pursued diligently and in good faith and if such study or test reveals that Purchaser's intended use of the Property is not permissible or practicable, Purchaser shall have the right, upon written notice to Seller, to terminate this Contract, in which event the Deposit shall be returned to Purchaser and the parties shall have no further liability or obligations hereunder, except as set forth herein.
13. **ACCESS:** Purchaser and Purchaser's agents and engineers shall have the right to enter onto the Property at all reasonable times prior to settlement for purposes of engineering, surveying, title or such other work as is permitted under this Contract, so long as such studies do not result in a permanent change in the character or topography of the Property. Purchaser shall not interfere with Seller's use of the Property, and Purchaser, at Purchaser's expense, shall promptly restore the Property to its prior condition upon completion of Purchaser's studies or work. Purchaser to keep the Property free and clear from all liens resulting from its work, studies, investigations or other activities performed pursuant to this Contract and shall indemnify and hold Seller harmless against any loss or liability to person or property resulting from Purchaser's presence or activities on the Property. This obligation shall survive settlement and transfer of title and possession to the Property.
14. **RISK OF LOSS:** All risk of loss or damage to the Property by fire, windstorm, casualty, or other cause is assumed by Seller until settlement. In the event of substantial loss or damage to the Property before settlement, Purchaser shall have the option of either (i) terminating this Contract and recovering the Deposit, or (ii) affirming this Contract, in which event Seller shall assign to Purchaser all of Seller's rights under any policy or policies of insurance applicable to the Property.
15. **TITLE:** At settlement Seller shall convey the Property to Purchaser by general warranty deed containing English covenants of title (except that conveyance from a personal representative of an estate or from a trustee or institutional lender shall be by special warranty deed), free of all encumbrances, tenancies, and liens (for taxes and otherwise), but subject to such restrictive covenants and utility easements of record which do not materially and adversely affect the use of the Property for Purchaser's intended purposes or render the title unmarketable. If the Property does not abut a public road, title to the Property must include a recorded easement providing adequate access thereto. In the event this sale is subject to a financing contingency under paragraph 2(a) or 2(b), the access to a public road must be acceptable to each lender. If the examination reveals a title defect of a character that can be remedied by legal action or otherwise within a reasonable time, then Seller, at Seller's expense, shall promptly take such action as is necessary to cure such defect. If the defect is not cured within 60 days after Seller receives notice of the defect, then Purchaser shall have the right to (i) terminate this Contract, in which event the Deposit shall be returned to Purchaser, and Purchaser and Seller shall have no further obligations hereunder, or (ii) waive the defect and proceed to settlement with no adjustment to the Purchase Price. If Seller has agreed to cure such defect, the parties agree that the settlement date prescribed in paragraph 7 shall be extended as necessary to enable Seller to cure such title defect, but not for more than 60 days unless agreed by the parties.

16. **PROPERTY OWNERS' ASSOCIATION DISCLOSURE:** The Seller represents that the Property [select one]: ☐ is OR ☒ is not located within a development which is subject to the Virginia Property Owners' Association Act (Sections 55-508 et. seq. of the Code of Virginia) (the "Act"). If the Property is within such a development, the Act requires the Seller to obtain from the property owners' association an association disclosure packet and provide it to the Purchaser, or Purchaser's authorized agent. The information contained in the association disclosure packet shall be current as of the specified date on the disclosure packet. The Purchaser may cancel this Contract (a) within 3 days after the date of this Contract, if on or before the date that the Purchaser signs this Contract, the Purchaser receives the association disclosure packet or is notified that the association disclosure packet is not available; (b) within 3 days after receiving the association disclosure packet, if the association disclosure packet is available or notice that the association disclosure packet will not be available is hand delivered, delivered by electronic means, or delivered by a commercial overnight delivery service or the United Parcel Service and a receipt obtained; or (c) within 6 days after the postmark date if the association disclosure packet or notice that the association disclosure packet will not be available is sent to the Purchaser by United States mail. The Purchaser may also cancel this Contract at any time prior to settlement if the Purchaser has not been notified that the association disclosure packet will not be available and the association disclosure packet is not delivered to the Purchaser. Notice of cancellation shall be provided to the Seller (owner) or his agent by one of the following methods: (i) hand delivery; (ii) United States mail, postage prepaid, provided the sender retains sufficient proof of mailing, which may be either a United States postal certificate of mailing or a certificate of service prepared by the sender confirming such mailing; (iii) electronic means provided the sender retains sufficient proof of the electronic delivery, which may be an electronic receipt of delivery, a confirmation that the notice was sent by facsimile, or a certificate of service prepared by the sender confirming the electronic delivery; or (iv) overnight delivery using a commercial service or the United States Postal Service. In the event of a dispute, the sender shall have the burden to demonstrate delivery of the notice of cancellation. Such cancellation shall be without penalty, and the Seller shall cause any deposit to be returned promptly to the Purchaser, but not later than thirty days from the date of cancellation. Seller shall provide written instructions to the Association for delivery of the disclosure packet to Purchaser or Purchaser's authorized agent. The right to receive the association disclosure packet and to cancel this Contract terminates at settlement. If the Purchaser has received the association disclosure packet, the Purchaser has a right, at Purchaser's sole expense, to request an update of such disclosure packet from the property owners' association. A request for an updated disclosure packet does not extend the cancellation periods set forth above.
17. **CONDOMINIUM DISCLOSURE:** The Seller represents that the Property [select one]: ☐ is OR ☒ is not a condominium resale, which is subject to the Virginia Condominium Act (Section 55-79.39 et seq. of the Code of Virginia) (the "Condominium Act"). If the Property is a condominium resale, the Condominium Act requires the Seller to obtain from the unit owners' association a resale certificate and provide it to the Purchaser or Purchaser's authorized agent. The information contained in the resale certificate shall be current as of the specified date on the resale certificate. The Purchaser may cancel this Contract (a) within 3 days after the date of this Contract, if on or before the date that the Purchaser signs this Contract, the Purchaser receives the resale certificate; (b) within 3 days after receiving the resale certificate if the resale certificate is hand delivered, delivered by electronic means, or delivered by a commercial overnight delivery service or the United Parcel Service and a receipt obtained; or (c) within 6 days after the postmark date if the resale certificate is sent to the Purchaser by United States mail. Notice of cancellation shall be provided to the Seller (owner) or his agent by one of the following methods: (i) hand delivery; (ii) United States mail, postage prepaid, provided the sender retains sufficient proof of mailing, which may be either a United States postal certificate of mailing or a certificate of service prepared by the sender confirming such mailing; (iii) electronic means provided the sender retains sufficient proof of the electronic delivery, which may be an electronic receipt of delivery, a confirmation that the notice was sent by facsimile, or a certificate of service prepared by the sender confirming the electronic delivery; or (iv) overnight delivery using a commercial service or the United States Postal Service. In the event of a dispute, the sender shall have the burden to demonstrate delivery of the notice of cancellation. Such cancellation shall be without penalty, and the Seller shall cause any deposit to be returned promptly to the Purchaser, but not later than thirty days from the date of cancellation. Seller shall provide written instructions to the Association for the delivery of the resale certificate to Purchaser or Purchaser's authorized agent. The right to receive the resale certificate and to cancel this Contract terminates at settlement. If the Purchaser has received the resale certificate, the Purchaser has a right, at Purchaser's sole expense, to request from the unit owners' association a resale certificate update or financial update. A request for an updated resale certificate does not extend the cancellation periods set forth above.
18. **NOTICE TO PURCHASER REGARDING SETTLEMENT AGENT AND SETTLEMENT SERVICES:** Choice of Settlement Agent: Chapter 27.3 (§ 55-525.16 et seq.) of Title 55 of the Code of Virginia provides that in loans made by lenders and secured by first deeds of trust or mortgages on real estate containing not more than four residential dwelling units, the purchaser or borrower has the right to select the settlement agent to handle the closing of this transaction. The settlement agent's role in closing this transaction involves the coordination of numerous administrative and clerical functions relating to the collection of documents and the collection and disbursement of funds required to carry out the terms of the contract between the parties. If part of the purchase price is financed, the lender for the purchaser will instruct the settlement agent as to the signing and recording of loan documents and the disbursement of loan proceeds. No settlement agent can provide legal advice to any party to the transaction except a settlement agent who is engaged in the private practice of law in Virginia and who has been retained or engaged by a party to the transaction for the purpose of providing legal services to that party. Variation by agreement: The provisions of Chapter 27.3 (§ 55-525.16 et seq.) of Title 55 of the Code of Virginia may not be varied by agreement, and rights conferred by this chapter may not be waived. The seller may

receive compensation during the course of this transaction, in addition to real estate brokerage fees. The parties acknowledge that Listing Company and Selling Company are retained for their real estate brokerage expertise, and neither has been retained as an attorney, tax advisor, appraiser, title advisor, home inspector, engineer, surveyor, or other professional service provider.

(b) Disclosure of Real Estate Board/Commission licensee status, if any is required in this transaction: \_\_\_\_\_

25. **MISCELLANEOUS:** This Contract may be signed in one or more counterparts, each of which shall be deemed to be an original and all of which together shall constitute one and the same document. Documents delivered by facsimile machine shall be considered as originals. Unless otherwise specified herein, "days" mean calendar days. For the purpose of computing time periods, the first day shall be the day following the date this Contract is fully ratified. This Contract represents the entire agreement between Seller and Purchaser and may not be modified or changed except by written instrument executed by the parties. This Contract shall be construed, interpreted and applied according to the laws of the state in which the Property is located and shall be binding upon and shall inure to the benefit of the heirs, personal representatives, successors, and assigns of the parties. To the extent any handwritten or typewritten terms herein conflict with or are inconsistent with the printed term hereof, the handwritten and typewritten terms shall control. Whenever the context shall so require, the masculine shall include the feminine and singular shall include the plural. Unless otherwise provided herein, the representations and warranties made by Seller herein and all other provisions of this Contract shall be deemed merged into the deed delivered at settlement and shall not survive settlement.
26. **ELECTRONIC SIGNATURES.** \_\_\_\_\_ / *HP* If this paragraph is initialed by both parties, then in accordance with the Uniform Electronic Transactions Act (UETA) and the Electronic Signatures in Global and National Commerce Act, or E-Sign, regarding electronic signatures and transactions, the parties do hereby expressly authorize and agree to the use of electronic signatures as an additional method of signing and/or initialing this Agreement. The parties hereby agree that either party may sign electronically by utilizing an electronic signature service.
27. **ACCEPTANCE:** This Contract, when signed by Purchaser, shall be deemed an offer to enter into a bilateral contract. If not accepted by Seller by \_\_\_\_\_ (time), \_\_\_\_\_, 20 \_\_\_\_\_, it shall become null and void.

WITNESS the following duly authorized signatures: (SEPARATE ALL COPIES BEFORE SIGNING BELOW)

**PURCHASER:**

7-20-17, *HP*  
 DATE PURCHASER  
*Howard Hilsinger*  
 7/20/17 *Laurie Hilsinger*  
 DATE PURCHASER  
*Laurie Hilsinger*

DATE PURCHASER

DATE PURCHASER

**SELLER:**

DATE SELLER

DATE SELLER

DATE SELLER

DATE SELLER

Receipt of deposit per paragraph 3 above is hereby acknowledged.

For information purposes only:

Selling Company's Name and Address

none

Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 MLS Broker Code: \_\_\_\_\_ Office ID No. \_\_\_\_\_  
 Agent Name: \_\_\_\_\_  
 Agent ID No.: \_\_\_\_\_  
 Agent E-mail address: \_\_\_\_\_

Listing Company's Name and Address:

none

Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 MLS Broker Code: \_\_\_\_\_ Office ID No. \_\_\_\_\_  
 Agent Name: \_\_\_\_\_  
 Agent ID No.: \_\_\_\_\_  
 Agent E-mail address: \_\_\_\_\_

This Contract has been executed by Purchaser and Seller as of \_\_\_\_\_, 20 \_\_\_\_\_. Listing Firm \_\_\_\_\_; Selling Firm \_\_\_\_\_

COPYRIGHT©2015 by the VIRGINIA ASSOCIATION OF REALTORS®. All rights reserved. This form may be used only by members in good standing with the VIRGINIA ASSOCIATION OF REALTORS®. The reproduction of this form, in whole or in part, or the use of the name "VIRGINIA ASSOCIATION OF REALTORS®", in connection with any other form, is prohibited without prior written consent from the VIRGINIA ASSOCIATION OF REALTORS®.

July 20, 2017

RE: Columbia School Purchase Proposal  
Howard and Laurie Hilsinger

To Whom It May Concern:

Please accept this brief description of intended purpose of use as part of our formal bid package for the purchase of Columbia Elem. School, located at 563 Wilmington Road, Palmyra, VA 22963. Should our bid be accepted by the County, our intent is to convert the building into apartment-style housing, primarily assisting lower-income families.

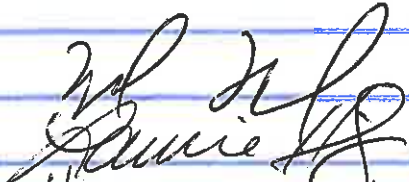
Fluvanna County bears a noticeable absence of housing options for those families in our community with limited means. The initial conceptual design would provide homes for four to six families in our community. Further details on these plans can be provided upon request.

Thank you for considering our proposal. It is our hope that our vision for repurposing the Columbia Elementary School (former) is viewed not only as a pleasing remedy to a County eyesore, but most importantly, a new option for struggling families in our community to call home.



Filling a desperate need in Fluvanna County.  
Thank you for your time.

Respectfully,

  
Howard and Laurie Hilsinger

**CERTIFICATE OF NO COLLUSION:**

The undersigned, acting on behalf of Howard and Laurie Hilsinger, does hereby certify in connection with the procurement and proposal to which this Certificate of No Collusion is attached that:

This proposal is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce; nor is this proposal the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.1 of the Code of Virginia, 1950, as amended (18.2-498.1 et seq.).

The undersigned declares that the person or persons signing this proposal is/are fully authorized to sign the proposal on behalf of the firm listed and to fully bind the firm listed to all conditions and provisions thereof.

Respectfully submitted this 20<sup>th</sup> day of July, 2017.

Howard and Laurie Hilsinger  
Legal Name of Entity

By: [Signature] (SEAL)  
Signature of Authorized Representative

Print Name: Howard and Laurie Hilsinger

Print Title: Owner

Date: 7/20/17

**ACKNOWLEDGEMENT**

State of Virginia  
In the County/City of Fluvanna, to-wit:

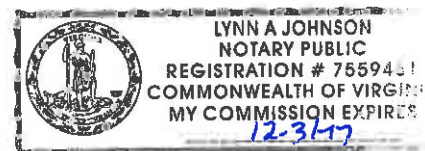
The foregoing Certification of No Collusion was subscriber and sworn to before me by Howard + Laurie Hilsinger (Print Name), owner (Print Title) on behalf of Howard + Laurie Hilsinger (Print Name of Entity) on this 20<sup>th</sup> day of July (month), 2017 (year).

[Signature]

Notary Public

My commission expires: 12-31-17

Registration Number: 7559481



**PLEASE RETURN THIS PAGE WITH BID OFFER – [REQUIRED]**

## OFFEROR STATEMENT

The undersigned Bidder hereby certifies that the Bidder has carefully examined all instructions, plans, conditions, specifications and other documents or items of this Invitation for Bid and hereby submits this bid pursuant to such instructions, plans, conditions, specifications and other documents or items.

**Complete if Bidder is an Entity:**

**WITNESS the following duly authorized signature and seal:**

Name of Entity: \_\_\_\_\_  
By: \_\_\_\_\_ (SEAL)  
Signature

Print Name: \_\_\_\_\_  
Print Title: \_\_\_\_\_

STATE OF \_\_\_\_\_, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_ (month),  
 \_\_\_\_\_ (year) by \_\_\_\_\_ (Print Name),  
 \_\_\_\_\_ (Print Title) on behalf of \_\_\_\_\_ (Name  
 of Entity).

**Notary Public**

My commission expires: \_\_\_\_\_  
Notary registration number: \_\_\_\_\_

**Complete if Bidder is a Sole Proprietor:**

Witness the following signature and seal:

Signature \_\_\_\_\_ (SEAL)

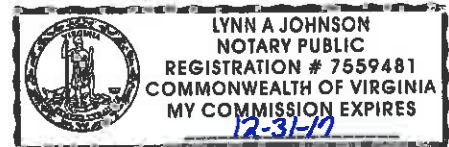
Print Name: Howard Hilsinger and Laurie Hilsinger

STATE OF Virginia  
COUNTY/CITY OF Fluvanna

The foregoing instrument was acknowledged before me this 20<sup>th</sup> day of July (month), 2017 (year) by Laurie Hilsinger + Howard Hilsinger (Print Name), a sole proprietor.

**Notary Public**

My commission expires: 12-31-17  
Notary registration number: 7559481



**PLEASE RETURN THIS PAGE WITH OFFER – [REQUIRED]**





## COUNTY OF FLUVANNA, VIRGINIA REQUEST FOR PROPOSAL – SALE OF COUNTY PROPERTY

### COLUMBIA ELEMENTARY SCHOOL (FORMER) 563 Wilmington Road, Palmyra, VA 22963

Issue Date: September 11, 2015

Due Date: ~~Open-Ended~~  
July 10, 2017 (pursuant to Addendum #1)

Number: 2016 – 02

Issuing Department: County of Fluvanna, VA  
Administration Building, Finance Department  
132 Main Street  
P.O. Box 540  
Palmyra, VA 22963

Primary/Property Contact: Cyndi Toler  
Purchasing Officer  
Phone: 434-591-1930 ext. 1124  
Email: [ctoler@fluvannacounty.org](mailto:ctoler@fluvannacounty.org)

Economic Development Inquiries: Director of Community and Economic Development  
Jason Smith  
Phone: (434) 591-1921 ext. 1053  
Email: [jsmith@fluvannacounty.org](mailto:jsmith@fluvannacounty.org)

The Fluvanna County Board of Supervisors is requesting offers regarding the sale of real estate owned by the County. The physical address of the property is 563 Wilmington Road, Palmyra, VA 22963. *Pursuant to Addendum #1, the Fluvanna County Board of Supervisors has valued the property at \$70,000.*

***All sealed Offers shall be turned in no later 2:00 p.m. EST, July 10, 2017. (Pursuant to Addendum #1)***

All Offers that are delivered via mail must be addressed to the “Issuing Department” listed above. Any Offers that are hand delivered must be turned into the “Issuing Department” listed above. Any Offers that are turned in late will be rejected and returned unopened. All Offers must include purchase price and terms.

Site visits can be arranged by request for any interested parties.

**563 Wilmington Road, Palmyra, VA 22963**



**PROPERTY DESCRIPTION**

The property that is up for sale is located in the County of Fluvanna, Virginia. Located within the heart of Central Virginia, this former elementary school is approximately 14,270 square feet, resides on ~~7.6 acres~~ 7.0± acres of land, and has approximately 835 +/- feet of road frontage. The building itself was constructed in 1966 and consists of office space, classrooms, and a cafeteria/auditorium. The exterior features include well and septic, masonry block walls with brick siding, an aggregate roof system, outbuildings, playground area, ample parking, and a third-party communications tower.

The property is conveniently located approximately 11 miles from Interstate 64 and is approximately 30 minutes from Charlottesville, Virginia or 50 minutes from the West End of Richmond, Virginia. Area attractions include Pleasant Grove Park, The Fluvanna Heritage Trail, Thomas Jefferson's Monticello, Ash Lawn-Highland, Lake Anna State Park, and Montpelier.

The potential opportunities for this property include but certainly are not limited to light manufacturing, assisted living, distribution/warehouse, educational/instructional, agricultural, etc...

**LOCATION**

Address:	563 Wilmington Road
City:	Palmyra
State:	VA
Zip Code:	22963
Locality:	Fluvanna
Tax Map ID:	43 A 22
Virginia Enterprise Zone:	No
Technology Zone:	No
Foreign Trade Zone:	No
Hub Zone:	No

**SALE INFORMATION**

Sale:	Yes
Publicly Owned:	Yes (County of Fluvanna, Virginia)\

**SPECIFIC PROPERTY INFORMATION**

Year Built:	1966
Total Space:	14,270 sq ft
Construction	
Floor:	Concrete
Walls:	Masonry
Roof:	Aggregate

Outside Storage:	Incidental Outbuildings
Site Size:	<del>7.6 acres</del> 7.0± acres
Zoning Designation:	A-1
Division of Parcel Allowed:	Yes
Former Use:	Columbia Elementary School

---

**UTILITIES**

Water:	Private Well
Sewer:	Private Septic System
Natural Gas:	No
Electric:	Central Virginia Electric
Backup Generator:	No
Telecommunications:	Centurylink
Internet Service Provider:	Various

---

**TRANSPORTATION**

Closest Interstate:	Interstate 64 (10.41mi)
Closest 4-Lane Highway:	N/A
Closest Commercial Airport:	Charlottesville – Albemarle Regional Airport (35.62 mi) Richmond International Airport (65 mi) Dulles International Airport (111 mi)
Closest General Aviation Airport:	Louisa County Airport (21.56 mi)
Rail Provider:	No
Closest Port:	Port of Richmond (63.78 mi) Port of Virginia – NNMT (136 mi)

---

**CONDITIONS**

A public hearing on the sale of the property shall be held prior to entering into any contract for the sale of County owned properties. If disposal is deemed appropriate at the public hearing, then the sale is also contingent on approval of any contract for the sale of the property by the Fluvanna County Board of Supervisors in its sole discretion and the Board of Supervisors may decide not to sell the property.

**SPECIAL CONDITIONS**

The property has a communications tower located on the property which is owned by a third party. An existing letter of agreement between the County, the Fluvanna County School Board and third party regarding the access to and use of such towers will be incorporated into any sale and the Buyer will be bound by the same terms the County is bound by under such Agreement. Such contract is available for review upon request.

*Pursuant to Addendum 1, the Board of Supervisors will parcel .501± acres, of this properties total 7.6 acres, for construction and use of a 300ft communications tower prior to final sale.*

# **PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA**

**THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID**

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission ("SCC"). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Section 2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. **PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.**

A.        Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is \_\_\_\_\_.

B.        Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is \_\_\_\_\_.

C.   X   Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

**Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.**

Legal Name of Company (as listed on W-9): Howard Hilsinger

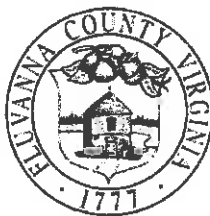
Legal Name of Offeror/Bidder: Howard and Laurie Hilsinger

Date: 7/20/17

Authorized Signature: [Signature]

Print or Type Name and Title: Howard Hilsinger Laurie Hilsinger

**PLEASE RETURN THIS PAGE WITH BID OFFER – [REQUIRED]**



**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-02**  
**SALE OF COUNTY PROPERTY**  
**COLUMBIA ELEMENTARY SCHOOL (FORMER)**  
**563 Wilmington Road, Palmyra, VA 22963**

**ADDENDUM # 1:**

Reference – Request for Proposal: RFP #2016-02  
 Title of Request for Proposal: SALE OF COUNTY PROPERTY  
 Issue Date: September 11, 2015  
 Bid Due Date and Time: July 10, 2017 (pursuant to this Addendum #1)

The above RFP #2016-02 is hereby amended and modified as follows:

1. The following are clarifications that amend and supplement the first page, of the RFP:
  - a. The first two paragraphs of the first page of the RFP will be changed to read:
    - i. *The Fluvanna County Board of Supervisors is requesting offers regarding the sale of real estate owned by the County. The physical address of the property is 563 Wilmington Road, Palmyra, VA 22963. Pursuant to Addendum #1, the Fluvanna County Board of Supervisors has valued the property at \$70,000.*
    - ii. *All sealed Offers shall be turned in no later 2:00 p.m. EST, July 10, 2017. (pursuant to Addendum #1)*
2. The following are clarifications that amend and supplement the Property Description on page 3, and the Specific Property Information on page 4 of the RFP:
  - i. The total property Acreage will be changed from 7.6 acres to read 7.0± acres.
3. The following are clarifications that amend and supplement the Special Conditions on page 4, of the RFP:
  - a. The following will be added to the Special Conditions section
    - i. *Pursuant to Addendum 1, the Board of Supervisors will parcel .501± acres, of this properties total 7.6 acres, for construction and use of a 300ft communications tower prior to final sale.*

**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed. All inquiries, clarifications and additional information must be delivered in writing (via email) no later than June 30, 2017 by 11:00am and the responses will be provided in subsequent addendums.**

Very truly yours,

Cyndi Toler, Purchasing Officer  
Fluvanna County, Virginia  
132 Main Street  
Palmyra, VA 22963  
(434) 591-1930

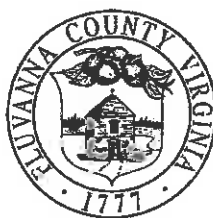
Name of Firm: Howard and Laurie Hisinger

BY: [Signature]

Signature of duly authorized representative

Title: Owner

Date: 7/20/17



**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-02**  
**SALE OF COUNTY PROPERTY**  
**COLUMBIA ELEMENTARY SCHOOL (FORMER)**  
**563 Wilmington Road, Palmyra, VA 22963**

**ADDENDUM # 2:**

Reference – Request for Proposal: RFP #2016-02  
 Title of Request for Proposal: SALE OF COUNTY PROPERTY  
 Issue Date: September 11, 2015  
 Bid Due Date and Time: July 10, 2017 (pursuant to Addendum #1)

The above RFP #2016-02 is hereby amended and modified as follows:

1. *The County will have an open house from 4 p.m. to 6 p.m. on Thursday, June 29<sup>th</sup>, 2017 at the property subject to interest. The physical address of the property is 563 Wilmington Road, Palmyra, VA 22963. All persons wanting to attend the open house must e-mail Eric Dahl, Deputy County Administrator via e-mail at [edahl@fluvannacounty.org](mailto:edahl@fluvannacounty.org) on or before June 28<sup>th</sup>, 2017. If there is no interest in the open house, it will be cancelled. If you would prefer to schedule an appointment to see the property at another time, please e-mail Eric Dahl to schedule an appointment at a mutually agreed upon time. All such requests to see the property must be received on or before June 30<sup>th</sup>, 2017.*
2. *The attached pictures, layout and other supplemental information is hereby added to the RFP as further non-binding description of the property. All Offerors are encouraged to make their own inspection of the premises pursuant to Section 1 above and by offering warrant they are familiar with the property and its current layout, condition and features.*
3. The following amends and supplements the first page, of the RFP. The first paragraph of the first page of the RFP as previously amended will be changed to read:  
*The Fluvanna County Board of Supervisors is requesting offers regarding the sale of real estate owned by the County. The physical address of the property is 563 Wilmington Road, Palmyra, VA 22963. The Fluvanna County Board of Supervisors will consider all responsive proposals from responsible offerors, but offers of \$70,000 or more are encouraged.*



## **PROPERTY INFORMATION**

### **Description of Land:**

The subject property is located on the southwest side of Wilmington Road, within the County of Fluvanna, Virginia. The land area is  $\pm 7$  acres (mostly open with couple wooded acres in south corner of property) with approximately 775 feet of frontage on Wilmington Road. The subject is improved with a vacant school building measuring  $\pm 14,270$ /SF of GBA and ancillary site improvements. The property is addressed as 563 Wilmington Road, Palmyra, Va. 22963. The subject property is further identified as Fluvanna County tax map number 43-A-22.

The property is gently rolling (almost level) throughout and rectangular in shape. The property is currently zoned A-1 (Agricultural District) and has its own private well and septic system. The site is located within a designated flood zone X (meaning not in the flood zone).

### **Description of Improvements:**

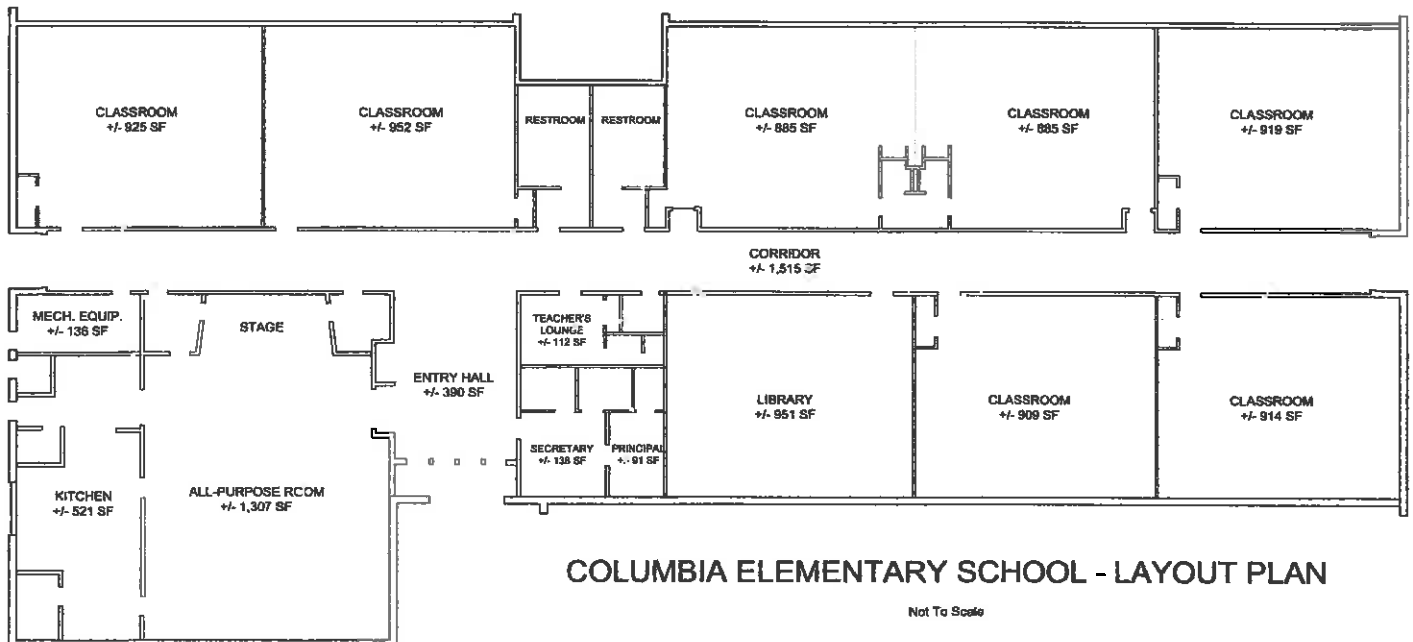
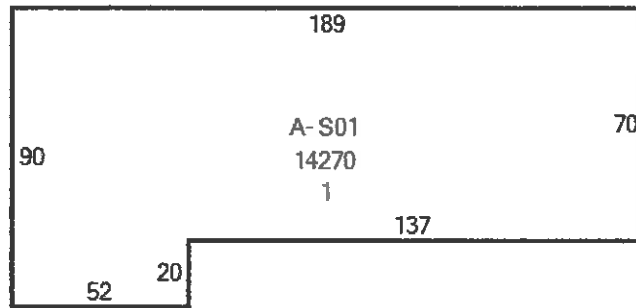
The subject property is improved with a vacant one-story school building measuring  $\pm 14,270$  square feet of GBA (Gross Building Area) and built in the year  $\pm 1966$ . The building has baseboard electric heat with window unit air conditioning throughout. The exception being a heat pump system servicing the auditorium/cafeteria areas. The building is framed with concrete block. The exterior walls are brick faced. The roof is flat, consisting of a combination gravel/foam top coat material. The building is on a concrete slab.

The interior consists of drop ceilings with florescent lighting. The floors are a combination of terrazzo tile, commercial vinyl tile, with carpet in the classrooms. The walls are mostly painted concrete block with ceramic tile in the hallways. The interior layout is typical of this era. The auditorium/cafeteria area is of dual use with a commercial kitchen and a stage. The building has three restrooms, reception area, library, several offices, mechanical room, and six classrooms.

### **Ancillary Site Improvements:**

The subject property contains ample parking areas, adequate ingress and egress, and standard landscaping and aesthetical features permitted by zoning and neighborhood regulations. There is a paved basketball court, playground, bus repeater tower (not adequate for cell phone use), and a brick pump house (8'x 8'). The property is served with private well and septic. The private well is approx. + 40' from the building. The private septic is approx. + 20' from the building, which drains into a pumping station that is approx. + 60' from the building.

**Property Sketch:**



**SUBJECT PHOTOGRAPHS**





















**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed. All inquiries, clarifications and additional information must be delivered in writing (via email) no later than June 30, 2017 by 11:00am and the responses will be provided in subsequent addendums.**

Very truly yours,

Cyndi Toler, Purchasing Officer  
Fluvanna County, Virginia  
132 Main Street  
Palmyra, VA 22963  
(434) 591-1930

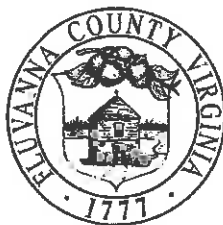
Name of Firm: Howard and Laurie Hilsinger

BY: [Signature]

Signature of duly authorized representative

Title: owner

Date: 7/20/17



**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-02**  
**SALE OF COUNTY PROPERTY**  
**COLUMBIA ELEMENTARY SCHOOL (FORMER)**  
**563 Wilmington Road, Palmyra, VA 22963**

**ADDENDUM # 3:**

Reference – Request for Proposal: RFP #2016-02  
 Title of Request for Proposal: SALE OF COUNTY PROPERTY  
 Issue Date: September 11, 2015  
 Bid Due Date and Time: July 24, 2017 (pursuant to Addendum #3)

The above RFP #2016-02 is hereby amended and modified as follows:

1. *All sealed Offers shall be turned in no later 2:00 p.m. EST, July 24, 2017.(pursuant to Addendum #3)*
2. *The attached Contract and subsequent Letter of Agreement between Conterra Ultra Broadband, LLC, Fluvanna County School Board, and Fluvanna County will be incorporated into any sale and the Buyer will be bound by the same terms the County is bound by under such Agreement (EX1).*
3. The following are clarifications from questions received:
  - a. Can you provide additional information regarding the water and sewer on the property?
    - i. *Attached you will find all additional documentation received from the Commonwealth of Virginia Department of Health – Office of Drinking Water(EX2) and the Fluvanna County Health Department – Environmental Health(EX3). Please review and for are more specific questions regarding intended usage, please contact the appropriate professional or agency for additional guidance.*
  - b. Is there lead paint in the building?
    - i. *We currently have no reports or testing to confirm whether there is or is not lead paint in the building. We have reached out to the Fluvanna County Public Schools to see if this information is available. Please contact the appropriate professional for additional guidance.*
  - c. Is there asbestos in the building?
    - i. *Attached you will find the most recent report from TJL Environmental Health Consultants, Inc. dated September 1, 2012(EX4). Please review and for more specific questions, please contact the appropriate professional for additional guidance.*

- d. Are the fire alarms in working order?
  - i. *Fire alarms systems were functioning up to the date when the building was closed and annual tests were done on them when the building was occupied. Please contact the appropriate professional for additional guidance.*
- e. Will the current tax assessments be adjusted?
  - i. *The County's current assessment on this property is being evaluated and will be made available by a future addendum. The County hopes to have this information available by July 13, 2017.*

**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.**

Very truly yours,

Cyndi Toler, Purchasing Officer  
Fluvanna County, Virginia  
132 Main Street  
Palmyra, VA 22963  
(434) 591-1930

Name of Firm: Howard and Laurie Hilsinger

BY: [Signature]

Signature of duly authorized representative

Title: Owner

Date: 7/20/17



install one equipment cabinet not to exceed 3' x 3' on each site in a location approved by the County for the use of Conterra and the Schools. Upon request by the County, Conterra shall install a perimeter fence secured by a locked gate around the base of each pole. The height, configuration, security and access arrangements for such fence and gate shall be subject to approval by the County.

3. During the term of this Letter of Agreement, the Schools shall have the right to operate, replace, modify and maintain their equipment on the poles, provided that no additional ground space shall be occupied except as reasonably required for wiring on each site between the electrical box, the pole, and the equipment cabinet referred to above. In addition, upon request by the County, Conterra shall allow public safety equipment to be installed, operated, replaced, modified and maintained at any then unoccupied attachment locations on Conterra's poles, subject to Conterra's prior approval, which shall not be unreasonably withheld or delayed. Conterra shall have no obligation to repair, replace or maintain equipment of the Schools, public safety equipment, or any associated wiring or equipment cabinet that is not also used by Conterra. For all purposes of this Letter of Agreement, the term "public safety equipment" shall mean "telecommunications equipment utilized by a public entity for the purpose of ensuring the safety of the citizens of the County and operating within a frequency range of, including but not limited to, 150 MHz, 450 MHz, 700 MHz, 800 MHz, 1,000 MHz, VHF, UHF, and any future spectrum allocations at the direction of the FCC."
4. Conterra shall be entitled to lease space on Conterra's poles for the purposes set forth above to third party users at each site. Such users shall be subject to all terms of this Letter of Agreement. Conterra shall give the County not less than two (2) weeks prior notice of the commencement of any such lease. From and after the commencement of any such lease, Conterra shall pay rental of 20% of actual gross revenue per month to the County with respect to each leased site. Any ground space required by such third party user shall be subject to negotiation of a separate lease between the County and such third party user.
5. The initial term of this Letter of Agreement shall expire on January 31, 2019, provided that so long as the pole on a site is used for equipment serving the Schools and/or public safety equipment, this Letter of Agreement shall automatically renew as to the applicable site for up to three (3) additional and successive five (5) year extension terms. In the event that a pole is no longer used for equipment serving the Schools or public safety equipment, this Letter of Agreement shall not automatically renew as to the applicable site, but Conterra shall have the right to extend this Letter of Agreement as to the applicable site for up to three (3) additional and successive five (5) year extension terms after January 31, 2019, by giving the County notice in writing of Conterra's election to extend at least six (6) months prior to the expiration of the initial term or the then current extension term. Conterra and the Schools shall remove their respective equipment from each site within ninety (90) days after the termination or earlier expiration of this Letter of Agreement as to such site. At such time as a pole is no longer used for equipment serving the Schools or public safety



equipment, Conterra shall have the right to terminate this Letter of Agreement as to the applicable site upon at least three (3) months prior notice to the County.

6. The Schools shall relocate the electrical boxes serving the equipment currently located inside each school building to an exterior location approved by the County within three (3) months following the full ratification of this Letter of Agreement. Such electrical boxes shall be metered separately from any other service to the site and paid directly to the utility provider by the users of the equipment served. The Schools and Conterra shall be responsible for the allocation of such charges among any parties with equipment served by the electric utility.
7. Subject to the prior approval of Conterra and the Schools, which shall not be unreasonably withheld or delayed, Conterra and the Schools shall relocate all or any portion of their equipment on a site, including but not limited to the pole, to another location designated by the County in the event that the County determines that the location of such equipment interferes with the future use or development of such site. In the event that either site is divided or the subject of any boundary adjustment, the site referred to in this Letter of Agreement shall thereafter consist only of the parcel of real property on which the equipment is physically located.
8. Conterra and the Schools shall be allowed 24x7x365 access to the sites as necessary to inspect, repair and maintain their respective equipment. Conterra and the Schools shall maintain their respective equipment and immediately adjacent areas at all times in good, safe and sightly condition, and shall comply with all federal, state and local laws, ordinances, rules and regulations applicable to their operations, the sites, and the equipment. Conterra and the Schools shall be solely responsible for obtaining and maintaining any and all permits and approvals, including but not limited to site plan approvals, special use permits and building permits, necessary for their respective continued or future operations at the sites under this Letter of Agreement. Conterra and the Schools expressly acknowledge that their access and rights under this Letter of Agreement are subject to the terms of the zoning ordinance of Fluvanna County, including but not limited to the regulations of the applicable zoning district and of telecommunications facilities, and that, without limitation, any change in use, expansion in use, addition of poles, or switching out of antennas that falls under the domain of such ordinance would require a special use permit as indicated in the ordinance. All work by Conterra and the Schools shall be carried out in a good and workmanlike manner. Conterra and the Schools shall pay all costs of work promptly when due and shall not allow any lien to attach to all or any portion of the sites. Access, parking and utilities shall be in locations designated by the County and may be relocated from time to time.
9. Conterra, and the Schools until such time as the Schools cease to have equipment on the site, shall maintain at all times, and provide annually and at other times upon request certificates of, liability insurance with a minimum limit of liability of \$1,000,000.00 combined single limit for bodily injury or death/property damage arising out of any one



occurrence covering their respective activities at the sites and naming the Schools, the County and any successor owner(s) of the sites as additional insured(s). Conterra shall cause any third party to whom space on a pole is leased to maintain and provide evidence of insurance as set forth herein. Nothing contained in this paragraph shall be deemed to be a waiver of sovereign immunity by the County or the Schools.

10. Conterra agrees to indemnify, defend and hold harmless the Schools, the County, and their respective board members, employees, agents and representatives, harmless from and against any and all injury, loss, damage or liability (or any claims in respect of the foregoing), costs or expenses (including reasonably attorneys' fees and court costs) arising directly from the installation, use, maintenance, repair or removal of Conterra's equipment or Conterra's breach of any provision of this Letter of Agreement, except to the extent attributable to the negligent or intentional act or omission of the indemnified party. This indemnification shall survive the expiration or other termination of this Letter of Agreement.
11. Conterra and any third party to whom Conterra leases space on Conterra's poles shall install only such after-installed equipment that is of the type and frequency which will not cause harmful interference which is measurable in accordance with then existing industry standards.
12. The rights and obligations of the County may be freely assigned, in whole or in part, to any successor owner of each site. Upon reasonable request and without delay, Conterra and the Schools agree to execute a form of mechanics' lien affidavit, estoppel certificate and/or subordination and non-disturbance agreement for the benefit of any purchaser of or lender to be secured by portion of a site affected by this Letter of Agreement.
13. Conterra will have the right to assign, sell or transfer its rights and obligations under this Letter of Agreement, in whole or part, without the County's consent, to any entity that acquires all or substantially all of Conterra's assets in the market as defined by the Federal Communications Commission in which the applicable site is located. Upon notification to the County following such assignment, transfer or sale, Conterra will be relieved of all future performance, liabilities and obligations to the extent of such assignment, transfer or sale. Tenant may not otherwise assign this Agreement without Landlord's prior written consent, which shall not be unreasonably withheld.
14. Nothing contained in this Letter of Agreement shall be deemed to affect or limit the County's legislative discretion in its capacity as governing body of Fluvanna County, Virginia or the County's right to issue any notices of violations with respect to the subject matter of this Letter of Agreement, including but not limited to notices of zoning violations. Nothing contained in this Letter of Agreement shall be deemed to require the County to issue any permit or governmental approval with respect to the subject matter of this Letter of Agreement.





15. Conterra is a South Carolina limited liability company authorized to do business in the Commonwealth of Virginia and shall maintain such authorization at all times during the term of this Letter of Agreement.
16. This Letter of Agreement shall be governed by the laws of the Commonwealth of Virginia, without regard to its conflict of laws principles. The parties consent to the exclusive jurisdiction of the state courts of and for Fluvanna County, Virginia and waive any objections to venue, jurisdiction or claims of inconvenient forum with respect to such courts.
17. In addition to any other remedies, the substantially prevailing party in any litigation arising hereunder shall be entitled to recover its reasonable attorneys' fees, costs and expenses incurred from time to time at all levels of proceedings, including appeals, collections and bankruptcy.
18. This Letter of Agreement shall bind and inure to the benefit of the parties, their respective successors and assigns with respect to the subject matter hereof.
19. This Letter of Agreement may be executed in separate original counterparts, each of which is deemed to be an original and all of which taken together shall constitute one and the same agreement.
20. Notices under this Letter of Agreement shall be deemed sufficient if in writing and sent by first-class mail, postage prepaid, or nationally recognized overnight courier, postage prepaid, to the parties and addresses set forth below, or such other address as the applicable party shall direct in writing:

a. Conterra Ultra Broadband, LLC  
 ATTN: Angela C. Lee, VP Corporate Counsel & Secretary  
 2101 Rexford Road, Suite 200E  
 Charlotte, NC 28211  
 telephone: 704-936-1806  
 email: alce@conterra.com

b. Fluvanna County School Board  
 ATTN: Josh Gifford, Network Administrator  
 14455 James Madison Highway  
 Palmyra, VA 22963  
 telephone: 434-591-2061  
 email: jgifford@mail.fluco.org

c. Fluvanna County  
 ATTN: *Lee Rodish, Purchasing Officer*  
 P. O. Box 540 (street: 132 Main Street)

2101 Rexford Road, Suite 200E • Charlotte, North Carolina • 28211  
 704.936.1806 • 704.936.1801 fax  
 www.conterra.com



Palmyra, VA 22963

telephone: 434-591-1930

email: jcodish@fluvanna-county.org

Notwithstanding any provision of the Agreement to the contrary, Conterra's and the Schools' rights and obligations with respect to the Cunningham and Columbia sites shall hereafter be solely as set forth in this Letter of Agreement.

