



## FLUVANNA COUNTY BOARD OF SUPERVISORS MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building  
November 1, 2017 - 4:00 PM

### TAB AGENDA ITEMS

#### 1 – CALL TO ORDER

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

#### 3 – ADOPTION OF AGENDA

#### 4 – COUNTY ADMINISTRATOR'S REPORT

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

#### 6 – PUBLIC HEARING

None

#### 7 – ACTION MATTERS

- V 2018 TJPDC Legislative Program – David Blount, TJPDC Legislative Liaison
- W Emergency Management Coordinator Position Description – Steve Nichols, County Administrator
- X Resolution to Initiate Rezoning for Tax Map Parcel 4-A-27A—Brad Robinson, Senior Planner
- YZ FY18 BOS Contingency Budget Transfer—Mary Anna Twisdale, Management Analyst
- A Appointment to the Fluvanna Partnership for Aging – Fork Union District—Steven M. Nichols, County Administrator
- O Zion Crossroads Water/Sewer System Project – Final Design, Invitation for Bids, and Property Acquisition - Wayne Stephens, Public Works Director/County Engineer, Eric Dahl, DCA/Finance Director, and Cyndi Toler, Purchasing Officer

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

- B Charlottesville Area Alliance (CAA) – Sue Friedman, President/CEO, Alzheimer's Association, Central and Western Virginia, and Chip Boyles, TJPDC Executive Director
- C VDOT Quarterly Report—Alan Saunders, VDOT Resident Engineer, Louisa Residency
- D Broadband Access Taskforce (BAT) Final Report— Jason Smith, Community & Economic Development Director, Mike Feazel, Citizen Member, and Michael Aquilino, Citizen Member
- E Carysbrook Softball Field Upgrades – Aaron Spitzer, Parks & Recreation Director, and Chris Fairchild, Community Representative
- F FCPS Preliminary FY19 Budget Focus – Chuck Winkler, Superintendent of Schools

#### 9 – CONSENT AGENDA

- G Minutes of October 18, 2017—Kelly Belanger Harris, Clerk to the Board
- H CRM - Demolition of the Old Maintenance Shop at Carysbrook—Wayne Stephens, Director of Public Works & County Engineer
- I CRM - Pleasant Grove House Foundation Improvements—Wayne Stephens, Director of Public Works & County Engineer

*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.*

- J CRM - Security Evidence Storage at Public Safety Building—Wayne Stephens, Director of Public Works & County Engineer
- K CRM - Security Fencing Replacement-Expansion at Public Safety Building—Wayne Stephens, Director of Public Works & County Engineer
- L FY18 FCPS Families Learning Together BAMA Works Supplemental Appropriation- Brenda Gilliam, FCPS Executive Director for Instruction and Finance
- M FY18 FCPS Families Learning Together Dollar General Literacy Foundation Grant Supplemental Appropriation - Brenda Gilliam, FCPS Executive Director for Instruction and Finance
- Mc FY18 FCPS School Security Equipment Grant Supplemental Appropriation - Brenda Gilliam, FCPS Executive Director for Instruction and Finance
- N Open Space Contract Application (Byrd)—Andrew M. Sheridan, Commissioner of the Revenue

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**10 – UNFINISHED BUSINESS**

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TBD

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**11 – NEW BUSINESS**

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TBD

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

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**13 – CLOSED MEETING**

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TBD

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**14 – ADJOURN**

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M. Nichols  
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County Administrator Review

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## **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.

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## **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.

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# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

BOS Packet 2017-11-01 p.5/187  
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## 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.

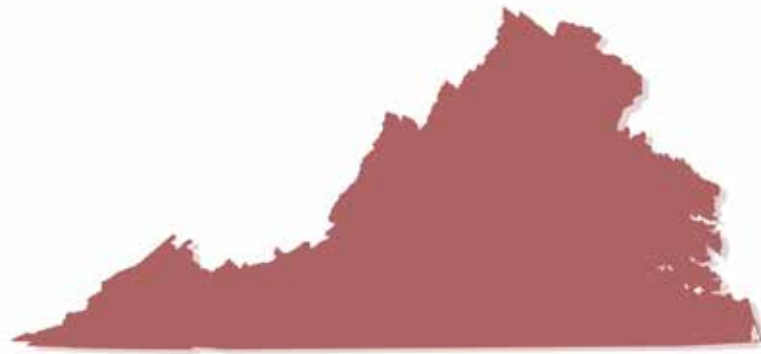
**E6** - Research and provide samples of Monthly Treasurer Report options and formats so that the Board can decide what they would like to see on a recurrent basis (e.g., what reports are provided in other counties?). Create report for inclusion in Board package each month, as well as a quarterly in-person briefing on the data.

# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB V

<b>MEETING DATE:</b>	November 1, 2016				
<b>AGENDA TITLE:</b>	TJPDC 2018 Legislative Program				
<b>MOTION(s):</b>	I move to adopt the Draft Thomas Jefferson Planning District Legislative Program for 2018.				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	If yes, list initiative(s):		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
<b>STAFF CONTACT(S):</b>	Steven M. Nichols, County Administrator				
<b>PRESENTER(S):</b>	David Blount, TJPDC Legislative Liaison				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	The Board should discuss the program and offer any suggested changes prior to adoption.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Draft 2018 Legislative Program				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other





## **Thomas Jefferson Planning District**

### **2018 LEGISLATIVE PROGRAM**

# **DRAFT**

Albemarle County | City of Charlottesville  
Fluvanna County | Greene County  
Louisa County | Nelson County

**November 2017**

**Genevieve Keller, Chair**  
**Chip Boyles, Executive Director**  
**David Blount, Legislative Liaison**

## TOP LEGISLATIVE PRIORITIES

### State Budget and Funding Obligations

**PRIORITY: The Planning District localities urge the governor and legislature to enhance state aid to localities, and to not impose mandates on or shift costs for state programs to localities.**

While state general fund revenues are expected to continue their upward crawl in the current fiscal year. Development of the next state biennial budget will be challenged by several factors, including the following: 1) the re-benchmarking of public education costs (likely to be over one-half billion dollars); 2) increases in Medicaid costs, which have jumped by over 6% per year since 2010; 3) more pressure on Children's Services Act funding; and 4) replacement of some one-time "fixes" in the current budget plan.

We encourage the State to develop revenue and spending priorities that support K-12 education, economic development, public safety, and other public goals. Localities continue to be the state's go-to service provider, despite local budgets being subject to slowly-recovering local and state dollars. State investment in local service delivery must be enhanced, as many mandated programs have been level funded since 2009. Funding levels for others, such as the Children's Services Act and HB 599, are less than the 2009 amounts.

We take the following positions:

→We oppose unfunded state and federal mandates and the cost shifting that occurs when the state or federal government fails to fund requirements or reduces or eliminates funding for programs. Doing so strains local ability to craft effective and efficient budgets to deliver services mandated by the State or federal government or demanded by residents.

→We urge the State to resist placing additional administrative burdens on local governments without sufficient resources or flexibility; otherwise, the quality of services delivered at the local level is jeopardized.

→We urge policymakers to preserve existing funding formulas rather than altering them in order to save the State money and/or to shift costs to localities.

→The State should not confiscate or redirect local general fund dollars to the state treasury.

### Public Education Funding

**PRIORITY: The Planning District localities urge the State to fully fund its share of the realistic costs of the Standards of Quality (SOQ) without making policy changes that reduce funding or shift funding responsibility to localities.**

The State will spend just over \$6 billion on direct aid to public education in FY18. While we appreciate additional state teacher salary dollars this past year, we believe that the State should significantly increase its commitment to K-12 education. In the past decade, overall state funding has increased just seven percent, and while the state-funded per pupil amount has jumped back above the FY09 level, state dollars do not reflect the true costs of K-12 education. Local governments consistently go "above and beyond" to close the funding gap by appropriating twice as much K-12 funding as required by the state.

We believe localities need an adequately defined SOQ that closes the gap between what school divisions are actually providing and what the state currently funds in the SOQ. This could include recognizing additional instructional positions and, as recommended by the Board of Education, increasing state-funded staffing ratios for various, non-instructional positions. This would be a welcome