The County is not a party to the Agreement and shall have no responsibility thereunder, its rights and obligations to Conterra and the Schools with respect to the Cunningham and Columbia sites being solely as set forth in this Letter of Agreement.

AGREED AND ACCEPTED BY:

Conterra Ultra Broadband, LLC

Angela Lee

VP, Corporate Counsel & Secretary

Fluvanna County

Steven M. Nichols

County Administrator

Fluvanna County School Board

Name:

Title: SENIOR BOARD CHAIR

AL/tg

STATE OF North Carolina

CITY/COUNTY OF Mecklenburg, to-wit:

The foregoing instrument was acknowledged before me this 6<sup>th</sup> day of October, 2014, by Angela Lee, Vice President, Corporate Counsel and Secretary, on behalf of Conterra Ultra Broadband, LLC.



[SEAL]

Notary Public

2101 Rexford Road, Suite 200E • Charlotte, North Carolina • 28211  
704.936.1806 • 704.936.1801 fax  
www.conterra.com



My commission expires: August 19, 2017  
Notary registration number:

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF Fluvanna, to-wit:

The foregoing instrument was acknowledged before me this 17 day of December, 2014, by  
Steven M. Nichols, County Administrator, on behalf of Fluvanna County, Virginia.

Kelly Belanger Harris  
Notary Public

[SEAL]

My commission expires: 8/31/18  
Notary registration number: 7587854





COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF Fluvanna, to-wit:

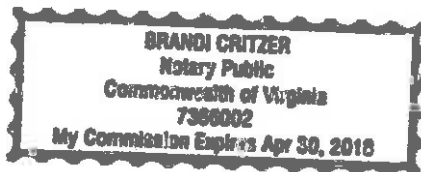
The foregoing instrument was acknowledged before me this 2 day of November, 2014 by Gena C. Keller, Superintendent (title), on behalf of Fluvanna County School Board.

A handwritten signature in dark ink, appearing to read 'Brandi Critzer', written over a horizontal line.

Notary Public

[SEAL]

My commission expires: April 30, 2018  
Notary registration number: 7366002



## WAN TELECOMMUNICATIONS SERVICE AGREEMENT

This Telecommunications Service Agreement (the "Agreement") is entered into as of this 2<sup>nd</sup> day of February, 2012 (the "Effective Date"), by and between Conterra Ultra Broadband, LLC ("CONTERRA"), a limited liability company organized under the laws of the State of South Carolina, with its principal place of business located at 2101 Rexford Road, Suite 200E, Charlotte, North Carolina, 28211, and Fluvanna County School District ("CUSTOMER"), with its principal place of business located at 14455 James Madison Highway, Palmyra, VA 22963. This Agreement sets forth the terms and conditions under which CONTERRA will deploy and provide certain telecommunications and related services described herein (the "Services") for the CUSTOMER and CUSTOMER'S employees, agents and students. CONTERRA and CUSTOMER may be individually referred to herein as "party" or collectively as "parties."

### DEFINITIONS

"USAC" shall mean the Universal Service Administrative Company that administers the Universal Service Fund under the Federal Telecommunications Act of 1996, including the Schools and Libraries Division ("SLD") thereof.

"E-Rate" shall mean the Schools and Libraries Universal Support Mechanism administered by the Schools and Libraries Division ("SLD") of USAC.

"E-Rate Discount" shall mean the discount percentage approved by SLD for the current Funding Year, as defined by SLD, as shown on the Funding Commitment Decision Letter, and for which SLD agrees to provide E-Rate Funding.

"E-Rate Funding" shall mean (i) the agreement by SLD to provide funds through E-Rate to CUSTOMER to subsidize the provision of the Services to CUSTOMER, and (ii) the funds so provided.

"FCDL" shall mean the Funding Commitment Decision Letter issued by SLD to the CUSTOMER and CONTERRA notifying CUSTOMER and CONTERRA of approval by SLD of E-Rate Funding.

"Certification" shall mean the verification by CONTERRA, as acknowledged by CUSTOMER, that the Services meet the performance requirements set forth in Attachment A.

"Deficient Minutes" shall be the total number of minutes in a calendar month that are in excess of the number of minutes of path non-availability permitted by the terms of the Services level standards that CONTERRA is required to meet under the terms of this Agreement.

"Deficiency Credit" shall mean an amount equal to the total number of Deficient Minutes in the calendar month for which such Deficiency Credit is sought multiplied by a fraction of which the numerator is the Monthly Service Fee and the denominator is the number of minutes in the relevant month.

"Infrastructure" shall mean the CONTERRA-owned service delivery Infrastructure deployed and maintained by CONTERRA and used in the provision of the Services to CUSTOMER.

"Service Locations" shall mean the location(s) specified in Attachment A at which Service and Infrastructure is deployed.

"Non-Recurring Charge" shall mean that portion of the total charge for the provision of the Services under this Agreement that is designated as the non-recurring charge listed on Attachment A for the use of the Service.

"Monthly Service Fee" shall, during the Initial Term and any extension hereof contemplated by Section 9 of this Agreement, mean the monthly service charge listed on Attachment A. Following the Initial Term and the expiration of any such extensions, the "Monthly Service Fee" shall mean the then current month-to-month service rate set by CONTERRA upon thirty (30) days prior written notice to CUSTOMER.

"Net Discounted Monthly Service Fee" shall mean an amount equal to the Monthly Service Fee less the

**E-Rate Discount Amount.**

"Outage Event" shall mean any outage or other loss of the Services, other than any outage that (i) is not reported by CUSTOMER to CONTERRA within five (5) days of occurrence, (ii) is less than one (1) hour in duration, (iii) is attributable to CONTERRA's scheduled network maintenance, (iv) is attributable to failure or outage of related telephone circuits (whether ordered by CONTERRA or CUSTOMER), (v) results from CUSTOMER's applications, equipment or facilities, (vi) results from any act or omission of CUSTOMER or any user of CUSTOMER's equipment or account, or (vii) is due to or occasioned by any riots, wars, acts of enemies, national emergency, acts of vandalism, strikes, floods, fires, hurricanes, tornados, acts of God, or by any other cause not within the control of CONTERRA that by the exercise of reasonable diligence CONTERRA is unable to prevent, (viii) results from CONTERRA not having been granted site access by the CUSTOMER, or (ix) results from CUSTOMER'S unauthorized use of equipment or the Services.

"Site Access" shall mean twenty-four (24) hours a day, seven (7) days a week, three hundred sixty-five (365) days a year ("24x7x365") access to CUSTOMER premise(s) provided to CONTERRA for routine or emergency maintenance of the CONTERRA network.

"Service Window" shall mean 7:00 a.m. through 5:00 p.m. local time where the Services are being provided, Monday through Friday, excluding federal holidays and other non-work days.

**TERMS AND CONDITIONS****1. Conditions of this Agreement**

- (a) The parties acknowledge that this Agreement is contingent upon CUSTOMER obtaining E-Rate Funding for this project from the SLD.

**2. The Service, Deployment and Access.**

- (a) The Services. Subject to and in accordance with the terms and conditions of this Agreement, CONTERRA shall provide to CUSTOMER at mutually-agreeable CUSTOMER'S designated locations the Services as defined in Attachment A hereto.
- (b) Deployment. CONTERRA, its agent(s) or contractor(s) shall schedule deployment meetings with the CUSTOMER. CONTERRA shall deploy the CONTERRA-owned service infrastructure. CUSTOMER's appointed representative must be present on a regular basis during deployment to be performed by CONTERRA. CONTERRA assumes no liability for files, data, or other information that may be lost on CUSTOMER'S computer system during the deployment process and CUSTOMER agrees to hold CONTERRA harmless for all such lost files, data and other information. After deployment and during the term of this Agreement, CUSTOMER shall provide CONTERRA with 24x7x365 access to CUSTOMER'S premise(s) to inspect, repair and maintain CONTERRA's infrastructure. Upon termination or expiration of this Agreement, or disconnection of the Services, CUSTOMER shall be obligated to return the Infrastructure to CONTERRA or to provide CONTERRA with access to CUSTOMER'S premise(s) to recover such Infrastructure as CONTERRA in its sole discretion shall decide. CONTERRA shall not be held liable for, nor will CONTERRA restore or reconfigure the CUSTOMER'S new or existing network components after de-deployment. Even if the Infrastructure (or any portion of the Infrastructure) is or becomes physically attached in any manner to real estate at the Service Location (including any building on such real estate), in no event will the Infrastructure be deemed to be affixed to or as a part of such real estate. Rather, the Infrastructure is and shall remain CONTERRA's personal property. Alternatively, as a common carrier, CONTERRA may opt to leave the Infrastructure at the Service Locations to continue providing services to others. In such event, CONTERRA may continue to make any substitutions to or modifications of and to maintain the Infrastructure. The Infrastructure shall not be for the exclusive use of the CUSTOMER, but may be used by CONTERRA as CONTERRA shall decide. Throughout the useful life of the Infrastructure, CUSTOMER shall supply (or cause to be supplied) electricity to that Infrastructure and CUSTOMER grants CONTERRA an exclusive, non-revocable license and easement to use those parcels of real property that CONTERRA deems necessary to install, operate and maintain certain poles and antennas thereon and to place certain buildings or enclosures thereon and such Infrastructure as CONTERRA determines may be necessary or compatible with the conduct of CONTERRA's

business. In addition, CUSTOMER grants to CONTERRA an exclusive right to deploy transmission cables and lines between the Infrastructure and between the Service Locations in connection with CONTERRA's use, maintenance, and operation of the Infrastructure. The license or easement granted shall include and also be classified, and documented if necessary, as a leasehold interest for the limited purpose of CONTERRA gaining access to CUSTOMER property to construct, maintain, modify and service CONTERRA-owned and/or provided Infrastructure, thus enabling CONTERRA to comply with State and local construction laws and contractor requirements. As a common carrier, CONTERRA may utilize all of the CONTERRA-owned Infrastructure to serve other customers, and for internal communications for the management and maintenance of its network. It is expressly understood that all rights granted to CONTERRA under this license are irrevocable until thirty years after the expiration or earlier termination of this Agreement, any Amendment thereto, or the provision of Services. CONTERRA may use the Infrastructure and real property for any activity in connection with the provision of other communication services as CONTERRA determines may be necessary or compatible with the conduct of CONTERRA's business. CONTERRA may make any substitutions to or modifications of the Infrastructure as it determines may be necessary or compatible with the conduct of CONTERRA's business. In addition, CONTERRA may lease space on its Infrastructure to a third party.

- (c) **Governmental Approval.** CONTERRA shall use commercially reasonable efforts to procure, process, or to receive any governmental licenses, permits, consents or approvals necessary for the deployment of the Infrastructure ("Authorizations"). CUSTOMER shall cooperate fully with CONTERRA in order to secure any such Authorizations. In the event that CONTERRA is unable to secure any such Authorizations within a reasonable time and at a reasonable cost (as determined by CONTERRA in its reasonable judgment), CONTERRA may terminate this Agreement by notifying CUSTOMER. All work hereunder which is required by the law of the state within which CUSTOMER is located to be performed by a licensed contractor shall be performed by an appropriately licensed contractor.
- (d) **Changes in Deployment.** Attachment A includes network design that CONTERRA has determined is necessary to provide the Services to CUSTOMER as required by this Agreement. In the event that CUSTOMER requests that CONTERRA modify that design then CUSTOMER shall be responsible for all costs and related charges associated with any such request. CONTERRA shall only change the design referenced in Attachment A in response to a properly authorized written directive from CUSTOMER.
- (e) **Change Order.** Any changes requested or required by the CUSTOMER that differ from the network design specified in Attachment A must be properly authorized in a written directive from CUSTOMER. CUSTOMER shall pay, as a relocation or reconfiguration fee, CONTERRA's actual out-of-pocket cost and the cost of all labor and services of any such relocation or reconfiguration ("Costs") plus an additional twenty percent (20%) of the Costs.
- (f) **Scalable Broadband Services.** CONTERRA's network may be expanded and capacity increased at any time during the term of this Agreement to meet CUSTOMER's requirements. CUSTOMER shall request specific service upgrades based on pricing quoted at time of request. CUSTOMER may add sites (subject to changes in pricing and/or fees) at any time during the term of this Agreement.

### **3. CONTERRA Service Levels, Support, Maintenance and Indemnification**

- (a) **Availability Commitment.** CONTERRA custom engineers each network solution up to 99.995% availability. CONTERRA shall use commercially reasonable efforts to maintain Services availability for the CUSTOMER 100% of the time, except during Outage Events. At CUSTOMER's request, CONTERRA shall calculate the Deficiency Credit for any calendar month. CONTERRA shall credit to CUSTOMER's account as a refund the Deficiency Credit upon written request by CUSTOMER.
- (b) **Latency Commitment.** CONTERRA's goal is for round-trip transmissions between designated end-points to average thirty-five (35) milliseconds or less except during Outage Events ("Latency Commitment"). The foregoing Latency Commitment is measured by averaging sample measurements taken during the Service Window between hub routers. Upon written request of CUSTOMER, for each minute in the Service Window during a calendar month for which CONTERRA fails to satisfy its Latency Commitment, CONTERRA shall credit to CUSTOMER's account as a refund the total number of latency minutes divided by the total number of minutes during the Service Window in that month.



- (c) Packet Loss Commitment. CONTERRA's network packet loss between designated end-points shall be limited to 2% or less each day except during Outage Events ("Packet Loss Commitment"). Packet loss is measured by standard, industry-accepted methods and measured during the Service Window between designated end-points. Upon written request of CUSTOMER, for each minute in the Service Window for which CONTERRA fails to satisfy its Packet Loss Commitment during a calendar month, CONTERRA shall refund the total number of minutes where there was a packet loss of more than 2% divided by the total number of minutes during the Service Window in that month.
  - (d) CUSTOMER Reporting Commitment. CONTERRA shall provide CUSTOMER at least forty-eight (48) hours advance notice of scheduled outages for network maintenance. The standard weekly maintenance window is Monday through Sunday from 1:00 a.m. to 6:00 a.m. local time. Notice of other scheduled maintenance outages will be provided to CUSTOMER's designated point of contact by telephone, e-mail, fax, or pager as elected by CONTERRA.
  - (e) Credit Limit. In no event shall CUSTOMER's total credits for any calendar month exceed the Monthly Service Fee.
  - (f) CONTERRA Support. CONTERRA shall, at its option and convenience, repair or replace any Infrastructure not functioning in accordance with CONTERRA'S published specifications for the Services. CONTERRA shall not provide technical support, maintenance, repair or deployment service for CUSTOMER's software, hardware or equipment unless CONTERRA, in its sole discretion, agrees to do so in a separate written contract. CONTERRA shall provide CUSTOMER support for use of the Services only as, when, and to the extent CONTERRA deems appropriate from time to time in its sole discretion. CUSTOMER support will be available on a commercially reasonable basis via telephone, via electronic mail or through CONTERRA's Internet site ([www.conterra.com](http://www.conterra.com)) ("Internet Site"). Telephone numbers for such CUSTOMER support are posted on the CONTERRA Internet Site and are included in Section 7 of this Agreement. If CUSTOMER'S use of the Services requires that CONTERRA visit CUSTOMER'S premises for assistance, repair, deployment or connection, CONTERRA shall be entitled to charge CUSTOMER CONTERRA's then prevailing labor rates and related costs for each such visit, and CUSTOMER agrees to pay CONTERRA such charges. CONTERRA does not undertake to correct or repair, and shall have no responsibility for the correction or repair of, software, hardware or equipment that CONTERRA does not supply. CONTERRA will undertake commercially reasonable network management, traffic analysis, operational procedures and user policies to support the service level standards provided in this Section 3.
  - (g) CONTERRA Response Times. CONTERRA shall provide a CUSTOMER support service contact point. CONTERRA shall respond within an average of four (4) hours to any CUSTOMER notification, made to this contact point, of any failure of any Infrastructure to meet CONTERRA'S published specifications for the Services.
  - (h) Indemnification. CONTERRA agrees to indemnify and hold harmless CUSTOMER, and its board members, employees, agents and representatives (collectively, "CUSTOMER Indemnities") against any and all costs, claims, liabilities or expenses that any of the CUSTOMER Indemnities may incur as a result of, or arising out of, or related to CONTERRA'S willful, negligent, tortious or criminal acts or omissions. In the event of any claim, which, if true, would be subject to indemnification hereunder, CUSTOMER or the affected CUSTOMER Indemnities shall notify CONTERRA and CONTERRA shall cooperate in their defense at CONTERRA's cost and expense.
- 4. CUSTOMER'S Obligations.**
- (a) FCC Form 471 Application Review. CUSTOMER shall promptly notify CONTERRA of any PIA review, Selective Review, audit, or other contact from the SLD during review of its FCC Form 471 Description of Services Ordered which may affect the availability or amount of funds due from the SLD during the term of this Agreement, including any extensions hereof. CUSTOMER shall comply with SLD requests for additional or clarifying information according to E-Rate program rules as established by the FCC and administered by USAC.
  - (b) Certification of Services and FCC Form 486. CUSTOMER shall provide prompt acknowledgement of the Certification by CONTERRA of the Services when CONTERRA demonstrates the performance of the Infrastructure in accordance with Attachment A. CUSTOMER shall promptly file FCC Form 486 Receipt of Service Confirmation with USAC. Failure to file the Form 486 in a timely manner may result in CUSTOMER becoming liable to CONTERRA for the discounted portion of any funds due hereunder.

(c) Payment

- i. Non-Recurring Charge. Upon Certification of the Services, CONTERRA shall invoice CUSTOMER the applicable Non-Recurring Charge specified in Attachment A of this Agreement, discounted by the percentage rate of CUSTOMER's E-Rate Discount as shown on the then-current FCDL or CUSTOMER's Form 471 application, if not yet funded. The balance of such funds shall be paid through the E-Rate program, and CUSTOMER appoints CONTERRA its attorney-in-fact to take such actions as are reasonably necessary to collect the undiscounted portion of the Non-Recurring Charge. If applicable, CONTERRA will invoice CUSTOMER on a per site basis until all sites are operational.
- ii. Monthly Service Fee. CONTERRA shall invoice CUSTOMER each month in advance the Monthly Service Fee as shown in Attachment A of this Agreement discounted by the percentage rate of CUSTOMER's E-Rate Discount as shown on the then-current FCDL or CUSTOMER's Form 471 application, if not yet funded. The balance of such funds shall be paid through the E-Rate program, and CUSTOMER appoints CONTERRA as its attorney-in-fact to take such actions as are reasonably necessary to collect the undiscounted portion of the Monthly Service Fee. If applicable, CONTERRA will invoice CUSTOMER on a per site basis until all sites are operational.
- iii. Collection of SLD Funds. CONTERRA will be responsible for collection of the E-Rate Discount from SLD by filing an FCC Form 474 Service Provider Invoice.
- iv. CUSTOMER Ultimately Responsible. NOTWITHSTANDING ANYTHING TO THE CONTRARY, CUSTOMER IS RESPONSIBLE FOR PAYMENT OF ONLY THE NET DISCOUNTED FEES AS CALCULATED IN ITEM 4 (c) i. and ITEM 4 (c) ii. ABOVE.
- v. Failure To Pay. If CUSTOMER fails to pay the Monthly Service Fee within thirty (30) calendar days of the due date, CONTERRA may impose a late fee or disconnect the Services, or both, in its sole discretion. CUSTOMER shall pay CONTERRA such late fees. CONTERRA's late payment fee shall be five (5%) of the Monthly Service Fee.
- vi. Re-connect. If CUSTOMER disconnects the Services or if CUSTOMER'S Services are disconnected due to nonpayment or other breach of this Agreement, and if CONTERRA subsequently agrees to reconnect the Services, CUSTOMER may be charged a fee for reconnecting and reinstalling the Services. Such fee shall be equal to one hundred percent (100%) of the then applicable Monthly Service Fee.
- vii. Charges for other services or goods. From time to time CUSTOMER may decide to select additional services or purchase additional goods offered by CONTERRA or by third parties. The Monthly Service Fee does not cover any such services and goods, and the CUSTOMER shall be charged separately for them. CUSTOMER agrees to pay for such other services and goods that it selects or purchases.
- viii. Taxes. CUSTOMER shall pay all federal, state and local taxes, fees, charges, surcharges or similar exactions imposed on the Services and/or products that are subject of this Agreement including but not limited to state and local sales, use and gross receipts taxes (collectively, "Taxes").

(d) E-Rate Applications. CUSTOMER has an obligation to obtain and maintain E-Rate Funding throughout the term of this Agreement. Failure of CUSTOMER to file all appropriate paperwork within established USAC deadlines and perform all administrative tasks to obtain and maintain E-Rate Funding will result in CUSTOMER becoming liable to CONTERRA for the discounted portion of any funds due hereunder. CUSTOMER also agrees it has an obligation to secure and maintain E-Rate Funding for the entire term of the Agreement, notwithstanding the fact that CUSTOMER's FCC Form 470 Description of Services Requested may have been submitted for a single-year rather than multi-year term.

(e) Utilities. CUSTOMER shall provide electrical services to the CONTERRA Infrastructure as required by CONTERRA.

(f) Current address and information. CUSTOMER is required, and agrees, to keep CONTERRA notified in a timely manner of any changes in the information CUSTOMER provides to CONTERRA, including information provided when CUSTOMER initiates use of the Services.

(g) Assignment or Sharing of Service. CUSTOMER may not resell, share, sublicense or otherwise distribute the Services, or any portion thereof, to any third party without the prior written consent of CONTERRA.

(h) School/Facility Closure. CUSTOMER shall immediately notify CONTERRA if CUSTOMER becomes aware that the school or facility governed by this Agreement will be closed prior to the term of this

Agreement or any extension. CUSTOMER has the duty to notify CONTERRA as soon as CUSTOMER receives such information. CUSTOMER shall be responsible for all costs and fees associated with the school or facility through the end of Agreement or any extension thereof.

**5. CUSTOMER'S Warranties, Representations and Indemnification.**

- (a) Warranties and Representations. CUSTOMER warrants and represents that CUSTOMER shall use the Services only for the originally intended purpose(s), in accordance with this Agreement, all FCC and USAC rules and regulations, and all applicable laws, and CUSTOMER shall make all payments required herein plus any and all applicable Taxes. CUSTOMER warrants that all funds due from CUSTOMER hereunder have been allocated for the uses contemplated in this Agreement or if they have not been allocated, CUSTOMER believes that such funds will be allocated, that there is no current basis to believe that such funds will not be allocated and that CUSTOMER has taken every necessary step to assure the availability of CUSTOMER funds hereunder.
- (b) CUSTOMER Indemnification. To the fullest extent allowed by law, CUSTOMER agrees to indemnify and hold harmless CONTERRA, its subsidiaries and affiliates, assigns and the members, officers, directors, employees, contractors, agents and representatives of CONTERRA and its subsidiaries and affiliates (together "CONTERRA Indemnities") against any and all costs, claims, liabilities or expenses any of the CONTERRA Indemnities may incur as a result of, or arising out of, or related to: (i) CUSTOMER'S breach of this Agreement or of CUSTOMER'S warranties and representations made herein; (ii) CUSTOMER'S willful, negligent, tortious or criminal acts or omissions; (iii) any improper use of CUSTOMER'S password, name or user name; or (iv) CUSTOMER'S violation of any third party's rights. In the event of any claim, which, if true, would be subject to indemnification hereunder, CONTERRA or the affected CONTERRA Indemnities shall notify CUSTOMER and CUSTOMER shall cooperate in their defense at CUSTOMER'S sole cost and expense. As part of CUSTOMER'S indemnification obligations, CUSTOMER shall reimburse CONTERRA for any costs that CONTERRA incurs, including complaint fees charged by jurisdictional authorities, network or service providers, and investigation expenses, due to complaints filed regarding CUSTOMER'S activity (or activity for which CUSTOMER is responsible) in using the Services.

**6. CONTERRA's Ownership of Service Infrastructure, Hardware and Appurtenances.**

The Infrastructure, hardware and appurtenances (to include, but not limited to, radios, antennae, support structures, poles, braces, hangers, racks, cabinets, protection devices, cabling, etc.) to be located on CUSTOMER premises by CONTERRA to provide the Services under this Agreement are, and shall remain, the property of CONTERRA. Additionally, such of these items as CONTERRA may request shall be returned to CONTERRA in good and working condition upon the termination or expiration of this Agreement, or the disconnection of CUSTOMER'S Services. CUSTOMER shall use reasonable care to avoid damaging any and all Infrastructure and hardware components of the CONTERRA deployment, and shall not alter, modify, sell, license, lease, assign, encumber, relocate, move or tamper with any of the same. Additionally, CUSTOMER shall be responsible for all costs of repair or replacement of items returned damaged or in poor working condition due to CUSTOMER'S negligence or failure to properly care for said Infrastructure, hardware or appurtenances. CONTERRA reserves the right to make modifications to the hardware so as to allow CONTERRA to make use of the Infrastructure for purposes of providing services to other entities. In the event that CONTERRA elects to leave any Infrastructure on the CUSTOMER's premises after such termination or expiration hereof, CUSTOMER grants CONTERRA an exclusive license to maintain and access such Infrastructure for the useful life of same and also agrees to allow CONTERRA to purchase electrical service to maintain such Infrastructure at market price for the actual cost of such electrical service used plus an additional twenty percent (20%) of such cost. CONTERRA shall continue to maintain all insurances required hereunder during the duration of this exclusive license.

**7. Contact Us.**

- (a) Notices. All notices, invoices and other communications required or permitted under this Agreement shall be in writing and shall be deemed to have been given only if and when: (i) personally delivered (including by means of a messenger service), or (ii) by United States first class mail postage prepaid (registered or certified) return receipt requested, or (iii) when delivered (and receipted for) by an

overnight delivery service, in each case addressed to the address set forth in the first paragraph of this Agreement.

- (b) Billing Information, Questions or Concerns. If CUSTOMER has questions or concerns or simply would like more information about the costs CUSTOMER might incur in using the Services or with CUSTOMER'S particular account, CUSTOMER may contact CONTERRA at 1.877.365.6701.
- (c) General Information. For general information about CONTERRA and CONTERRA's services, CUSTOMER may visit the CONTERRA Internet Site or contact CONTERRA at 1.877.365.6701.
- (d) CUSTOMER Support and Service. For CUSTOMER service and support, CUSTOMER may contact CONTERRA via telephone, via electronic mail or via the CONTERRA Internet Site. CUSTOMER shall visit the CONTERRA Internet Site for up-to-date contact information.

#### **8. Disclaimers and Limitation of CONTERRA's Liability.**

- (a) CUSTOMER EXPRESSLY ACKNOWLEDGES AND AGREES THAT (i) THE SERVICES, SOFTWARE, DATA AND ANY OTHER SERVICES, SOFTWARE OR INFRASTRUCTURE PROVIDED BY CONTERRA UNDER THIS AGREEMENT ARE NOT GUARANTEED TO BE ERROR FREE, UNINTERRUPTED, SECURE OR ALWAYS AVAILABLE OR AVAILABLE WITH SUFFICIENT CAPACITY; (ii) THE USE OF THE SERVICES, THE INTERNET, AND ANY SOFTWARE OR INFRASTRUCTURE PROVIDED BY CONTERRA IS AT CUSTOMER'S SOLE RISK; AND (iii) ANY AND ALL CONTERRA SERVICES AND PRODUCTS ARE PROVIDED "AS IS AND AS AVAILABLE" WITHOUT WARRANTIES OF ANY KIND, EITHER EXPRESSED OR IMPLIED, INCLUDING WITHOUT LIMITATION, WARRANTIES OF TITLE, NONINFRINGEMENT, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, OTHER THAN WARRANTIES WHICH CANNOT LEGALLY BE EXCLUDED. CONTERRA MAKES NO WARRANTY THAT THE SERVICE WILL WORK ON CUSTOMER'S PARTICULAR COMPUTER, NETWORK OR COMPUTER SYSTEM EXCEPT AS DEFINED BY THE IEEE STANDARD 802.3 DEFINING THE PHYSICAL LAYER AND TRANSPORT LAYER OF ETHERNET. CUSTOMER FURTHER EXPRESSLY ACKNOWLEDGES AND AGREES THAT (i) CONTERRA SHALL HAVE NO RESPONSIBILITY FOR DAMAGE OR DESTRUCTION TO CUSTOMER'S COMPUTER OR NETWORK SYSTEM, DATA, INFORMATION OR INFRASTRUCTURE UNLESS THROUGH NEGLIGENCE ON BEHALF OF CONTERRA; (ii) CONTERRA HAS NO RESPONSIBILITY WHATSOEVER FOR ANY THIRD PARTY CONTENT, DATA, INFORMATION, PROGRAMS OR OTHER MATERIAL THAT CUSTOMER MAY USE WITH OR ACCESS USING THE SERVICES; (iii) IT IS SOLELY THE CUSTOMER'S RESPONSIBILITY TO EVALUATE THE ACCURACY, COMPLETENESS AND USEFULNESS OF ALL OPINIONS, ADVICE, SERVICES, MERCHANDISE AND OTHER INFORMATION PROVIDED THROUGH THE SERVICE OR ON THE INTERNET GENERALLY; AND (iv) IN NO EVENT SHALL CONTERRA BE LIABLE FOR ANY DIRECT, INDIRECT, SPECIAL, ACTUAL, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS OF ANY KIND WHATSOEVER) ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE DEPLOYMENT, USE, MAINTENANCE, FAILURE, REMOVAL OR OPERATION OF THE SERVICES, SOFTWARE OR INFRASTRUCTURE PROVIDED BY CONTERRA, WHETHER BASED ON CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, EVEN IF CONTERRA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. BECAUSE SOME STATES AND OTHER JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF LIABILITY FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES, THE ABOVE LIMITATION MAY NOT APPLY TO CUSTOMER AND IN SUCH STATES OR OTHER JURISDICTIONS CONTERRA'S LIABILITY SHALL BE LIMITED TO THE MAXIMUM EXTENT PERMITTED BY LAW.
- (b) SUBJECT TO THE FOREGOING, CUSTOMER EXPRESSLY ACKNOWLEDGES AND AGREES THAT (i) CONTERRA'S MAXIMUM LIABILITY TO CUSTOMER UNDER THIS AGREEMENT OR ARISING OUT OF OR RELATED TO THE SERVICES WILL BE THE AGGREGATE AMOUNT CUSTOMER HAS ACTUALLY PAID TO CONTERRA FOR THE SERVICE; (ii) CONTERRA HAS ESTABLISHED ITS PRICING FOR THE SERVICES AND ENTERED INTO THIS AGREEMENT IN RELIANCE UPON THE LIMITATIONS OF LIABILITY SET FORTH HEREIN, AND THAT THE SAME FORM AN ESSENTIAL BASIS OF THE BARGAIN BETWEEN THE PARTIES; AND (iii) THE LIMITATIONS AND EXCLUSIONS OF LIABILITY AND DISCLAIMERS SPECIFIED IN THIS

TELECOMMUNICATIONS SERVICE AGREEMENT SHALL SURVIVE AND APPLY EVEN IF FOUND TO HAVE FAILED THEIR ESSENTIAL PURPOSE. THE FOREGOING IS SUBJECT ONLY TO THE SPECIFIC SERVICE LEVEL STANDARDS AND REMEDIES SET FORTH IN SECTION 3 ABOVE.

#### 9. Term and Termination.

- (a) Services Term of Agreement. The initial term of Services under this Agreement (the "Term") shall begin on November 1, 2012 and, unless earlier terminated as hereinafter provided, shall expire on October 31, 2016 ("Expiration Date"). Upon commencement of Services, CUSTOMER is responsible for and shall provide USAC with the Agreement termination date (within 10 days thereof) via the applicable form(s).
- (b) Extension of Term of Agreement. The initial term or any subsequent term, may be extended by exercising any of the following options:
  - (i) CUSTOMER has the option to extend for three (3) extension periods of one (1) year each ("Extension Term"), through the provision of written notice to CONTERRA not less than one hundred eighty (180) days before the Expiration Date or the end of the Extension Term. The Monthly Service Fee shall be adjusted as of the first day of any Extension Term (the "Adjustment Date") so that the Monthly Service Fee shall be increased, but not decreased, by the percentage increase of the Consumer Price Index ("CPI") as measured from the CPI published for January in the calendar year of the commencement of the Service Term to the CPI published for January in the calendar year of the Adjustment Date.
  - (ii) The CUSTOMER may extend the initial contract term, or any extension term if such extension is necessary, to make the term of this agreement coincide with the "funding year" or "implementation period" as defined by E-rate rules.
- (c) Termination by CONTERRA for Loss of E-Rate Funding. The parties acknowledge and agree that this Agreement is contingent upon CUSTOMER filing for and obtaining E-Rate Funding for the Services from the SLD. If E-Rate Funding for this project is not maintained by SLD after the first year of this Agreement, CONTERRA will make all reasonable efforts to maintain Services for CUSTOMER. CUSTOMER may assume full liability for Services or, after the third year of this Agreement, request a re-price of Services. Notwithstanding the above, CONTERRA reserves the right to terminate this Agreement if new payment arrangements cannot be made, and will face no financial penalties by providing prompt written notification of such occurrence to CUSTOMER. In such event this Agreement will terminate on the last day of the fiscal period for which commitments were received, without penalty or expense to CUSTOMER of any kind whatsoever; provided, however, that CUSTOMER will remain liable to CONTERRA for any payments attributable to periods for which E-Rate funds have been committed and CUSTOMER shall be responsible for returning the Infrastructure that CONTERRA requests be returned.
- (d) Termination by CUSTOMER. The parties further acknowledge and agree that if the CUSTOMER terminates this Agreement after the network is deployed, CUSTOMER shall pay CONTERRA the cost to de-install the CONTERRA-owned Infrastructure and Service plus the non depreciated fully loaded capital cost incurred in deployment of the network. In such event this Agreement will terminate on the last day of the fiscal period for which commitments were received. In addition, CUSTOMER agrees to not procure services from any other provider which are similar or analogous to services provided under this Agreement for the entire unexpired Initial Term of this Agreement.
- (e) Termination by CUSTOMER. If CONTERRA repeatedly and persistently fails to substantially provide the Services as required by the terms of this Agreement, CUSTOMER may terminate this Agreement by written notice to CONTERRA. CUSTOMER shall give CONTERRA ninety (90) days written notice of such intention to terminate and an opportunity to cure any such default. In the event that CONTERRA commences to cure and diligently pursues cure during that ninety (90) day period, then CUSTOMER may not terminate this Agreement.
- (f) Termination by CONTERRA. If CUSTOMER breaches this Agreement, and following a minimum thirty (30) day written notice to CUSTOMER, CONTERRA reserves the right in its discretion to suspend or terminate this Agreement and to disconnect the Services, in whole or in part, with just

cause as provided for by this Agreement, and providing the cause has been fully declared to the CUSTOMER, allowing the CUSTOMER thirty (30) days to cure said cause.

- (g) Termination by CONTERRA. If CONTERRA is unable to secure, lease, or provision a third party intermediary site under reasonable terms and conditions as determined in the sole discretion of CONTERRA, and this site is essential to providing the Services, CONTERRA may terminate this Agreement.
- (h) Termination of Agreement in Order to Seek Alternate Services. In the event that this Agreement is terminated under Section 9, CUSTOMER shall not procure services from any other provider which are similar or analogous to the Services provided under this Agreement for the remainder of the Initial or any then in effect Extension Term of this Agreement.

10. **Governing Law.** This Agreement shall be governed by the laws of the Commonwealth of Virginia without regard to its conflict of laws principles. The parties consent to the exclusive jurisdiction of the state and federal courts of and for Fluvanna County, Virginia and waive any objections to venue, jurisdiction or claims of inconvenient forum with respect to such courts.

11. **Mediation.** In the event of an alleged breach of this Agreement by CONTERRA or CUSTOMER or in the event of any other dispute arising out of this Agreement and involving CONTERRA and CUSTOMER such breach or dispute initially shall be submitted to nonbinding mediation prior to the institution of any litigation. The parties agree to utilize the services of a retired judge, or other qualified mediator mutually acceptable to both parties.

12. **Miscellaneous.**

- (a) Entire Telecommunications Service Agreement. This Agreement constitutes the entire agreement between the parties on the subject matter hereof and may be amended or modified solely by written agreement signed by each of the parties hereto.
- (b) No Third Party Beneficiaries. This Agreement is not intended to confer and does not confer any rights or remedies upon any person or entity other than the parties to this Agreement and the CONTERRA Indemnified Parties.
- (c) Severability. If any part of this Agreement is held invalid or unenforceable, that portion shall be construed in a manner consistent with applicable law to reflect, as nearly as possible, the original intentions of the parties and the remaining portions shall remain in full force and effect.
- (d) No Assignment. CUSTOMER may not assign this Agreement and CUSTOMER'S rights and obligations under this Agreement may not be assigned in whole or in part without CONTERRA's prior written consent. CONTERRA may freely assign this Agreement.
- (e) CUSTOMER Contact. CUSTOMER shall designate a Representative who shall have the authority to represent and bind the CUSTOMER in all of its dealings with CONTERRA, and shall serve as a contact person in the event that CONTERRA needs to contact the CUSTOMER for any reason. Representative's contact information is as follows:

Name: Tosh Gifford

Title: Network Admin

Address: \_\_\_\_\_

Telephone: 434-591-2061

Facsimile: \_\_\_\_\_

E-mail: jgifford@mail.fluco.org

- (f) Replacement of CUSTOMER Representative. In the event that CUSTOMER replaces Representative, it shall appoint a new Representative and provide CONTERRA written notice of such change and the new Representative's contact information within five (5) days.
- (g) Site Specific Services. The Services are provided to the sites initially selected by CUSTOMER and

reflected on Attachment A. CUSTOMER may not transfer the Services to another location without CONTERRA's prior written consent (even if CUSTOMER moves to a new place of business).

- (h) Information Availability. CONTERRA shall have no obligation to make any specific information, data, service, programs, newsgroups or other material available through the Services and may block any such material in its sole discretion.
- (i) Policies. CONTERRA's Privacy Policy, Acceptable Use Policy and other policies set forth on the CONTERRA Internet Site from time to time are incorporated herein by reference and are an integral part of this Service Agreement.
- (j) Remedies Non-Exclusive. Wherever a remedy is expressly provided to CONTERRA hereunder, such remedy is intended to add rather than to restrict all of CONTERRA's remedies in law and equity.
- (k) No Waiver. If CONTERRA fails, at any time, to enforce any right or remedy available to it under this Agreement, that failure will not be construed to be a waiver of the right or remedy with respect to that or any other breach or failure by CUSTOMER. Any waiver must be in writing and signed by CONTERRA.
- (l) Counterparts. This Agreement may be executed in separate original counterparts, each of which is deemed to be an original and all of which taken together shall constitute one and the same Agreement.



Conterra Ultra Broadband, LLCContract Number: ~~1141~~

Page 11 of 15

BY SIGNING BELOW, I AUTHORIZE DEPLOYMENT AND ACKNOWLEDGE THAT I HAVE READ, FULLY UNDERSTAND, AND AGREE TO ALL OF THE PRECEEDING TERMS AND CONDITIONS SET OUT IN THIS AGREEMENT AND THE POLICIES INCORPORATED HEREIN BY REFERENCE.

Fluvanna County School DistrictBy: Edward Boeslauer  
NameDirector of Finance  
Title2/7/2012  
DateConterra Ultra Broadband, LLCBy: Van E. Snowdon  
NameExecutive Vice President  
Title2/7/12  
Date

Conterra Ultra Broadband, LLC

Contract Number: ~~FX~~41

Page 12 of 15

**ATTACHMENT A****Fluvanna County School District**

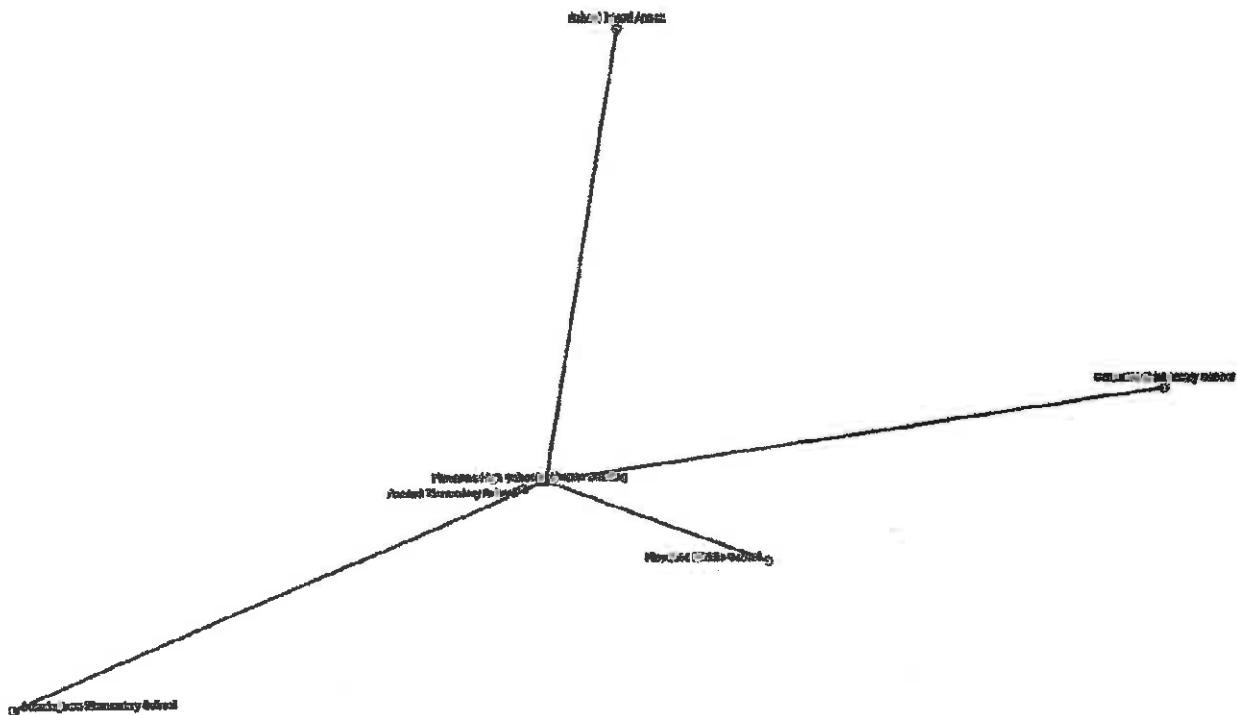
**Narrative Description:** Wide Area Network (WAN) Service including 150 Mbps Connections for 6 sites. This service complies with the Schools and Libraries Division's Wide Area Network (WAN) Fact Sheet.

Quantity	Product or Service Description	Unit Cost (per location)	Extended Cost	
			Monthly Recurring	Non-Recurring
6	150 Mbps Wide Area Network Services (per month)	\$873.08	\$5,238.48	\$0.00

Service Locations				
Name of Site	Address	City	State	Zip
1. Fluvanna High School/Abrams Building	3717 Central Plains Road	Palmyra	VA	22963
2. School Board Annex (Palmyra ES)	14455 James Madison Highway	Palmyra	VA	22963
3. Fluvanna Middle School	9172 James Madison HS	Fork Union	VA	23055
4. Columbia Elementary School	563 Wilmington Road	Palmyra	VA	22963
5. Cunningham Elementary School	479 Cunningham Road	Palmyra	VA	22963
6. Central Elementary School	3340 Central Plains Road	Palmyra	VA	22963

## NETWORK DESIGN

*Network Design subject to change upon final engineering.*



Description of Services

The prices in this contract are based on the following assumptions:

- IT Director and/or Superintendent have authority to approve work plans and Infrastructure locations.
- CUSTOMER provides assistance and support for zoning and building permits as required by the local municipalities.
- CUSTOMER provides site access as required by CONTERRA personnel and contractors and provides contact names, phone numbers, fax numbers and e-mail addresses.
- Antenna structure or building mount installations are not more than 250' from the identified demarcation point.
- CUSTOMER provides two (2) twenty amp, 110 volt dedicated breakers terminated within five (5) feet of Conterra Infrastructure if an exterior location is used and one (1) twenty amp dedicated 110 volt, breaker with a two position receptacle within five (5) feet of Conterra Infrastructure if an interior location is installed.
- CUSTOMER provides connectivity between CONTERRA and CUSTOMER's equipment with a standard Layer 2 interface in the form of an electrical Ethernet RJ45. This point of demarcation (demarc) is to be located at CONTERRA's direction within eight (8) feet of Conterra Infrastructure.
- CUSTOMER provides a free and clear path from the exterior of the building to interior Infrastructure location(s) for all coaxial cable and other necessary cable/wire runs including, but not limited to, building penetrations, inside conduit and proper authorizations from the building owner.
- CUSTOMER provides unobstructed access to the grounds, interior and roof top(s) for Infrastructure location and construction regardless of building ownership. Infrastructure may include, but not be limited to antenna mounting structures, cabinets and wall racks.
- Interior environmental conditions conducive to the proper operations of electronics Infrastructure.
- CUSTOMER's existing back-up power supply, where available, accepts Conterra's Infrastructure.
- All Change Orders will be billed at cost plus 20% and are borne by the CUSTOMER.

Additional Notes on E-Rate Eligible Services

- All infrastructure utilized in the provision of this service belongs to CONTERRA and if physically located at a particular site, is only used as integral component of the eligible Services listed above
- All on-premise Infrastructure which is used by CONTERRA to provide Services listed above is provided by CONTERRA and not by another service provider.
- As clearly indicated in this Agreement, responsibility for maintaining the Infrastructure rests solely with CONTERRA and not with another service provider.
- Ownership of CONTERRA's Infrastructure will not transfer to the CUSTOMER in the future, and as clearly indicated in this Agreement, CUSTOMER does not have an option to purchase the Infrastructure .
- As indicated in Attachment A of this Agreement, all upfront capital charges of CONTERRA's on-premise Infrastructure are less than 67% of the total charges (recurring plus non-recurring) in a year.

**Conterra Ultra Broadband, LLC**

**Contract Number: 1541**

**Page 15 of 15**

- **CONTERRA's on-premise Infrastructure will not be used by the CUSTOMER for any other purpose other than to receive the eligible Services listed above.**
- **CUSTOMER's Local Area Network, if any, is functional without dependence on CONTERRA's Infrastructure.**
- **As indicated in this Agreement, there is no contractual, technical, or other limitation that would prevent CONTERRA from using its network Infrastructure in part for other customers.**

EX2



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF HEALTH

## OFFICE OF DRINKING WATER

Lexington Field Office

Karen Remley, MD, MBA, FAAP  
State Health Commissioner

J. Wesley Kleene, PhD, PE  
Director, Office of Drinking Water

131 Walker Street  
Lexington, VA 24450  
Phone: 540-463-7136  
Fax: 540-463-3892

October 12, 2011

SUBJECT: Fluvanna County  
Water – Columbia District School  
PWSID No.: 2065139

Mr. David Fields  
Fluvanna County Schools  
14455 James Madison Hwy.  
Palmyra, VA 22963

Dear Mr. Fields:

We are in receipt of the lead and copper "first draw" tap sample results for the subject public waterworks located in Fluvanna County. These results were submitted in accordance with Lead and Copper Rule monitoring requirements of the Virginia *Waterworks Regulations* for the January through December 2011 annual reduced monitoring period. A total of five (5) sample results were received.

With these results, your waterworks has now completed an annual reduced monitoring period as defined in the *Waterworks Regulations*. The results of this most recent monitoring are summarized in the table below.

### Columbia District School – Lead & Copper Results

Monitoring Period	Lead 90 <sup>th</sup> Percentile (Action Level: 15 ppb)	Copper 90 <sup>th</sup> Percentile (Action Level: 1.3 mg/L)
January – December 2011	12.8 ppb – Passed ✓	1.26 mg/L – Passed ✓

Since the above summarized results indicate lead and copper concentrations are below the established Action Levels, your waterworks may now proceed to triennial reduced monitoring. Your next required monitoring will be to collect five (5) samples during the January 2012 – December 2014 monitoring period between the months of June and September. Please note that all lead and copper "first draw" tap samples must be collected from the same sampling locations that were used during previous monitoring periods and are approved site locations. If you find it necessary to change any tap sample location, the new location should be of the same tier and category as the initial location and written justification must be submitted to this office.

Recent revisions to EPA's Lead and Copper Rule (Federal Register 40 CFR 141.85) indicate that you are now required to notify the occupants of the lead and copper results for each location in the facility. In addition, you must provide an explanation of the health effects of lead, list steps consumers can take to reduce exposure to lead in drinking water, and water utility contact information. The notification must also provide the maximum contaminant level goal, the action level for lead, and the definitions for these two terms.

EX2

Mr. David Fields  
Page 2

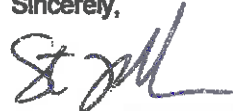
SUBJECT: Fluvanna County  
Water – Columbia District School

Notification to occupants must be made by posting and hand delivery to staff as soon as practical but no later than 30 days from the date of this letter. To assist you in meeting this new notification requirement, enclosed is a sample results notification letter and a fact sheet that meets the EPA mandatory requirements.

After notification has been completed, you must complete the enclosed "Lead and Copper Results Delivery Certification" form and return it to us along with a sample of the distributed notification. The Certification form and sample copy of the notification must be submitted to us within three (3) months from the end of the monitoring period or no later than December 31, 2011. However, we strongly encourage you to return this information within 30 days from the date of this letter.

This office remains available to provide assistance to you in complying with the above listed requirements of the Lead and Copper Rule. Should you have any questions, please do not hesitate to contact this office.

Sincerely,



Steven J. Kvech, P.E.  
District Engineer

SJK/k/111012\_4

Enclosures

cc: Fluvanna County Health Department – Attn: Dr. Lilian Peake, M.D.



Dear Staff, Parents and Students,

As you may know, Columbia District School is also a public water system because we are responsible for providing you with water at this location and ensuring that the drinking water we provide to you meets state and federal standards. We recently collected drinking water samples for lead and copper. The results of this testing are as follows:

Sample Location	Sample Date	Copper Concentration mg/L	Lead Concentration ppb
Kitchen	9/22/11	1.30	3.1
Kitchen Hand Sink	9/22/11	1.21	3.9
Double Bowl Sink	9/22/11	0.41	21.7
Girls Restroom	9/22/11	0.11	< 2
Water Fountain	9/22/11	0.19	< 2

The 90th percentile lead concentration for our waterworks is 12.8 ppb. The 90<sup>th</sup> percentile copper concentration for our waterworks is 1.26 mg/L.

#### **What Does This Mean?**

Under the authority of the Safe Drinking Water Act, the Environmental Protection Agency (EPA) set the Action Level for lead in drinking water at 15 ppb. This means the public water system must ensure that water from the customer's tap does not exceed this level in at least 90 percent of the sites sampled (90th percentile value). The Action Level is the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

Because lead may pose serious health risks, the EPA also set a Maximum Contaminant Level Goal (MCLG) for lead of zero. The MCLG is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

#### **What Are The Health Effects of Lead?**

When people come in contact with lead, it may enter their bodies and accumulate over time, resulting in damage to the brain and kidneys, and can interfere with the production of red blood cells that carry oxygen to all parts of your body. The greatest risk of lead exposure is to infants, young children, and pregnant women. Lead in water can be a special problem for infants, whose diets may be mostly liquids, such as baby formulas or concentrated juices mixed with water. Smaller bodies can absorb lead more rapidly than bigger ones, so amounts of lead that won't hurt an adult can be very harmful to a child and scientists have linked the effects of lead on the brain with lowered IQ in children. During pregnancy, the child receives lead from the mother's bones, which may affect brain development. Adults who drink this water over many years could develop kidney problems or high blood pressure.

#### **What Are The Sources of Lead?**

The primary sources of lead exposure for most children are deteriorating lead-based paint, lead-contaminated dust, and lead-contaminated residential soil. Exposure to lead is a significant health concern, especially for young children and infants whose growing bodies tend to absorb more lead than the average adult. If you are concerned about lead exposure, parents should ask their health care providers about testing children for high levels of lead in the blood.

## **Consumer Notification of Lead Tap Monitoring Results**

### **Template for School Nontransient Noncommunity Water Systems**

**Must be posted/distributed within 30 days of the letter date**

**Example Notice to School Water System Consumers follows on the Next Page:**

### **What Can I Do To Reduce Exposure to Lead in Drinking Water?**

Lead may work its way into drinking water after the water entered the distribution system and is on its way to consumers taps. This usually happens through the corrosion of materials containing lead in household plumbing. These materials include brass faucets, lead solder on copper pipes, lead pipes, or lead service lines connecting the water main to the inside plumbing. Lead pipes are no longer installed for service lines or in household plumbing and lead solder has been outlawed in Virginia since 1985.

There are several steps you can take to reduce your exposure to lead in drinking water. These include:

1. **Run your water to flush out lead.** If water hasn't been used for several hours, allow the water to run at the tap for 15-30 seconds or until it becomes cold or reaches a steady temperature before using it for drinking or cooking. This flushes lead-containing water from the pipes.
2. **Use cold water for cooking and preparing baby formula.** Do not cook with or drink water from the hot water tap as lead dissolves more easily into hot water. Do not use water from the hot water tap to make baby formula.
3. **Do not boil water to remove lead.** Boiling water will not reduce lead.
4. **Look for alternative sources or treatment of water.** You may want to consider purchasing bottled water or a water filter. Read the package to be sure the filter is approved to reduce lead or contact the National Sanitation Foundation at 800-NSF-8010 or [www.nsf.org](http://www.nsf.org) for information on performance standards for water filters. If you choose to install a lead removal filter, be sure to maintain and replace a filter device in accordance with the manufacturer's instructions to protect water quality.
5. **Get your child tested.** Contact your local health department or healthcare provider to find out how you can get your child tested for lead if you are concerned about exposure.
6. **Identify if your plumbing fixtures contain lead.** New brass faucets, fittings, and valves, including those advertised as "lead-free," may contribute lead to drinking water. The law currently allows end-use brass fixtures, such as faucets, with up to 8% lead to be labeled as "lead free." Visit the National Sanitation Foundation Web site at [www.nsf.org](http://www.nsf.org) to learn more about lead-containing plumbing fixtures.

### **For More Information**

Contact Mr. David Fields at (434) 589-4342 with any questions. For more information on reducing lead exposure around your home and the health effects of lead, visit EPA's web site at [www.epa.gov/lead](http://www.epa.gov/lead), call the National Lead Information Center at 800-424-LEAD, or contact your health care provider.

EX2

**90th Percentile between 06/01/2011 through 09/30/2011**  
**2065139 COLUMBIA DISTRICT SCHOOL**

**COPPER, FREE**

Sample Point	Sample Number	Sample Date	Result	90th	Action Level
DS005 GIRLS RESTROOM	E110606179	09/22/2011	0.11 MG/L		
LCR06 WATER FOUNTAIN	E110606178	09/22/2011	0.187 MG/L		
DS003 DOUBLE BOWL SINK	E110606176	09/22/2011	0.414 MG/L		
DS002 KITCHEN HAND SINK	E110606180	09/22/2011	1.21 MG/L		
DBP01 KITCHEN - MRT	E110606175	09/22/2011	1.3 MG/L	1.2550	1.3 MG/L

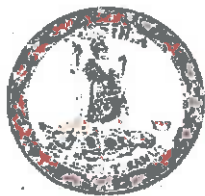
**LEAD**

Sample Point	Sample Number	Sample Date	Result	90th	Action Level
LCR06 WATER FOUNTAIN	E110606178	09/22/2011	<2 PPB		
DS005 GIRLS RESTROOM	E110606179	09/22/2011	<2 PPB		
DBP01 KITCHEN - MRT	E110606175	09/22/2011	3.17 PPB		
DS002 KITCHEN HAND SINK	E110606180	09/22/2011	3.87 PPB		
DS003 DOUBLE BOWL SINK	E110606176	09/22/2011	21.7 PPB	12.7850	15 PPB

Report generated for PWSID 2065139 COLUMBIA DISTRICT SCHOOL only.

Pb & Cu 90th Percentile 06/01/2011 through 09/30/2011

EX2



**VIRGINIA DEPARTMENT OF HEALTH  
OFFICE OF DRINKING WATER**

**Lexington Field Office**

**131 Walker Street**

**Lexington, VA 24450**

**Phone: (540) 463-7136 Fax: (540) 463-3892**

**Lead & Copper**

**MR. DAVID W. FIELDS  
FLUVANNA COUNTY SCHOOLS  
14455 JAMES MADISON HIGHWAY  
PALMYRA, VA 22963**

**Location DISTRICT 10**

**Lab VA010.-DCLS**

**Sample Number E110606176**

**Sample Type RT**

**Collection Date/Time 9/22/2011 7:30 pm**

**Date Received at Lab 9/23/2011**

**Taken By D.FIELDS**

**Last Water Use -22-11 13:30**

**PWSID 2065139 COLUMBIA DISTRICT SCHOOL  
Facility DS001 DISTRIBUTION SYSTEM  
Sampling Point DS003 DOUBLE BOWL SINK (FN)**

Parameter	Concentration Limit and Standard	Test Result (Exceedances in Bold)
1022 COPPER, FREE	1.3 MG/L Action Level	0.414 MG/L
1030 LEAD	0.015 MG/L Action Level	<b>0.0217 MG/L</b>

EX2



**VIRGINIA DEPARTMENT OF HEALTH  
OFFICE OF DRINKING WATER**

**Lexington Field Office**

**131 Walker Street**

**Lexington, VA 24450**

**Phone: (540) 463-7136 Fax: (540) 463-3892**

**Lead & Copper**

**MR. DAVID W. FIELDS  
FLUVANNA COUNTY SCHOOLS  
14455 JAMES MADISON HIGHWAY  
PALMYRA, VA 22963**

**Location DISTRICT 10**

**Lab VA010 - DCLS**

**Sample Number E110606179**

**Sample Type RT**

**Collection Date/Time 9/22/2011 7:17 pm**

**Date Received at Lab 9/23/2011**

**PWSID 2065139 COLUMBIA DISTRICT SCHOOL**

**Facility DS001 DISTRIBUTION SYSTEM**

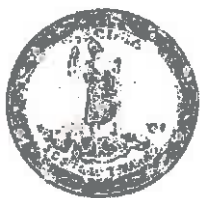
**Sampling Point DS005 GIRLS RESTROOM (FN)**

**Taken By D.FIELDS**

**Last Water Use -22-11 13:15**

Parameter	Concentration Limit and Standard	Test Result (Exceedances in Bold)
1022 COPPER, FREE	1.3 MG/L Action Level	0.11 MG/L
1030 LEAD	0.015 MG/L Action Level	< 2 UG/L

EX2



**VIRGINIA DEPARTMENT OF HEALTH  
OFFICE OF DRINKING WATER**

**Lexington Field Office**

**131 Walker Street**

**Lexington, VA 24450**

**Phone: (540) 463-7136 Fax: (540) 463-3892**

**Lead & Copper**

**MR. DAVID W. FIELDS  
FLUVANNA COUNTY SCHOOLS  
14455 JAMES MADISON HIGHWAY  
PALMYRA, VA 22963**

**Location DISTRICT 10**

**Lab VA010 - DCLS**

**Sample Number E110606175**

**Sample Type RT**

**Collection Date/Time 9/22/2011 7:27 pm**

**Date Received at Lab 9/23/2011**

**PWSID 2065139 COLUMBIA DISTRICT SCHOOL**

**Facility DS001 DISTRIBUTION SYSTEM**

**Sampling Point DBP01 KITCHEN - MRT (FN)**

**Taken By D.FIELDS**

**Last Water Use -22-11 13:15**

Parameter	Concentration Limit and Standard	Test Result (Exceedances in Bold)
1022 COPPER, FREE	1.3 MG/L Action Level	1.3 MG/L
1030 LEAD	0.015 MG/L Action Level	0.00317 MG/L



EX2



**VIRGINIA DEPARTMENT OF HEALTH  
OFFICE OF DRINKING WATER**

Lexington Field Office

131 Walker Street

Lexington, VA 24450

Phone: (540) 463-7136 Fax: (540) 463-3892

**Lead & Copper**

**MR. DAVID W. FIELDS  
FLUVANNA COUNTY SCHOOLS  
14455 JAMES MADISON HIGHWAY  
PALMYRA, VA 22963**

Location **DISTRICT 10**

Lab VA010 - DCLS

Sample Number **E110606178**

Sample Type **RT**

Collection Date/Time **9/22/2011 7:11 pm**

Date Received at Lab **9/23/2011**

Taken By **NP**

Last Water Use **-22-11 13:10**

PWSID **2065139 COLUMBIA DISTRICT SCHOOL**  
Facility **DS001 DISTRIBUTION SYSTEM**  
Sampling Point **LCR06 WATER FOUNTAIN (FN)**

Parameter	Concentration Limit and Standard	Test Result (Exceedances in Bold)
1022 COPPER, FREE	1.3 MG/L Action Level	<b>0.187 MG/L</b>
1030 LEAD	0.015 MG/L Action Level	<b>&lt; 2 UG/L</b>

EX2



**VIRGINIA DEPARTMENT OF HEALTH  
OFFICE OF DRINKING WATER**

**Lexington Field Office**

**131 Walker Street**

**Lexington, VA 24450**

**Phone: (540) 463-7136 Fax: (540) 463-3892**

**Lead & Copper**

**MR. DAVID W. FIELDS  
FLUVANNA COUNTY SCHOOLS  
14455 JAMES MADISON HIGHWAY  
PALMYRA, VA 22963**

**Location DISTRICT 10**

**Lab VA010 - DCLS**

**Sample Number E110606180**

**Sample Type RT**

**Collection Date/Time 9/22/2011 7:35 pm**

**Date Received at Lab 9/23/2011**

**Taken By D.FIELDS**

**Last Water Use -22-11 13:30**

**PWSID 2065139 COLUMBIA DISTRICT SCHOOL  
Facility DS001 DISTRIBUTION SYSTEM  
Sampling Point DS002 KITCHEN HAND SINK (FN)**

Parameter	Concentration Limit and Standard	Test Result (Exceedances in Bold)
1022 COPPER, FREE	1.3 MG/L Action Level	1.21 MG/L
1030 LEAD	0.015 MG/L Action Level	0.00387 MG/L

EX2



**VIRGINIA DEPARTMENT OF HEALTH  
OFFICE OF DRINKING WATER**

**Lexington Field Office**

**131 Walker Street**

**Lexington, VA 24450**

**Phone: (540) 463-7136 Fax: (540) 463-3892**

**Nitrate + Nitrite (Combined)**

**MR. DAVID W. FIELDS  
FLUVANNA COUNTY SCHOOLS  
14455 JAMES MADISON HIGHWAY  
PALMYRA, VA 22963**

**Location DISTRICT 10**

**Lab VA010 - DCLS**

**Sample Number E110904614**

**Sample Type RT**

**Collection Date/Time 10/11/2011 11:25 am**

**Date Received at Lab 10/11/2011**

**Taken By D FIELDS**

**Last Water Use**

**PWSID 2065139 COLUMBIA DISTRICT SCHOOL**

**Facility EP001 EP WELL**

**Sampling Point EP001 EP WELL (FN)**

Parameter	Concentration Limit and Standard	Test Result (Exceedances in Bold)
1038 NITRATE-NITRITE	10 MG/L PMCL	1.13 MG/L

**The results on this form indicate that all contaminants tested are below the maximum contaminant levels as set forth by the US EPA.**

**The next NITRATE + NITRITE (COMBINED) sample from this sampling point is due FOURTH QUARTER OF 2012.**

**If you have any questions, please contact us at the number listed above.**

**Reviewed by** Carl Christian

# PERMIT TO INSTALL ☒ REPAIR, ☒ REASONS FOR REJECTION ☐ WATER SUPPLY ☐ SEWAGE DISPOSAL SYSTEM ☒

BOS2017-09-20 p.121/247

EX3

- (1) Void after (12) twelve months. (2) Automatically cancelled when site conditions are changed from those shown on permit.  
 (3) Automatically cancelled should facts later become known that a potential hazard would be created by continuing installation.

FHA/VA ☐ Yes ☐ No

Date 9/30/76 Case No. 43923

Owner Col. Dist. Chn. School Address Wilmington, VA Phone 589-8613  
 (Mailing Address)

Occupant \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_  
 (Mailing Address)

Exact Location of premises Witude of Rt 608 1 mile south of Rt 606  
 (Subdivision, Street or Road Name, Section or Lot No.)

FOR: ☐ Dwelling ☒ Other school Automatic Washing Machine ☐ Yes ☒ No Consumption 1000 gal. per day  
 Actual ☐ Potential ☐ Bedrooms \_\_\_\_\_ Garbage Disposal Unit ☐ Yes ☒ No (☐ Actual ☒ estimated Water)  
 Additional wastes 160 students

(1) WATER SUPPLY (Existing) Class \_\_\_\_\_ Approved ☒ Yes ☐ No Other Existing Well  
 (To be installed) Class \_\_\_\_\_ Cased \_\_\_\_\_ ft. to be grouted \_\_\_\_\_ ft.

(Unless supported by positive evidence Class III is to be considered as to be installed.)

(2) SOIL STUDY Naturally drained, suitable by sight ☒ Yes ☐ No Technical Classification III (If Known)  
 Estimated Percolation Rate 1-10 ☐ 11-25 ☐ 26-50 ☐ > 51 ☒ Percolation Test Required ☐ Yes ☒ No Rate \_\_\_\_\_  
 (Minutes per inch) (Minutes per inch to nearest 10 minutes)  
 Depth to Grey Mottles > 60 inches (estimate over 4 ft.) OTHER None  
 Surface drainage required ☐ Yes ☒ No OTHER DRAINAGE None

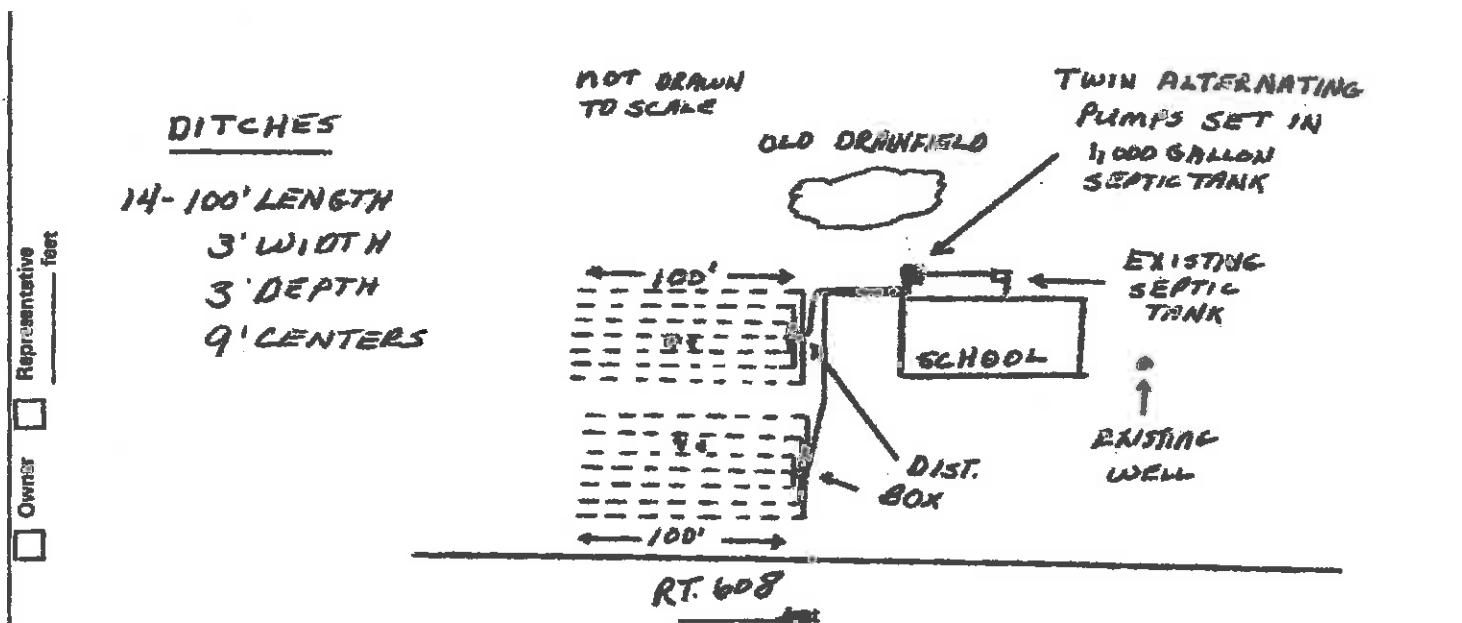
(3) HOUSE SEWER LINE Size \_\_\_\_\_ inches. Type of material Existing Sewer Line Distance from Water Supply \_\_\_\_\_ feet.

(4) DETAILS OF CONSTRUCTION Watertight Septic Tank of \_\_\_\_\_ Material \_\_\_\_\_ Liquid Capacity \_\_\_\_\_ gallons.  
 Inside Dimensions Length \_\_\_\_\_ feet. Width \_\_\_\_\_ feet. Depth \_\_\_\_\_ feet. Depth of Air Space \_\_\_\_\_ feet.

SUBSURFACE ABSORPTION FIELD Number of square feet required 5,200 Type aggregate required Gravel stone

(5) Depth of aggregate from base of tile to bottom of ditches 6 inches. Allowable fall 2 to 6 inches.  
 Total aggregate minimum depth 13 inches or more. Depth of drainfield to be 36 inches from surface of original ground.  
 Distance from well to septic tank 50 feet; distance from well to drainfield 100 feet. minimum distance

Rough Sketch of Premises (including adjacent properties if pertinent, Showing Location of Lot Line, Buildings, Water Supplies, Sewage Disposal Systems, Trees, and Other Possible Sources of Contamination of Water Supplies, by Indicating Distances and Slope with regard to one another.



Note: Owner or his agent must notify Fluvanna County Health Department, Phone 589-8021 when installation is ready for inspection. If any Sewage Disposal System, or part thereof, is covered before being inspected by the Health Department, it shall be uncovered at the direction of the Health Director or his agent. CONDITIONS DISCOVERED DURING INSTALLATION MAY REQUIRE ADJUSTMENTS OF SYSTEM DESIGN. Changes from above specifications require Health Department approval before being made.

Based on the above information, the undersigned recommends that this permit be issued.

Date \_\_\_\_\_ Approved \_\_\_\_\_ (Reviewing Authority) Date 9/30/76 Signed John A. Northrup (Sanitarian or Health Director)

## RECORD OF INSPECTION SEWAGE DISPOSAL SYSTEM

EX3

Owner Col. Dist. Elba School Address Belmont, VA Phone \_\_\_\_\_  
 Occupant \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_  
 Exact Location of Premises Westside of Rt 606 1 mile south of Rt 606  
 (Subdivision, Street or Road Name, Section or Lot No.)

## WATER SUPPLY INSPECTION

Installed according to Permit Design ☒ Yes ☐ No. Distance to nearest House Sewer 50 feet. Distance to nearest Sewage Disposal System empty ditch feet. (Use Form LHS-143 for Detailed inspection of Water Supply Reference Materials.)

## SEWAGE DISPOSAL SYSTEM INSPECTION

- (1) LOCATION  
 Allotted Area adequate ☒ Yes ☐ No. Distance from nearest lot lines 10 feet. Trees 15 feet. Water Supply 10 feet. Buildings 25 feet.
- (2) INSTALLATION AND DESIGN  
 Installed according to Permit Design ☒ Yes ☐ No.  
 Have additional Household Appliances been added NOT on Permit  
☐ Automatic Washer ☐ Garbage Disposal  
☐ Other None  
 (Describe)
- (3) SOIL CONDITION  
 Are there soil conditions now evident which indicate system may be unsatisfactory as designed: ☐ Yes ☒ No. If Yes, show adjustments required under "Remarks" below
- (4) HOUSE SEWER LINE  
 Installed ☐ Yes ☐ No. Type of material Erding Size \_\_\_\_\_ inches.
- (5) SEPTIC TANK  
 Constructed of Erding  
 (Kind of material)  
 Inside Dimensions Length \_\_\_\_\_ feet. Width \_\_\_\_\_ feet.  
 Liquid Depth \_\_\_\_\_ feet. Depth of Air Space \_\_\_\_\_ inches.  
 Inside Fittings comply with requirements ☐ Yes ☐ No.
- (6) DISTRIBUTION BOX  
 Watertight and equal surcharge to each line by Water Test ☒ Yes ☐ No. Distribution Box provided with 4 extra outlets for future use. (Number)
- (7) SUBSURFACE ABSORPTION FIELD  
 Total Area in bottom of ditches 4000 square feet.  
 Number of ditches 11 Length of ditches 360 feet.  
 Grade of ditches Minimum \_\_\_\_\_ inches per 100 feet. Maximum \_\_\_\_\_ inches per 100 feet. Has system been checked by instruments (Level) ☒ Yes ☐ No.  
 Type aggregate used Rock on bottom  
 Depth of aggregate under Tile \_\_\_\_\_ inches.  
 Total Depth of aggregate \_\_\_\_\_ inches.  
 Depth of backfill over aggregate 10-30 inches.
- (8) SURFACE DRAINAGE  
 Storm Drains from House and Basement flowing away from Subsurface Drainage Field: ☒ Yes ☐ No. Was Surface Drainage required ☐ Yes ☒ No. If Yes, has this been provided ☐ Yes ☐ No. Has area been drained by lowering Ground Water Table: ☐ Yes ☐ No. ☒ Not required.
- (9) Are follow-up inspections necessary ☐ Yes ☒ No.

Septic Tank Contractor Carl Johnson Address 101 Ridge, VA Phone 579-8224  
 This Sewage Disposal System (Is) ☒ Approved by John A. Whitburn Health Department  
 Date 4/1/77 Signed John A. Whitburn (Sanitarian)  
 Date \_\_\_\_\_ Approved \_\_\_\_\_ (Reviewing Authority)

With proper maintenance, approved Sewage Disposal systems may be expected to function satisfactorily, provided no overloading or physical damage occurs to the system. Remarks: System not guaranteed to function indefinitely only that it has been installed according to code.

EX3

## WATER SUPPLY

County/City Shenandoah Date 1-20-82 Case No. \_\_\_\_\_☐ Proposed☐ Public☒ Non-Public Drinking☒ Record of Inspection☐ Quasi - PublicOwner Shenandoah Co. Water Address Palmyra, VA Phone \_\_\_\_\_  
(Mailing Address)Occupant Colonias Dist. Water Address \_\_\_\_\_ Phone \_\_\_\_\_  
(Mailing Address)Exact Location of Premises West side of Rt 408, 3 mile South of M606  
(Subdivision, Street or Road Name, Section or Lot No.)TYPE CUSTOMERS: ☐ Community ☐ Industrial ☐ Recreational ☐ Other:

TYPE SOURCE PROPOSED: \_\_\_\_\_

TOTAL PROPOSED ULTIMATE CONNECTIONS: \_\_\_\_\_

TOTAL PROPOSED ULTIMATE PERSONS (EMPLOYEES) SERVED: \_\_\_\_\_

TOTAL PROPOSED PRESENT CONNECTIONS: \_\_\_\_\_

TOTAL PROPOSED PRESENT POPULATION SERVED: \_\_\_\_\_

\* Notify Division of Engineering (Regional Engineer) of impending development of a Public Water Supply.

AN INDIVIDUAL WATER SUPPLY ☐ New ☒ Existing FROM ☒ Drilled Well ☐ Driven Well ☐ Bored Well  
☐ Dug Well ☐ Other \_\_\_\_\_ FOR ☐ Home ☐ Restaurant ☐ Trailer Court ☐ Motel  
☐ Service Station ☐ Other Hotel

If a new supply, inspect for compliance with standards. If an existing supply, furnish as much information as may be available.

SOURCE OF INFORMATION U. M. Sherrill IS PUBLIC WATER SUPPLY AVAILABLE ☐ Yes ☒ NoSEWAGE DISPOSAL BY ☐ PUBLIC SEWER ☐ COMMUNITY SYSTEM ☒ INDIVIDUAL SYSTEM ON SITE.

## INSPECTION FINDINGS

(1) WATERSHED Surface Drainage away from source in all directions  
☒ Yes ☐ No. Distance Source from possible causes of contamination  
Sewer Line 150 feet. Type of material used in Sewer Line hardcore Septic Tank 2100 feet.  
(Describe) Scepage Pit \_\_\_\_\_ feet. Subsurface Absorption Field (nearest point) 700 feet. Other \_\_\_\_\_ feet.  
Note any serious obstacles in watershed on back of form.(2) TYPE OF SOIL FORMATION ☐ Tight Clay ☐ Limestone  
☐ Sandstone ☐ Other \_\_\_\_\_ (Describe)(3) CLASSIFICATION OF WELL ☐ Type - 1 ☐ Type - 2A  
☐ Type - 2B ☐ Type - 3 ☐ Other 98(4) CONSTRUCTION DETAILS Total depth 98 feet.  
Diameter 6 inches. Type of casing steel  
(Describe) Depth of casing 98 feet. Exterior space around casing  
sealed with ☒ Concrete grout to depth of 50 feet.  
☐ Poured in place ☐ Pumped in under pressure ☐ Other type  
backfill \_\_\_\_\_ to depth of \_\_\_\_\_ feet.  
(Describe) casing extends \_\_\_\_\_ inches above ground.(5) WATER SOURCE COVER ☐ Concrete ☒ Metal ☐ Other  
(Kind of Material) Opening in Cover watertight  
☐ Yes ☐ No. If no, explain \_\_\_\_\_(6) PUMP ☐ Shallow Well ☒ Deep Well. Length of Drop Pipe  
\_\_\_\_\_ feet. Well capacity \_\_\_\_\_ gallons per minute.  
Size of Feeder Pipe 1 1/2 inches(7) PUMP LOCATION ☒ In Well ☐ Over Well ☐ Offset.  
If offset, does watertight casing extend to Pump ☐ Yes ☐ No  
Pump room located \_\_\_\_\_ feet from Well.  
Pump room drained by gravity through 4 - inch or larger pipe to  
surface to ground ☐ Yes ☐ No. Pump platform of concrete  
or other impervious material, at least 4 inches thick at casing,  
extending at least 24 inches in all directions, sloped to drain;  
☐ Yes ☐ No. Pump mounting watertight ☐ Yes ☐ No.  
Sanitary Well Seal in casing and properly vented ☐ Yes ☐ No.(8) TYPE OF STORAGE ☒ Pressure ☐ Gravity. Capacity 103.9  
gallons. If gravity, is overflow pipe screened ☐ Yes ☐ No.THIS WATER SUPPLY SYSTEM ☒ Is ☐ Recommended by Shenandoah County ☐ Div. Engineering  
☐ Is not ☒ Approved ☐ Health Department

REMARKS: \_\_\_\_\_

Date 1-20-82 Signed [Signature] Date \_\_\_\_\_ Approved \_\_\_\_\_ (Health Director)

Date \_\_\_\_\_ Approved \_\_\_\_\_ Date \_\_\_\_\_ Approved \_\_\_\_\_ (Reviewing Authority—Other Agency or Engineer)

EX4



TJL Environmental Health Consultants, Inc.  
 2304 Jefferson Park Avenue  
 Charlottesville, VA 22903  
 434-977-1409  
 tjloving@comcast.net

September 1, 2012

Mr. David Fields  
 Director of Facilities  
 Fluvanna County Schools  
 Rt. 1, Box 419  
 Palmyra, VA 22963

RE: AHERA 3-Year Asbestos Re-inspection – Columbia Elementary School

Dear Mr. Fields:

The EPA Asbestos Hazards Emergency Response Act (AHERA) 3-year re-inspection was performed at the Columbia Elementary School on July 9, 2012 by TJL Environmental Health Consultants, Inc (TJL). In accordance with these regulations, the conditions of each "homogeneous area" of asbestos-containing building materials (ACBM) were re-assessed, and corresponding recommendations have been made within this report for properly managing these materials.

According to your last 3-year re-inspection report, dated September 28, 2009, known ACBM that remain within this building consist of 9"x9" floor tiles and related mastics throughout some areas of the school, and they are encased under carpeting. Our current assessments of these remaining ACBM are as follows:

Homogeneous Area	Assessment Category	Recommended Response Actions	Updated Schedule for Response Actions
1. 9"x9" floor tiles and related mastics	5 – ACBM with potential for damage (Floor tiles were encased under carpet and inaccessible at this time.)	Continue operations and maintenance as in AHERA management plan (Do not disturb carpeting over tiles. Have custodial and maintenance staff report any damage of this carpeting to the AHERA Designee, repair any such damage as necessary, and continue with 6-month surveillance until these ACBM are properly removed)	Ongoing operations and maintenance (O&M) until these ACBM are properly removed. Removal should be scheduled prior to any renovation or demolition activities that might cause their disturbance.



EX4



TJL Environmental Health Consultants, Inc.  
2304 Jefferson Park Avenue  
Charlottesville, VA 22903  
434-977-1409  
tjloving@comcast.net

A copy of this AHERA 3-year re-inspection report should be kept with the original EPA AHERA Asbestos Inspection Report and Management Plan (Management Plan), in the Main Office at the Columbia Elementary School. It should be available for review to any interested persons at any time during school hours. A notice informing the public of the availability of this Management Plan and 3-year re-inspection report should be either posted in a public place within the Elementary School building or sent out to parent, teacher and employee organizations in a formal manner (news paper, letter, etc.), on an annual basis or until all ACBM are properly removed.

The EPA AHERA rule requires that all maintenance and custodial staff who work within this school building must be given annual asbestos awareness training. For new employees, a 2-hour (minimum) course is required, and for those who have attended the initial course, there is no minimum specified for the update training (typically this can be done in ½ hour). You should confirm that all such training is up to date, and that the training records are kept with the Management Plan.

Should you have any questions regarding this 3-year EPA AHERA Asbestos re-inspection report, if you need assistance with asbestos awareness training, or if certain building materials not identified in the original AHERA Inspection Report require testing prior to future disturbance (renovations, demolition, major maintenance, etc.), please do not hesitate to contact me.

Sincerely,

T. Joel Loving, M.S., C.E.I.  
President

Virginia Asbestos Inspector License #3303-000057  
Virginia Management Planner License #3304-000075

# Old Dominion Environmental Services, Inc.

Certificate No. 09223

*This is to certify that*

**Joel Loving**

*Attended and successfully passed an examination for the course*

**4-Hour Asbestos Inspector  
Refresher Training Course**


*on*


**February 16, 2012**

*The course and examination location was:*

**13813 Village Mill Drive, Suite E  
Midlothian, Virginia 23114**

**This certificate expires on February 16, 2013**

  
John J. Geroy  
Course Director

  
Bill Callan  
Primary Instructor

The Person Receiving This Certificate Has Received The Required Training For Asbestos Accreditation Under TECA Title II

# **Old Dominion Environmental Services, Inc.**

Certificate No. 09225

*This is to certify that*

**Joel Loving**

*Attended and successfully passed an examination for the course*

**4-Hour Asbestos Management Planner  
Refresher Training Course**


*on*

**February 16, 2012**

*The course and examination location was:*

**13813 Village Mill Drive, Suite E  
Midlothian, Virginia 23114**

**This certificate expires on February 16, 2013**

  
John J. Gerow  
Course Director

  
Bill Callan  
Primary Instructor

The Person Receiving This Certificate Has Received The Required Training For Asbestos Abatement Under TSCA Title II

07-31-2013

COMMONWEALTH OF VIRGINIA  
1000 Bayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

BOS2017-09-20 6:128/247

3303 000057

**VIRGINIA ASBESTOS LICENSE  
INSPECTOR LICENSE**

JOEL LOVING  
17 DEER PATH

CHARLOTTESVILLE, VA 22903



*Gordon N. Dixon*  
Gordon N. Dixon, Director

ALTERATION OF THIS LICENSE, THE INFORMATION ON ONE OF THE OTHERS OR THE OTHERS  
FROM THE INFORMATION PROVIDED IN THE ORIGINAL PRESENTATION OF THE LICENSE OF VIRGINIA

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

07-31-2013

Telephone: (804) 367-8500

3304 000075

**VIRGINIA ASBESTOS LICENSE  
MANAGEMENT PLANNER LICENSE**

JOEL LOVING  
17 DEER PATH

CHARLOTTESVILLE, VA 22903



*Gordon N. Dixon*  
Gordon N. Dixon, Director

ALTERATION OF THIS LICENSE, THE INFORMATION ON ONE OF THE OTHERS OR THE OTHERS  
FROM THE INFORMATION PROVIDED IN THE ORIGINAL PRESENTATION OF THE LICENSE OF VIRGINIA

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

07-31-2013

1000 Bayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

3305 000025

**VIRGINIA ASBESTOS LICENSE  
PROJECT DESIGNER LICENSE**

JOEL LOVING  
17 DEER PATH

CHARLOTTESVILLE, VA 22903



*Gordon N. Dixon*  
Gordon N. Dixon, Director

ALTERATION OF THIS LICENSE, THE INFORMATION ON ONE OF THE OTHERS OR THE OTHERS  
FROM THE INFORMATION PROVIDED IN THE ORIGINAL PRESENTATION OF THE LICENSE OF VIRGINIA

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

06-30-2013

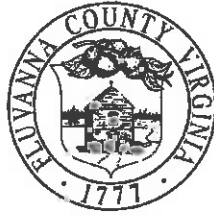
Telephone: (804) 367-8500

3309 000116

**VIRGINIA ASBESTOS LICENSE  
PROJECT MONITOR LICENSE**

JOEL LOVING  
17 DEER PATH





**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-02**  
**SALE OF COUNTY PROPERTY**  
**COLUMBIA ELEMENTARY SCHOOL (FORMER)**  
**563 Wilmington Road, Palmyra, VA 22963**

**ADDENDUM # 4:**

Reference – Request for Proposal: RFP #2016-02  
Title of Request for Proposal: SALE OF COUNTY PROPERTY  
Issue Date: September 11, 2015  
Bid Due Date and Time: July 24, 2017 (pursuant to Addendum #3)

The above RFP #2016-02 is hereby amended and modified as follows:

1. The following are clarifications from questions received:
  - a. We have been asked if a Contractor and/or potential offeror can come inspect the roof of a property.
    - i. *The County is open to allow access to potential offerors and contractors for review. All persons wanting access must e-mail Eric Dahl, Deputy County Administrator via e-mail at [edahl@fluvannacounty.org](mailto:edahl@fluvannacounty.org) to schedule an appointment at a mutually agreed upon time. All such requests to see the property must be received on or before July 17th, 2017.*

**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.**

Very truly yours,

Cyndi Toler, Purchasing Officer  
Fluvanna County, Virginia  
132 Main Street  
Palmyra, VA 22963  
(434) 591-1930

Name of Firm: Howard and Laurie Hilsinger  
BY: [Signature]

Signature of duly authorized representative

Title: Owner

Date: 7/20/17



**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-02**  
**SALE OF COUNTY PROPERTY**  
**COLUMBIA ELEMENTARY SCHOOL (FORMER)**  
**563 Wilmington Road, Palmyra, VA 22963**

**ADDENDUM # 5:**

Reference – Request for Proposal: RFP #2016-02  
 Title of Request for Proposal: SALE OF COUNTY PROPERTY  
 Issue Date: September 11, 2015  
 Bid Due Date and Time: July 24, 2017 @ 2 p.m. (pursuant to Addendum #3)

The above RFP #2016-02 is hereby amended and modified as follows:

1. The following are clarifications from questions received:
  - a. Will the current tax assessments be adjusted?
    - i. *This property's assessment has been corrected by the Commissioner of Revenue pursuant to Virginia Code Section 58.1-3981 and the new assessment values are as follows:*
      - *Total Improvement Value (Bldg): \$149,800*
      - *Total Land Value: \$65,200*
      - *Total Property Value: \$215,000*

*The above Total Property Value is effective as of January 1, 2017. The future assessed values are subject to change and reassessment.*

**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.**

Very truly yours,

Cyndi Toler, Purchasing Officer  
 Fluvanna County, Virginia  
 132 Main Street  
 Palmyra, VA 22963  
 (434) 591-1930



Name of Firm: Howard and Laurie Hilsinger

BY: [Signature]

Signature of duly authorized representative

Title: owner

Date: 7/20/17



November 12, 2014

County of Fluvanna  
Attn: Steve Nichols  
132 Main Street  
Palmyra, VA 22963

**Re: Letter of Agreement**

Dear Mr. Nichols:

Conterra Ultra Broadband, LLC ("Conterra") and the Fluvanna County School Board (referred to in the Agreement as "Fluvanna County School District") ("Schools") are parties to a Telecommunications Services Agreement ("Agreement") dated February 2, 2012. It has been brought to the attention of Conterra that Columbia Elementary School ("Columbia"), located at 563 Wilmington Road, Palmyra, VA 22936 and Cunningham Elementary School ("Cunningham"), located at 479 Cunningham Road, Palmyra, VA 22963 will be closing as of July 1, 2013. It is the understanding of Conterra that ownership of the respective properties will be transferred to Fluvanna County ("County"). The provision of Services (defined in the Agreement) by Conterra to Columbia and Cunningham has been terminated.

It is Conterra's and the Schools' desire to enter into a Letter of Agreement with the County to provide for their continuing ability to use, access, and maintain (at the sole cost of Conterra and the Schools, respectively) all of their respective equipment on the sites being transferred to the County. To the extent permitted by applicable law, regulation and ordinance and consistent County policy, the County will provide unprivileged necessary or appropriate documentation as reasonably requested by Conterra related to its provision of services as outlined hereunder.

By signing below, the parties agree that Conterra and the Schools will continue to have access and rights to their respective equipment for purposes of providing and maintaining communications services, subject to the following:

1. As of the date of this Letter of Agreement, Conterra's equipment on the sites consists of Conterra's existing poles and wiring associated with the Schools' bus repeater antennas and the Schools' equipment on the sites consists of the Schools' bus repeater antennas and associated wiring and electrical boxes.
2. Conterra shall have the right to operate, replace, modify and add to its equipment on the sites, subject to the County's prior approval, which shall not be unreasonably withheld or delayed, provided that no additional ground space shall be occupied except as reasonably required for wiring on each site between the electrical box, the pole, and the equipment cabinet referred to in the next sentence. Notwithstanding the foregoing, Conterra may

August 14, 2017

The Hilsingers - Reply to questions

- Offer Amount: our offer is a cash offer with no contingencies, no inspection requested.
- Funding Source: personal funds - our proof of funds letter from our bank (UVA Credit Union) was included in the original bid package
- Intended Purpose: affordable apartment housing, preferably 6 units total, dependent upon county approval
- Additional Provisions/Contingency: we have additional funds set aside for immediate renovations

Additional Information:

We are Howie and Laurie Hilsinger and along with our son Sam, we live in Fluvanna County.

We've invested heavily in the community, improving multiple properties within Fluvanna County (see photos). We employ local talent and use local vendors. Our efforts building and renovating properties in Fluvanna have already contributed greatly to raising the tax base.

Howie is an expert in the Building Industry. He has over 25 years of commercial and residential contracting experience in all aspects, including management, company oversight of \$7M annual sales, direct sales/client project management, overall production management/scheduling, and most extensively – doing his own hands on work as a lead carpenter.

His depth of industry experience includes all project phases from design through completion and includes working closely with architects, engineers, and building inspectors - keeping projects in compliance with all codes.

Over his career, Howie has managed all types of projects such as construction of a large hospital, hotels, office buildings, retail space and residential.

We are founding members of Redemption Church of Charlottesville, a church plant currently meeting at Stone-Robinson Elementary where Howie is head of facilities and Laurie is worship leader. The current location requires weekly set-up and tear-down of the service, which we are actively involved in.

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB F**

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	Sale of County Real Property known by current street numbering as 479 Cunningham Road, Palmyra VA and also Known as the Former Cunningham Elementary School to The Light Academy Inc. for a Price of \$118,750.00				
<b>MOTION(s):</b>	<p>I move the Board of Supervisors approve the proposed sale of the County's real property known by current street numbering as 479 Cunningham Road, Palmyra VA and also Known as the Former Cunningham Elementary School to The Light Academy Inc. for a Price of \$118,750.00 pursuant to their proposal to purchase the property dated July 20, 2017 made in response to the County's Request for Proposals 2016-01 "Sale of County Property Cunningham Elementary School (former) 479 Cunningham Road, Palmyra VA 22963", as amended, subject to approval as to form of a contract and appropriate terms of sale reflective of any negotiations, a survey addressing the telecommunications easements, and the drafting of customary closing documents by the County Attorney. Furthermore, the Board of Supervisors authorizes the County Administrator to execute the Contract, Survey or Plat and any customary closing documents contingent upon the same being approved as to form by the County Attorney.</p>				
	Yes	No			
		X			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	XX				
<b>STAFF CONTACT(S):</b>	Eric Dahl, Deputy County Administrator/Director of Finance				
<b>PRESENTER(S):</b>	Eric Dahl, Deputy County Administrator/Director of Finance				
<b>RECOMMENDATION:</b>	Approval.				
<b>TIMING:</b>	Current.				
<b>DISCUSSION:</b>	<p>The County issued a Request for Proposals 2016-0 "Sale of County Property Cunningham Elementary School (former) 479 Cunningham Road, Palmyra VA 22963", which was amended, requesting offers on the purchase of County owned real property being the former Cunningham Elementary School. The Light Academy, Inc.'s offer was at a purchase price of \$118,750.00 and included pre-approval of its necessary financing for said purchase price.</p>				

<b>FISCAL IMPACT:</b>	Purchase price of \$118,750 paid to County at settlement. Potential tax revenues from use of property in future by Purchasers.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	The Light Academy, Inc.'s Purchase Proposal				
	Legal	Finance	Purchasing	HR	Other
	XX	XX			

**FLUVANNA COUNTY  
NOTICE OF PUBLIC HEARING**

On Wednesday, September 20, 2017, the Board of Supervisors of Fluvanna County, Virginia, will hold a public hearing on the proposed sale of that County real property known by current street numbering as 563 Wilmington Road, Palmyra, VA 22963 and known also as the former Columbia Elementary School to Howard Hilsinger and Laurie Hilsinger for a purchase price of \$82,500.00 pursuant to their proposal to purchase the property dated July 20, 2017 made in response to the County's Request for Proposals 2016-02 "Sale of County Property Columbia Elementary School (former) 563 Wilmington Road, Palmyra, VA 22963", as amended (the "RFP"). Said proposal (as well as the other proposals submitted in response to the RFP) will be available at the County Administration Building at 132 Main Street Palmyra, Virginia building for public inspection.

The public hearing will be conducted at 7:00 p.m. in the Circuit Courtroom, Fluvanna County Courts Building, 132 Main Street, Palmyra, Virginia. Interested persons may appear at such time and place and present their views.

**Clerk to the Board of Supervisors  
of Fluvanna County, Virginia**

**TO BE PUBLISHED IN THE FLUVANNA REVIEW NO LATER THAN SEPTEMEBER 7, 2017  
and SEPTEMBER 14, 2017.**



# The Light Academy

6 Centre Court  
Palmyra, Virginia 22963  
434-806-2903

[www.thelightacademy.com](http://www.thelightacademy.com)

July 20, 2017

Cyndi Toler  
Purchasing Officer  
County of Fluvanna  
132 Main St.  
Palmyra, VA 22963

Dear Ms. Toler:

The Light Academy Inc. is a non-denominational Christian school educating children in grades Kindergarten through 10<sup>th</sup> grade. We provide traditional education in a non-traditional way. Instruction is tailored to individual students' strengths and weaknesses, while making learning fun and interactive. Along with providing a Biblical worldview, we place emphasis on community service and project-based learning, so our students learn and experience becoming good citizens through serving others, learn to think "outside of the box," and learn to negotiate and be diplomatic when working with others. I invite you to visit our website [www.thelightacademy.com](http://www.thelightacademy.com) to learn more about our vision, mission, and programs.

We are currently located next to the Dogwood Restaurant and are preparing to begin our fourth year. While we currently have adequate space for our educational program and enjoy our shopping center community, we lack a playground area for our students, storage space, and could use additional classrooms. The Cunningham Elementary School building would be a great space in which to grow and serve the community.

If we were to win the bid for the Cunningham Elementary School building, there are several things we would work swiftly to do to enhance the community in that part of the county. First, we would begin to add preschool classes. In my former position as a private school and preschool director in Fluvanna County, it was not uncommon to receive calls from prospective parents in Arvon, Fork Union, Scottsville, and the areas in between. A few parents were able to make arrangements to bring their child to preschool near Lake Monticello, but for many the distance was too far. To my knowledge those locations do not have preschools to meet the needs of the rural community.

Secondly, we would like to partner with local groups and organizations for various activities. While there currently isn't a playground on the Cunningham side of the county, we would work

to install one along with Gaga Ball pits that could be use not only for our students, but for the local residents and community groups. When my sons were younger, they participated in the Fluvanna Youth Baseball league, and we had several practices at the Cunningham field because there weren't enough fields in the county at times to have a practice. The Light Academy would strive to foster relationships with these organizations to share fields, etc. There are many other opportunities such as hosting a Girls Scout troop or a Boys Scout troop, or providing rental space for birthday parties, community gatherings, etc. Building a relationship with Fluvanna Parks and Recreation would also be something we would like to do.

Several of our board members and friends have visited the Cunningham School either by appointment or during the Open House. We have wandered the rooms, discussed ideas for potential space, walked around the outside of the building, sent one of our partners who is a contractor up to the roof to informally inspect, looked at the boiler rooms in the basement, and we have considered possible repairs and upgrades which might be necessary. We feel we aren't making this bid blindly, but have considered many things with several people who have experience in different fields.

The Light Academy Inc. is submitting a bid of \$118,750 for the Cunningham School building/property. Attached is a pre-approval letter from our lender, and the rest of the amount will be in cash. We are aware of the current zoning and are making our bid contingent on obtaining a Special Use Permit to be able to operate a school on this property. Thank you for your consideration.

Sincerely,



Joyce Parr, M.Ed.

Director

Designated representative for The Light Academy Inc. board





Joyce Parr; M. ED.  
The Light Academy  
6 Centre Ct.  
Palmyra, VA 22963

7/5/2017

RE: Commercial Mortgage

Ms. Parr,

Thank you for meeting with me last week and for the follow up conversations that we have had since, regarding your fine school. In response to your request for financing, I am pleased to offer The Light Academy a PRE-APPROVAL under the terms and conditions set forth in this document. **This is NOT a commitment to lend at this time.** Certain conditions would still have to be met before such a commitment to lend would be possible. This is, however, an indication that the Bank is very interested in working with your organization on this project. I sincerely hope that you find the proposed terms and conditions to your satisfaction.

#### TERMS AND CONDITIONS

**Borrower:** The Light Academy, Inc.  
**Loan Amount:** Up To \$95,000 (Ninety Five Thousand Dollars)  
**Loan Purpose:** Finance The Acquisition Of Commercial Real Estate and Improvements.  
**Loan Terms:** 60 Month Term With Payments Amortized Over a 15 Year Period.  
**Interest Rate:** 5.75% Fixed For 60 Months.  
**Loan Fee:** \$950.00 (1% of Loan Amount)  
**Collateral:** 1<sup>st</sup> DOT On Subject Real Estate (TBD)  
**LTV %:** Loan Amount Not To Exceed 80% Of The Purchase Price OR Appraised Value (Lower Of). Appraisal To Be Ordered For Bank.  
**Guarantors:** TBD  
**Conditions:** TBD

I hope the above terms and conditions will satisfy your finance needs at this time. Please let me know if you have any questions or concerns. Once you have determined the exact location and have a contract or letter of intent, we can move toward a full APPROVAL of your request. I look forward to working with you on this RE project.

Sincerely,

Dan Moskowitz  
Senior Vice President  
Commercial Division

#### CORPORATE CENTER

114 Industrial Dr | PO Box 888 | Louisa, VA | 23093  
540.967.2111 | 800.460.6191 | Fax 540.967.2563

**PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA**

**THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID**

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission ("SCC"). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Section 2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. **PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.**

A. ☒ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is

0776172-9

B. ☐ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is

C. ☐ Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

**Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.**

Legal Name of Company (as listed on W-9): The Light Academy Inc.

Legal Name of Offeror/Bidder: The Light Academy Inc.

Date: 7/20/17

Authorized Signature: Joyce Parr

Print or Type Name and Title: Joyce Parr, Director

**PLEASE RETURN THIS PAGE WITH OFFER – [REQUIRED]**

**CERTIFICATE OF NO COLLUSION:**

The undersigned, acting on behalf of The Light Academy Inc, does hereby certify in connection with the procurement and proposal to which this Certificate of No Collusion is attached that:

This proposal is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce; nor is this proposal the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.1 of the Code of Virginia, 1950, as amended (18.2-498.1 et seq.).

The undersigned declares that the person or persons signing this proposal is/are fully authorized to sign the proposal on behalf of the firm listed and to fully bind the firm listed to all conditions and provisions thereof.

Respectfully submitted this 20 day of July, 2017.

The Light Academy Inc  
Legal Name of Entity

By Joyce Parr (SEAL)  
Signature of Authorized Representative

Print Name: Joyce Parr

Print Title: Director

Date: 7/20/17

**ACKNOWLEDGEMENT**

State of Virginia  
In the County/City of Fluvanna, to-wit:

The foregoing Certification of No Collusion was subscriber and sworn to before me by Joyce Parr (Print Name), Director (Print Title) on behalf of The Light Academy (Print Name of Entity) on this 20 day of July (month), 2017 (year).

Kelly Belanger Harris  
Notary Public

My commission expires: 8/31/2018

Registration Number: 7587854



**PLEASE RETURN THIS PAGE WITH OFFER – [REQUIRED]**

**OFFEROR STATEMENT**

The undersigned Bidder hereby certifies that the Bidder has carefully examined all instructions, plans, conditions, specifications and other documents or items of this Invitation for Bid and hereby submits this bid pursuant to such instructions, plans, conditions, specifications and other documents or items.

**Complete if Bidder is an Entity:**

WITNESS the following duly authorized signature and seal:

Name of Entity: The Light Academy Inc  
 By: Joyce Parr (SEAL)  
 Signature  
 Print Name: Joyce Parr  
 Print Title: Director

STATE OF Virginia  
 COUNTY/CITY OF Fluvanna, to-wit:

The foregoing instrument was acknowledged before me this 20 day of July (month),  
2017 (year) by Joyce Parr (Print Name),  
 (Print Title) on behalf of The Light Academy, Inc (Name  
 of Entity).

Kelly Belanger Harris  
 Notary Public  
 My commission expires: 8/31/18  
 Notary registration number: 7587854

[SEAL]

**Complete if Bidder is a Sole Proprietor:**

Witness the following signature and seal:

\_\_\_\_\_  
 Signature (SEAL)  
 Print Name: \_\_\_\_\_

STATE OF \_\_\_\_\_  
 COUNTY/CITY OF \_\_\_\_\_, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_ (month),  
 \_\_\_\_ (year) by \_\_\_\_ (Print Name), a sole proprietor.

My commission expires: \_\_\_\_\_  
 Notary registration number: \_\_\_\_\_

Notary Public

[SEAL]

**PLEASE RETURN THIS PAGE WITH OFFER – [REQUIRED]**



**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-01**  
**SALE OF COUNTY PROPERTY**  
**CUNNINGHAM ELEMENTARY SCHOOL (FORMER)**  
**479 Cunningham Road, Palmyra, VA 22963**

**ADDENDUM # 1:**

Reference – Request for Proposal: RFP #2016-01  
 Title of Request for Proposal: SALE OF COUNTY PROPERTY  
 Issue Date: September 11, 2015  
 Bid Due Date and Time: July 10, 2017 (pursuant to this Addendum #1)

The above RFP #2016-01 is hereby amended and modified as follows:

1. The following are clarifications that amend and supplement the first page, of the RFP:
  - a. The first two paragraphs of the first page of the RFP will be changed to read:
    - i. *The Fluvanna County Board of Supervisors is requesting offers regarding the sale of real estate owned by the County. The physical address of the property is 479 Cunningham Road, Palmyra, VA 22963. Pursuant to Addendum #1, the Fluvanna County Board of Supervisors has valued the property at \$135,000.*
    - ii. *All sealed Offers shall be turned in no later 2:00 p.m. EST, July 10, 2017. (pursuant to Addendum #1)*

**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed. All inquiries, clarifications and additional information must be delivered in writing (via email) no later than June 30, 2017 by 11:00am and the responses will be provided in subsequent addendums.**

Very truly yours,

Cyndi Toler, Purchasing Officer  
 Fluvanna County, Virginia  
 132 Main Street  
 Palmyra, VA 22963  
 (434) 591-1930

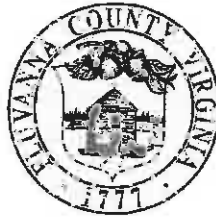
Name of Firm: The Light Academy Inc

BY: Goyce Parr

Signature of duly authorized representative

Title: Director

Date: 7/20/17



**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-01**  
**SALE OF COUNTY PROPERTY**  
**CUNNINGHAM ELEMENTARY SCHOOL (FORMER)**  
**479 Cunningham Road, Palmyra, VA 22963**

**ADDENDUM # 2:**

Reference – Request for Proposal: RFP #2016-01  
 Title of Request for Proposal: SALE OF COUNTY PROPERTY  
 Issue Date: September 11, 2015  
 Bid Due Date and Time: July 10, 2017 (pursuant to this Addendum #1)

The above RFP #2016-01 is hereby amended and modified as follows:

1. *The County will have an open house from 4 p.m. to 6 p.m. on Friday, June 30<sup>th</sup>, 2017 at the property subject to interest. The physical address of the property is 479 Cunningham Road, Palmyra, VA 22963. All persons wanting to attend the open house must e-mail Eric Dahl, Deputy County Administrator via e-mail at [edahl@fluvannacounty.org](mailto:edahl@fluvannacounty.org) on or before June 29<sup>th</sup>, 2017. If there is no interest in the open house, it will be cancelled. If you would prefer to schedule an appointment to see the property at another time, please e-mail Eric Dahl to schedule an appointment at a mutually agreed upon time. All such requests to see the property must be received on or before June 30<sup>th</sup>, 2017.*
2. *The attached pictures, layout and other supplemental information is hereby added to the RFP as further non-binding description of the property. All Offerors are encouraged to make their own inspection of the premises pursuant to Section 1 above and by offering warrant they are familiar with the property and its current layout, condition and features.*
3. The following amends and supplements the first page, of the RFP. The first paragraph of the first page of the RFP as previously amended will be changed to read:  
*The Fluvanna County Board of Supervisors is requesting offers regarding the sale of real estate owned by the County. The physical address of the property is 479 Cunningham Road, Palmyra, VA 22963. The Fluvanna County Board of Supervisors will consider all responsive proposals from responsible offerors, but offers of \$135,000 or more are encouraged.*

## **PROPERTY INFORMATION**

### **Description of Land:**

The subject property is located on the north side of Cunningham Road, within the County of Fluvanna, Virginia. The land area is +10 acres (partially wooded in rear) with approximately 1,500 feet of frontage on Cunningham Road. The subject is improved with a vacant school building measuring +22,758/SF of GBA and ancillary site improvements. The property is addressed as 497 Cunningham Road, Palmyra, Va. 22963. The subject property is further identified as Fluvanna County tax map number 39-A-48. The property is gently rolling (almost level) throughout and mostly rectangular in shape. The property is currently zoned A-1 (Agricultural District) and has its own private well and septic system. The site is located within a designated flood zone X (meaning not in the flood zone).

### **Description of Improvements:**

The subject property is improved with a vacant one-story school building measuring +22,758 square feet of GBA (Gross Building Area) and built in the year +1955. The structure is heated and cooled with a heat pump system. The building is framed with concrete block. The exterior walls are brick faced. The roof is flat, consisting of a combination gravel/foam top coat material. The majority of the building is on concrete slab with a partial concrete basement (+1,000 S/F) which consists of three mechanical rooms (old furnaces out of service due to heat pump system).

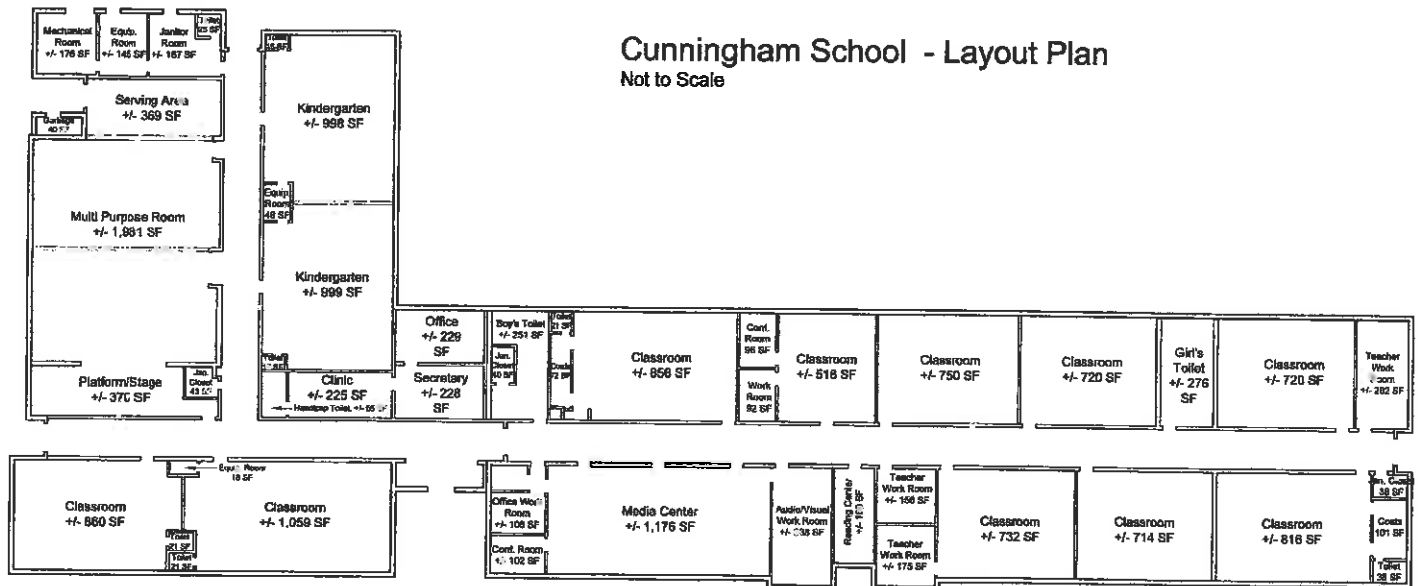
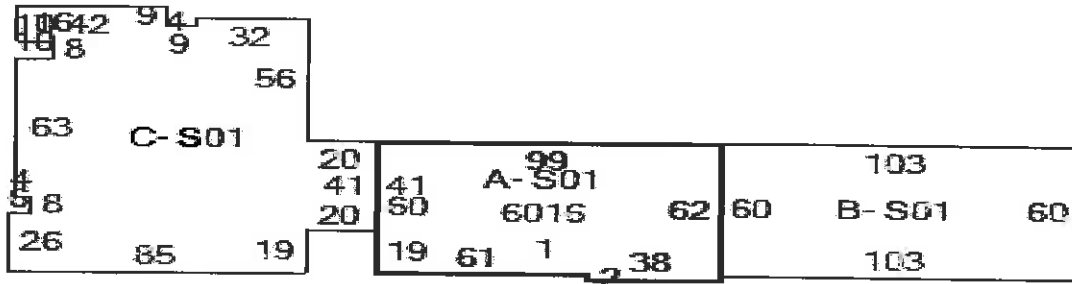
The interior consists of drop ceilings with florescent lighting. The floors are mostly commercial vinyl tile with carpet in the classrooms. The walls are mostly painted concrete block with ceramic tile (5' high) in the hallways. The interior layout is typical of this era. The auditorium/cafeteria area is of dual use with a commercial kitchen and a stage. The building has seven restrooms, reception area, library, ten offices, mechanical room, and eleven classrooms.

### **Ancillary Site Improvements:**

The subject property contains ample paved parking areas, adequate ingress and egress, and standard landscaping and aesthetical features permitted by zoning and neighborhood regulations. There is a paved basketball court, playground, bus repeater tower (not adequate for cell phone use), frame outbuilding (12' x 16'), and a brick pump house (8' x 8'). The property is served with private well and septic. The private well is approx. + 75' from the building. There are (2) private septic tanks, one approx. + 30' and one approx. + 25' from the building.



**Property Sketch:**





**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed. All inquiries, clarifications and additional information must be delivered in writing (via email) no later than June 30, 2017 by 11:00am and the responses will be provided in subsequent addendums.**

Very truly yours,

Cyndi Toler, Purchasing Officer  
 Fluvanna County, Virginia  
 132 Main Street  
 Palmyra, VA 22963  
 (434) 591-1930

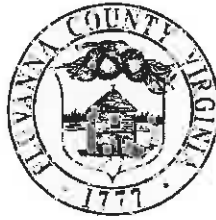
Name of Firm: The Light Academy Inc.

BY: Joyce Parr

Signature of duly authorized representative

Title: Director

Date: 7/20/17



**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-01**  
**SALE OF COUNTY PROPERTY**  
**CUNNINGHAM ELEMENTARY SCHOOL (FORMER)**  
**479 Cunningham Road, Palmyra, VA 22963**

**ADDENDUM # 3:**

Reference – Request for Proposal: RFP #2016-01  
 Title of Request for Proposal: SALE OF COUNTY PROPERTY  
 Issue Date: September 11, 2015  
 Bid Due Date and Time: July 24, 2017 (pursuant to this Addendum #3)

The above RFP #2016-01 is hereby amended and modified as follows:

1. *All sealed Offers shall be turned in no later 2:00 p.m. EST, July 24, 2017.(pursuant to Addendum #3)*
2. *The attached Contract and subsequent Letter of Agreement between Conterra Ultra Broadband, LLC, Fluvanna County School Board, and Fluvanna County will be incorporated into any sale and the Buyer will be bound by the same terms the County is bound by under such Agreement (EX1).*
3. The following are clarifications from questions received:
  - a. Can you provide additional information regarding the water and sewer on the property?
    - i. *Attached you will find all additional documentation received from the Commonwealth of Virginia Department of Health – Office of Drinking Water(EX2) and the Fluvanna County Health Department – Environmental Health(EX3). Please review and for are more specific questions regarding intended usage, please contact the appropriate professional or agency for additional guidance.*
  - b. Is there lead paint in the building?
    - i. *We currently have no reports or testing to confirm whether there is or is not lead paint in the building. We have reached out to the Fluvanna County Public Schools to see if this information is available. Please contact the appropriate professional for additional guidance.*
  - c. Is there asbestos in the building?
    - i. *Attached you will find the most recent report from TJL Environmental Health Consultants, Inc. dated September 1, 2012(EX4). Please review and for more specific questions, please contact the appropriate professional for additional guidance.*

- d. Are the fire alarms in working order?
  - i. *Fire alarms systems were functioning up to the date when the building was closed and annual tests were done on them when the building was occupied. Please contact the appropriate professional for additional guidance.*
- e. Will the current tax assessments be adjusted?
  - i. *The County's current assessment on this property is being evaluated and will be made available by a future addendum. The County hopes to have this information available by July 13, 2017.*

**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.**

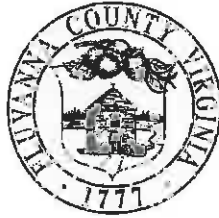
Very truly yours,

Cyndi Toler, Purchasing Officer  
Fluvanna County, Virginia  
132 Main Street  
Palmyra, VA 22963  
(434) 591-1930

Name of Firm: The Light Academy Inc.  
BY: Goyce Parr

Signature of duly authorized representative

Title: Director  
Date: 7/20/17



**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-01**  
**SALE OF COUNTY PROPERTY**  
**CUNNINGHAM ELEMENTARY SCHOOL (FORMER)**  
**479 Cunningham Road, Palmyra, VA 22963**

**ADDENDUM # 4:**

Reference – Request for Proposal: RFP #2016-01  
 Title of Request for Proposal: SALE OF COUNTY PROPERTY  
 Issue Date: September 11, 2015  
 Bid Due Date and Time: July 24, 2017 (pursuant to Addendum #3)

The above RFP #2016-01 is hereby amended and modified as follows:

1. The following are clarifications from questions received:
  - a. We have been asked if a Contractor and/or potential offeror can come inspect the roof of a property.
    - i. *The County is open to allow access to potential offerors and contractors for review. All persons wanting access must e-mail Eric Dahl, Deputy County Administrator via e-mail at edahl@fluvannacounty.org to schedule an appointment at a mutually agreed upon time. All such requests to see the property must be received on or before July 17th, 2017.*

**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.**

Very truly yours,

Cyndi Toler, Purchasing Officer  
 Fluvanna County, Virginia  
 132 Main Street  
 Palmyra, VA 22963  
 (434) 591-1930

Name of Firm: The Light Academy Inc.

BY: Groyce Parr

Signature of duly authorized representative

Title: Director

Date: 7/20/17



**COUNTY OF FLUVANNA, VIRGINIA**  
**Request for Proposals (RFP) #2016-01**  
**SALE OF COUNTY PROPERTY**  
**CUNNINGHAM ELEMENTARY SCHOOL (FORMER)**  
**479 Cunningham Road, Palmyra, VA 22963**

**ADDENDUM # 5:**

Reference – Request for Proposal: RFP #2016-01  
 Title of Request for Proposal: SALE OF COUNTY PROPERTY  
 Issue Date: September 11, 2015  
 Bid Due Date and Time: July 24, 2017 @ 2 p.m. (pursuant to Addendum #3)

The above RFP #2016-01 is hereby amended and modified as follows:

1. The following are clarifications from questions received:
  - a. Will the current tax assessments be adjusted?
    - i. *This property's assessment has been corrected by the Commissioner of Revenue pursuant to Virginia Code Section 58.1-3981 and the new assessment values are as follows:*
      - *Total Improvement Value (Bldg): \$239,000*
      - *Total Land Value: \$78,500*
      - *Total Property Value: \$317,500*

*The above Total Property Value is effective as of January 1, 2017. The future assessed values are subject to change and reassessment.*

**Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.**

Very truly yours,

Cyndi Toler, Purchasing Officer  
 Fluvanna County, Virginia  
 132 Main Street  
 Palmyra, VA 22963  
 (434) 591-1930

Name of Firm: The Light Academy Inc

BY: Goyce Parr

Signature of duly authorized representative

Title: Director

Date: 7/20 /17





# The Light Academy

6 Centre Court  
Palmyra, Virginia 22963  
434-806-2903

[www.thelightacademy.com](http://www.thelightacademy.com)

August 15, 2017

Cyndi Toler  
Purchasing Officer  
County of Fluvanna  
132 Main St.  
Palmyra, VA 22963

Dear Ms. Toler:

On behalf of The Light Academy Inc. board, I am writing to notify you of our request to remove the contingency of a Special Use Permit from our bid on the Cunningham School building/property. Since it has been clarified for us that Fluvanna County will not be able to honor the contingency we originally requested for a Special Use Permit, we would like to proceed with our bid of \$118,750 for the Cunningham School building/property without the contingency of a Special Use Permit. We understand The Light Academy Inc. will be assuming the risk of the Special Use Permit not being approved.

Sincerely,

Joyce Parr, M.Ed.  
Director  
Designated representative for The Light Academy Inc. board

# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB G

<b>MEETING DATE:</b>	Sept 20, 2017				
<b>AGENDA TITLE:</b>	Appointment to Planning Commission – Rivanna District				
<b>MOTION(s):</b>	I move to appoint _____ to the Planning Commission – Rivanna District, replacing Donald Gaines who resigned, with a term to begin immediately and expire on June 30, 2018.				
	Yes	No			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X		X	
<b>STAFF CONTACT(S):</b>	Kelly Belanger Harris, Clerk to the Board				
<b>PRESENTER(S):</b>	Steven M. Nichols, County Administrator				
<b>RECOMMENDATION:</b>	Appoint				
<b>TIMING:</b>	Normal				
<b>DISCUSSION:</b>	Five candidates seeking appointment: <ul style="list-style-type: none"> <li>• Suzanne Cotellessa</li> <li>• Bob Dorsey</li> <li>• Thomas Dudley</li> <li>• Debra Kurre</li> <li>• Gequetta Murray-Key</li> </ul>				
<b>FISCAL IMPACT:</b>	None				
<b>POLICY IMPACT:</b>	None				
<b>LEGISLATIVE HISTORY:</b>	None				
<b>ENCLOSURES:</b>	Candidate Applications				
	Legal	Finance	Purchasing	HR	Other





# APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

## County of Fluvanna

Name (Last, First MI) <i>COTELLESA, SUZANNE</i>			Election District <i>RIVANNA</i>	
Mailing Address (including City, State, & ZIP) <i>590 Jefferson Dr. PALMYRA, VA 22963</i>			Physical Address (if different) <i>(Same)</i>	
Home Phone <i>703-283-9341</i>	Cell Phone <i>703-283-9341</i>	Work Phone <i>—</i>	Email <i>scotellessa@yahoo.com</i>	
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION: <i>B.A. FOREIGN AFFAIRS M.A. URBAN PLANNING 25+ years local govt - Planning, zoning, Building - in Virginia localities</i>				
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: <i>None in Fluvanna</i>				
CIVIC ACTIVITIES AND MEMBERSHIPS (ROLES with fraternal, business, church, or social groups): <i>American Planning Association. BOARD MBR of two CIVIC ASSNS IN VA.</i>				
REASON(S) FOR WANTING TO SERVE: <i>• Give back to community • Keep abreast of County issues</i>				
<p><b>Applicants are considered as vacancies occur and your application will be kept on file for three years.</b></p> <p>Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.</p> <p><b>Submit by email (<a href="mailto:clerk@fluvannacounty.org">clerk@fluvannacounty.org</a>) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963</b></p> <p><i>By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.</i></p>				
Signature <i>Suzanne M. Cotellessa</i>			Date <i>3/11/16</i>	



**COMMONWEALTH OF VIRGINIA  
COUNTY OF FLUVANNA**

**Application to Serve on Boards/Commission/Committees**

Name (Last, First MI) <b>DORSEY, Robert E</b>		Election District <b>Rivanna</b>	
Mailing Address <b>6 Dover Court</b>		Physical Address (if different)	
Home Phone	Cell Phone <b>4344663870</b>	Work Phone	Email <b>bobdorsey58@gmail.com</b>
<b>EXPERIENCE/PROFESSIONAL EXPERTISE:</b> I am a retired USAF Officer and Member of the Intelligence Community having served since 1976 to 2016. While a USAF Officer, I designed, developed, contracted for, taught and operated military command and control systems in national level command centers. While an IC member, I was a trusted science, technology, systems engineering, and intelligence analytical advisor to the senior leadership of the 16 USG departments comprising the IC. I worked in remote sensing, and the use of sensor information in combination with other types/sources of information to determine what was really going on in the world. For a short time, I worked for SWIFT, a Belgium based internet service and banking standards provider to the World Banks. Here I was in charge of the core elements of the world banking transactions system specifically responsible for the cryptographic security of worldwide operation locations. When I was in school in Fauquier County, I delivered newspapers, made pizza, worked in commercial kitchens, was a day laborer for a stone mason, cattle farmer, construction company, and commercial haying operation.			
<b>EDUCATION:</b> BS Engineering (Computer Science) UVA 1980 MS Management Information Systems, Eller School of Business, UAZ, 1987 MS Systems Engineering, Vetterli School of Engineering, USC, 1988 Certificate, Software Engineering, Colorado Tech, 1990 Certificate, UVA Law School, Government Contracting and Contract Case Law, 2005 Instructor, NATO AWACS, Gießenkirchen, Germany, Programming Languages taught to NATO soldiers and airmen, 1983-1986 Instructor, Webster University, Decision Support Systems, Space Systems Management Graduate Program 1990-1992 Squadron Officers School, USAF, 1985 USAF Instructors School, 1983 Air Command and Staff College, 1992 Advanced Comm/Computer School, 1992 Departmental Industrial Advisor - UVA School of Engineering, Computer Science, Systems Engineering, VaTech, School of Engineering, Electrical Engineering, UAZ, Electrical Engineering, 2005-Present			
<b>CIVIC ACTIVITIES/COMMITTEES:</b> Wellington HOA, Manassas Virginia, Covenants Committee 6 yrs, Chair 2 yrs, BOD member - 1 year Manassas City School Board, Chair, Citizens Committee on Inclusion of Home Schooled Students in School Board governed educational, sports, clubs, and social activities. Fluvanna Leadership Development Program, Class 12, Executive Committee Fluvanna Volunteer Fair, 2015 Lake Monticello HOA, Safety and Security Committee, 2015-Present			
<b>MEMBERSHIPS (FRATERNAL, BUSINESS, CHURCH OR SOCIAL GROUPS):</b> Member Manassas St Thomas UMC 1990-2003, Church Council 3 yrs, Childrens Ministry Worship Leader 3 yrs, Sunday School Teacher 3 yrs Member Effort Baptist Church 2003-Present Member, Mid-Atlantic Aviation Partnership, 2015-Present Member Fluvanna Chamber of Commerce 2015-Present Member, Association for Computing Machinery, 1978-present Member, Lake Monticello HOA, 2003-Present Member, LMOA Safety and Security Committee 2015-Present Member, International Council on Systems Engineering (INCOSE), 2002-Present Member Association for Computing Machinery 1976-Present Member, Shenandoah Valley Emmaus, 2001-Present			
<b>CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:</b> Wellington HOA, Board of Directors, Covenants Committee Manassas City School Board, Chair, Citizens Committee on Inclusion of Home Schooled Students in School Board governed educational, classroom, sports, clubs, music, and social activities Staff, Commission on the loss of Space Shuttle Enterprise			
<b>REASON(S) FOR WANTING TO SERVE:</b> After 40 years of national and local service, I want to work with others to help make Fluvanna a great place to live, work, and play. I am particularly interested in economic development, workforce/STEM education development, and stewardship of human/natural resources (education, zoning, planning, conservation).			
Please indicate on the attached sheets the Boards, Committees, or Commissions on which you wish to serve. Your application will be kept on file for three years. Applicants are considered as vacancies occur.			
Submit by email (clerk@fluvannacounty.org) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963			
Signature 		Date <b>28 Dec 2015</b>	

**PLEASE MARK ANY BOARDS, COMMISSIONS OR COMMITTEES  
ON WHICH YOU WISH TO SERVE FROM THE BELOW LIST.**

# **BCC Application1005: Thomas J Dudley**

Application created: 09/28/2016

## **Contacts**

**Email** [tj.dudley5@gmail.com](mailto:tj.dudley5@gmail.com)

**Address** 5 Rockwood Lane  
Palmyra VA, 22963

## **Application details**

### **Occupation details**

**Education and Experience** I am currently attending PVCC where I am working to complete prerequisites for the Sonography or Radiology program. I plan on furthering my education but I am also open to different career paths. I hope to join a board, commission, or committee in order to gain experience in local politics and more importantly serve the community. I have no prior service record or experience. As a 23 year old man of Fluvanna County as well as an American citizen I feel a responsibility to serve my community. I have a desire to learn and to lead, as well as to represent my generation and faith.

### **Qualifications**



## APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

### County of Fluvanna

Name (Last, First MI) <b>KURRE, DEBRA</b>		Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input checked="" type="checkbox"/> Rivanna <input type="checkbox"/> Other	
Mailing Address (including City, State, & ZIP) <b>19 LAGUNA ROAD PALMYRA, VA 22963</b>		Physical Address (if different)	
Home Phone <b>434 589 6163</b>	Cell Phone <b>434 989 4309</b>	Work Phone <b>434 589 1670</b>	Email <b>daycpa@earthlink.net</b>
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION: Resume attached.			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: EDA 2006-2012			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups): EFFORT CHURCH - MEMBER SINCE 1992, DEACON, FINANCE COMMITTEE LMOA BOARD OF DIRECTORS - 1994 - 1997 AUDIT COMMITTEE 1992 - 1994 ROTARY CLUB OF FLUVANNA COUNTY - CHARTER PRESIDENT PARENT TEACHER ORGANIZATION - AT ALL SCHOOLS IN THE COUNTY. WORKED AT CENTRAL TO BUILD PLAYGROUND. SUPERINTENDENT'S TASK FORCE - WHEN GENA KELLER WAS HIRED FLUVANNA COUNTY AND CHARLOTTESVILLE CHAMBER OF COMMERCE AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS VIRGINIA SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS GEORGIA SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS			
REASON(S) FOR WANTING TO SERVE: FLUVANNA COUNTY'S FUTURE DEPENDS UPON CITIZENS WORKING TOGETHER TO SECURE A SOLID FUTURE. THE WATER INFRASTRUCTURE WILL BE IN PLACE. WE NEED TO ENSURE THERE ARE SPICKETS READY TO PAY THE PRICE ONCE THE WATER IS IN PLACE. I OWN PROPERTY IN THE RIVANNA DISTRICT (PRINCIPAL RESIDENCE), THE CUNNINGHAM DISTRICT (COMMERICAL PROPERTY) AND THE COLUMBIA DISTRICT (AGRICULTURAL). IN WORK AS A CPA I HAVE WORKED WITH CLIENTS THROUGHOUT THE REGION OVER THE PAST 25 YEARS. MANY HAVE BUSINESSES. I WITNESSED THE CLOSURE OF THE THOMASVILLE FURNITURE PLANT IN CARYSBROOK IN 2007. IT WAS A HARDSHIP ON MY FAMILY AS WE THOUGHT WE MIGHT HAVE TO LEAVE THE AREA TO FIND EMPLOYMENT. THERE WERE OVER 300 EMPLOYEES WORKING AT THAT PLANT PRIOR TO THE ECONOMIC DOWNTURN. I WANT TO HELP CITIZENS IN THE COUNTY TO FEEL CONFIDENT AND COMFORTABLE WORKING WITH THE PLANNING COMMISSION.			
<p><b>Applicants are considered as vacancies occur and your application will be kept on file for three years.</b></p> <p>Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.</p> <p><b>Submit by email (<a href="mailto:clerk@fluvannacounty.org">clerk@fluvannacounty.org</a>) or mail to:</b>  <b>Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963</b></p> <p>By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.</p>			
Applicant's Signature <i>(Typing name below serves as digital signature)</i> <b>Debra Kurre</b>		Date <b>August 31, 2017</b>	

Debra Y. Kurre, CPA, MBA  
19 Laguna Road  
Palmyra, VA 22963

#### EDUCATION AND CERTIFICATION:

1978 - BS Accounting Berry College, Rome, Georgia  
1984 - MBA Finance Mercer University Macon, Georgia  
1988 - CPA licensed in Georgia #10427  
1993 - CPA licensed in Virginia #17285

#### WORK EXPERIENCE:

1978 – 1980 Swift Premium, Chattanooga, TN

General Accountant – Inventory management, shipping, accounts receivable and accounts payable.  
Worked under the direction of the Plant Controller.

1980 – 1984 Tift College, Forsyth, GA

Assistant Registrar - Graduation audits, grading calculations, record retention. Assist students with grade calculations and transfer credits into institution grading system. Worked with the Controller, Admissions, and Finance officers to determine student counts and growth patterns. Helped institut graduation audits and the computerization of grading system on IBM mainframe.

1984 – 1985 McNair, McLemore, Middlebrooks, CPAs Macon, GA

Staff Accountant – Tax Department and Audit Department

Worked on all aspects of the accounting and audit functions culminating in tax returns.  
Bookkeeping, tax, and audit calculations all made on manual systems and then input into mainframe computerized systems.

1986 – 1989 DeCosimo and Company, CPAs Chattanooga, TN and Dalton, GA

Senior Accountant – Tax and Audit Department

Audits of large corporations culminating with adjusting entries and tax returns.

Worked on all aspects of the audit and tax functions. Some engagements with attestation work.

Audit work included both corporate and nonprofit work. Tax work included corporate, partnership, trust, estate, gift, nonprofit, benefit plan (ERISA) and individual work.

1989 – 1990 North Georgia Redi Mix, Inc. Dalton, GA

Controller – Seven plant operation covering an 80 mile radius. Took plant accounting from manual to computerized system including all retail operations. Managed staff of six in the accounting department and liaison with Lafarge International Concrete operations and corporate staff.

1991 – Loughdice and Kamide, CPAs Syracuse, NY

Corporate and Individual Income Tax returns.

1992 – 1993 Garris, CPA Charlottesville, VA

Manager – Managing Audit, Tax, and Accounting work for clientele. Work was computerized and manual culminating in tax returns for corporate, partnership, trust, estate, and individual returns.

1993 – Present Debra Y. Kurre, CPA, PC Palmyra, VA

Local firm specializing in small business incubation, management, and growth. Audit and tax work includes corporate, partnership, estate, trust, gift, nonprofit and individuals. Multi-state tax work. Individual work includes financial and tax planning and budgeting.

#### AFFILIATIONS: American Institute of Certified Public Accountants

Virginia Society of Certified Public Accountants

Member Effort Baptist Church

Rotary Club of Fluvanna County, Charter Member

Member - Economic Development Authority – Fluvanna County, VA



# **BCC Application1048: Gequetta Givens Murray-Key**

Application created: 08/13/2017

## **Contacts**

**Email** [gzthings@gmail.com](mailto:gzthings@gmail.com)

**Home** (434) 591-6698

**Address** 17 Ashton Rd  
Palmyra VA, 22963

## **Attachments**

[Gequetta G. Murray-Key Resume as of 8-15-17](#)

## **Appointment details**

1 **Planning Commission** For: 0 Against: 0 Final Recommendation: Approved

## **Qualifications**

### **Resident of Rivanna Election District**

Applicant: resides at 17 Ashton Rd

### **Resident of Fluvanna**

Applicant: resides at 17 Ashton Rd

## PROFILE

- Dynamic and diverse experience in the following skills:  
-Policy Writing -Investigating -Interviewing -Public Service -Volunteering -Auditing -Public Speaking  
-Editing -Mentoring -Instructing -Research -Training -Counseling -Customer Service -Tutoring
- Dedicated professional with a personal commitment to public safety, service and education
- Proven: problem solving, organization, communication: written/oral and management skills

## CREDENTIALS

- Certified as an Internal Affairs Investigator 1/17
- Department of Justice (DOJ) Certified Prison Rape Elimination Act (PREA) Auditor 6/14 thru present
- Certified Correctional Health Professional (CCHP) through the National Center for Correctional Health Professionals (NCCHC) 3/13 thru present
- Moral Reconnection Therapy (MRT) Certified Trainer
- Crisis Intervention Team (CIT) Certified
- BS (Justice Studies), Fort Hays State University, Hays, KS (Summer 2010)
- DCJS Certified General Instructor, DCJS (2005 - present)
- AAS, Administration of Justice at PVCC, Charlottesville, VA (2002), Dean's list 3x
- Certificate, Police Science at PVCC, Charlottesville, VA (2002)
- Certificate in Computer Business Applications through the City of Charlottesville, PVCC, VA (2005)
- Steering Committee,
- Fluvanna Leadership Development Program 2011-2012 (focus- Education and the Criminal Justice segments)
- Fluvanna Leadership Development Program, Graduate class of 2011
- Certified, Grant Proposal Writer, Fort Hays State University, Hays, KS (Summer 2010)
- Certified VCIN/NCIC Instructor, VA State Police (2005)
- Spanish for Government Employees through the City of Charlottesville, PVCC, VA (2003)
- Intern, Charlottesville Police Department, Charlottesville, VA (2001-2002)
- Licensed Nail Technician, VA
- Licensed Hair Braider, VA
- Instructor, College of Charleston, SC Upward Bound Program

## EXPERIENCE (please note: some positions are/were maintained simultaneously)

02/07 – present **Albemarle-Charlottesville Regional Jail (ACRJ)**, Charlottesville, VA

*(05/17-present) **Appointed to Chief of Operations: Oversee agency operations as follows in addition to maintaining my original roles when hired in 2007***

- On call
- Property /Mail (Inmate property intake and release including funds)
- Inmate Records (Processing of all records related to inmates)
- Laundry (Issues of required clothing and the laundering of them)
- Inmate Hearings (Internal inmate infractions)
- Video Court (Inmates being taking before the judge for hearings through video)
- Inmate Canteen (Items that inmates can order through the agency's selected vendor)
- Report to the Superintendent/Deputy Superintendent

*(2/07-present) **Accreditation Manager/Compliance Officer; PREA - Coordinator, Instructor/System Administrator of Inmate Telephone System/General Instructor & VCIN/NCIC Instructor***

- Implemented 2 television channels inside the jail strictly dedicated to staff and inmate training with the assistance of Comcast Cable
- Will begin training inmates in broadcasting
- 1 of the only approx 700 Department of Justice (DOJ) Certified Prison Rape Elimination Act (PREA) Auditors in the United States
- Implement transmitters so that inmates could hear tv through their headphones, minimize noise in the housing areas
- Self-audits to ensure compliance with all standards
- Train staff, inmates, inters, volunteers and contractors on the compliance standards for PREA (Prison Rape Elimination Act) regarding sexual assaults in confinement facilities
- Sexual Assault Investigator confinement facilities
- SME (Subject Matter Expert – accreditation concerns) Internal Affairs Investigator looking into internal matters related to staff and inmates as directed by the Superintendent or Deputy Superintendent
- Responsible for the MOU between ACRJ and UVA SANE Nurse/Emergency Department to respond to sexual misconduct in confinement, also development of the Blue Ridge Juvenile Detention Center MOU for this purpose
- Responsible for the MOU between ACRJ and SARA (Sexual Assault Resource Agency) to respond to sexual misconduct in confinement

- Responsible for the MOU between ACRJ and ACPD (Albemarle County Police Department)
- Responsible for the MOU between ACRJ and OAR (Offender Aid and Restoration) to respond to sexual misconduct in confinement
- Responsible for the agency having Language Line (interpreter service for limited-English speaking inmates)
- Responsible for ensuring inmates have unimpeded access to their government's embassy and/or consulate
- Instrumental in the agency obtaining NCCHC Certification
- Co-Created Inmate Community Work Force Program under the direction of the facility Superintendent and Sheriff
- Revised the facility's Inmate Handbook to guide inmates and staff on the rules and regulations of the facility
- Liaison between the facility and other agencies in meeting facility compliance, reported directly to the Superintendent
- Analyze/Audit internal process to ensure department compliance with the VA Department of Corrections (DOC), the National Commission on Correctional Health Care (NCCHC), American Correctional Association (ACA), local, state and federal standards minimum standards to ensure facility compliance
- Prepare and submit correspondence and reports to DOC, NCCHC, Health Department, Fire Department and any other accrediting agency including preparation of self-evaluation reports and annual certification reports and other documents as necessary
- Developed a Prison Rape Elimination Act training program targeted towards ACRJ staff, visitors, volunteers and inmate population on the federal standards (program is being sought after by regional jails in the Virginia Association of Regional Jails – VARJ)
- DCJS certified instructor (suicide prevention, PREA)
- Coordinate the development, implementation, revision and review of Standard Operating Procedures
- Developed the facility's Grant and Research Internal Review Board (GRIRB)
- Compile and maintain all documentation needed for accreditation/certification
- Serve on Hiring/Retention Panel (as needed)
- Investigate other internal matters related to staff and inmates as directed
- Develop RFPs as necessary in conjunction with arbitrator and the agency's financial director for vendor contracts
- Write, review and revise internal policies and procedures while ensuring agency wide compliance with federal, state, local and departmental regulations including health, safety and security measures that impact the facility as well as the community
- Initiated request for kiosk, now in place for inmate's family to use in order to place money on inmate accounts
- Manage, operate and monitor the agency's Inmate Telephone System (ITS)
- Testify in court in various cases including misdemeanors and felonies (local, state and federal)
- Initiate internal investigations at the direction of the Superintendent/designee
- Review, prepare and supervise the implementation of work plans for accomplishing tasks required to achieve and maintain accreditation
- Co-Coordinated RFP for inmate telephone contracts
- Co-Coordinated RFP for inmate video conferencing
- Co-Coordinated RFP for inmate canteen
- Coordinated training program for new Inmate Community Work Force Program
- Create Memorandums of Understanding (MOUs) as needed

10/15 – present

*Radio Personality:* **WVAI Radio Station (101.3 JAMZ FM)**, Charlottesville, VA

- Host the *Love Talk Slow Jamz*
- Produced news and community segments
- Relationships, dating and health tips
- Fill in for other on-air personalities as needed
- Broadcast live from locations as requested
- Trained other upcoming personalities in broadcasting
- Serve as host/mistress of ceremonies

04/14 – 9/15 (station was bought out by another company)

*Radio Personality:* **WUVA Radio Station (92.7 KISS FM)**, Charlottesville, VA

- Host Sunday Morning Gospel Show *Gospel Inspirations*
- Host the *Quiet Storm*
- Produced news and community segments
- Relationships, dating and health tips
- Fill in for other disc jocks as needed
- Broadcast live from locations as requested
- Trained other upcoming UVA students in broadcasting
- Serve as host/mistress of ceremonies

05/02 – 02/07

*Instructor:* VCIN/General & Records Specialist: **Charlottesville Police Department**, Information Management Services Division, Charlottesville, VA

- Audited, wrote and updated internal policies and procedures to ensure department wide compliance with federal, state, local and departmental policies
- Appointed to RCIN team member representing CPD
- Member, FatPot focus group for laptop and VCIN/NCIC implementation in CPD Patrol vehicles
- VCIN/NCIC certified level A (enter/clear warrants, stolen vehicles, missing persons, criminal/driving histories)
- Audited Pistol/VCIN/NCIC for accuracy
- Trained new/current staff in Pistol and VCIN/NCIC, to ensure compliance
- Assisted courts, officers, other law enforcement agencies and the general public on arrests and cases maintaining confidentiality & w/o jeopardizing on-going investigations
- Customer Service (telephone, person to person, officers/public)
- Non-emergency radio traffic and record keeping,
- Maintained the FBI files
- Occasionally assisted the Chief of Police during the absence of his secretary
- Member of an advisory team to the Chief of Police to establish and maintain a philosophy of community oriented policing
- Revised the Pistol manual for department wide which had not been done since 1997
- FTO for new Information Management Services employees, created the manual for that training
- Created shortcut reference guides to efficiently expedite production of workload
- Designed/updated specific documents/forms for departmental use
- Initiated petition for the need of officers to learn Spanish which ultimately led to Spanish classes being offered by the City of Charlottesville for it's government employees to better serve the Spanish-speaking community
- Initiated for headsets, new layout for the visitor/secured areas as well as the police department's phone directory (now implemented)

01/00 – 05/02

*Editorial Staff (Editor/Keyer):* **Standard & Poors and Money Market Directories** (A Division of McGraw-Hill Companies) Charlottesville, VA

- Researched, data entry, edited/proofed via phone/internet for directory publication of directories such as Registered Investment Advisors, Money Market Directories and Tax Exempt Organizations
- Skilled clerical office duties (faxing, filing, telephone, filling in for the secretary)
- Member: Design/Research team to implement a new database for future directories for publication

7/98 – 12/99 approx.

*Substitute Teacher:* **Charleston County Public Schools** Charleston, SC

Provided continuous education for all students in place of their usual instructor

- General Substitute Instructor
- Long term Honors English Instructor
- Long term Band Instructor
- Long term instructor for special needs children who were physical, mental, emotional and behavioral problems

1/96 – 12/99

*Announcer, Traffic Director:* **WPAL Radio Station (100.7 FM and 73.0 AM)**, Charleston, SC

- Host Sunday Morning Gospel Show
- Quiet storm
- Ensured that simulcasts were done appropriately and that national syndicated shows aired appropriately
- Produced news and community segments
- Co-hosted a talk show about relationships
- Hosted a dating show
- Produced morning shows for both the am/pm stations
- As traffic director: unlimited duties to include data entry using the RDS Traffic Master III to log commercials and performed other office related duties related
- Filled in for other disc jocks as needed
- Broadcast live from locations (clubs, car dealerships and other events)
- Trained other upcoming disc jocks

1997 – 1999 approx.

*Master Control Operator:* **CBS/FOX Television Studios**, Charleston, SC

- Ensured that the correct movie or television show appeared at the right time as well as
- ensure continuous operation with no dead air
- Ensure that commercials were played at the right time
- Performed some for review for editing purposes
- responsible for monitoring the quality and accuracy of the on-air product, ensuring the transmission meets government regulations
- troubleshoot equipment malfunctions
- prepared programming for airplay

- ensured regulations to include both technical ones (such as those against over-modulation and dead air)

## **HONORS & EXTRA CURRICULAR ACTIVITIES**

- President, ACRJ Wellness Committee, 2014 – present
- Choir Director
- Lead Singer/Assistant Band Manager, local Jazz/Blues band, 2013 – present
- Trustee, Fluvanna Education Foundation, 2014 – present
- President/Secretary of the Keys for Success Foundation, 2010 – present
- Trustee, Fluvanna Education Foundation 2014 – present
- Chair, Principal Advisory Committee 2013 - 2016
- Fluvanna County Community Activist 2000 – present
- Fluvanna County High School, Tutor & Mentor 2012 - present
- Fluvanna County Public Schools SOQ Committee Member 2010 – present
- Fluvanna County Public Schools Calendar Committee Member 2010 – 2011, 2011 – 2012
- Fluvanna County Public Schools Diversity Committee 2006 – 2007
- PTO President, Fluvanna Middle School, 2010-2011 and 2011 – 2012
- PTO Vice President, Fluvanna Middle School, 2009 – 2010
- Annual Back to School Back Pack, Supply and Clothing Drive for Fluvanna County Public Schools (August 2010 - present) a family project to support education
- Volunteer Facilitator: Female Inmates Anger Management Class, Albemarle-Charlottesville County Regional Jail, VA 10/01
- Volunteer/Mentor, Albemarle-Charlottesville County Regional Jail, VA 12/00
- Student Commencement Speaker, PVCC on 05/10/02
- Member: Phi Theta Kappa International Honors Society, PVCC since 2/02
- Dean's List, Piedmont Community College, 2001 – 2002
- Member: Student Advisory Board to the President, PVCC 9/01 – 5/02
- Representative, for Piedmont Virginia Community College for annual community colleges summit in Richmond, VA 2001 – 2002

***Further Details Will Be Provided Upon Request***

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB H**

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	Appointment of Assistant County Attorney				
<b>MOTION(s):</b>	I move to approve the appointment of Christopher Tate as Assistant County Attorney, effective September 21, 2017, to serve at the pleasure of the County Attorney under the terms of his existing contract.				
	Yes	No			
		XX			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
<b>STAFF CONTACT(S):</b>	Frederick W. Payne, County Attorney, and Steve Nichols, County Administrator				
<b>PRESENTER(S):</b>	Frederick W. Payne, County Attorney				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	I proposed to appoint my new associate, Christopher Tate, as Assistant County Attorney. The only change I would contemplate would be (a) to give him the title; (b) to put him on the stationery. This would allow him to represent himself as one of the County's attorneys without an explanation of why he describes himself as an associate of the firm (e.g., personal/phone introductions, correspondence, pleadings, etc.), including signing pleadings and other documents. Except for a small amount of stationery (which we use so seldom any more that that is barely a consideration), there would be no effect on cost to County, and he would continue to answer to me and me to the board. He will be paid through the existing contract.				
<b>FISCAL IMPACT:</b>	None				
<b>POLICY IMPACT:</b>	None				
<b>LEGISLATIVE HISTORY:</b>	None				
<b>ENCLOSURES:</b>	None				
	Legal	Finance	Purchasing	HR	Other
	X				



**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB I**

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	Capital Improvement Plan Budget Transfer				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors approve a budget transfer of \$150,000 from the FY16 Foundation &amp; Drainage repair Capital Improvement Project to the FY17 Treasurer's Building Capital Improvement Project.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
<b>STAFF CONTACT(S):</b>	Marty Brookhart, Management Analyst Eric Dahl, Deputy County Administrator / Director of Finance Wayne Stephens, Public Works Director / County Engineer				
<b>PRESENTER(S):</b>	Eric Dahl, Deputy County Administrator / Director of Finance Wayne Stephens, Public Works Director / County Engineer				
<b>RECOMMENDATION:</b>	I recommend approval of the motion as stated above.				
<b>TIMING:</b>	Effective July 1, 2017				
<b>DISCUSSION:</b>	<p>The first stage of renovations to the Treasurer's building (Treasurer's offices) was completed faster than original anticipated. Therefore, accelerated funding is requested to allow for continuing renovations of the Commissioner of Revenue's and Court Services' offices so that all work in the entire building will be completed rather than delaying the remaining renovations. This will allow for a shorter disruption of day-to-day operations for the offices in the building.</p> <p>It is therefore requested that \$150,000 be transferred from the FY16 Foundation &amp; Drainage Repair CIP Project to the FY17 Treasurer's Building Upgrades CIP Project so work may be continued.</p>				
<b>FISCAL IMPACT:</b>	Approval of the motion will allow staff to transfer \$150,000 from the FY16 Foundation & Drainage CIP Project to the FY17 Treasurer's Building Upgrades CIP Project				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	None				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
		X			





**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB J**

<b>MEETING DATE:</b>	September 20, 2017																																
<b>AGENDA TITLE:</b>	FY17 BOS Contingency Budget Transfer																																
<b>MOTION(s):</b>	<b>I move the Board of Supervisors approve a budget transfer of \$3,628 from FY17 BOS Contingency to the FY17 Reassessment budget due to overages in professional services costs.</b>																																
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>																														
		X																															
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other																												
		X																															
<b>STAFF CONTACT(S):</b>	Marty Brookhart, Management Analyst Eric Dahl, Deputy County Administrator / Director of Finance																																
<b>PRESENTER(S):</b>	Eric Dahl, Deputy County Administrator / Director of Finance																																
<b>RECOMMENDATION:</b>	I recommend approval of the motion as stated above.																																
<b>TIMING:</b>	Effective June 30, 2017																																
<b>DISCUSSION:</b>	<p>After a review of departmental budgets and year to date costs, a budget transfer is being requested for the Reassessment Budget, Professional Services line. The Reassessment budget is over-expended by \$3,628 for FY17 due to increased hours worked for BOE members, higher contract costs than anticipated when the budget was created, and additional postal services required.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <caption><b>Reassessment FY17 Budget</b></caption> <thead> <tr> <th style="text-align: left;">Account</th> <th>FY17 Budget</th> <th>FY17 Actual</th> <th>FY17 Available</th> </tr> </thead> <tbody> <tr> <td style="text-align: left;">Professional Services</td> <td>\$ 82,872</td> <td>\$ 86,063</td> <td style="color: red;">-\$ 3,191</td> </tr> <tr> <td style="text-align: left;">Advertising</td> <td>\$ 600</td> <td>\$ 376</td> <td>\$ 224</td> </tr> <tr> <td style="text-align: left;">Postal Services</td> <td>\$ 8,100</td> <td>\$ 8,995</td> <td style="color: red;">-\$ 895</td> </tr> <tr> <td style="text-align: left;">Office Supplies</td> <td>\$ 100</td> <td>\$ 116</td> <td style="color: red;">-\$ 16</td> </tr> <tr> <td style="text-align: left;">Furniture &amp; Fixtures</td> <td>\$ 250</td> <td>\$ 0</td> <td>\$ 250</td> </tr> <tr> <td style="text-align: left;"><b>TOTALS</b></td> <td><b>\$ 91,922</b></td> <td><b>\$95,550</b></td> <td style="color: red;"><b>-\$ 3,628</b></td> </tr> </tbody> </table> <p>The current FY17 BOS Contingency Balance (before transfer) is \$25,794.</p>					Account	FY17 Budget	FY17 Actual	FY17 Available	Professional Services	\$ 82,872	\$ 86,063	-\$ 3,191	Advertising	\$ 600	\$ 376	\$ 224	Postal Services	\$ 8,100	\$ 8,995	-\$ 895	Office Supplies	\$ 100	\$ 116	-\$ 16	Furniture & Fixtures	\$ 250	\$ 0	\$ 250	<b>TOTALS</b>	<b>\$ 91,922</b>	<b>\$95,550</b>	<b>-\$ 3,628</b>
Account	FY17 Budget	FY17 Actual	FY17 Available																														
Professional Services	\$ 82,872	\$ 86,063	-\$ 3,191																														
Advertising	\$ 600	\$ 376	\$ 224																														
Postal Services	\$ 8,100	\$ 8,995	-\$ 895																														
Office Supplies	\$ 100	\$ 116	-\$ 16																														
Furniture & Fixtures	\$ 250	\$ 0	\$ 250																														
<b>TOTALS</b>	<b>\$ 91,922</b>	<b>\$95,550</b>	<b>-\$ 3,628</b>																														
<b>FISCAL IMPACT:</b>	FY17 BOS Contingency will decrease by \$3,628. FY17 Reassessment Budget will increase by \$3,628.																																
<b>POLICY IMPACT:</b>	N/A																																
<b>LEGISLATIVE HISTORY:</b>	N/A																																
<b>ENCLOSURES:</b>	None																																
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other																												
		X																															



# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB K

MEETING DATE:	9/20/17				
AGENDA TITLE:	Update to Small Purchasing Procedures				
MOTION(s):	I move the Board of Supervisors approve the revised Small Purchasing Procedures to allow for Small Cooperative Purchases as such are defined by said revised Small Purchasing Procedures. I further move that the Board ratify any contracts executed by, or on behalf of, the County Administrator, which would meet the definition of a Small Cooperative Procurement as stated in the revised Small Purchasing Procedures.				
	Yes	No			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Cyndi Toler, Purchasing Officer				
PRESENTER(S):	Cyndi Toler, Purchasing Officer				
RECOMMENDATION:	Approval				
TIMING:	Current				
DISCUSSION:	<p>Updating language in the counties Small Purchasing Procedures to allow for Small purchases to be made by Cooperative Contracts. Instead of a Cooperative contract satisfying one quote, it would now satisfy all quotation requirements.</p> <p>Current language:  <b>3.10.</b> Consistent with Article 4 of Chapter 1 of the County' Procurement Procedures, when applicable under the VPPA, the County may make use of existing contracts in other localities for the purchase of similar goods and services. The contract price shall satisfy the purpose of one quotation.</p> <p>Suggested Language:  <b>3.10.</b> Consistent with Article 4 of Chapter 1 of the County' Procurement Procedures, when applicable under the VPPA, the County may make use of existing contracts in other localities for the purchase of similar goods and services <u>as a cooperative small procurement in accordance with this policy and Virginia Code Section 2.2-4304 ("Cooperative Small Procurement") The contract price in any one (1) Cooperative Small Procurement contract shall satisfy any quotation requirements of this policy.</u></p> <p>This will save staff time in purchasing items that would currently require multiple contacts with vendors to receive the appropriate number of quotes. With Cooperative contracts the State, or other jurisdiction, has already completed the appropriate solicitation. We would then also benefit from the economy of scale pricing of larger jurisdictions.</p>				
FISCAL IMPACT:	As presented				
POLICY IMPACT:	As presented				

<b>LEGISLATIVE HISTORY:</b>	Virginia Code Section 2.2-4304				
<b>ENCLOSURES:</b>	CHAPTER 4 - Small Purchasing Procedures Draft				
	Legal	Finance	Purchasing	HR	Other
	<b>x</b>	<b>x</b>	<b>x</b>		



## CHAPTER 4

### COUNTY OF FLUVANNA

### SMALL PURCHASING PROCEDURES

## FLUVANNA COUNTY SMALL PURCHASE PROCEDURES

1. **ARTICLE 1 – AUTHORIZATION:** The Virginia Public Procurement Act, Virginia Code Section 2.2-4300 *et seq.*, (Hereinafter referred to as the “VPPA”) permits a locality to establish written small purchase procedures for purchases from non-governmental contractors that do not require competitive sealed bids or competitive negotiation, on the condition that such procedures provide for competition wherever practicable. See Virginia Code Section 2.2-4303(G) and (H). The following small purchase procedures have been established by the Board of Supervisors of Fluvanna County for use by the County when acquiring (1) materials, supplies, equipment, printing, or other goods and non-professional services from non-governmental contractors where the estimated cost is less than or equal to \$50,000, and (2) professional services through single or term contracts if the aggregate or the sum of all phases is not expected to exceed \$50,000. In general, the objective of this policy shall be to provide the County and its taxpayers with the best value possible - reflecting high quality and best price – through efficient and effective use of the competitive market.
2. **ARTICLE 2 – AUTHORITY OF PURCHASING AGENT:** The “Purchasing Agent”, who is the County Administrator, has responsibility and authority for negotiating, placing and when necessary modifying every Solicitation, Contract and purchase order issued by the County under the County’s Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all contracts and purchases made lawfully under the County’s Small Purchasing Procedures.
3. **ARTICLE 3 – GENERAL POLICIES**
  - 3.1. The procedures established in this Chapter are intended to provide for competition wherever practicable and shall be applied to further this intent.
  - 3.2. The County may choose to require more formal bidding procedures or more stringent requirements in addition to or in lieu of the methods provided in these procedures. Reasons for imposing such requirements may include, but shall not be limited to, (1) a belief that a more competitive price could be obtained or (2) to comply with more stringent funding source procurement requirements.
  - 3.3. The County shall not procure goods or services in a piecemeal manner, split procurement into multiple parts, or request that the selected vendor invoice the County at intervals for the purpose of reducing the estimated cost of the procurement below the \$50,000 threshold.
  - 3.4. The receipt of written quotations is preferred.
  - 3.5. All oral quotes must be documented by the employee receiving said quote. A standard County form shall be available for this purpose.
  - 3.6. When practicable, the County shall inquire about available discounts.

- 3.7. The County may, but shall not be required to, follow the methods provided in these procedures for procurements of goods or services which are exempt from requirements of competition under the VPPA.
- 3.8. Where the estimated cost exceeds \$50,000, the County shall follow the applicable provisions of the VPPA and the County's Procurement Policies and Procedures (the "Policy").
- 3.9. In the event that the required number of quotes cannot be obtained, the purchaser must document either that there are no other vendors available to provide the good or perform the service (single source determination), or that a reasonable effort was made to contact other vendors with no response. Documentation of such reasonable effort to contact vendors should include copies of fax confirmation sheets or letters requesting the quote and confirmation from the purchaser that no response was received. A standard County form shall be available for this purpose.
- 3.10. Consistent with Article 4 of Chapter 1 of the County's Procurement Procedures, when applicable under the VPPA, the County may make use of existing contracts in other localities for the purchase of similar goods and services as a small cooperative procurement in accordance with this policy and Virginia Code Section 2.2-4304 ("Small Cooperative Procurement"). The contract price in any one (1) Small Cooperative Procurement contract shall satisfy any quotation requirements of this policy.
- 3.11. A contract may include provisions for modification of the contract during performance, but no fixed-price contract may be increased by more than twenty-five percent of the amount of the contract or \$ 50,000, whichever is greater, without the advance written approval of the Board of Supervisors of Fluvanna County. In no event may the amount of any contract, without adequate consideration, be increased for any purpose, including, but not limited to, relief of an offeror from the consequences of an error in its quote or offer.
- 3.12. In the solicitation or awarding of contracts, the County shall not discriminate against an offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.
- 3.13. Whenever solicitations are made, the County shall include businesses selected from a list made available by the Department of Minority Business Enterprise.
- 3.14. Whenever Solicitations are made, the County shall include and incorporate by reference the General Terms, Conditions and Instructions to Bidders and Contractors, attached to the Policy as Appendix A.
- 3.15. The County encourages the participation of small businesses and businesses owned by women and minorities in procurement transactions.
- 3.16. **Compliance with Immigration Law.** Pursuant to § 2.2-4311.1. of the Code of Virginia, the Contractor does not, and shall not during the performance of this Contract,



knowingly employ an unauthorized alien as defined in the Federal Immigration Reform and Control Act of 1986. (BOS action Oct. 1, 2008)

#### 4. ARTICLE 4 – DEFINITIONS

- 4.1. The County of Fluvanna Procurement Policies and Procedures, being the statement of purpose, Chapters 1 to 6 inclusive, and Appendix I, are referred to throughout as the **“Policy”**.
- 4.2. The definitions of the **“Policy”** as stated in Chapter 1 apply to the entire Policy, but for clarity, certain definitions are specifically reiterated in this Chapter 4.
- 4.3. **“Contracts”** previously defined in Chapter 1 shall be expanded to also include any decisions to purchase a good or service made in compliance with the procedures outlined in this Chapter 4, with or without a formal written contract, including documentation.
- 4.4. **“Small purchases”** are single or term contracts for goods or services where the estimated sum or aggregate of all phases does not exceed \$50,000.
- 4.5. **“Professional services”**, consistent with its definition in Chapter 1, means work performed by an independent contractor within the scope of the practice of accounting, actuarial services, architecture, land surveying, landscape architecture, law, dentistry, medicine, optometry, pharmacy or professional engineering.
- 4.6. **“Nonprofessional services”**, consistent with its definition in Chapter 1, means any services not specifically identified as professional services in the definition of professional services.
- 4.7. The **“estimated cost”** of a contract shall be according to a single purchase order, not the annual total for a particular vendor. However, unit orders shall not be split in order to reduce the invoice total.
- 4.8. A **“quotation”** may be either written or oral. A supplier's current price list may serve the same purpose as obtaining a quote. It is the responsibility of the employee receiving an oral quote to document thoroughly the price and good or service provided.
- 4.9. A **“Small Cooperative Procurement”** must be for Small Purchases of goods or services and must meet all requirements of Virginia Code Section 2.2-4304.

#### 5. ARTICLE 5 – SMALL PROCUREMENT METHODS

- 5.1. One quotation: Purchases where the estimated cost of goods, professional services, or nonprofessional services does not exceed \$3,000 may be made upon receipt of a written or oral quote from one vendor.
  - 5.1.1. The County shall seek additional quotations whenever there is reason to believe a materially better value could be found.

**5.1.2.** Where more than one quote has been obtained for goods or nonprofessional services, the County shall select the supplier with the lowest responsive and responsible quote. It shall be consistent with these Small Purchasing Procedures for the County to consider product quality, service, and vendor reliability to reach this determination.

**5.1.3.** Where more than one quote has been obtained for professional services, the County shall negotiate with the vendor determined to be the most qualified, responsible and suitable; cost shall not be the sole determining factor. If a satisfactory contract cannot be negotiated with such vendor, negotiations shall then be undertaken with the second most qualified, responsible and suitable vendor, and so on until a satisfactory contract is agreed upon.

## **5.2. Two quotations**

**5.2.1.** Purchases where the estimated cost of goods, professional services, or nonprofessional services exceeds \$3,000 but does not exceed \$20,000 may be made upon receipt of written or oral quotes from two vendors, subject to the provisions of Section 3.9 above.

**5.2.2.** For goods and nonprofessional services, the County shall select the supplier with the lowest responsive and responsible quote. It shall be consistent with these Small Purchasing Procedures for the County to consider product quality, service, and vendor reliability to reach this determination.

**5.2.3.** For professional services, the County shall negotiate with the vendor determined to be the most qualified, responsible and suitable; cost shall not be the sole determining factor. If a satisfactory contract cannot be negotiated with such vendor, negotiations shall then be undertaken with the second most qualified, responsible and suitable vendor, and so on until a satisfactory contract is agreed upon.

## **5.3. Three written quotations**

**5.3.1.** Purchases where the estimated cost of goods, professional services, or nonprofessional services exceeds \$20,000 but does not exceed \$30,000 may be made upon receipt of written quotes from three vendors, subject to the provisions of Section 3.9 above.

**5.3.2.** For goods and nonprofessional services, the County shall select the supplier with the lowest responsive and responsible quote. It shall be consistent with these Small Purchasing Procedures for the County to consider product quality, service, and vendor reliability to reach this determination.

**5.3.3.** For professional services, the County shall negotiate with the vendor determined to be the most qualified, responsible and suitable; cost shall not be the sole determining factor. If a satisfactory contract cannot be negotiated with such vendor, negotiations shall then be undertaken with the second most qualified, responsible and suitable vendor, and so on until a satisfactory contract is agreed upon.

#### **5.4. Four written quotations**

**5.4.1.** Purchases where the estimated cost of goods, professional services, or nonprofessional services exceeds \$30,000 but does not exceed \$50,000 may be made upon receipt of written quotes from four vendors, subject to the provisions of Section 3.9 above.

**5.4.2.** Written informal solicitation of a minimum of four bidders or offerors shall be required.

**5.4.3.** The County shall select the supplier with the lowest responsive and responsible quote. It shall be consistent with these Small Purchasing Procedures for the County to consider product quality, service, and vendor reliability to reach this determination.

**5.5. Small Cooperative Procurements:** Notwithstanding the preceding in Article 5, purchases where the estimated cost of goods, professional services, or nonprofessional services does not exceed \$50,000 may be made upon receipt of written or oral quotes from one vendor if they meet the definition of a Small Cooperative Procurement.

**6. ARTICLE 6 – EXCEPTIONS TO COMPETITIVE REQUIREMENTS:** Fluvanna County has determined that competition normally is either not practicable or available for small purchases of the following goods or services which, accordingly, may be purchased without receipt of quotes from additional vendors:

**6.1.** Books, pre-printed materials, reprints and subscriptions (e.g., print or electronic), pre-recorded audio and video cassettes and slide presentations when only available from the publisher/producer;

**6.2.** Any items purchased on state contract;

**6.3.** Academic/research consulting services;

**6.4.** Honoraria, entertainment (speakers, lecturers, musicians, etc.);

**6.5.** Royalties and film rentals when only available from producer or protected distributors;

**6.6.** Membership dues;

**6.7.** Advertisements such as in newspapers, magazines, journals, radio, television, etc.; and

**6.8.** Utility charges.

#### **7. ARTICLE 7 – CONTRACT REQUIREMENTS:**

**7.1.** Every purchase under these Small Purchasing Procedures for more than \$3,000 must be in the form of a formal written contract and include and incorporate by reference the

General Terms, Conditions and Instructions to Bidders and Contractors attached to the Policy as Appendix I.

- 7.2. All small purchases made hereunder shall be subject to the provisions of paragraph 48 of the General Terms, Conditions and Instructions to Bidders and Contractors attached to the Policy as Appendix I.

Adopted: Board of Supervisors, November 20, 2002

Amended to include procurement of professional services: February 18, 2004

Amended to include compliance with immigration law provision: October 1, 2008

Amended to increase professional services threshold to \$50,000 in compliance with §2.2-4303 (H) of the Code of Virginia: September 16, 2009.

Amended to be incorporated into the County's Procurement Policies and Procedures: April 3, 2013.

Amended to allow one quote for Small Cooperative Procurements \_\_\_\_\_, 2017.



# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB L

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	Commonwealth's Attorney Position Grade Change				
<b>MOTION(s):</b>	<p>I move to approve the following position description revision and grade change in the Commonwealth's Attorney office:</p> <p style="margin-left: 40px;"><b>FROM:</b> Secretary, Pay Band 10, \$31,200 (Current Salary - \$32,136)  <b>TO:</b> Administrative Assistant, Pay Band 11, \$32,240 (Planned Salary \$34,418)</p> <p>With the salary and fringe benefit funding in the amount of \$2,647.00 to come from the existing FY18 Commonwealth's Attorney Personnel Budget.</p>				
	Yes	No			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
<b>STAFF CONTACT(S):</b>	Jeffrey Haislip, Commonwealth's Attorney and Gail Parrish, HR Manager				
<b>PRESENTER(S):</b>	Jeffrey Haislip, Commonwealth's Attorney and Gail Parrish, HR Manager				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Current				
<b>DISCUSSION:</b>	<p>The position was lowered from pay band 13 to 10 last year to allow the Commonwealth's Attorney to evaluate how the workload between this position and the new paralegal position would be distributed. It is apparent to the Commonwealth's Attorney that the position requires much more than expected in the current pay band. The position is much more in line now with position in pay band 11. The position is cross trained with many functions performed by the paralegal position which is pay band 13.</p>				
<b>FISCAL IMPACT:</b>	<p>Current Salary: \$32,136  <u>Proposed Increase:</u> \$34,418  Increase in Salary: \$ 2,282  Increase in fringe costs: \$ 365  Total increase in cost: \$ 2,647 (will not be eligible for \$643 Jan. 2% increase)</p> <p>No Fiscal Impact in this year's budget due to savings from salary of new Asst. Commonwealth Attorney.</p> <p>Employee would not be included in the January 2018 2% raise plan.</p>				
<b>POLICY IMPACT:</b>	N/A				

LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
	Legal	Finance	Purchasing	HR	Other
				X	COAD

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

**TAB M**

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	2017 County Fair Review				
<b>MOTION(s):</b>	N/A				
	Yes	No			
		X			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
<b>STAFF CONTACT(S):</b>	Aaron Spitzer, Director of Parks and Recreation				
<b>PRESENTER(S):</b>	Aaron Spitzer, Director of Parks and Recreation				
<b>RECOMMENDATION:</b>	N/A				
<b>TIMING:</b>	N/A				
<b>DISCUSSION:</b>	A review of the 2017 Fluvanna County Fair expenses and revenue.				
<b>FISCAL IMPACT:</b>					
<b>POLICY IMPACT:</b>					
<b>LEGISLATIVE HISTORY:</b>					
<b>ENCLOSURES:</b>	2017 County Fair Review Presentation				
	Legal	Finance	Purchasing	HR	Other







# 2017 FLUVANNA COUNTY FAIR



August 16-19, 2017





# Attendance

- This year's County Fair was a success with **6,000 to 7,500 visitors** over the four days (rain one hour on Friday night)





# Parks and Recreation Expenses

## § Advertising - \$1,358.00

- NBC 29 and Fluvanna Review Ads

## § General Supplies - \$2,234.84

- Fun Zone, Staff T-Shirts, ACE, EW Thomas, and Wrist Bands

## § Contract Services - \$9,445.30

- Devhook Sound, VA Tent Rental, Sunbelt (lights), Porta Johns, Dumpster, Security, Totally Unrelated (band) and Protocom Aviation

## § Total Expenses = \$13,038.14





# Parks and Recreation Revenue

## § Gate Sales - \$11,145.30

- 5,572 paying visitors; we did not take gate sales on Wednesday or for anyone under 18 years old on Thursday and everyday children under the age of 2 years old got in free

## § Carnival Ride Sales - \$10,108.00

- \$50 for each food/concession as well as 25% of all ticket sales

## § Fair Vendors - \$1,500.00

- 7 food, 19 non-food, 2 non-profits

## § Total Revenue = \$22,753.30







# Parks and Recreation 2017 Results

§ Total Revenue	\$22,753.30
§ <b>Total Expenses</b>	<b><u>\$13,038.14</u></b>
§ 2017 Balance	\$ 9,715.16
§ 2016 Balance	\$ 5,882.02





# Special Needs Event

- § **Valley Amusements** Carnival opened up rides for area youth and adults with special needs on Friday from Noon-2pm.
  - Approx. 15 participants that came to this event.
- § **EW Thomas** provided meals for the children and carnival staff.
- § **Wade Parrish, the Fluvanna County Public Schools, and Parks and Recreation** partnered together to provide this unique experience.





# Recognitions

## § 2017 Fair Board

- President – Wade Parrish
- Vice President – Maria Graff
- Treasurer – Channing Snooddy
- Secretary – John Thompson
- Home Arts Director – Tee White
- 4-H Director – Kim Mayo
- Marketing Director – Wendy Edwards
- County Representative – Jonathan Pace

## § Purple Ribbon Sponsors

- Farm Bureau
- A.G. Dillard, Inc

## § Blue Ribbon Sponsors

- Modesto Farms
- Byler Barns

## § Red Ribbon Sponsors

- Snooddy's Electrical Service, Inc
- E.W. Thomas, Inc
- New Virginia Tractor

## § White Ribbon Sponsors

- James River Builders
- Tavern on the James
- Strong Team Realtors
- Jones Automotive
- Dominion

## § Yellow Ribbon Sponsors

- Dick's Clearing and Landscaping, LLC
- James River Brewery
- James River Beverage Co.
- Strong Team Realtors

## § Sponsor Row

- Breeden's Plumbing
- Jefferson Pharmacy
- Campbell Equipment
- Weiss Eyes Optometrists

## § People Movers

- Osteen Plumbing
- Mac's Auto Center
- Orange Tire Inc.





# Pictures from the Fair...







# 2017 Fluvanna County Fair

## Questions?





# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB Mc

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	Adoption of the Fluvanna County Board of Supervisors Regular Meeting Minutes.				
<b>MOTION(s):</b>	I move the meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, September 6, 2017 Regular Meeting, be adopted.				
	Yes	No			
		X			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
<b>STAFF CONTACT(S):</b>	Kelly Belanger Harris, Clerk to the Board				
<b>PRESENTER(S):</b>	Steven M. Nichols, County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	None.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	None				
<b>ENCLOSURES:</b>	Draft Minutes for September 6, 2017				
	Legal	Finance	Purchasing	HR	Other



**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Circuit Court Room**  
**September 6, 2017**  
**Regular Meeting 4:00pm**  
**Work Session, 7:00pm**

**MEMBERS PRESENT:**

John M. (Mike) Sheridan, Columbia District, Chair  
Mozell Booker, Fork Union District, Vice Chair  
Patricia Eager, Palmyra District  
Tony O'Brien, Rivanna District (*Arrived 4:05pm*)  
Donald W. Weaver, Cunningham District

**ALSO PRESENT:**

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

**1 - CALL TO ORDER**

At 4:02pm Chair Sheridan, called the Regular Meeting of September 6, 2017.  
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**3 - ADOPTION OF AGENDA**

**MOTION**

Mr. Weaver moved to accept the Agenda, for the September 6, 2017 Regular Meeting of the Board of Supervisors. Mrs. Booker seconded and the Agenda was adopted by a vote of 4-0. AYES: Sheridan, Booker, Eager, and Weaver. NAYS: None. ABSENT: O'Brien.

**SPECIAL PRESENTATIONS**

*Community Service Resolution – Jo A. McDowell*  
*Certificate of Commendation – Cheryl J. Elliott, Outgoing Emergency Services Coordinator*  
*Certificate of Appreciation – Martin D. Brookhart, Outgoing Management Analyst*

**4 - COUNTY ADMINISTRATOR'S REPORT**

Mr. Nichols reported on the following topics:

- Ø Community & County Staff Recognitions
  - Recent BOS Community Service Certificates to:
    - Dusty Besecker, Larry Cormier, Michael & Lisa Himes, Ben Jamison, Tom Payne, Sims & Mary Wright, Jim Wimmer, & Jeff Stribling - For participation with the 2017 Impact Fluvanna Project.
  - Grand Openings!
    - New Fluvanna/Louisa CHIP Office at ZXR
    - "Local Eats" – near CVS
  - Eclipse: The Moon and Sun halt County work... temporarily!
    - Library's Solar Eclipse Viewing Party huge success! ~800 people attended. Sponsored by the Friends of the Library and a grant from StarNet.
  - Palmyra Rescue Station Upgrades
  - Safety improvements work completed at Sheriff's Office
- Ø Spotlight on Business - Papa Jim's Soft Serve Ice Cream – Owner: Jim Toms
- Ø Announcements and Updates
  - Farm Museum Invitation for Bid released Aug 30<sup>th</sup> - Bids due by October 23<sup>rd</sup>
  - New lighting at the Community Center as part of the energy project
  - Unveiling of our region's GO Virginia Growth & Diversification Plan - PVCC, Sep 13, 9:00 AM
    - Camoin Associates will brief on 4 main areas: talent development, growing existing businesses, innovation/ entrepreneurship, and site readiness.
  - Fluvanna County Breakfast Meeting w/ State & Federal Elected Officials, Thursday, Sep 28th, 8:30 – 10:00 am, Fluvanna County Library, Purpose is discuss issues important to Fluvanna in advance of the 2017 Legislative Session.
    - TOPICS SO FAR
      - § Public Schools Funding
      - § Search warrants in death scene and missing juvenile investigations
      - § Applications for Concealed Hand Gun Permit
      - § Zion Crossroads Economic Development Opportunities and Partnerships
      - § DOE and CSA Funding

- Next Meetings

Day	Date	Time	Purpose	Location
Wed	Sep 20	7:00 PM	Regular Meeting	Courtroom
Wed	Oct 4	4:00 PM	Regular Meeting	Courtroom
Wed	Oct 18	7:00 PM	Regular Meeting	Courtroom

## 5 - PUBLIC COMMENTS #1

At 4:24pm Chair Sheridan opened the first round of Public Comments.

- Len Bozza, 26 Fleetwood, President Lake Monticello Fire and Rescue, spoke in honor of Cheryl Elliott, outgoing Emergency Services Coordinator.
- Dick Bucci, Rivanna District, candidate for the Planning Commission, introduced himself to the Board in support of his appointment to the Planning Commission.
- Gequetta Murray-Key, Rivanna District, candidate for the Planning Commission, introduced herself to the Board in support of her appointment to the Planning Commission.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:40pm.

## 6 - PUBLIC HEARING

None

## 7 - ACTION MATTERS

*Burn Building Grant*—Cheryl Elliott, Emergency Services Coordinator, brought forward a request to accept an award from the Virginia Department of Fire Programs, in the amount of \$480,000, for the construction of a Burn Building. Ms. Elliott noted that engineering & architect costs, the building and foundation, as well as the stone apron are expenses that will covered by the grant. Ms. Elliott pointed out that because not all items associated with building the Burn Building, an estimate of funding needs beyond the grant allocation could be \$150K-\$300K. Items not covered in the grant include: site prep, driveway and parking lot, dumpster, water lines (6" desired), two cement pads (for extrication/vehicle fires), storage shed. A pre-engineered metal building structure with a gas-fueled prop system is proposed to be constructed on county property behind Fork Union Fire Station. Acceptance of the grant does not lock the County into constructing the building and the County can walk away from the grant funding at any point with penalty. Expected annual costs will be included in Fire-Rescue training budget:

- Annual inspections of facilities (county-retained licensed professional engineer) (~\$1,500)
- Burn materials and/or propane (\$ TBD)
- Facility maintenance and repairs (& MOU with fire companies) Future needs/desires include a modular classroom building and a dry hydrant. (\$TBD)

Following general discussion,

### MOTION

Mrs. Booker moved the Board of Supervisors accept the Virginia Department of Fire Programs Grant award of up to \$480,000 for the new construction of a burn building for Fluvanna County, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney. Mr. O'Brien seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

And,

Mrs. Booker further moved the Board of Supervisors approve a supplemental appropriation in the amount of \$480,000 to the Burn Building FY18 CIP Budget with funding to come from the Virginia Department of Fire Programs Grant. Mrs. Eager seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*E911 Radio Project: Change Order #7 (Extend Project Completion Date)*—Cheryl Elliott, Emergency Services Coordinator, presented a request for Change Order #7 to extend the radio project completion date. Change Order #5 (November 16, 2016) extended the project completion date from December 2016 to August 2017. This change order extends this previously anticipated date to October 2017, to allow for the 30-day burn-in period for the project due to project delays. Coverage testing was completed August 23, 2017, and system testing was completed on August 31, 2017. Following cutover on August 31, 2017 when public safety agencies began using the new radio system, the system entered a 30-day burn in period to make sure all systems are operating properly before final system acceptance, anticipated early October. During the burn-in period any remaining punch list items will be completed. There is no cost associated with this schedule change.

Radio Project updates:

- There are currently, six tower sites - CVEC (300'); Columbia School (300'); Sheriff's Office (195'); Landfill (250'); VFW (Leased) (250'), Bremono (Leased) (395').

Board of Supervisors Minutes

- Expected coverage was 95%--Coverage testing showed 99%.
- Transition from Project Management to System Management—Ms. Elliott, Project Manager, is leaving her position with the County. Michael Grandstaff will assume responsibilities as System Manager.
- Final system acceptance approximately October 12, 2017
- Subscriber management
- System monitoring and management
- Fluvanna-Louisa Agreement (imminent)
- Regional Radio System (~4-5 years)
- Maintenance Costs

Maintenance and Support Category	FY18	FY19	FY20	FY21	FY22
PSRP - VFW Tower Leasing (begins Feb. 2017)	18,000	18,540	19,096	19,669	20,259
PSRP - UPS Maintenance (towers & Dispatch)	12,275	12,275	12,275	12,275	12,275
PSRP - UPS Battery replacement (cells as needed 8-10yrs)	-	-	-	-	35,000
PSRP - Recurring Power Costs (\$200/mo x 5 sites)	12,000	12,000	12,000	12,000	12,000
PSRP - Generator Fuel Costs (filled at installation)	4,900	4,900	4,900	4,900	4,900
PSRP - Generator Preventative Maint. & Monitoring	3,500	3,500	3,500	3,500	3,500
PSRP - A/C Preventative Maintenance (\$750/site x 6 sites)	4,500	4,500	4,500	4,500	4,500
PSRP - Tower Site Maintenance (\$500 herbicide x 6 sites)	3,000	3,000	3,000	3,000	3,000
PSRP - Tower lighting monitoring (\$600/site x 4 sites)	2,400	2,400	2,400	2,400	2,400
PSRP - Local Radio Support (after warranty)	10,000	18,000	18,000	18,000	18,000
PSRP - Subscriber replacement (10@\$5,000)	-	-	-	50,000	50,000
PSRP - Subscriber Battery Replacement (25@\$100)	2,500	2,500	2,500	2,500	2,500
PSRP - Subscriber Repair	-	-	2,500	5,000	5,000
PSRP - E911 Radio System Advanced Plus Astro 25*	29,603	157,300	177,430	182,060	201,477
PSRP - E911 Radio System Lifecycle CORE specific**	58,504	156,024	159,177	161,637	164,351
<b>TOTALS</b>	<b>\$161,182</b>	<b>\$394,939</b>	<b>\$421,278</b>	<b>\$481,441</b>	<b>\$539,162</b>

MOTION

Mr. O'Brien moved the Board of Supervisors approve the "Seventh Amendment and Modification to the Communications System Agreement for the Fluvanna Public Safety Emergency Communications Radio System" with Motorola Solutions, Inc., to extend the project completion date from December 2016 to August 2017, with \$0 price adjustment for this modification, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. On a second by Mrs. Booker, the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

And,

Mr. O'Brien moved the Board of Supervisors approve the "Fifth Addendum to Agreement for Emergency Communication Radio System Project Management and System Implementation Support Services" with Black & Veatch, with \$0 price adjustment for this modification, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. Mrs. Booker offered second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Radio Communications System Use Memorandum of Agreement with Lake Monticello Owners Association and Lake Monticello Police Department*—Cheryl Elliott, Emergency Services Coordinator, presented a request to approve an agreement between Fluvanna County, the Fluvanna County Sheriff's Office, Lake Monticello Owners Association, and the Lake Monticello Police Department.

There is no additional costs associated with agreement. All equipment for LMPD was included in the contract. With no discussion,

MOTION

Mrs. Eager moved the Board of Supervisors approve the "Radio Communication System User Memorandum of Agreement" between Fluvanna County, Fluvanna County Sheriff's Office, Lake Monticello Owners Association, and Lake Monticello Police Department, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. Mr. Weaver seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Zion Crossroads Water & Sewer System Amendment to Project Agreement #6*—Cyndi Toler, Purchasing Officer, presented an amendment to the Zion Crossroads Water & Sewer System agreement with Dewberry Engineers, Inc. This Amendment to Project Agreement #6 is required to complete additional services associated with moving the elevated water tank site of the Zion Crossroads Water & Sewer System project. The change will



Board of Supervisors Minutes  
make for a better overall tank site with easier and safer access, and minimizes the amount of land needed for the site. The Zion Crossroads Water and Sewer System cash-funded budget will increase by \$13,870.

Zions Crossroads Funding	
Original Budget	\$575,000
Prior Supplemental Appropriations	\$182,870
Total Revised Budget	\$757,870
Proposed Supplemental Appropriation - Dewberry Project Agreement #6 Amend.	\$13,870
Total Proposed Revised Budget	\$771,740

Mr. Eric Dahl, Deputy County Administrator and Finance Director provided an overview of estimated costs and funding to date.

Construction Category	Estimated Construction Cost	10% Contingency	Total Estimated Cost
Elevated Water Storage Tank	\$ 2,239,400	\$ 224,000	\$ 2,463,400
Water Booster Station	\$ 642,600	\$ 64,300	\$ 706,900
Water Main	\$ 2,567,000	\$ 256,700	\$ 2,823,700
Wastewater Pump Station	\$ 888,000	\$ 88,800	\$ 976,800
Wastewater Force Main	\$ 2,965,000	\$ 296,500	\$ 3,261,500
Total Est. Construction Cost	\$ 9,302,000	\$ 930,300	\$ 10,232,300
*PER, Surveying, Prelim & Final Design and Bidding Services			\$ 771,740
Construction Administration and Inspection			\$ 635,890
Real estate Acquisition, ROW, Permitting, Legal			\$ 335,000
Total Est. Project Cost			\$ 11,974,930

*\*Already cash funded and complete*

Zions Crossroads Funding	
Original Budget - Cash	\$575,000
Prior Supplemental Appropriations - Cash	\$196,740
Total Cash Funded	\$771,740
Total VRA Debt Funded	\$8,470,053
Total Project Funding	\$9,241,793
Less: PER, Surveying, Prelim and Final Design and Bidding Services	(\$771,740)
Less: Est. Construction Cost	(\$10,232,300)
Less: Construction Admin and Inspection	(\$635,890)
Less: Est. RE Acquisition, ROW, Permitting and Legal	(\$335,000)
Total Est. Add'l Fund Balance Required	(\$2,733,137)

Following general discussion,

MOTION

Mr. O'Brien moved the Board of Supervisors approve a supplemental appropriation of \$13,870 from Unassigned Fund Balance to the Zion Crossroads Water and Sewer System project budget with the funds necessary for an Amendment to Project Agreement #6 to complete additional services associated with moving the elevated water tank site of the Zion Crossroads Water & Sewer System project. Mrs. Booker gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

And,

Mr. O'Brien moved the Board of Supervisors approve an Amendment to Project Agreement #6 between Fluvanna County and Dewberry Engineers Inc. for additional services associated with moving the elevated water tank site of the Zion Crossroads Water & Sewer System project totaling \$13,870, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney. On a second by Mr. Weaver, the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Zion Crossroads Water and Sewer System Financing – FY18 Interest Payments – Eric Dahl, Deputy County Administrator/Director of Finance*

With no discussion,

MOTION

Mrs. Eager moved the Board of Supervisors approve a supplemental appropriation of \$224,852 from Unassigned Fund Balance to the Debt Service budget with the funds necessary for interest payments in FY18 for the Zion Crossroads Water and Sewer System financing. Mr. O'Brien gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

Board of Supervisors Minutes

*Advertisement of Proposed Sale of County Real Property - Former Cunningham Elementary School* – Eric Dahl, Deputy County Administrator/Director of Finance requested the Board ratify an advertisement for a Public Hearing to be held September 20, 2017.

With no discussion,

MOTION

Mr. O'Brien moved the Board of Supervisors ratify advertisement of a Public Hearing to be held on September 20, 2017, for the proposed sale of the County's real property known by current street numbering as 479 Cunningham Road, Palmyra VA and also known as the former Cunningham Elementary School to The Light Academy Inc., a Virginia corporation, for a purchase price of \$118,750.00 pursuant to their proposal to purchase the property dated July 20, 2017 made in response to the County's Request for Proposals 2016-01 "Sale of County Property Cunningham Elementary School (former) 479 Cunningham Road, Palmyra VA 22963", as amended. On a second by Mrs. Eager the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Advertisement of Proposed Sale of County Real Property – Former Columbia Elementary School* – Eric Dahl, Deputy County Administrator/Director of Finance

With no discussion,

MOTION

Mr. O'Brien moved the Board of Supervisors ratify advertisement of a Public Hearing to be held on September 20, 2017, for the proposed sale of the County's real property known by current street numbering as 563 Wilmington Road, Palmyra, VA and also known as the former Columbia Elementary School to Howard Hilsinger and Laurie Hilsinger for a purchase price of \$82,500 pursuant to their proposal to purchase the property dated July 20, 2017 made in response to the County's Request for Proposals 2016-02 "Sale of County Property Columbia Elementary School (former) 563 Wilmington Road, Palmyra, VA 22963", as amended. Mrs. Booker gave second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Board of Equalization Member Pay* – Steve Nichols, County Administrator, presented a request to increase the compensation of the members of the Board of Equalization, retroactive to July 1, 2017.

MOTION

Mr. Weaver moved the Board of Supervisors approve an increase in Board of Equalization (BOE) member and BOE Administrative Assistant pay from \$20.00 per hour to \$23.00 per hour to account for tax deductions through the MUNIS payroll system. Mrs. Eager seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

*Appointment to the Fluvanna County Planning Commission*—Steven M. Nichols, County Administrator, presented the slate of candidates for the Planning Commission – Rivanna District Representative.

Following discussion regarding the candidates' qualifications,

MOTION

Mr. O'Brien moved to appoint Joe Chesser to the Planning Commission – Rivanna District, replacing Donald Gaines who resigned, with a term to begin immediately and expire on June 30, 2018. With no second, the motion died.

Mr. O'Brien moved to appoint Debra Kurre to the Planning Commission – Rivanna District, replacing Donald Gaines who resigned, with a term to begin immediately and expire on June 30, 2018. With no second, the motion died.

After the second motion, the Board chose to wait until the September 20, 2017 Board of Supervisors meeting, and invite the candidates once again to speak on their own behalf.

Mr. O'Brien moved to defer the appointment until September 20, 2017. Mr. Weaver seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

## **8 - PRESENTATIONS**

*Regional Legislative Program*—David Blount, TJPDC Legislative Liaison, presented the 2017 legislative priorities for the Thomas Jefferson Planning District Commission.

*Affordable Senior Housing Project – DHCD Grant*—Jason Smith, Community and Economic Development Director, and Beth Kennan, Piedmont Housing Alliance, presented a summary of the work of the Affordable Senior Housing Project Management Team. Mr. Smith highlighted the Market Study, the Central Region Senior Housing Inventory, and the results of a Senior Housing Survey. Fluvanna County in collaboration with Piedmont Housing Alliance, assessed the need for Senior Housing in Fluvanna County, focusing on the two former elementary schools, Columbia and Cunningham. Following a market study, it was determined that the elementary schools were not favorable locations; however, the Village Oaks residential subdivision, owned by

Board of Supervisors Minutes

Southern Development. The market study indicated a need for affordable senior housing, with the ability to support a 50-unit senior rental facility. The project team recommended that to go forward, the team would continue discussions with the owner of Village Oaks, conduct an architectural review, for viability, of the proposed design, and develop a more defined financial picture of the project. Following the presentation, Board consensus was for the Project Team to continue its work.

**9 - CONSENT AGENDA**

The following items were discussed before approval:

*Minutes of the August 2, 2017 Meeting*—Kelly Belanger Harris, Clerk to the Board

*Minutes of the August 16, 2017 Meeting*—Kelly Belanger Harris, Clerk to the Board

The following items were approved under the Consent Agenda for September 6, 2017:

*Minutes of the August 2, 2017 Meeting*—Kelly Belanger Harris, Clerk to the Board

*Minutes of the August 16, 2017 Meeting*—Kelly Belanger Harris, Clerk to the Board

*Staff Project Implementation Bonus* – Steve Nichols, County Administrator

*FY18 Byrne Justice Assistance Grant (JAG) Award* – Marty Brookhart, Management Analyst

*E911 Radio Project Revenue Transfer* – Marty Brookhart, Management Analyst

*CRMF Request - Additional Funds for Historic Courthouse Repair*—Wayne Stephens, Director of Public Works and County Engineer

*CRMF Request - Relocating & Replacing Records Room HVAC System in Courts Building*—Wayne Stephens, Director of Public Works and County Engineer

*Vacation of Plat for The Meadows Subdivision* – Brad Robinson, Senior Planner

**MOTION**

Mr. Weaver moved to approved the consent agenda, for the September 6, 2017 Board of Supervisors meeting. Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

**10 - UNFINISHED BUSINESS**

None.

**11 - NEW BUSINESS**

Mrs. Eager reported on a dangerous school bus stop on Rt 250, near Redskins Lane. She inquired about making the request of VDOT to place a "School Bus Stop" sign near this stop. Board Direction: Inquire of VDOT. The Sheriff's Office will also send patrol to observe.

Mrs. Booker asked about the progress of the traffic circle at routes 15/53. Mr. Nichols reported that the traffic circle is nearing completion.

**12 - PUBLIC COMMENTS #2**

At 6:24pm Chair Sheridan opened the second round of Public Comments.

Brian Rothamel, Charlottesville resident, offered his appreciation to the Board for their condolences on the loss of his mother.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 6:26pm.

**13 - DINNER RECESS** (*Recess to the Morris Room*)

**RECONVENE FOR WORK SESSION**

**WORK SESSION (7:02)** – (*There were audio difficulties during the Work Session that resulted in gaps in the recording.*)

Mr. Nichols reported that the family of Dakota Rigsby is appreciative and supportive of the County initiative to plant a persimmon tree in his honor, in Civil War Park. Details will be provided when available.

Mr. Nichols also reported on the upcoming 2020 Census Local Update of Census Addresses Operation (LUCA). Mr. James Stewart and Planning Staff will return on September 20, 2017 with an update.

*Shovel Ready Site Program* – Jason Smith, Community and Economic Development Director, with Deborah Flippo, Draper Aden Associates & Carolyn Howard, Draper Aden Associates.

**The Board directed** staff to proceed with developed a formal Shovel Ready Site Program policy for EDA and BOS review and adoption.

**MOTION**

Board of Supervisors Minutes

At 7:40pm, Mr. Weaver moved to extend the meeting until midnight. Mrs. Booker seconded and the motion passed unanimously.

*Strategic Zoning Initiative* – Jason Stewart

The Board directed staff to begin the process to change ordinances/policies regarding the charges for rezoning applications to \$1,000 plus \$10 per acre, and to allow defer land use roll back taxes until the actual use changes.

*County Regulations, Policies and Procedures for Managing and Operating Public Water and Sewer Systems* - Wayne Stephens, Director of Public Works and County Engineer

*Design and Construction Standards for Public Water and Sewer Systems* - Wayne Stephens, Director of Public Works and County Engineer

*Master Water and Sewer Plan* – Wayne Stephens, Director of Public Works and County Engineer

*E911 Radio System Costs* – Cheryl Elliott, Emergency Services Coordinator

*County Debt Summary* – Eric Dahl, Deputy County Administrator & Director of Finance

*Senior Center Services* – Aaron Spitzer, Director of Parks and Recreation

The Board directed staff to proceed with establishing senior center services for the northwest area of the county.

*Ordinances Update (Vehicles, Trash, Derelict Buildings, and Rental Inspections)* – James Newman, Planner & Kevin Zoll, Building Official

The Board directed staff to begin the process to revise ordinances regarding junk vehicles, trash, and derelict structures.

**14 – CLOSED MEETING**

MOTION TO ENTER INTO A CLOSED MEETING

At 9:37pm, Mr. O'Brien moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1 & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel and Legal Matters. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 10:24pm, Mr. O'Brien moved that the Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting." Mr. Weaver seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

**15 – ADJOURN**

MOTION

At 10:25pm, Mr. O'Brien moved to adjourn the regular meeting of Wednesday, September 6, 2017. Mrs. Booker seconded and the motion carried with a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, & Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

---

Kelly Belanger Harris  
Clerk to the Board

---

John M. Sheridan  
Chair



# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB N

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	Payment of Legal Fees				
<b>MOTION(s):</b>	I move to approve reimbursement of legal fees in the amount of \$18,132.00 to Linda Lenherr, in accordance with Virginia Code Section 15.2-1521, with such funds to come from the FY18 BOS Contingency.				
	Yes	No			
		XX			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
<b>STAFF CONTACT(S):</b>	Frederick W. Payne, County Attorney, and Steve Nichols, County Administrator				
<b>PRESENTER(S):</b>	Frederick W. Payne, County Attorney				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<p>In a recent legal case, Treasurer Linda Lenherr was honorably acquitted by a jury in Circuit Court on August 10, 2017.</p> <p>The Board of Supervisors is allowed to reimburse her for the reasonable legal fees and expenses incurred by her in defense of the charge in accordance with Virginia Code Section 15.2-1521.</p> <p><b>§ 15.2-1521. Providing legal fees and expenses for officer or employee of county, city or town in certain proceedings</b></p> <p>If any officer or employee of any locality is investigated, arrested or indicted or otherwise prosecuted on any criminal charge arising out of any act committed in the discharge of his official duties, and no charges are brought, or the charge is subsequently dismissed, or upon trial he is found not guilty, the governing body of the locality may reimburse the officer or employee for reasonable legal fees and expenses incurred by him in defense of the investigation or charge, the reimbursement to be paid from the treasury of the locality.</p>				
<b>FISCAL IMPACT:</b>	Funds in the amount of \$18,132.00 from FY18 BOS Contingency				
<b>POLICY IMPACT:</b>	None				
<b>LEGISLATIVE HISTORY:</b>	None				

ENCLOSURES:	None				
	Legal	Finance	Purchasing	HR	Other
	X				



# Capital Reserve Maintenance Fund Request

## TAB O

**MOTION:** I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:  
Provide \$39,000.00 from the Capital Reserve Maintenance Fund to pay the costs of:

Constructing a concrete slab, and replacing asphalt driveway and parking lot at the Palmyra Rescue Squad Building


### Section 1 - REQUEST

Requesting Dept. / Agency: Public Works P18-005-		Dept / Agency Contact: Wayne Stephens	Date of Request: Sep 20, 2017
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org	Fiscal Year: FY18
Reserve Fund Purpose Category: MRR Project			
Description of Project/Repair	Qty	Unit Price	Total Price
Construct heavy-duty concrete slab at Palmyra Rescue Squad	1	\$24,000.00	\$24,000.00
Replace Asphalt Driveway & Parking Lot at Palmyra Rescue Squad	1	\$15,000.00	\$15,000.00
<b>Total Request:</b>			<b>\$39,000.00</b>

### Description and Justification for Proposed Use

Phase 2 of the FY2018 MRR Project titled "Palmyra Rescue Squad - Major Building Maintenance & Repairs" includes removal of the deteriorated, under-designed, asphalt aprons outside the garage doors and main entrance to the Palmyra Rescue Squad, and replacement with a heavy-duty concrete slab. The above price includes all work associated with removal of the old surface, installation of minimum 6" gravel base, and a 6" thick concrete slab.

The FY2018 MRR Project titled "Asphalt Repair & Resurfacing" involves performing repairs, resurfacing and/or replacement of asphalt surfaces at the County's facilities. The condition of the remaining asphalt at the Palmyra Rescue Squad, which covers the driveway and parking areas, is as poor as the asphalt which was replaced by concrete. The above price includes all work with removing the deteriorated asphalt, replacing gravel base as needed, and resurfacing with 2" of new asphalt.

Department / Agency Head Name: Wayne Stephens	Signature  Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, o=Microsoft Date: 2017.09.11 13:50:52 -04'00'	Date 2017/09/11
--	---	--------------------

### Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director  Martin Brookhart 2017.09.11 14:07:45 -04'00'	Date Sep 11, 2017
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator  Digitally signed by Steven M. Nichols Date: 2017.09.11 14:17:09 -04'00'	Date Sep 11, 2017

### Section 3 - BOARD OF SUPERVISORS

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date:	Comments:
---	----------------	-----------







# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

BOS2017-09-20 p.203/247  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
www.fluvannacounty.org

## MEMORANDUM

**TAB P**

**Date:** September 20, 2017  
**From:** Finance Department  
**To:** Board of Supervisors  
**Subject:** Accounts Payable Report for August 2017

1. Staff recommends that the Board of Supervisors ratify the expenditures in the attached report and summarized below.


CATEGORY	AMOUNT
General	\$626,836.99
Capital Improvements	\$2,509,172.32
Debt Service	\$1,615,136.58
Sewer	\$36,422.36
Fork Union Sanitary District	\$4,850.38
<b>TOTAL AP EXPENDITURES</b>	<b>\$4,792,418.63</b>
Payroll	\$755,702.38
<b>TOTAL</b>	<b>\$5,548,121.01</b>

## MOTION


I move the Accounts Payable and Payroll be ratified for **August 2017** in the amount of **\$5,548,121.01**.


Encl:  
AP Report




	A	B	C	D	F	G	H	I	J
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
7	<b>Fund # - 100 GENERAL FUND</b>								
8	<b>GENERAL FUND</b>								
9	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 071417	000000053611	7/13/2017	8/14/2017	188.09		
10	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 072817	000000053860	7/27/2017	8/14/2017	189.30		
11	VACORP	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 071417	000000053612	7/13/2017	8/14/2017	472.57		
12	VACORP	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 072817	000000053861	7/27/2017	8/14/2017	474.48		
13						<b>Total:</b>	<b>\$1,324.44</b>		
14									
15	<b>REAL ESTATE TAXES</b>								
16	INNSBROOK LAW GROUP	R E 2015 - 1ST	RE 2015 31-2-3A	54608	8/23/2017	8/25/2017	552.91		
17						<b>Total:</b>	<b>\$552.91</b>		
18									
19	<b>PERSONAL PROPERTY TAXES</b>								
20	FINANCIAL SERVICES VEHICLE TRUST	P P 2017 - 2ND	PP 2017 202474 - WBAFV3C53ED684155	53978	8/3/2017	8/4/2017	572.95		
21	GELCO CORPORATION	P P 2016 - 1ST	PP 2016 202968 VIN 8784,4307,5423	53977	8/3/2017	8/4/2017	290.91		
22	GELCO CORPORATION	P P 2016 - 1ST	PP 2016 202968 VIN 8784,4307,5423	53977	8/3/2017	8/4/2017	343.65		
23	GELCO CORPORATION	P P 2016 - 1ST	PP 2016 202968 VIN 8784,4307,5423	53977	8/3/2017	8/4/2017	355.62		
24	GELCO CORPORATION	P P 2016 - 2ND	PP 2016 202968 VIN 8784,4307,5423	53977	8/3/2017	8/4/2017	290.90		
25	GELCO CORPORATION	P P 2016 - 2ND	PP 2016 202968 VIN 8784,4307,5423	53977	8/3/2017	8/4/2017	343.65		
26	GELCO CORPORATION	P P 2016 - 2ND	PP 2016 202968 VIN 8784,4307,5423	53977	8/3/2017	8/4/2017	355.61		
27	HVT INC AS TRUSTEE FOR HLT	P P 2017 - 2ND	PP 2017 198041	53979	8/3/2017	8/4/2017	91.22		
28	HVT INC AS TRUSTEE FOR HLT	P P 2017 - 2ND	PP 2017 198041	53979	8/3/2017	8/4/2017	135.19		
29	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	21.75		
30	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	27.19		
31	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	28.27		
32	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	31.97		
33	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	32.62		
34	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	34.80		
35	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	36.54		
36	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	38.06		
37	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	39.05		
38	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	44.15		
39	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	45.67		
40	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	47.85		
41	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	71.77		
42	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	87.00		
43	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	97.87		
44	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	166.39		
45	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	357.79		
46	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	536.68		


	A	B	C	D	F	G	H	I	J
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> <div>munis a tyler erp solution</div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
47	TAPSCOTT BROS TRUCKING INC	P P 2017 - 2ND	PP 2017 211672	53980	8/3/2017	8/4/2017	607.30		
48	TOYOTA LEASE TRUST	P P 2017 - 2ND	PP 2017 228960	53981	8/3/2017	8/4/2017	122.12		
49	TOYOTA LEASE TRUST	P P 2017 - 2ND	PP 2017 228960	53981	8/3/2017	8/4/2017	136.78		
50						Total:	\$5,391.32		
51									
52	OTHER LOCAL TAXES								
53	GELCO CORPORATION	ADMIN FEE VEHICLE LICENSE	PP 2016 202968 VIN 8784,4307,5423	53977	8/3/2017	8/4/2017	33.00		
54						Total:	\$33.00		
55									
56	PERMITS/FEES/LICENSES								
57	RAYMOND GOFFIN	BUILDING PERMITS	SIGN DEP REFUND/SUP 15:007	08/18/17	8/17/2017	8/25/2017	90.00		
58	ALBERT COLVILLE	SUBDIVISION & PLAT REVIEW	REFUND/DOUBLE PYMT	080117	8/3/2017	8/4/2017	100.00		
59						Total:	\$190.00		
60									
61	CHARGES FOR SERVICES								
62	NEAL SHERWOOD	RECREATION PROGRAM	REFUND FOR COMMUNITY CENTER	081417	8/18/2017	8/18/2017	93.75		
63						Total:	\$93.75		
64									
65	MISCELLANEOUS								
66	TREASURER OF VIRGINIA	CSA LOCAL	DCSE OVERPYMT REFUND	032117	6/30/2017	8/25/2017	2,135.72		
67						Total:	\$2,135.72		
68									
69	BOARD OF SUPERVISORS								
70	BANK OF AMERICA	ADVERTISING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	149.95		
71	BANK OF AMERICA	OTHER OPERATING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	19.45		
72	BANK OF AMERICA	OTHER OPERATING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	56.89		
73	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	290.22		
74	FLUVANNA REVIEW	ADVERTISING	PAGE AD	2017F32-10	8/18/2017	8/18/2017	236.25		
75	FLUVANNA REVIEW	ADVERTISING	PAGE AD	2017F31-14	8/18/2017	8/18/2017	286.25		
76	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	33.35		
77	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	17.51		
78	ROBINSON FARMER & COX	PROFESSIONAL SERVICES	COST ALLOCATION COST	065102 FY2016	6/30/2017	8/25/2017	3,500.00		
79	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	221.31		
80						Total:	\$4,811.18		
81									
82	COUNTY ADMINISTRATOR								
83	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	40.00		
84	BANK OF AMERICA	FURNITURE & FIXTURES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	115.89		
85	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	24.48		
86	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	73.46		


	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
87	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	139.97		
88	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	160.00		
89	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	8.60		
90	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	292.61		
91	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	8.07		
92	POSTMASTER	POSTAL SERVICES	BOX 540 ANNUAL	081517	8/18/2017	8/18/2017	116.00		
93	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3037757-0	8/18/2017	8/18/2017	9.99		
94	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3030551-0	8/18/2017	8/18/2017	49.90		
95	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	STAPLER FINISHER	21062375	7/28/2017	8/11/2017	47.59		
96						<b>Total:</b>	<b>\$1,086.56</b>		
97									
98	<b>COUNTY ATTORNEY</b>								
99	PAYNE & HODOUS, LLP.	PROFESSIONAL SERVICES	LEGAL FEES	125148	8/18/2017	8/18/2017	20,342.47		
100						<b>Total:</b>	<b>\$20,342.47</b>		
101									
102	<b>COMMISSIONER OF THE REVENUE</b>								
103	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	34.33		
104	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	45.00		
105	BLUE RIDGE MASS APPRAISAL	PROFESSIONAL SERVICES	BLDG PERMITS	70534	8/17/2017	8/25/2017	784.00		
106	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	14.33		
107	DS SERVICES OF AMERICA, INC	LEASE/RENT	COOLER RENTAL	16382147 081517	8/17/2017	8/25/2017	5.27		
108	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080117	8/18/2017	8/18/2017	15.01		
109	STONEWALL TECHNOLOGIES	PROFESSIONAL SERVICES	VAMANET MEMBERSHIP	8879	7/28/2017	8/11/2017	300.00		
110	THE SUPPLY ROOM	LEASE/RENT	COOLER RENTAL	3037751-0	7/28/2017	8/11/2017	9.99		
111	THE SUPPLY ROOM	OFFICE SUPPLIES	SPRING WATER	3030540-0	8/3/2017	8/4/2017	24.95		
112	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	49.98		
113						<b>Total:</b>	<b>\$1,282.86</b>		
114									
115	<b>TREASURER</b>								
116	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	17.19		
117	CHARLOTTESVILLE OFFICE MACHINE	OFFICE SUPPLIES	SUPPLIES	67052	7/16/2017	8/4/2017	190.00		
118	DS SERVICES OF AMERICA, INC	LEASE/RENT	SPRING WATER	16373913 071817	6/30/2017	8/4/2017	36.97		
119	PITNEY BOWES	LEASE/RENT	LEASE CHARGES	3304125791	8/18/2017	8/18/2017	2,055.25		
120	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3030536-0	8/3/2017	8/4/2017	39.92		
121	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3037750-0	8/18/2017	8/18/2017	9.99		
122	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	49.98		
123	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	21062376	8/18/2017	8/18/2017	131.38		
124						<b>Total:</b>	<b>\$2,530.68</b>		
125									
126	<b>INFORMATION TECHNOLOGY</b>								


	A	B	C	D	F	G	H	I	J
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> <div></div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
127	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	14.99		
128	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	16.50		
129	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	19.99		
130	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	35.88		
131	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	47.90		
132	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	76.02		
133	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	152.63		
134	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	447.94		
135	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	9.53		
136	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	24.50		
137	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	28.59		
138	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	29.85		
139	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	42.99		
140	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	52.44		
141	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	105.99		
142	BANK OF AMERICA	ADP SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	109.69		
143	BANK OF AMERICA	EDP EQUIPMENT	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	156.50		
144	BANK OF AMERICA	EDP EQUIPMENT	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	609.99		
145	CDW GOVERNMENT, INC.	ADP SUPPLIES	PARTS	JPD8252	8/10/2017	8/11/2017	109.80		
146	CDW GOVERNMENT, INC.	EDP EQUIPMENT	DELL PARTS	JPS9724	8/10/2017	8/11/2017	1,439.30		
147	CDW GOVERNMENT, INC.	EDP EQUIPMENT	APPLE IPAD	JSQ8681	8/18/2017	8/18/2017	1,990.48		
148	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	5.70		
149	ER COMMUNICATIONS LLC	PROFESSIONAL SERVICES	SERVICE TECH	10407	6/30/2017	8/4/2017	60.00		
150	SUMMIT BUSINESS ASSOC., INC.	PROFESSIONAL SERVICES	UPGRADE	2017280	8/3/2017	8/4/2017	1,350.00		
151	VALLEY OFFICE MACHINES, INC.	ADP SUPPLIES	RECORDING SYSTEMS	259228	7/28/2017	8/11/2017	275.00		
152	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	139.97		
153						Total:	\$7,352.17		
154									
155	FINANCE								
156	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	14.33		
157	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	630.71		
158	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	272.03		
159	UPS	POSTAL SERVICES	OVERNIGHT DELIVERY	0000Y7646Y317	8/17/2017	8/25/2017	17.07		
160						Total:	\$934.14		
161									
162	REGISTRAR/ELECTORAL BOARD								
163	AUTOMATED OFFICE SYSTEMS	LEASE/RENT	COLOR PRINTER	077550	8/3/2017	8/4/2017	155.00		
164	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	28.99		
165	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	89.99		
166	SAM'S CLUB	CONTRACT SERVICES	SUPPLIES	070617	7/31/2017	8/4/2017	25.55		


	A	B	C	D	F	G	H	I	J
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> <div></div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
167	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3030503-0	8/3/2017	8/4/2017	19.96		
168	THE SUPPLY ROOM	LEASE/RENT	COOLER RENTAL	3037747-0	7/28/2017	8/11/2017	9.99		
169	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	49.98		
170						Total:	\$379.46		
171									
172	HUMAN RESOURCES								
173	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	2.87		
174	FLUVANNA REVIEW	RECRUITMENT	PAGE AD	2017F30-8	7/26/2017	8/4/2017	63.00		
175	PIERCE GROUP BENEFITS	PROFESSIONAL SERVICES	BROKER FEE	14 FLUVANNA	7/28/2017	8/11/2017	1,203.00		
176	PROTECT YOUTH SPORTS	RECRUITMENT	BACKGROUND CHECK	532570	7/31/2017	8/4/2017	59.40		
177	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	PRINTER	21023523	8/3/2017	8/4/2017	44.80		
178						Total:	\$1,373.07		
179									
180	GENERAL DISTRICT COURT								
181	ASSOCIATION OF CLERKS OF THE	MAINTENANCE CONTRACTS	MEMBERSHIP	FY2018	8/3/2017	8/4/2017	75.00		
182	CENTURYLINK	TELECOMMUNICATIONS	DISTRICT COURT	309871364 071617	7/16/2017	8/4/2017	230.38		
183	DS SERVICES OF AMERICA, INC	MAINTENANCE CONTRACTS	SPRING WATER	16407112 071817	6/30/2017	8/4/2017	16.67		
184	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054B	6/30/2017	8/11/2017	17.88		
185	THE SUPPLY ROOM	MAINTENANCE CONTRACTS	COOLER RENTAL	3037763-0	7/28/2017	8/11/2017	9.99		
186						Total:	\$349.92		
187									
188	COURT SERVICE UNIT								
189	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	11.46		
190	DENNIS CRONIN	MILEAGE ALLOWANCES	MILEAGE	071717	7/16/2017	8/4/2017	49.22		
191	DS SERVICES OF AMERICA, INC	LEASE/RENT	SPRING WATER	16371289 071817	8/18/2017	8/18/2017	28.42		
192	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3030569-0	8/3/2017	8/4/2017	19.96		
193	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3037762-0	8/18/2017	8/18/2017	9.99		
194	VJJA	CONVENTION AND	DUES	070117	8/18/2017	8/18/2017	20.00		
195						Total:	\$139.05		
196									
197	CLERK OF THE CIRCUIT COURT								
198	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	22.92		
199	DS SERVICES OF AMERICA, INC	OFFICE SUPPLIES	SPRING WATER	16385707 071817	7/18/2017	8/4/2017	60.87		
200	FLUVANNA CO CIRCUIT COURT	CONTRACT SERVICES	BANK SERVICE FEES	080717	7/28/2017	8/11/2017	65.41		
201	LOGAN SYSTEMS, INC.	PROFESSIONAL SERVICES	CONTRACT	50000	8/17/2017	8/25/2017	2,541.67		
202	PALMYRA PRESS, INC.	OFFICE SUPPLIES	BUSINESS CARDS	3346	7/28/2017	8/11/2017	168.00		
203	PITNEY BOWES	LEASE/RENT	LEASE CHARGES	3304135783	7/28/2017	8/11/2017	150.00		
204	POSTMASTER	LEASE/RENT	BOX 550 ANNUAL	081417	8/18/2017	8/18/2017	116.00		
205	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	6.49		
206	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	116.95		





	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
207	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054B	6/30/2017	8/11/2017	14.56		
208	THE SUPPLY ROOM	OFFICE SUPPLIES	SPRING WATER	3030488-0	8/3/2017	8/4/2017	44.91		
209	THE SUPPLY ROOM	OFFICE SUPPLIES	COOLER RENTAL	3037746-0	7/28/2017	8/11/2017	19.98		
210	TRISTANA TREADWAY	MILEAGE ALLOWANCES	MILEAGE	071717	7/28/2017	8/11/2017	211.86		
211	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	21133931	8/17/2017	8/25/2017	199.53		
212						<b>Total:</b>	<b>\$3,739.15</b>		
213									
214	<b>CIRCUIT COURT JUDGE</b>								
215	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	8.60		
216	ADAM Z. CLEMENTS	COMPENSATION-	JURY DUTY	065J1710082-10	8/14/2017	8/14/2017	30.00		
217	ADRIAN T. ORLANDO	COMPENSATION-	JURY DUTY	065J1710082-27	8/14/2017	8/14/2017	30.00		
218	ALEXANDER J. BROOKS	COMPENSATION-	JURY DUTY	065J1710082-5	8/14/2017	8/14/2017	30.00		
219	BRODY C. CAMPBELL	COMPENSATION-	JURY DUTY	065J1710082-8	8/14/2017	8/14/2017	30.00		
220	BRUCE HARPER	COMPENSATION-	JURY DUTY	065J1710082-15	8/14/2017	8/14/2017	30.00		
221	BRYAN S. LAMISON	COMPENSATION-	JURY DUTY	065J1710082-22	8/14/2017	8/14/2017	30.00		
222	CATHRYN M. RICKETTS	COMPENSATION-	JURY DUTY	065J1710082-33	8/14/2017	8/14/2017	30.00		
223	CELIA B. VITALES	COMPENSATION-	JURY DUTY	065J1710082-39	8/14/2017	8/14/2017	30.00		
224	ELSIE M. BRUCE	COMPENSATION-	JURY DUTY	065J1710082-7	8/14/2017	8/14/2017	30.00		
225	GLENYS C. GIBSON	COMPENSATION-	JURY DUTY	065J1710082-13	8/14/2017	8/14/2017	30.00		
226	JAMES G. MORRIS JR	COMPENSATION-	JURY DUTY	065J1710082-25	8/14/2017	8/14/2017	30.00		
227	JAMES J. PAYNE	COMPENSATION-	JURY DUTY	065J1710082-29	8/14/2017	8/14/2017	30.00		
228	JENNIFER E. HAWTHORNE	COMPENSATION-	JURY DUTY	065J1710082-16	8/14/2017	8/14/2017	30.00		
229	JOHN M. VINCENT	COMPENSATION-	JURY DUTY	065J1710082-38	8/14/2017	8/14/2017	30.00		
230	KAREN G. WHITE	COMPENSATION-	JURY DUTY	065J1710082-40	8/14/2017	8/14/2017	30.00		
231	KERRI D. MCGRATH	COMPENSATION-	JURY DUTY	065J1710082-24	8/14/2017	8/14/2017	30.00		
232	LINDA J. REESE	COMPENSATION-	JURY DUTY	065J1710082-32	8/14/2017	8/14/2017	30.00		
233	LISA J. BLACK	COMPENSATION-	JURY DUTY	065J1710082-3	8/14/2017	8/14/2017	30.00		
234	MEREDITH Y. WHITE	COMPENSATION-	JURY DUTY	065J1710082-41	8/14/2017	8/14/2017	30.00		
235	MICHAEL A. PIA JR	COMPENSATION-	JURY DUTY	065J1710082-30	8/14/2017	8/14/2017	30.00		
236	MICHAEL J. HURDLE	COMPENSATION-	JURY DUTY	065J1710082-19	8/14/2017	8/14/2017	30.00		
237	MICHAEL W. KYLE	COMPENSATION-	JURY DUTY	065J1710082-21	8/14/2017	8/14/2017	30.00		
238	NORMAN L. PROFFITT JR	COMPENSATION-	JURY DUTY	065J1710082-31	8/14/2017	8/14/2017	30.00		
239	PAUL S. HAHN	COMPENSATION-	JURY DUTY	065J1710082-14	8/14/2017	8/14/2017	30.00		
240	PEGGY H. RITTENHOUSE	COMPENSATION-	JURY DUTY	065J1710082-34	8/14/2017	8/14/2017	30.00		
241	PERRY A. KENNEDY	COMPENSATION-	JURY DUTY	065J1710082-20	8/14/2017	8/14/2017	30.00		
242	RAY M. FARMER JR	COMPENSATION-	JURY DUTY	065J1710082-12	8/14/2017	8/14/2017	30.00		
243	RICHARD W. LOVING	COMPENSATION-	JURY DUTY	065J1710082-23	8/14/2017	8/14/2017	30.00		
244	SCOTT E. THOMAS	COMPENSATION-	JURY DUTY	065J1710082-36	8/14/2017	8/14/2017	30.00		
245	SHANNON M. HIGGINBOTHAM	COMPENSATION-	JURY DUTY	065J1710082-17	8/14/2017	8/14/2017	30.00		
246	SHAWN D. SMITH	COMPENSATION-	JURY DUTY	065J1710082-35	8/14/2017	8/14/2017	30.00		

	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
247	SHAWNNA M. BLANCHARD	COMPENSATION-	JURY DUTY	065J1710082-4	8/14/2017	8/14/2017	30.00		
248	SHERRY L. HODGES	COMPENSATION-	JURY DUTY	065J1710082-18	8/14/2017	8/14/2017	30.00		
249	STEPHANIE A. PARKINGTON	COMPENSATION-	JURY DUTY	065J1710082-28	8/14/2017	8/14/2017	30.00		
250	STEPHEN J. BROWNELL	COMPENSATION-	JURY DUTY	065J1710082-6	8/14/2017	8/14/2017	30.00		
251	STEVEN C. APGAR	COMPENSATION-	JURY DUTY	065J1710082-1	8/14/2017	8/14/2017	30.00		
252	SUSAN W. TOMLIN	COMPENSATION-	JURY DUTY	065J1710082-37	8/14/2017	8/14/2017	30.00		
253	SYDNEY K. CHRISMER	COMPENSATION-	JURY DUTY	065J1710082-9	8/14/2017	8/14/2017	30.00		
254	TESSA N. MUNDY	COMPENSATION-	JURY DUTY	065J1710082-26	8/14/2017	8/14/2017	30.00		
255	TROY C. BITTLE	COMPENSATION-	JURY DUTY	065J1710082- 2	8/14/2017	8/14/2017	30.00		
256	WILLIAM K. DAVIS JR	COMPENSATION-	JURY DUTY	065J1710082-11	8/14/2017	8/14/2017	30.00		
257						<b>Total:</b>	<b>\$1,238.60</b>		
258									
259	<b>COMMONWEALTH ATTY</b>								
260	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	34.95		
261	BRIGHT IDEAS, LLC	OTHER OPERATING	SUPPLIES	28220-1	8/3/2017	8/4/2017	147.34		
262	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	14.33		
263	JEFF HAISLIP	CONVENTION AND	MILEAGE	080217	7/28/2017	8/11/2017	181.90		
264	MATTHEW BENDER & CO INC	BOOKS/PUBLICATIONS	VA CRIMINAL LAW	95239863	8/18/2017	8/18/2017	178.10		
265	MATTHEW BENDER & CO INC	MAINTENANCE CONTRACTS	JULY17	3091069677	7/31/2017	8/4/2017	130.00		
266	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	163.55		
267	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	12.24		
268	SHERRI STADER CAREW	OTHER OPERATING	MILEAGE	071217	7/31/2017	8/4/2017	64.20		
269	SOFTWARE UNLIMITED	MAINTENANCE CONTRACTS	ANNUAL CONTRACT	9	7/31/2017	8/4/2017	3,206.88		
270	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	74.39		
271	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	103.10		
272	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054B	6/30/2017	8/11/2017	143.35		
273	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3030549-0	8/3/2017	8/4/2017	9.98		
274	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3037756-0	7/28/2017	8/11/2017	9.99		
275	TODD SHOCKLEY	CONVENTION AND	MILEAGE	080317	7/28/2017	8/11/2017	260.84		
276	VALLEY BUSINESS FORMS	OFFICE SUPPLIES	BUSINESS CARDS	20612	7/28/2017	8/11/2017	47.00		
277	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	49.98		
278						<b>Total:</b>	<b>\$4,832.12</b>		
279									
280	<b>SHERIFF</b>								
281	AARON HURD	SUBSISTENCE & LODGING	REIMBURSEMENT	073117	8/10/2017	8/11/2017	1,837.36		
282	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	7306720952360	8/3/2017	8/4/2017	7.35		
283	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	CAR SUPPLIES	7306721524095	8/10/2017	8/11/2017	7.69		
284	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	7306722153039	8/18/2017	8/18/2017	9.56		
285	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	7306722342062	8/18/2017	8/18/2017	9.56		
286	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	CAR SUPPLIES	7306721931635	8/18/2017	8/18/2017	37.23		

	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
287	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	730672355837	7/31/2017	8/25/2017	5.51		
288	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	7306723553820	7/31/2017	8/25/2017	7.35		
289	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	7306722963904	8/17/2017	8/25/2017	12.41		
290	AT&T 286-3642	TELECOMMUNICATIONS	MONTHLY CHARGES	080617	8/17/2017	8/25/2017	81.12		
291	BANK OF AMERICA	OTHER OPERATING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	18.37		
292	BANK OF AMERICA	OTHER OPERATING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	283.89		
293	BANK OF AMERICA	POLICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	23.14		
294	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	(\$78.18)		
295	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	15.21		
296	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	16.93		
297	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	89.51		
298	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	111.42		
299	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	127.23		
300	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	170.06		
301	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	206.20		
302	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	215.22		
303	BANK OF AMERICA	TELECOMMUNICATIONS	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	50.00		
304	BANK OF AMERICA	VEHICLE FUEL	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	22.57		
305	BUCKINGHAM CYCLES	VEHICLES REP & MAINT	SERVICE ENGINE	003961	8/18/2017	8/18/2017	290.07		
306	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	REPAIR	72617A	8/3/2017	8/4/2017	20.00		
307	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	TIRE DISPOSAL/MOUNT AND BALANCE	082217	7/31/2017	8/25/2017	66.00		
308	CENTRAL SHENANDOAH CRIMINAL	CONVENTION AND	MATCHING FUNDS	2062	8/10/2017	8/11/2017	31,000.00		
309	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	22.92		
310	CENTURYLINK	TELECOMMUNICATIONS	SHERIFF OFFICE	309797542 071617	7/16/2017	8/4/2017	159.92		
311	CENTURYLINK	TELECOMMUNICATIONS	SHERIFF OFFICE	310191749 071617	7/16/2017	8/4/2017	939.59		
312	CENTURYLINK	TELECOMMUNICATIONS	SHERIFF OFFICE	309903768 080717	8/18/2017	8/18/2017	149.99		
313	CLEAR COMMUNICATIONS AND	VEHICLES REP & MAINT	TUNING FORKS	113208	8/17/2017	8/25/2017	12.00		
314	CLEAR COMMUNICATIONS AND	VEHICLES REP & MAINT	TUNING FORKS	113186	8/17/2017	8/25/2017	204.00		
315	CLEAR COMMUNICATIONS AND	VEHICLES REP & MAINT	LOW BAND	113252	8/17/2017	8/25/2017	922.50		
316	COLONIAL AUTO CENTER	VEHICLES REP & MAINT	CAR MAINTENANCE	676302	8/18/2017	8/18/2017	43.70		
317	COLONIAL AUTO CENTER	VEHICLES REP & MAINT	CAR MAINTENANCE	675956	6/30/2017	8/18/2017	761.15		
318	DS SERVICES OF AMERICA, INC	LEASE/RENT	COOLER RENTAL	16389548 081517	8/17/2017	8/25/2017	33.00		
319	FISHER AUTO PARTS, INC.	VEHICLE/POWER EQUIP	CAR SUPPLIES	015-317905	8/17/2017	8/25/2017	59.15		
320	GALLS, LLC.	UNIFORM/WEARING	UNIFORM	007975089	7/28/2017	8/11/2017	42.06		
321	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080117	8/18/2017	8/18/2017	5,092.24		
322	KUSTOM SIGNALS, INC.	VEHICLES REP & MAINT	REPAIRS	543389	7/28/2017	8/11/2017	149.85		
323	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD/338626	7/28/2017	8/11/2017	109.09		
324	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD/344451	8/17/2017	8/25/2017	118.27		
325	PALMYRA AUTOMOTIVE, INC.	VEHICLES REP & MAINT	CAR MAINTENANCE	67283	7/31/2017	8/4/2017	14.00		
326	SAFARILAND LLC	CONVENTION AND	TRAINING REGISTRATION	I17-101992	7/28/2017	8/11/2017	275.00		


	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
327	SAM'S CLUB	DUES OR ASSOCIATION	MEMBERSHIP DUES	07-17	8/18/2017	8/18/2017	45.00		
328	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	INSPECTION	10018010	7/28/2017	8/11/2017	16.00		
329	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	TOW SERVICES	1001811	7/28/2017	8/11/2017	140.00		
330	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	CAR MAINTENANCE	1001812	8/17/2017	8/25/2017	34.00		
331	STAPLES CONTRACT & COMMERCIAL,	FURNITURE & FIXTURES	SUPPLIES	8045658054B	6/30/2017	8/11/2017	329.99		
332	STAPLES CONTRACT & COMMERCIAL,	FURNITURE & FIXTURES	SUPPLIES	8045658054B	6/30/2017	8/11/2017	411.19		
333	STAPLES CONTRACT & COMMERCIAL,	FURNITURE & FIXTURES	SUPPLIES	8045658054B	6/30/2017	8/11/2017	542.98		
334	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	11.65		
335	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	23.38		
336	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054B	6/30/2017	8/11/2017	14.99		
337	THE SUPPLY ROOM	FOOD SUPPLIES	SPRING WATER	3037748-0	8/18/2017	8/18/2017	9.99		
338	THE SUPPLY ROOM	FOOD SUPPLIES	SPRING WATER	3037749-0	8/18/2017	8/18/2017	9.99		
339	THE SUPPLY ROOM	FOOD SUPPLIES	SPRING WATER	3037764-0	8/18/2017	8/18/2017	9.99		
340	THE SUPPLY ROOM	FOOD SUPPLIES	SPRING WATER	3056610-0	7/31/2017	8/25/2017	74.85		
341	THE SUPPLY ROOM	LEASE/RENT	SPRING WATER	3051361-0	8/17/2017	8/25/2017	9.99		
342	THE SUPPLY ROOM	LEASE/RENT	COOLER RENTAL	3053293-0	8/17/2017	8/25/2017	19.98		
343	TOWN GUN SHOP, INC.	UNIFORM/WEARING	SUPPLIES	R80944	7/28/2017	8/11/2017	1,359.40		
344	TREASURER OF VIRGINIA	PROFESSIONAL SERVICES	MEDICAL EXAMINER	080217	8/18/2017	8/18/2017	20.00		
345	TSSI	POLICE SUPPLIES	UNIFORM	100011758	7/31/2017	8/25/2017	358.00		
346	VALLEY OFFICE MACHINES, INC.	MAINTENANCE CONTRACTS	COPIER	170804-0018	8/18/2017	8/18/2017	87.41		
347	VERIZON	TELECOMMUNICATIONS	SHERIFF'S OFFICE	9790637129	8/17/2017	8/25/2017	1,745.41		
348	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	21078624	8/18/2017	8/18/2017	77.72		
349	VIRGINIA SHERIFF'S ASSOCIATION	CONVENTION AND	VSA ANNUAL CONFERENCE	VSA1708201707620826	7/31/2017	8/25/2017	250.00		
350	WEST RIVER AUTO	VEHICLES REP & MAINT	REPAIRS	34164	8/18/2017	8/18/2017	104.00		
351	WEST RIVER AUTO	VEHICLES REP & MAINT	SUPPLIES	14171	8/18/2017	8/18/2017	427.70		
352	WEST RIVER AUTO	VEHICLES REP & MAINT	CAR MAINTENANCE	34050	8/17/2017	8/25/2017	23.22		
353	WEST RIVER AUTO	VEHICLES REP & MAINT	CAR MAINTENANCE	34071	8/17/2017	8/25/2017	28.61		
354	WEST RIVER AUTO	VEHICLES REP & MAINT	CAR SUPPLIES	34220	7/31/2017	8/25/2017	28.61		
355	WEST RIVER AUTO	VEHICLES REP & MAINT	CAR MAINTENANCE	34191	8/17/2017	8/25/2017	38.53		
356	WEST RIVER AUTO	VEHICLES REP & MAINT	CAR MAINTENANCE	34001	8/17/2017	8/25/2017	65.79		
357	WEST RIVER AUTO	VEHICLES REP & MAINT	CAR MAINTENANCE	34201	8/17/2017	8/25/2017	99.22		
358						<b>Total:</b>	<b>\$50,188.80</b>		
359									
360	E911								
361	BANK OF AMERICA	BLDGS EQUIP REP & MAINT	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	197.72		
362	BANK OF AMERICA	MAINTENANCE CONTRACTS	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	228.00		
363	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	4.35		
364	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	4.90		
365	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	5.45		
366	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	11.99		

	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
367	BANK OF AMERICA	TELECOMMUNICATIONS	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	567.48		
368	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	2.87		
369	CENTURYLINK	TELECOMMUNICATIONS	WIRELINE	310042302 071017	7/16/2017	8/4/2017	1,761.79		
370	CENTURYLINK	TELECOMMUNICATIONS	E911	310214091 071917	8/10/2017	8/11/2017	960.80		
371	CENTURYLINK	TELECOMMUNICATIONS	MONTHLY CHARGES	081017	8/17/2017	8/25/2017	1,665.00		
372	COMCAST CORPORATION	TELECOMMUNICATIONS	MONTHLY CHARGES	080317	8/17/2017	8/25/2017	76.84		
373	JOEL A. ZELINSKY	E911 NEW ROAD SIGNS	ADDRESS PLATE	2974	7/31/2017	8/4/2017	465.55		
374	NWG SOLUTIONS, LLC.	IT SERVICES	MANAGED SERVER	41483	7/28/2017	8/11/2017	875.00		
375	NWG SOLUTIONS, LLC.	MAINTENANCE CONTRACTS	MONTHLY DATTO	41477	7/28/2017	8/11/2017	1,103.70		
376	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	(\$34.17)		
377	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	(\$2.57)		
378	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	37.36		
379	VERIZON	TELECOMMUNICATIONS	SHERIFF'S OFFICE	9790637129	8/17/2017	8/25/2017	329.95		
380	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	21078624	8/18/2017	8/18/2017	77.73		
381						<b>Total:</b>	<b>\$8,339.74</b>		
382									
383	<b>FIRE AND RESCUE SQUAD</b>								
384	ANDREW PULLEN	CONVENTION AND	INSTRUCTOR FEES	020117	8/18/2017	8/18/2017	650.00		
385	DANA CAMPBELL	CONVENTION AND	INSTRUCTOR FEES	020117	6/30/2017	8/18/2017	1,250.00		
386	FLUVANNA COUNTY RESCUE SQUAD	FOUR FOR LIFE FUNDS	ANNUAL PASS THROUGH	63017	6/30/2017	8/4/2017	12,590.00		
387	LAKE MONTICELLO FIRE & RESCUE	FIRE & RESCUE CAPITAL	AMBULANCE REPLACEMENT	LMAMB1	8/17/2017	8/25/2017	15,900.00		
388	LAKE MONTICELLO FIRE & RESCUE	FOUR FOR LIFE FUNDS	ANNUAL PASS THROUGH	63017	6/30/2017	8/4/2017	13,680.40		
389	MARK NOVAK	CONVENTION AND	INSTRUCTOR FEES	020117	6/30/2017	8/18/2017	1,125.00		
390	MATTHEW SEARCY	CONVENTION AND	INSTRUCTOR FEES	020117	6/30/2017	8/18/2017	1,300.00		
391	ROGER WILKINS	CONVENTION AND	INSTRUCTOR FEES	020117	6/30/2017	8/18/2017	1,312.50		
392						<b>Total:</b>	<b>\$47,807.90</b>		
393									
394	<b>CORRECTION AND DETENTION</b>								
395	E.W. THOMAS	FOOD SUPPLIES	INMATE'S MEAL	EWT1 071117	7/28/2017	8/11/2017	7.17		
396						<b>Total:</b>	<b>\$7.17</b>		
397									
398	<b>BUILDING INSPECTIONS</b>								
399	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	8.60		
400	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD/338626	7/28/2017	8/11/2017	28.10		
401	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	40.45		
402	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	20.73		
403	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	17.62		
404	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	99.96		
405	WINDOWARE, INC.	CONTRACT SERVICES	PERMIT EXPORT	2017-329	7/28/2017	8/11/2017	1,000.00		
406						<b>Total:</b>	<b>\$1,215.46</b>		

	A	B	C	D	F	G	H	I	J	
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> <div></div>									
2										
3										
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
407										
408	EMERGENCY MANAGEMENT									
409	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	2.87			
410	EMS MANAGEMENT & CONSULTANTS,	CONTRACT SERVICES	NPP LETTERS MAILED	030834	8/18/2017	8/18/2017	667.85			
411	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080117	8/18/2017	8/18/2017	27.33			
412	RECTOR & VISITORS OF THE	CONTRACT SERVICES	JUL17 EMS COVERAGE	073117	8/18/2017	8/18/2017	51,306.54			
413	RECTOR & VISITORS OF THE	CONTRACT SERVICES	JUNE17 EMS COVERAGE	063017	6/30/2017	8/18/2017	49,554.98			
414	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	59.98			
415							Total:	\$101,619.55		
416										
417	ANIMAL CONTROL									
418	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	80.00			
419	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	9.13			
420	BANK OF AMERICA	VEHICLE FUEL	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	10.02			
421	DAVID R. WELLS	SUBSISTENCE & LODGING	REIMBURSEMENT	081917	7/31/2017	8/25/2017	21.15			
422	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080117	8/18/2017	8/18/2017	616.26			
423	VERIZON	TELECOMMUNICATIONS	SHERIFF'S OFFICE	9790637129	8/17/2017	8/25/2017	179.98			
424							Total:	\$916.54		
425										
426	FACILITIES									
427	ALBEMARLE LOCK & SAFE, INC.	GENERAL MATERIALS AND	PADLOCK	68147	8/18/2017	8/18/2017	175.60			
428	AMELIA OVERHEAD DOOR	BLDGS EQUIP REP & MAINT	MAINTENANCE	114022	8/18/2017	8/18/2017	367.50			
429	BANK OF AMERICA	BLDGS EQUIP REP & MAINT	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	56.70			
430	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	50.49			
431	BANK OF AMERICA	GENERAL MATERIALS AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	2.76			
432	BANK OF AMERICA	GENERAL MATERIALS AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	75.78			
433	BANK OF AMERICA	GENERAL MATERIALS AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	141.47			
434	BANK OF AMERICA	LAUNDRY AND DRY	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	109.99			
435	BANK OF AMERICA	POSTAL SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	4.90			
436	BANK OF AMERICA	POSTAL SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	15.68			
437	BANK OF AMERICA	POSTAL SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	94.98			
438	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	18.51			
439	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	21.22			
440	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	21.76			
441	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	60.37			
442	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	118.45			
443	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	480.60			
444	BANK OF AMERICA	TELECOMMUNICATIONS	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	94.76			
445	BETTER LIVING, INC.	GENERAL MATERIALS AND	SUPPLIES	BMZ00695125-001	8/10/2017	8/11/2017	49.72			
446	BROWN MOTOR PARTS, INC.	GENERAL MATERIALS AND	CAR SUPPLIES	83934 83939	8/10/2017	8/11/2017	120.03			








	A	B	C	D	F	G	H	I	J
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> 								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
447	BUDGET ELECTRICAL & MECHANICAL,	BLDGS EQUIP REP & MAINT	MAINTENANCE	0247	8/18/2017	8/18/2017	786.85		
448	BUDGET ELECTRICAL & MECHANICAL,	BLDGS EQUIP REP & MAINT	SERVICE CALL AFTER HRS	1095	8/17/2017	8/25/2017	325.00		
449	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT AND BALANCE	072717	8/3/2017	8/4/2017	21.00		
450	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT AND BALANCE	080417	8/18/2017	8/18/2017	21.00		
451	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	REPAIR	081117	8/17/2017	8/25/2017	21.00		
452	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	11.46		
453	CII SERVICE	BLDGS EQUIP REP & MAINT	WO# 3471	41622	7/16/2017	8/4/2017	435.24		
454	CII SERVICE	BLDGS EQUIP REP & MAINT	WO# 3373	41611	7/16/2017	8/4/2017	1,106.35		
455	CII SERVICE	BLDGS EQUIP REP & MAINT	WO# 3499	41689	8/10/2017	8/11/2017	454.92		
456	CII SERVICE	BLDGS EQUIP REP & MAINT	WO# 3392	41674	8/10/2017	8/11/2017	1,451.55		
457	CII SERVICE	BLDGS EQUIP REP & MAINT	WO# 3508	41707	8/18/2017	8/18/2017	265.60		
458	CII SERVICE	BLDGS EQUIP REP & MAINT	WO# 3500	41723	8/18/2017	8/18/2017	562.67		
459	CII SERVICE	BLDGS EQUIP REP & MAINT	WO# 3468	41705	8/18/2017	8/18/2017	1,509.41		
460	CII SERVICE	BLDGS EQUIP REP & MAINT	WO# 5628	41716	8/18/2017	8/18/2017	3,232.00		
461	CII SERVICE	CONTRACT SERVICES	WO# 5623	41630	8/18/2017	8/18/2017	1,741.41		
462	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394129299	7/16/2017	8/4/2017	160.83		
463	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394127374	8/10/2017	8/11/2017	29.75		
464	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394131228	8/10/2017	8/11/2017	73.75		
465	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394133199	8/18/2017	8/18/2017	73.75		
466	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394135176	8/17/2017	8/25/2017	73.75		
467	COMMONWEALTH DISTRIBUTION, LLC.	JANITORIAL SUPPLIES	SUPPLIES	63108	7/16/2017	8/4/2017	78.18		
468	COMMONWEALTH DISTRIBUTION, LLC.	JANITORIAL SUPPLIES	SUPPLIES	63289	8/18/2017	8/18/2017	2,109.15		
469	D.M. JEFFERS COMPANY INC	GENERAL MATERIALS AND	EQUIPMENT	117572	8/18/2017	8/18/2017	210.00		
470	E.W. THOMAS	GENERAL MATERIALS AND	SUPPLIES	073117	8/18/2017	8/18/2017	21.38		
471	FLUVANNA ACE HARDWARE	GENERAL MATERIALS AND	SUPPLIES	61830	7/28/2017	8/11/2017	207.90		
472	GARDENKEEPERS OF VIRGINIA, LLC.	CONTRACT SERVICES	CUNNINGHAM/COLUMBIA YARD	7938	8/18/2017	8/18/2017	780.00		
473	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080117	8/18/2017	8/18/2017	1,336.16		
474	JONES AUTOMOTIVE/ALL STAR AUTO	GENERAL MATERIALS AND	CAR SUPPLIES	073117	7/28/2017	8/11/2017	33.56		
475	JONES AUTOMOTIVE/ALL STAR AUTO	VEHICLE/POWER EQUIP	CAR SUPPLIES	073117	7/28/2017	8/11/2017	6.42		
476	JONES AUTOMOTIVE/ALL STAR AUTO	VEHICLES REP & MAINT	CAR SUPPLIES	073117	7/28/2017	8/11/2017	748.80		
477	LOWE'S	BLDGS EQUIP REP & MAINT	SUPPLIES	072517	7/28/2017	8/11/2017	37.89		
478	LOWE'S	BLDGS EQUIP REP & MAINT	SUPPLIES	072517	7/28/2017	8/11/2017	274.69		
479	LOWE'S	GENERAL MATERIALS AND	SUPPLIES	072517	7/28/2017	8/11/2017	615.09		
480	LOWE'S	JANITORIAL SUPPLIES	SUPPLIES	072517	7/28/2017	8/11/2017	40.76		
481	M & N INDUSTRIES, INC.	BLDGS EQUIP REP & MAINT	SUPPLY	6993	7/28/2017	8/11/2017	124.25		
482	MAC'S SERVICE CENTER	VEHICLES REP & MAINT	SAFETY INSPECTION	0031498	7/31/2017	8/4/2017	16.00		
483	MAC'S SERVICE CENTER	VEHICLES REP & MAINT	INSPECTION	0031616	7/28/2017	8/11/2017	16.00		
484	MAC'S SERVICE CENTER	VEHICLES REP & MAINT	INSPECTION	0031620	7/28/2017	8/11/2017	16.00		
485	PETER WELCH	MILEAGE ALLOWANCES	MILEAGE	072317	7/31/2017	8/4/2017	318.86		
486	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	20.01		


	A	B	C	D	F	G	H	I	J
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> <div>munis a tyler erp solution</div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
487	RAFALY ELECTRICAL CONTRACTORS,	BLDGS EQUIP REP & MAINT	SERVICE CALL	7430	7/31/2017	8/4/2017	80.00		
488	RAFALY ELECTRICAL CONTRACTORS,	BLDGS EQUIP REP & MAINT	REPAIR LIGHTS	7429	7/31/2017	8/4/2017	155.00		
489	RAFALY ELECTRICAL CONTRACTORS,	BLDGS EQUIP REP & MAINT	REPAIRS	7422	7/31/2017	8/4/2017	353.38		
490	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	17.67		
491	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	39.74		
492	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	150.99		
493	STEVE HESTER	SUBSISTENCE & LODGING	MILEAGE	072317	8/3/2017	8/4/2017	70.00		
494	THE HARBOR SALES COMPANY INC	GENERAL MATERIALS AND	SUPPLIES	2053928	8/3/2017	8/4/2017	40.89		
495	THE HARBOR SALES COMPANY INC	GENERAL MATERIALS AND	SUPPLIES	2057880	8/18/2017	8/18/2017	117.21		
496	TRACTOR HILL EQUIPMENT, LLC.	VEHICLE/POWER EQUIP	EQUIPMENT	45643	7/28/2017	8/11/2017	26.65		
497	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	530.05		
498	WINCHESTER EQUIPMENT COMPANY	VEHICLE/POWER EQUIP	REPAIRS	S06076	8/18/2017	8/18/2017	638.62		
499						<b>Total:</b>	<b>\$23,669.86</b>		
500									
501	<b>GENERAL SERVICES</b>								
502	AQUA VIRGINIA, INC.	WATER SERVICES	MONTHLY CHARGES	7929310552932 080317	8/10/2017	8/11/2017	20.61		
503	AQUA VIRGINIA, INC.	WATER SERVICES	MONTHLY CHARGES	7970740556855 080317	8/10/2017	8/11/2017	20.61		
504	AQUA VIRGINIA, INC.	WATER SERVICES	MONTHLY CHARGES	1530185 0550900 817	8/10/2017	8/11/2017	21.36		
505	AQUA VIRGINIA, INC.	WATER SERVICES	MONTHLY CHARGES	780010 0540828 0817	8/10/2017	8/11/2017	84.75		
506	AQUA VIRGINIA, INC.	WATER SERVICES	MONTHLY CHARGES	792930 0552931 0817	8/10/2017	8/11/2017	147.77		
507	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	51 KENTS STORE	275907-002 080317	8/10/2017	8/11/2017	695.11		
508	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	214 COMMONS BLVD	275906-001 072817	8/10/2017	8/11/2017	1,596.74		
509	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	160 COMMONS BLVD	85473-002 072817	8/10/2017	8/11/2017	1,783.21		
510	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	479 CUNNINGHAM RD	2133-005 072817	8/18/2017	8/18/2017	1,006.11		
511	CENTURYLINK 589-8525	TELECOMMUNICATIONS	MONTHLY CHARGES PAYPHONE	A387537	8/10/2017	8/11/2017	50.00		
512	CENTURYLINK	TELECOMMUNICATIONS	CIRCUIT COURT	310338742 071617	7/18/2017	8/4/2017	52.93		
513	CENTURYLINK	TELECOMMUNICATIONS	RESQUE SQUAD	310110229 071617	7/16/2017	8/4/2017	179.71		
514	CENTURYLINK	TELECOMMUNICATIONS	PUBLIC WORKS	309363296 071617	7/16/2017	8/4/2017	523.93		
515	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	664.50		
516	CII SERVICE	MAINTENANCE CONTRACTS	CONTRACT	41765	7/31/2017	8/25/2017	3,229.00		
517	CINTAS	MAINTENANCE CONTRACTS	FIRST AID	5008500111	7/16/2017	8/4/2017	111.13		
518	CINTAS	MAINTENANCE CONTRACTS	FIRST AID	5008500106	7/16/2017	8/4/2017	415.30		
519	CINTAS	MAINTENANCE CONTRACTS	FIRST AID	5008088324	6/30/2017	8/4/2017	112.04		
520	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	8952 JAMES MAD HWY	3023889169 072617	7/26/2017	8/4/2017	18.65		
521	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	JAIL MUSEUM	1424085007 072517	7/26/2017	8/4/2017	75.79		
522	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PUMP HOUSE	4501632147 072517	7/26/2017	8/4/2017	78.06		
523	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	GYMNASIUM	0084297506 072517	7/26/2017	8/4/2017	303.27		
524	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	90 RESCUE LN	4894115007 072517	7/26/2017	8/4/2017	312.96		
525	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	HISTORIC COURTHOUSE	1144090006 072617	7/26/2017	8/4/2017	455.16		
526	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	ART CENTER	4144237502 072517	7/26/2017	8/4/2017	513.48		





	A	B	C	D	F	G	H	I	J
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> <div></div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
527	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	14567 JAMES MAD HWY	1005898992 072517	7/26/2017	8/4/2017	658.33		
528	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	5753 JAMES MAD HWY	4834680458 072617	7/26/2017	8/4/2017	726.26		
529	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	TREAS OFFICE	1024205005 072617	7/26/2017	8/4/2017	735.05		
530	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	5725 JAMES MAD HWY	4331888158 072617	7/26/2017	8/4/2017	811.59		
531	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	72 MAIN ST	1404067504 072517	7/26/2017	8/4/2017	1,167.49		
532	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SOCIAL SERVICES	0074032509 072517	7/26/2017	8/4/2017	1,606.65		
533	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	132 MAIN ST	8895892548 072517	7/26/2017	8/4/2017	3,257.91		
534	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	51 COURT SQ	1114097502 072817	8/10/2017	8/11/2017	6.67		
535	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	BUS GARAGE	9974215007 072817	8/10/2017	8/11/2017	6.88		
536	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	14591 JAMES MAD HWY	5699060132 072817	8/10/2017	8/11/2017	36.63		
537	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	196 MAIN ST	1124090000 072817	8/10/2017	8/11/2017	36.91		
538	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	8878 JAMES MAD HWY	0274195007 072817	8/10/2017	8/11/2017	58.75		
539	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	8952 JAMES MAD HWY	0692200942 072817	8/10/2017	8/11/2017	72.96		
540	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	222 MAIN ST	1134080009 072817	8/10/2017	8/11/2017	81.96		
541	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	1038 BREMO RD	6260822157 072817	8/10/2017	8/11/2017	124.17		
542	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	211 MAIN ST	1284152509 072817	8/10/2017	8/11/2017	152.82		
543	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	197 MAIN ST	1304130006 072817	8/10/2017	8/11/2017	172.56		
544	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	181 MAIN ST	6274752663 072817	8/10/2017	8/11/2017	205.12		
545	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	15704 W RIVER RD	8866300000 072817	8/10/2017	8/11/2017	536.21		
546	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	8880 JAMES MAD HWY	2554330007 072817	7/28/2017	8/11/2017	654.19		
547	DOMINION VIRGINIA POWER	STREET LIGHTS	BESIDE POST OFFICE	7080078962 072817	8/10/2017	8/11/2017	57.48		
548	DOMINION VIRGINIA POWER	STREET LIGHTS	NEAR MASONIC LODGE	9609027314 072817	8/10/2017	8/11/2017	61.25		
549	DOMINION VIRGINIA POWER	STREET LIGHTS	COLUMBIA ST LIGHTS	4210122349 072817	8/10/2017	8/11/2017	202.63		
550	DOMINION VIRGINIA POWER	STREET LIGHTS	PALMYRA VILLAGE	3595578927 072817	8/10/2017	8/11/2017	474.10		
551	GENERATOR SERVICE COMPANY	MAINTENANCE CONTRACTS	MAINTENANCE	16302	8/18/2017	8/18/2017	252.00		
552	INTRASTATE PEST	MAINTENANCE CONTRACTS	SERVICE	936194	7/28/2017	8/11/2017	38.00		
553	INTRASTATE PEST	MAINTENANCE CONTRACTS	SERVICE	936195	7/28/2017	8/11/2017	38.00		
554	INTRASTATE PEST	MAINTENANCE CONTRACTS	SERVICE	936196	7/28/2017	8/11/2017	38.00		
555	INTRASTATE PEST	MAINTENANCE CONTRACTS	QUARTERLY	936193	7/28/2017	8/11/2017	95.00		
556	REPUBLIC SERVICES #410	MAINTENANCE CONTRACTS	TRASH	0410-000635524	7/28/2017	8/11/2017	1,734.42		
557	THE SUPPLY ROOM	WATER SERVICES	SPRING WATER	3030556-0	8/3/2017	8/4/2017	34.93		
558	THE SUPPLY ROOM	WATER SERVICES	COOLER RENTAL	3037752-0	7/28/2017	8/11/2017	9.99		
559	THE SUPPLY ROOM	WATER SERVICES	SPRING WATER	3030541-0	7/28/2017	8/11/2017	59.88		
560	THE SUPPLY ROOM	WATER SERVICES	SPRING WATER	3030564-0	8/18/2017	8/18/2017	9.98		
561	THE SUPPLY ROOM	WATER SERVICES	SPRING WATER	3036639-0	8/18/2017	8/18/2017	9.98		
562	THE SUPPLY ROOM	WATER SERVICES	SPRING WATER	3037760-0	8/18/2017	8/18/2017	19.98		
563	TIGER FUEL COMPANY	HEATING SERVICES	HAZMAT FEE	315640	7/28/2017	8/11/2017	154.17		
564	TIGER FUEL COMPANY	HEATING SERVICES	HEATING OIL	366739	8/17/2017	8/25/2017	750.81		
565	TREASURER, FLUVANNA CO	SEWER SERVICES	197 MAIN ST	32707	8/18/2017	8/18/2017	11.53		
566	TREASURER, FLUVANNA CO	SEWER SERVICES	181 MAIN ST	32706	8/18/2017	8/18/2017	13.06		

	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
567	TREASURER, FLUVANNA CO	SEWER SERVICES	211 MAIN ST	32709	8/18/2017	8/18/2017	13.06		
568	TREASURER, FLUVANNA CO	SEWER SERVICES	1730 THOMAS JEFF PKWY	32729	8/18/2017	8/18/2017	17.65		
569	TREASURER, FLUVANNA CO	SEWER SERVICES	160 COMMONS BLVD	32718	8/18/2017	8/18/2017	25.30		
570	TREASURER, FLUVANNA CO	SEWER SERVICES	214 COMMONS BLVD	32719	8/18/2017	8/18/2017	25.30		
571	TREASURER, FLUVANNA CO	SEWER SERVICES	132 MAIN ST	32700	8/18/2017	8/18/2017	26.07		
572	TREASURER, FLUVANNA CO	SEWER SERVICES	72 MAIN ST	32699	8/18/2017	8/18/2017	44.43		
573	TREASURER, FLUVANNA CO	WATER SERVICES	8880 JAMES MAD HWY	33086	8/18/2017	8/18/2017	21.00		
574	TREASURER, FLUVANNA CO	WATER SERVICES	8878 JAMES MAD HWY	33087	8/18/2017	8/18/2017	21.00		
575	TREASURER, FLUVANNA CO	WATER SERVICES	5753 JAMES MAD HWY	33088	8/18/2017	8/18/2017	32.00		
576	TREASURER, FLUVANNA CO	WATER SERVICES	8880 JAMES MAD HWY	32900	8/18/2017	8/18/2017	65.00		
577	TREASURER, FLUVANNA CO	WATER SERVICES	8878 JAMES MAD HWY	32898	8/18/2017	8/18/2017	87.00		
578	TREASURER, FLUVANNA CO	WATER SERVICES	5725 JAMES MAD HWY	33031	8/18/2017	8/18/2017	90.30		
579						<b>Total:</b>	<b>\$28,114.59</b>		
580									
581	<b>PUBLIC WORKS</b>								
582	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	8.60		
583	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD/338626	7/28/2017	8/11/2017	26.44		
584	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	10.49		
585	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	48.15		
586	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	99.67		
587	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	188.86		
588	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	3.43		
589	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	21054248	7/28/2017	8/11/2017	93.04		
590	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	21062377	7/28/2017	8/11/2017	243.79		
591						<b>Total:</b>	<b>\$722.47</b>		
592									
593	<b>CONVENIENCE CENTER</b>								
594	BFI - FLUVANNA TRANSFER STATION	CONTRACT SERVICES	TRASH	4347-000006024	8/18/2017	8/18/2017	4,637.18		
595	CAMPBELL EQUIPMENT, INC.	CONTRACT SERVICES	DISPOSAL	72017A	8/3/2017	8/4/2017	159.00		
596	FAIRBANKS SCALES, INC.	BLDGS EQUIP REP & MAINT	MAINTENANCE AGREEMENT	1346138	7/26/2017	8/4/2017	783.00		
597	FAIRBANKS SCALES, INC.	BLDGS EQUIP REP & MAINT	SCALE REPAIRS	1346133	7/26/2017	8/4/2017	1,173.37		
598	HERITAGE CRYSTALCLEAN, LLC	BLDGS EQUIP REP & MAINT	USED OIL SERVICE	14697062	7/28/2017	8/11/2017	162.50		
599	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080117	8/18/2017	8/18/2017	128.89		
600	LOWE'S	OFFICE SUPPLIES	SUPPLIES	072517	7/28/2017	8/11/2017	53.48		
601	MO-JOHNS, INC.	LEASE/RENT	PORTABLE TOILET	102051	7/31/2017	8/4/2017	60.00		
602	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	90.18		
603						<b>Total:</b>	<b>\$7,247.60</b>		
604									
605	<b>HEALTH</b>								
606	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	149.24		


	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
607						Total:	\$149.24		
608									
609	VJCCCA								
610	BELIEVE IN ME YOUTH & FAMILY	PROFESSIONAL SERVICES	DAY TREATMENT	890984 073117	7/31/2017	8/4/2017	1,000.00		
611	CARI COOK CHILD AND FAMILY	PROFESSIONAL SERVICES	COUNSELING	1208642	8/3/2017	8/4/2017	330.00		
612	REGION TEN	PROFESSIONAL SERVICES	TREATMENT	050917	6/30/2017	8/4/2017	570.14		
613	SATELLITE TRACKING OF PEOPLE LLC	PROFESSIONAL SERVICES	TRACKING	STPINV00038138	6/30/2017	8/4/2017	55.80		
614	SATELLITE TRACKING OF PEOPLE LLC	PROFESSIONAL SERVICES	TRACKING	STPINV00039336	6/30/2017	8/4/2017	117.80		
615	SATELLITE TRACKING OF PEOPLE LLC	PROFESSIONAL SERVICES	ELECTRONIC MONITORING	STPINV00036904a	6/30/2017	8/18/2017	96.10		
616						Total:	\$2,169.84		
617									
618	CSA								
619	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	2.87		
620	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	219.56		
621	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	186.22		
622	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	72.50		
623						Total:	\$481.15		
624									
625	CSA PURCHASE OF SERVICES								
626	A. JAMES ANDERSON, P.H.D	COMM SVCS		P06919515479	6/13/2017	8/11/2017	1,230.00		
627	A. JAMES ANDERSON, P.H.D	COMM SVCS		P06919515380	6/13/2017	8/11/2017	1,435.00		
628	ABS LINGS VA INC	TFC LIC. RES CONG CARE		P01919518161	1/31/2017	8/4/2017	3,193.00		
629	ABS LINGS VA INC	TFC LIC. RES CONG CARE		P06919319518	6/30/2017	8/18/2017	2,224.69		
630	ADAM WILLIAMS PLLC	COMM SVCS		P06919332095	6/30/2017	8/18/2017	375.00		
631	ALLIED INSTRUCTIONAL SERVICES	POS MANDATED SPED-		P07000827019	7/31/2017	8/18/2017	150.00		
632		COMM SVCS		P07919508827	7/31/2017	8/18/2017	480.00		
633	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS		P07000823519	7/31/2017	8/4/2017	250.00		
634	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS		P07000823018	7/31/2017	8/4/2017	500.00		
635	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS		P07000823321	7/31/2017	8/4/2017	675.00		
636	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS		P07000823422	7/30/2017	8/4/2017	750.00		
637	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS		P07000823120	7/31/2017	8/4/2017	840.00		
638	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS		P07000823217	7/31/2017	8/4/2017	1,000.00		
639	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS		P07919505923	7/31/2017	8/4/2017	1,000.00		
640	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS		P07919507324	7/31/2017	8/4/2017	1,000.00		
641	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS		P07925004625	7/31/2017	8/4/2017	1,125.00		
642	BOYS AND GIRLS CLUBS OF	COMM SVCS		P07000827540	7/31/2017	8/25/2017	220.00		
643	CENTRA HEALTH, INC.	EDUC SVCS CONG CARE		P03000810010	3/31/2017	8/18/2017	3,850.00		
644	CENTRA HEALTH, INC.	RES. CONG. CARE		P04000828757	4/30/2017	8/4/2017	370.00		
645	CENTRA HEALTH, INC.	RES. CONG. CARE		P04000828658	4/30/2017	8/4/2017	3,488.90		
646	CHILD CARE NETWORK	COMM SVCS		P07919507921	7/31/2017	8/18/2017	920.00		


	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
647	CHILD CONNECTION DEVELOPMENT	COMM SVCS		P08919517220	8/7/2017	8/18/2017	216.00		
648	CHILD CONNECTION DEVELOPMENT	COMM SVCS		P07919517222	7/31/2017	8/18/2017	756.00		
649	CHILD CONNECTION DEVELOPMENT	COMM SVCS		P02919516994	2/28/2017	8/18/2017	720.00		
650	CHILD CONNECTION DEVELOPMENT	COMM SVCS		P04919516991	4/30/2017	8/18/2017	720.00		
651	CHILD CONNECTION DEVELOPMENT	COMM SVCS		P06919516996	6/30/2017	8/18/2017	792.00		
652	CHILD CONNECTION DEVELOPMENT	COMM SVCS		P03919516902	3/31/2017	8/18/2017	828.00		
653	CHILD CONNECTION DEVELOPMENT	COMM SVCS		P05919516905	5/31/2017	8/18/2017	828.00		
654	CHILD CONNECTION DEVELOPMENT	COMM SVCS		P05919328339	5/31/2017	8/25/2017	925.00		
655	COMPASS YOUTH & FAMILY SERVICES	COMM SVCS		P06919348738	6/30/2017	8/4/2017	2,945.00		
656	COMPASS YOUTH & FAMILY SERVICES	COMM SVCS		P06919334383	6/30/2017	8/11/2017	160.00		
657	COMPASS YOUTH & FAMILY SERVICES	COMM SVCS		P06000821281	6/30/2017	8/11/2017	1,095.00		
658	COMPASS YOUTH & FAMILY SERVICES	COMM SVCS		P06919343482	6/30/2017	8/11/2017	1,140.00		
659	COMPASS YOUTH & FAMILY SERVICES	COMM SVCS		P12919317193	12/31/2016	8/18/2017	220.00		
660		POS MANDATED FFOP		P07919507536	7/31/2017	8/18/2017	1,820.00		
661		POS MANDATED FFOP		P07919506235	7/31/2017	8/18/2017	2,268.00		
662	DISCOVERY SCHOOL	RES. CONG. CARE		P07000824550	7/31/2017	8/25/2017	5,952.00		
663	DISCOVERY SCHOOL	RES. CONG. CARE		P07919506349	7/31/2017	8/25/2017	6,262.00		
664	ELK HILL	COMM SVCS		P07919507641	7/31/2017	8/25/2017	522.50		
665	ELK HILL	COMM SVCS		P07919506042	7/31/2017	8/25/2017	1,100.00		
666	EXTRA SPECIAL PARENTS, INC.	POS MAND SVCS IN PUBLIC		P07000824737	7/31/2017	8/18/2017	600.00		
667	FAMILY PRESERVATION SERV.	COMM SVCS		P03000827645	3/31/2017	8/4/2017	255.00		
668	FAMILY PRESERVATION SERV.	COMM SVCS		P02000827637	2/28/2017	8/4/2017	285.00		
669	FAMILY PRESERVATION SERV.	COMM SVCS		P05000827647	5/31/2017	8/4/2017	285.00		
670	FAMILY PRESERVATION SERV.	COMM SVCS		P04000827635	4/30/2017	8/4/2017	300.00		
671	FAMILY PRESERVATION SERV.	COMM SVCS		P06000827640	6/30/2017	8/4/2017	300.00		
672	FAMILY PRESERVATION SERV.	COMM SVCS		P05919342648	5/31/2017	8/4/2017	615.00		
673	FAMILY PRESERVATION SERV.	COMM SVCS		P06919342641	6/30/2017	8/4/2017	825.00		
674	FAMILY PRESERVATION SERV.	COMM SVCS		P02000818036	2/28/2017	8/4/2017	1,200.00		
675	FAMILY PRESERVATION SERV.	COMM SVCS		P03000818044	3/31/2017	8/4/2017	1,200.00		
676	FAMILY PRESERVATION SERV.	COMM SVCS		P04000818034	4/30/2017	8/4/2017	1,200.00		
677	FAMILY PRESERVATION SERV.	COMM SVCS		P05000820746	5/31/2017	8/4/2017	1,200.00		
678	FAMILY PRESERVATION SERV.	COMM SVCS		P06000820739	6/30/2017	8/4/2017	1,200.00		
679	FAMILY PRESERVATION SERV.	COMM SVCS		P06919510484	6/30/2017	8/11/2017	332.00		
680	FAMILY PRESERVATION SERV.	COMM SVCS		P05000818708	5/31/2017	8/18/2017	75.00		
681	FAMILY PRESERVATION SERV.	COMM SVCS		P06919342998	6/30/2017	8/18/2017	600.00		
682	FAMILY PRESERVATION SERV.	COMM SVCS		P06919343097	6/30/2017	8/18/2017	1,770.00		
683	FAMILY PRESERVATION SERV.	COMM SVCS		P03919341103	3/31/2017	8/18/2017	2,160.00		
684	FAMILY PRESERVATION SERV.	COMM SVCS		P05919342907	5/31/2017	8/18/2017	2,205.00		
685	FAMILY PRESERVATION SERV.	COMM SVCS		P05919343006	5/31/2017	8/18/2017	2,295.00		
686	FAMILY PRESERVATION SERV.	COMM SVCS		P07919510343	7/31/2017	8/25/2017	1,079.00		

	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
687	FLUVANNA CO PARKS & REC	COMM SVCS		P07000824245	7/31/2017	8/25/2017	160.00		
688	FLUVANNA CO SCHOOL SYSTEM	COMM SVCS		P06000828543	6/30/2017	8/4/2017	40.00		
689	FLUVANNA CO SCHOOL SYSTEM	COMM SVCS		P06000819542	6/30/2017	8/4/2017	200.00		
690	FLUVANNA CO SCHOOL SYSTEM	COMM SVCS		P07919505626	7/31/2017	8/18/2017	44.00		
691	FLUVANNA CO SCHOOL SYSTEM	COMM SVCS		P07000824925	7/31/2017	8/18/2017	240.00		
692	FLUVANNA CO SCHOOL SYSTEM	COMM SVCS		P06919505599	6/30/2017	8/18/2017	88.00		
693	FLUVANNA CO SCHOOL SYSTEM	COMM SVCS		P07000824344	7/31/2017	8/25/2017	100.00		
694	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P07919505770	7/1/2017	8/11/2017	1,000.00		
695	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P07919506575	7/1/2017	8/11/2017	1,394.00		
696	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P07919512568	7/6/2017	8/11/2017	1,464.00		
697	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P07919505872	7/1/2017	8/11/2017	1,473.00		
698	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P07919506167	7/1/2017	8/11/2017	1,473.00		
699	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P07919506473	7/1/2017	8/11/2017	1,473.00		
700	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P07919506774	7/1/2017	8/11/2017	1,473.00		
701	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P07919509371	7/1/2017	8/11/2017	1,473.00		
702	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P07919516369	7/31/2017	8/11/2017	1,473.00		
703	FUMA FOOD SERVICE	COMM SVCS		P07000824126	7/13/2017	8/4/2017	250.00		
704		COMM SVCS		P07919503024	7/31/2017	8/18/2017	585.50		
705	GRAFTON INTERGRATED HEALTH	EDUC SVCS CONG CARE		P06000804750	6/30/2017	8/4/2017	260.00		
706	GRAFTON INTERGRATED HEALTH	EDUC SVCS CONG CARE		P06000814049	6/30/2017	8/4/2017	5,610.00		
707	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE		P02000821752	2/28/2017	8/4/2017	60.00		
708	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE		P04000821751	4/30/2017	8/4/2017	90.00		
709	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE		P05000821756	5/31/2017	8/4/2017	120.00		
710	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE		P06000821754	6/30/2017	8/4/2017	120.00		
711	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE		P03000821755	3/31/2017	8/4/2017	150.00		
712	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE		P06000814260	6/30/2017	8/4/2017	300.00		
713	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE		P06000814353	6/30/2017	8/4/2017	1,830.00		
714	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE		P06000816159	6/30/2017	8/4/2017	4,025.00		
715		POS MANDATED FFOP		P07919507848	7/31/2017	8/25/2017	1,372.00		
716		COMM SVCS		P07000822933	7/31/2017	8/18/2017	600.00		
717	KEYSTONE NEWPORT NEWS, LLC.	RES. CONG. CARE		P10000821517	10/31/2016	8/18/2017	1,215.00		
718	KEYSTONE NEWPORT NEWS, LLC.	RES. CONG. CARE		P10000821616	10/31/2016	8/18/2017	1,320.00		
719	KEYSTONE NEWPORT NEWS, LLC.	RES. CONG. CARE		P03000821514	3/17/2017	8/18/2017	1,755.00		
720	KEYSTONE NEWPORT NEWS, LLC.	RES. CONG. CARE		P12000821511	12/31/2016	8/18/2017	2,295.00		
721	KEYSTONE NEWPORT NEWS, LLC.	RES. CONG. CARE		P02000821512	2/28/2017	8/18/2017	2,565.00		
722	KEYSTONE NEWPORT NEWS, LLC.	RES. CONG. CARE		P01000821513	1/31/2017	8/18/2017	2,700.00		
723	KEYSTONE NEWPORT NEWS, LLC.	RES. CONG. CARE		P11000821515	11/30/2016	8/18/2017	2,700.00		
724	LAFAYETTE SCHOOL, INC.	POS MANDATED SPED-		P07000825864	7/31/2017	8/11/2017	4,640.00		
725	LAFAYETTE SCHOOL, INC.	POS MANDATED SPED-		P07000825962	7/31/2017	8/11/2017	4,640.00		
726	LAFAYETTE SCHOOL, INC.	POS MANDATED SPED-		P07000826065	7/31/2017	8/11/2017	4,640.00		


	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
727	LAFAYETTE SCHOOL, INC.	POS MANDATED SPED-		P07000826163	7/31/2017	8/11/2017	4,640.00		
728	LAFAYETTE SCHOOL, INC.	POS MANDATED SPED-		P07000826266	7/31/2017	8/11/2017	4,640.00		
729		POS MANDATED FFOP		P07919507434	7/31/2017	8/18/2017	776.00		
730	NATIONAL COUNSELING GROUP	COMM SVCS		P07000824828	7/31/2017	8/18/2017	159.12		
731	NATIONAL COUNSELING GROUP	COMM SVCS		P07919506930	7/31/2017	8/18/2017	252.00		
732	NATIONAL COUNSELING GROUP	COMM SVCS		P07000826829	7/31/2017	8/18/2017	259.56		
733	NATIONAL COUNSELING GROUP	COMM SVCS		P07919509031	7/31/2017	8/18/2017	381.90		
734	NATIONAL COUNSELING GROUP	COMM SVCS		P06000900138	6/30/2017	8/25/2017	503.88		
735	NORTH SPRING BEHAVIORAL	EDUC SVCS CONG CARE		P07000828847	7/31/2017	8/25/2017	4,653.20		
736	NORTH SPRING BEHAVIORAL	RES. CONG. CARE		P07000825676	7/31/2017	8/11/2017	4,653.20		
737	NORTH SPRING BEHAVIORAL	RES. CONG. CARE		P05000820990	5/31/2017	8/11/2017	1,807.04		
738	NORTH SPRING BEHAVIORAL	RES. CONG. CARE		P06000820988	6/30/2017	8/11/2017	4,517.60		
739	PEOPLE PLACES, INC.	COMM SVCS		P04919519078	4/30/2017	8/11/2017	1,462.56		
740	PEOPLE PLACES, INC.	COMM SVCS		P06919519285	6/30/2017	8/11/2017	3,253.50		
741	PEOPLE PLACES, INC.	COMM SVCS		P05919519187	5/30/2017	8/11/2017	3,767.50		
742		COMM SVCS		P07919512023	7/31/2017	8/18/2017	520.00		
743	SECURE CHILD IN- HOME PROGRAM	COMM SVCS		P06000818486	6/30/2017	8/11/2017	1,900.00		
744		COMM SVCS		P07919500832	7/31/2017	8/18/2017	427.00		
745		COMM SVCS		P03919348104	3/31/2017	8/18/2017	720.00		
746		COMM SVCS		P04919348192	4/30/2017	8/18/2017	720.00		
747		COMM SVCS		P05919348109	5/31/2017	8/18/2017	1,290.00		
748	VA HOME FOR BOYS & GIRLS	RES. CONG. CARE		P06000817689	6/30/2017	8/11/2017	7,200.00		
749	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P08000828427	8/31/2016	8/4/2017	1,522.89		
750	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P09000828433	9/30/2016	8/4/2017	1,522.89		
751	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P10000828431	10/31/2016	8/4/2017	1,522.89		
752	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P11000828430	11/30/2016	8/4/2017	1,522.89		
753	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P12000828428	12/3/2016	8/4/2017	1,522.89		
754	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P10000804332	10/31/2016	8/4/2017	8,041.25		
755	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P05000804329	5/31/2017	8/4/2017	8,848.50		
756	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P11000804277	11/30/2016	8/11/2017	7,208.50		
757		COMM SVCS		P06919509600	6/30/2017	8/18/2017	3,995.00		
758		COMM SVCS		P06919509501	6/30/2017	8/18/2017	4,995.00		
759						<b>Total:</b>	<b>\$220,944.35</b>		
760									
761	<b>PARKS &amp; RECREATION</b>								
762	ALINA ACKENBOM	PROFESSIONAL SERVICES	TENNIS CAMP	4	8/18/2017	8/18/2017	210.00		
763	AUSTIN S BLAIR	GENERAL MATERIALS AND	EVENT SOUND	429	8/18/2017	8/18/2017	200.00		
764	AUTOMATED OFFICE SYSTEMS	LEASE/RENT	MONTHLY CHARGES	077554	8/10/2017	8/11/2017	30.60		
765	AUTOMATED OFFICE SYSTEMS	LEASE/RENT	MONTHLY CHARGES	077553	8/10/2017	8/11/2017	129.00		
766	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	5.54		



	A	B	C	D	F	G	H	I	J
1	<b>County of Fluvanna</b> <b>Accounts Payable List</b> <b>From Date: 8/1/2017</b> <b>To Date: 8/31/2017</b> 								
2									
3									
4									
6	<b>Vendor Name</b>	<b>Charge To</b>	<b>Description</b>	<b>Invoice Number</b>	<b>Invoice Date</b>	<b>Check Date</b>	<b>Check Amount</b>		
767	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	11.83		
768	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	12.13		
769	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	15.00		
770	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	16.00		
771	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	25.40		
772	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	27.82		
773	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	28.27		
774	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	45.00		
775	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	55.35		
776	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	60.00		
777	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	60.94		
778	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	65.26		
779	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	80.00		
780	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	113.37		
781	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	174.00		
782	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	200.00		
783	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	221.00		
784	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	274.50		
785	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	296.05		
786	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	299.56		
787	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	326.11		
788	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	330.00		
789	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	334.00		
790	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	337.50		
791	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	434.00		
792	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	450.00		
793	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	578.99		
794	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	700.00		
795	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	755.82		
796	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	760.00		
797	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	1,093.99		
798	BANK OF AMERICA	RECREATIONAL SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	1,529.99		
799	CENTURYLINK	TELECOMMUNICATIONS	PARKS N REC	309373828 071617	8/10/2017	8/11/2017	418.18		
800	DEVI PETERSON	PROFESSIONAL SERVICES	YOGA	3 080717	8/10/2017	8/11/2017	201.60		
801	FLUVANNA REVIEW	ADVERTISING	FAIR AD	2017F33-11	8/17/2017	8/25/2017	312.00		
802	IMAGE DESIGNERS, INC.	GENERAL MATERIALS AND	COUNTY FAIR/SHIRTS	067802	8/18/2017	8/18/2017	337.56		
803	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080117	8/18/2017	8/18/2017	768.60		
804	JAUNT, INC.	PROFESSIONAL SERVICES	FIELD TRIP	9006 9007	8/17/2017	8/25/2017	355.08		
805	MO-JOHNS, INC.	CONTRACT SERVICES	PORTABLE TOILET	102322	7/28/2017	8/11/2017	60.00		
806	MO-JOHNS, INC.	CONTRACT SERVICES	PORTABLE TOILET	102323	7/28/2017	8/11/2017	60.00		


	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
807	MO-JOHNS, INC.	CONTRACT SERVICES	PORTABLE TOILET	102326	7/28/2017	8/11/2017	60.00		
808	MO-JOHNS, INC.	CONTRACT SERVICES	PORTABLE TOILET	102325	7/28/2017	8/11/2017	100.00		
809	MO-JOHNS, INC.	CONTRACT SERVICES	PORTABLE TOILET	102324	7/28/2017	8/11/2017	120.00		
810	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	19.99		
811	POSTMASTER	POSTAL SERVICES	POSTAGE	080717	7/28/2017	8/11/2017	245.00		
812	PROTOCOL AVIATION LLC	CONTRACT SERVICES	COUNTY FAIR	3078	7/28/2017	8/11/2017	550.00		
813	SAMUEL S GOOD	CONTRACT SERVICES	BAND PERFORMANCE/FAIR	1001	8/17/2017	8/25/2017	700.00		
814	SHENANDOAH PUBLICATIONS, INC.	PRINTING AND BINDING	FALL PROGRAM GUIDE	44573	8/18/2017	8/18/2017	1,886.65		
815	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	178.50		
816	THE SUPPLY ROOM	CONTRACT SERVICES	SPRING WATER	3030546-0	8/3/2017	8/4/2017	24.95		
817	THE SUPPLY ROOM	CONTRACT SERVICES	SPRING WATER	3030548-0	8/3/2017	8/4/2017	49.90		
818	THE SUPPLY ROOM	CONTRACT SERVICES	COOLER RENTAL	3037754-0	7/28/2017	8/11/2017	9.99		
819	THE SUPPLY ROOM	CONTRACT SERVICES	COOLER RENTAL	3037755-0	7/28/2017	8/11/2017	9.99		
820	THE SUPPLY ROOM	CONTRACT SERVICES	COOLER RENTAL	3037753-0	7/28/2017	8/11/2017	19.98		
821	UPS	POSTAL SERVICES	OVERNIGHT DELIVERY	0000Y7646Y317	8/17/2017	8/25/2017	5.02		
822	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	199.92		
823	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	21023524	8/3/2017	8/4/2017	34.32		
824	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	21023521	8/3/2017	8/4/2017	122.74		
825	VIRGINIA RECREATION & PARK	CONVENTION AND	2017 ANNUAL CONFERENCE	8282650	8/18/2017	8/18/2017	420.00		
826	VIRGINIA RECREATION & PARK	CONVENTION AND	2017 ANNUAL CONFERENCE	8282640	8/18/2017	8/18/2017	445.00		
827	VIRGINIA RECREATION & PARK	DUES OR ASSOCIATION	MEMBERSHIP DUES	080717	7/28/2017	8/11/2017	410.00		
828	VIRGINIA RECREATION & PARK	RECREATIONAL SUPPLIES	KD TICKETS SOLD IN JUL	27562	8/3/2017	8/4/2017	1,628.00		
829	VIRGINIA RECREATION & PARK	RECREATIONAL SUPPLIES	KD TICKETS SOLD IN JUL	27562	8/3/2017	8/4/2017	1,739.00		
830	VIRGINIA TENT RENTAL INC	CONTRACT SERVICES	EQUIPMENT RENTAL	14093	8/17/2017	8/25/2017	1,310.00		
831						<b>Total:</b>	<b>\$23,088.99</b>		
832									
833	<b>LIBRARY</b>								
834	ADVANTAGE OFFICE SYSTEMS	OFFICE SUPPLIES	SUPPLIES	5844	8/7/2017	8/25/2017	119.00		
835	AMAZON.COM	BOOKS/PUBLICATIONS	BOOKS	071017B	8/3/2017	8/4/2017	2,651.14		
836	AMAZON.COM	BOOKS/PUBLICATIONS	BOOKS	071017	6/30/2017	8/4/2017	9,889.71		
837	AMAZON.COM	BOOKS/PUBLICATIONS	BOOKS	081017	8/17/2017	8/25/2017	6,838.73		
838	BANK OF AMERICA	BOOKS/PUBLICATIONS	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	10.99		
839	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	30.00		
840	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	102.06		
841	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	103.97		
842	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	142.59		
843	CENTURYLINK	TELECOMMUNICATIONS	LIBRARY	309647441 071617	7/16/2017	8/4/2017	2,083.54		
844	DEMCO	OFFICE SUPPLIES	SUPPLIES	6174911	8/10/2017	8/11/2017	236.77		
845	DS SERVICES OF AMERICA, INC	LEASE/RENT	SPRING WATER	16385764 071817	6/30/2017	8/11/2017	10.00		
846	DS SERVICES OF AMERICA, INC	MAINTENANCE CONTRACTS	SPRING WATER	16385764 071817	6/30/2017	8/11/2017	34.77		





	A	B	C	D	F	G	H	I	J
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> <div></div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
847	GALE	BOOKS/PUBLICATIONS	BOOK	60909089	7/26/2017	8/4/2017	12.74		
848	GALE	BOOKS/PUBLICATIONS	BOOK	60889015	7/26/2017	8/4/2017	25.50		
849	GALE	BOOKS/PUBLICATIONS	BOOK	60856706	7/26/2017	8/4/2017	27.19		
850	GALE	BOOKS/PUBLICATIONS	BOOK	60894341	7/26/2017	8/4/2017	27.19		
851	GALE	BOOKS/PUBLICATIONS	BOOKS	60916117	7/26/2017	8/4/2017	126.60		
852	GALE	BOOKS/PUBLICATIONS	BOOKS	60846850	7/26/2017	8/4/2017	517.48		
853	GALE	BOOKS/PUBLICATIONS	BOOKS	60937990	7/28/2017	8/11/2017	24.64		
854	GALE	BOOKS/PUBLICATIONS	BOOKS	60942919	7/28/2017	8/11/2017	30.59		
855	GALE	BOOKS/PUBLICATIONS	BOOKS	60991770	8/17/2017	8/25/2017	31.44		
856	GALE	BOOKS/PUBLICATIONS	BOOKS	61000968	8/17/2017	8/25/2017	51.00		
857	GALE	BOOKS/PUBLICATIONS	BOOKS	60968379	8/17/2017	8/25/2017	124.91		
858	MICROMARKETING LLC	BOOKS/PUBLICATIONS	BOOKS	432321	8/17/2017	8/25/2017	144.73		
859	MICROMARKETING LLC	BOOKS/PUBLICATIONS	DVDs	432365	8/17/2017	8/25/2017	154.58		
860	MIDAMERICA BOOKS	BOOKS/PUBLICATIONS	BOOKS	422604	8/17/2017	8/25/2017	609.25		
861	SHOWCASES	OFFICE SUPPLIES	SUPPLIES	300602	7/28/2017	8/11/2017	43.00		
862	SHOWCASES	OFFICE SUPPLIES	SUPPLIES	300604	7/28/2017	8/11/2017	92.88		
863	SHOWCASES	OFFICE SUPPLIES	SUPPLIES	301588	8/17/2017	8/25/2017	69.66		
864	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	071417	8/3/2017	8/4/2017	273.37		
865	THE LIBRARY CORPORATION	BOOKS/PUBLICATIONS	SOFTWARE	2017100084	8/3/2017	8/4/2017	500.00		
866	THE LIBRARY OF VIRGINIA	MAINTENANCE CONTRACTS	E-RATES SERVICES	1024062	8/3/2017	8/4/2017	1,001.75		
867	THE SUPPLY ROOM	MAINTENANCE CONTRACTS	SPRING WATER	3030553-0	8/3/2017	8/4/2017	29.94		
868	THE SUPPLY ROOM	MAINTENANCE CONTRACTS	SPRING WATER	3037758-0	7/28/2017	8/11/2017	9.99		
869	THE SUPPLY ROOM	MAINTENANCE CONTRACTS	SPRING WATER	3053239-0	8/17/2017	8/25/2017	9.98		
870									
871									
872	COUNTY PLANNER								
873	ATLANTIC TECHNOLOGY	CONTRACT SERVICES	APP REVIEW	1384	8/3/2017	8/4/2017	950.00		
874	ATLANTIC TECHNOLOGY	CONTRACT SERVICES	APP REVIEW	1391	8/3/2017	8/4/2017	950.00		
875	ATLANTIC TECHNOLOGY	CONTRACT SERVICES	APP REVIEW	1392	8/3/2017	8/4/2017	950.00		
876	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	78.00		
877	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	160.00		
878	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	545.00		
879	BANK OF AMERICA	FURNITURE & FIXTURES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	99.99		
880	BANK OF AMERICA	OTHER OPERATING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	47.86		
881	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	17.19		
882	JAMES NEWMAN	PROFESSIONAL SERVICES	REIMBURSEMENT	081817	8/18/2017	8/18/2017	7.14		
883	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080117	8/18/2017	8/18/2017	156.38		
884	JASON STEWART	MILEAGE ALLOWANCES	MILEAGE	081417	8/18/2017	8/18/2017	169.06		
885	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD/338626	7/28/2017	8/11/2017	30.64		
886	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	242.21		


	A	B	C	D	F	G	H	I	J
1									
2	<b>County of Fluvanna</b> <b>Accounts Payable List</b>		<b>From Date: 8/1/2017</b> <b>To Date: 8/31/2017</b>						
3									
4									
6	<b>Vendor Name</b>	<b>Charge To</b>	<b>Description</b>	<b>Invoice Number</b>	<b>Invoice Date</b>	<b>Check Date</b>	<b>Check Amount</b>		
887	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	26.17		
888	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	17.63		
889	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	149.94		
890	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	PRINTER/COPIER	21054247	8/3/2017	8/4/2017	93.04		
891	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	21023522	6/30/2017	8/4/2017	341.31		
892							<b>Total:</b>	<b>\$5,031.56</b>	
893									
894	<b>PLANNING COMMISSION</b>								
895	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	642.69		
896	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	371.16		
897							<b>Total:</b>	<b>\$1,013.85</b>	
898									
899	<b>ECONOMIC DEVELOPMENT</b>								
900	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	650.00		
901	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	99.99		
902	BANK OF AMERICA	POSTAL SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	7.25		
903	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	4.00		
904	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	4.66		
905	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	5.32		
906	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	8.07		
907	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	12.19		
908	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	12.86		
909	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	29.00		
910	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	391.59		
911	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	2.87		
912	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	1.18		
913	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	49.98		
914	VIRGINIA LOGOS, LLC	MARKETING	CONTRACTT# 801330	071717	8/3/2017	8/4/2017	1,125.00		
915							<b>Total:</b>	<b>\$2,403.96</b>	
916									
917	<b>VA COOPERATIVE EXTENSION</b>								
918	BANK OF AMERICA	CONTRACT SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	87.69		
919	BANK OF AMERICA	OTHER OPERATING	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	320.45		
920	CENTURYLINK	TELECOMMUNICATIONS	FINANCE	309762613 071617	7/16/2017	8/4/2017	14.33		
921	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	4.99		
922	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	10.49		
923	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054B	6/30/2017	8/11/2017	67.17		
924	VIRGINIA TENT RENTAL INC	CONTRACT SERVICES	COUNTY FAIR	13542	8/17/2017	8/25/2017	4,895.00		
925							<b>Total:</b>	<b>\$5,400.12</b>	
926									



	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
927	<b>NON PROFITS</b>								
928	FLUVANNA ARTS COUNCIL	ARTS COUNCIL	FY18 ANNUAL ALLOCATION	701117	8/17/2017	8/25/2017	10,000.00		
929						<b>Total:</b>	<b>\$10,000.00</b>		
930									
931									
932	<b>Fund # - 302 CAPITAL IMPROVEMENT</b>								
933	<b>IT CAPITAL PROJECT</b>								
934	COMPUTER CABLING & TECHNOLOGY	CONTRACT SERVICES	INSTALL NEW CONDUIT	110218	6/30/2017	8/11/2017	3,885.00		
935	COMPUTER CABLING & TECHNOLOGY	CONTRACT SERVICES	UPGRADE SCHOOL FIBER	110217	6/30/2017	8/11/2017	8,023.00		
936						<b>Total:</b>	<b>\$11,908.00</b>		
937									
938	<b>PUBLIC SAFETY CAPITAL PROJ</b>								
939	EAST COAST EMERGENCY VEHICLES	VEHICLE	VEHICLE EQUIPMENT	9712	7/28/2017	8/11/2017	3,622.46		
940	HALEY OF FARMVILLE	VEHICLE	POLICE INTERCEPTOR UTILITY	F8073	7/31/2017	8/25/2017	27,882.00		
941	PERFORMANCE SIGNS	VEHICLE	EDGE PRINTS	15779	7/31/2017	8/4/2017	782.00		
942	WATCH GUARD	VEHICLE	EQUIPMENT	BCMINV0003853	8/18/2017	8/18/2017	1,070.00		
943	WATCH GUARD	VEHICLE	WEARABLE CAMERA	BCMINV0003839	8/18/2017	8/18/2017	2,235.00		
944	WATCH GUARD	VEHICLE	SOFTWARE MAINTENANCE	EXCINV00004723	8/18/2017	8/18/2017	4,600.00		
945	WATCH GUARD	VEHICLE	WARRANTY	EXCINV00004717	8/18/2017	8/18/2017	9,200.00		
946						<b>Total:</b>	<b>\$49,391.46</b>		
947									
948	<b>E911 CAPITAL PROJECT</b>								
949	BANK OF AMERICA	CONTRACT SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	14.72		
950	SUNTRUST	CONTRACT SERVICES	CVEC TOWER SITE CLOSING COSTS -	082317	8/24/2017	8/24/2017	10.00		
951	SUNTRUST	CONTRACT SERVICES	CVEC TOWER SITE CLOSING COSTS -	082317	8/24/2017	8/24/2017	2,146.10		
952						<b>Total:</b>	<b>\$2,170.82</b>		
953									
954	<b>FACILITIES CAP PROJ</b>								
955	BANK OF AMERICA	CONTRACT SERVICES	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	1,047.99		
956	CII SERVICE	CONTRACT SERVICES	WO# 5623	41630	8/18/2017	8/18/2017	143.03		
957	CII SERVICE	CONTRACT SERVICES	WO# 3277	41695	8/18/2017	8/18/2017	1,118.96		
958	HISTORIC PRESERVATION &	CONTRACT SERVICES	DAMAGED KING POST	2017-1	8/18/2017	8/18/2017	26,340.00		
959	OLD DOMINION ABATEMENT &	CONTRACT SERVICES	CONTRACT	170737-OD	7/31/2017	8/4/2017	9,800.00		
960	RAFALY ELECTRICAL CONTRACTORS,	CONTRACT SERVICES	REPAIRS	7431	7/31/2017	8/4/2017	2,235.35		
961	SYDNOR HYDRO, INC.	CONTRACT SERVICES	COURTHOUSE WELL PUMP	36961	8/3/2017	8/4/2017	1,473.01		
962	TRANE U.S., INC.	CONTRACT SERVICES	PMT REQUEST #5 7/1-7/31	38238776	8/3/2017	8/4/2017	1,641,699.22		
963						<b>Total:</b>	<b>\$1,683,857.56</b>		
964									
965	<b>PUBLIC WORKS CAPITAL PROJECT</b>								
966	BANK OF AMERICA	BOND ISSUANCE COST	ZXWTR BOND COUNCIL LEGAL SERVICES	082317	8/23/2017	8/23/2017	20,000.00		

	A	B	C	D	F	G	H	I	J	
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> <div></div>									
2										
3										
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
967	BOWMAN CONSULTING	CONTRACT SERVICES	TASK SX007	238000	8/18/2017	8/18/2017	3,442.50			
968	THE BANK OF NEW YORK MELLON	BOND ISSUANCE COST	ADVISORY WORK FOR ZXWTR PROJECT	652811691922	8/23/2017	8/23/2017	13,234.47			
969							Total:	\$36,676.97		
970										
971	SCHOOL TRANSPORT CAP PROJ									
972	CARTER MACHINERY COMPANY, INC.	VEHICLE	FLEET REPLACEMENT	12201	8/18/2017	8/18/2017	160,424.00			
973	SONNY MERRMAN INC	VEHICLE	FLEET REPLACEMENT	20927	8/18/2017	8/18/2017	240,721.00			
974							Total:	\$401,145.00		
975										
976	SCHOOL OPS & MAINT CAP PROJ									
977	COMMONWEALTH INTERIORS	CONTRACT SERVICES	FLOOR REPLACEMENT	2017-139	7/21/2017	8/4/2017	10,202.00			
978	GEORGE A. DANSEY INC	CONTRACT SERVICES	SCHOOL BOARD RENOVATIONS	11954-108	8/18/2017	8/18/2017	38,950.00			
979	L.A. LACY INCORPORATED	CONTRACT SERVICES	FMS HVAC	11043	8/17/2017	8/25/2017	34,500.00			
980	L.A. LACY INCORPORATED	CONTRACT SERVICES	FMS HVAC	11035	8/17/2017	8/25/2017	69,825.00			
981	OAK SECURITY GROUP LLC	CONTRACT SERVICES	FMS HVAC	46819	7/31/2017	8/4/2017	4,974.82			
982	ORME FENCE COMPANY	CONTRACT SERVICES	ELEMENTARY PLAYGROUND	072517	7/31/2017	8/4/2017	9,775.00			
983	PARAGON SOLUTIONS INC	CONTRACT SERVICES	FLOOR REPLACEMENT	17-3-143	7/31/2017	8/4/2017	12,413.13			
984							Total:	\$180,639.95		
985										
986	SCHOOL TECH CAP PROJ									
987	COMPUTER CABLING & TECHNOLOGY	CONTRACT SERVICES	SCHOOL FIBER INFRASTRUCTURE	110214 15 16	6/30/2017	8/11/2017	141,525.00			
988	TYLER TECHNOLOGIES	CONTRACT SERVICES	MUNIS IMPLEMENTATION	045-196831	8/3/2017	8/4/2017	1,857.56			
989							Total:	\$143,382.56		
990										
991										
992	Fund # - 401 DEBT SERVICE				302 CAPITAL IMPROVEMENT		Fund Total:	\$2,509,172.32		
993	DEBT SERVICE - COUNTY									
994	TD EQUIPMENT FINANCE INC.	2016 PUBLIC SAFETY SYST -	DEBT SERVICE - TDEG EQUIPMENT	40133106	8/23/2017	8/23/2017	1,096,159.00			
995	TD EQUIPMENT FINANCE INC.	2016 PUBLIC SAFETY SYSTM -	DEBT SERVICE - TDEG EQUIPMENT	40133106	8/23/2017	8/23/2017	92,152.58			
996							Total:	\$1,188,311.58		
997										
998	DEBT SERVICE - SCHOOLS									
999	US BANK, NA	VPSA QSCB SERIES 2009	DEBT SERVICE PRIN - SERIES 2009 VPSA	134828007	8/23/2017	8/23/2017	426,825.00			
1000							Total:	\$426,825.00		
1001										
1002					401 DEBT SERVICE		Fund Total:	\$1,615,136.58		
1003	Fund # - 502 SEWER									
1004	SEWER									
1005	US BANK, NA	VRA REVENUE BOND	SEWER VRA REVENUE BOND C-515325-02	12204	8/23/2017	8/23/2017	30,000.00			
1006							Total:	\$30,000.00		

	A	B	C	D	F	G	H	I	J	
1	<div>County of Fluvanna</div> <div>Accounts Payable List</div> <div>From Date: 8/1/2017 To Date: 8/31/2017</div> <div></div>									
2										
3										
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
1007										
1008	UTILITY OPERATIONAL EXPENSES									
1009	BANK OF AMERICA	GENERAL MATERIALS AND	P-CARD PURCHASES	073117	7/31/2017	8/25/2017	10.99			
1010	CENTURYLINK	TELECOMMUNICATIONS	WASTEWATER	310089744 071917	7/19/2017	8/4/2017	46.76			
1011	CENTURYLINK	TELECOMMUNICATIONS	WASTEWATER	309433290 071917	7/19/2017	8/4/2017	60.22			
1012	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394129298	7/16/2017	8/4/2017	8.14			
1013	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394131227	8/10/2017	8/11/2017	8.14			
1014	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394133198	8/18/2017	8/18/2017	8.14			
1015	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394135174	8/17/2017	8/25/2017	8.14			
1016	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SEWER PLANT	7129524547 072517	7/26/2017	8/4/2017	937.70			
1017	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SW PUMP STATION	7712348080 072817	8/10/2017	8/11/2017	33.90			
1018	E.W. THOMAS	GENERAL MATERIALS AND	SUPPLIES	073117	8/18/2017	8/18/2017	3.97			
1019	INBODEN ENVIRONMENTAL	CONTRACT SERVICES	WASTEWATER MONITORING	62694	7/28/2017	8/11/2017	300.00			
1020	INBODEN ENVIRONMENTAL	CONTRACT SERVICES	WASTEWATER MONITORING	62695	7/28/2017	8/11/2017	447.00			
1021	INBODEN ENVIRONMENTAL	CONTRACT SERVICES	WASTEWATER MONITORING	62696	7/28/2017	8/11/2017	477.00			
1022	UNIVAR USA, INC.	CHEMICAL SUPPLIES	SUPPLIES	RI724040	8/18/2017	8/18/2017	2,846.25			
1023	USABBLUEBOOK	CHEMICAL SUPPLIES	SUPPLIES	335940	8/17/2017	8/25/2017	247.52			
1024	USABBLUEBOOK	CHEMICAL SUPPLIES	SUPPLIES	335336	8/17/2017	8/25/2017	583.14			
1025	USABBLUEBOOK	CONVENTION AND	SUPPLIES	335336	8/17/2017	8/25/2017	264.50			
1026	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	130.85			
1027							Total:	\$6,422.36		
1028										
1029							502 SEWER	Fund Total:	\$36,422.36	
1030	Fund # - 505 FORK UNION SANITARY DISTRICT									
1031	FUSD OPERATIONAL EXPENSES									
1032	CENTURYLINK	TELECOMMUNICATIONS	SANITARY DISTRICT	309719161 071617	7/16/2017	8/4/2017	201.29			
1033	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394129298	7/16/2017	8/4/2017	31.48			
1034	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394131227	8/10/2017	8/11/2017	31.48			
1035	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394133198	8/18/2017	8/18/2017	31.48			
1036	CINTAS	LAUNDRY AND DRY	DRY CLEANING	394135174	8/17/2017	8/25/2017	38.13			
1037	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	WEST BOTTOM WELL	7224360003 072717	7/26/2017	8/4/2017	42.64			
1038	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	BREMO WELL	8434345008 072717	7/26/2017	8/4/2017	48.94			
1039	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	OWENS WELL	9004200003 072617	7/26/2017	8/4/2017	133.47			
1040	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	OMOHUNDRO WELL	9346182505 072617	7/26/2017	8/4/2017	724.48			
1041	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	MORRIS WELL	9501772108 072617	7/26/2017	8/4/2017	740.82			
1042	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	MELTON WELL	9594215007 073117	8/10/2017	8/11/2017	20.74			
1043	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080117	8/18/2017	8/18/2017	196.20			
1044	LOWE'S	GENERAL MATERIALS AND	SUPPLIES	072517	7/28/2017	8/11/2017	218.83			
1045	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD/338626	7/28/2017	8/11/2017	348.57			
1046	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD/344451	8/17/2017	8/25/2017	337.02			

	A	B	C	D	F	G	H	I	J
1	<div> <div>County of Fluvanna</div> <div>Accounts Payable List</div> </div> <div> <div>From Date: 8/1/2017</div> <div>To Date: 8/31/2017</div> </div> <div>  </div>								
2									
3									
4									
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
1047	MO-JOHNS, INC.	PURCHASE OF SERVICES	PORTABLE TOILET	102052	7/31/2017	8/4/2017	60.00		
1048	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 0617	6/30/2017	8/25/2017	701.52		
1049	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	5654 081817	7/31/2017	8/25/2017	351.36		
1050	SCHNEIDER LABRATORIES INC	PURCHASE OF SERVICES	SUSPENDED SOLIDS	221884	7/31/2017	8/4/2017	30.00		
1051	SCHNEIDER LABRATORIES INC	PURCHASE OF SERVICES	221884	0221884-IN	7/28/2017	8/11/2017	30.00		
1052	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	10.79		
1053	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	85.19		
1054	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8045658054	7/28/2017	8/11/2017	309.99		
1055	VERIZON	TELECOMMUNICATIONS	WIRELESS	9791285682	8/17/2017	8/25/2017	125.96		
1056						<b>Total:</b>	<b>\$4,850.38</b>		
1057									
1058									
1059									
					505 FORK UNION SANITARY DISTRICT	Fund Total:	\$4,850.38		
						Total Expenditures by Fund:	\$4,792,418.63		



**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB Q**

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	FY18 DMV US DOT Highway Safety Funds Grant Award				
<b>MOTION(s):</b>	<p><b>I move the Board of Supervisors ratify the application and accept the FY18 Virginia Highway Safety Program Award from the Department of Motor Vehicles (DMV) in the amount of \$16,750 to fund the Sheriff's Office traffic safety program.</b></p> <p><b>I further move the Board of Supervisors approve a supplemental appropriation of \$16,750 to the DMV Highway Safety Grant Budget with funding to come from the federal grant award.</b></p>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
<b>STAFF CONTACT(S):</b>	Aaron Hurd, Investigator Sergeant / Eric B. Hess, Sheriff				
<b>PRESENTER(S):</b>	Aaron Hurd, Investigator Sergeant				
<b>RECOMMENDATION:</b>	Ratify and accept the DMV US DOT Highway Safety Funds Grant Award				
<b>TIMING:</b>	Effective Immediately				
<b>DISCUSSION:</b>	<ul style="list-style-type: none"> <li>Grant funds will be used for salary costs associated with check-points/patrols and to purchase equipment for use during the grant patrols as well as regular patrols.</li> <li>FY18 Grant award of \$18,500</li> <li>No additional County cash is required</li> <li>Match requirement will be met through "in-kind contributions" derived from patrol vehicle mileage associated with the saturation patrols and check points</li> <li>Award period: October 1, 2017 with all expenses incurred by September 30, 2018</li> <li>No extensions are allowed</li> <li>This grant originates from Federal National Highway Safety Act funds administered by the Virginia Department of Motor Vehicles</li> </ul>				
<b>FISCAL IMPACT:</b>	Approval of the motion will allow finance to increase federal revenue and grant expenses for the DMV Highway Safety Grant by \$16,750.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	Competitive grants awarded from DMV in fiscal years 2005, 2008, 2010, 2011, 2012, 2013, 2014, 2015 and 2016 for traffic enforcement (overtime and equipment).				
<b>ENCLOSURES:</b>	Grant Award Letter				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
		X			







## COMMONWEALTH of VIRGINIA

Department of Motor Vehicles  
2300 West Broad Street

Richard D. Holcomb  
Commissioner

Post Office Box 27412  
Richmond, VA 23269-0001

August 1, 2017

Mr. Sean Peterson  
Patrol Commander  
Fluvanna County  
160 Commons Blvd.  
Palmyra, VA 22963

Dear Mr. Peterson:

Safety has been and will continue to be a high priority in Virginia's overall transportation system. The McAuliffe administration is committed to ensuring that safety is the highest priority in the development of the Commonwealth's multi-modal transportation system.

I am pleased to inform you that the highway safety project proposal(s) listed below has been approved for pass-through grant funding from the National Highway Traffic Safety Administration for Federal Fiscal Year (FFY) 2018.

<u>Program Project ID#</u>	<u>Project Title</u>	<u>Amount Approved</u>
154AL-2018-58259-8259	Selective Enforcement - Alcohol	\$16,750

The availability of funds under this grant is contingent upon two conditions: (1) the project director and the fiscal contact responsible for the financial management of your grant must attend a grantee workshop and (2) the release of federal funds to the Commonwealth. Your assigned grant monitor will be contacting you to provide the dates and locations for this mandatory training.

You will receive the project agreement(s), scope of work, special conditions, and project budget during the training session. As the recipient of a FFY 2018 grant award, it is important that you read and follow the information carefully. If you have any questions regarding the conditions, please contact the grant monitor assigned to your grant.

Thank you for your commitment and participation in improving highway safety. We look forward to the positive impact that your project will have on making our roadways safer.

Sincerely,

Richard D. Holcomb

RDH/sb

Grant Monitor Doug Stader



# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB R

<b>MEETING DATE:</b>	September 20, 2017				
<b>AGENDA TITLE:</b>	Placement of a donated Emancipation Proclamation Monument				
<b>MOTION(s):</b>	I move to approve placement of a donated Emancipation Proclamation Monument at _____.				
	Yes	No			
		XX			
	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
<b>STAFF CONTACT(S):</b>	Steve Nichols, County Administrator				
<b>PRESENTER(S):</b>	Steve Nichols, County Administrator				
<b>RECOMMENDATION:</b>	Board direction on monument status				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<p>The Fluvanna Historical Society has requested the Board consider placement in Fluvanna County of a donated monument to the Emancipation Proclamation. Sites previously discussed include Civil War park, Maggie's House, and Pleasant Grove Park.</p> <p>Absent any movement on the part of the BOS, the Historical Society plans to place the monument in front of Maggie's House.</p>				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	None				
<b>LEGISLATIVE HISTORY:</b>	None				
<b>ENCLOSURES:</b>	Briefing				
	Legal	Finance	Purchasing	HR	Other





# **Request to Display an Emancipation Proclamation Monument**

September 20, 2017





# Pleasant Grove House

BOS2017-09-20 p.235/247







# Pleasant Grove House







# Other Areas at Pleasant Grove Park







# Civil War Park







# Civil War Park

BOS2017-09-20 p.239/247







# Maggie's House – Historical Society







# Maggie's House – Historical Society





# Other Monument Ideas

- Veterans Memorial in Goochland





# **Board Discussion and Direction**

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
MEETING PACKAGE ATTACHMENTS**

September 20, 2017

No.	Item
1	FY17 Capital Reserve Memo 2017-09-20
2	FY17 Contingency Balance 2017-09-20
3	Unassigned Fund Balance Memo 2017-09-20
4	
5	
6	
7	
8	
9	
10	





---

# COUNTY OF FLUVANNA

---

*"Responsive & Responsible Government"*

P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

## MEMORANDUM

**Date:** September 20, 2017  
**From:** Marty Brookhart – Management Analyst  
**To:** Board of Supervisors  
**Subject:** FY18 BOS Contingency Balance

---

The FY18 BOS Contingency line balance is as follows:

<b>Beginning Budget:</b>	<b>\$150,000</b>
Less: Arts Council FY18 Allocation Grant Supplement – 06.07.17	-\$500
Less: Quitclaim and Release for FCSS Building – 08.16.17	-\$11,520
<b>Available:</b>	<b>\$137,980</b>



# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
www.fluvannacounty.org

## MEMORANDUM

**Date:** September 20, 2017  
**From:** Marty Brookhart – Management Analyst  
**To:** Board of Supervisors  
**Subject:** FY18 Capital Reserve Balances

The FY18 Capital Reserve account balances are as follows:

### County Capital Reserve:

FY17 Carryover	\$134,975
<b>FY18 Allocation:</b>	<b>\$175,000</b>
Plus: Projects Completed July 2017	\$31
Less: Courts Building Well Repairs – 08.02.17	-\$7,800
Less: Bobcat Skid-Steer Major Repairs – 08.02.17	-\$2,400
Less: Additional Historic Courthouse Roof Repairs – 09.06.17	-\$10,000
Less: Courts Building Records Room HVAC – 09.06.17	-\$55,000
<b>Available:</b>	<b>\$234,806</b>

### Schools Capital Reserve:

FY17 Carryover	\$238,603
<b>FY18 Allocation:</b>	<b>\$75,000</b>
Plus: Projects Completed July 2017	\$1,159
Less: Central HVAC Unexpected Repairs – 07.05.17	-\$6,226
<b>Available:</b>	<b>\$308,536</b>



# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

## MEMORANDUM

**Date:** September 20, 2017  
**From:** Marty Brookhart – Management Analyst  
**To:** Board of Supervisors  
**Subject:** Unassigned Fund Balance

<b>*FY17 Year End (Unaudited) Unassigned Fund Balance:</b>	<b>*\$4,840,117</b>
Less: FY17 to FY18 Automatic Carryovers	-\$21,362
Less: ZXR Water. & Sewer Sys. Amend. to Agrmt. #3 (Dewberry) – 07.05.17	-\$4,500
Less: ZXR Water & Sewer Sys. Project Agreement #4 (Bowman) – 07.05.17	-\$6,880
Less: ZXR Water & Sewer Sys. Project Agreement #11 (Dewberry) – 07.05.17	-\$51,330
Less: ZXR Water & Sewer Sys. Project Agreement #5 (Bowman) – 07.05.17	-\$22,950
Less: ZXR Water & Sewer Sys. Amend. to Agrmt. #6 (Dewberry) – 09.06.17	-\$13,870
Less: ZXR Water & Sewer Sys. Project FY18 Interest Payments – 09.06.17	-\$224,852
<b>Current (Unaudited) Unassigned Fund Balance:</b>	<b>*\$4,494,373</b>

\*Audited FY17 Year End Unassigned Fund Balance will be available upon completion of the FY17 CAFR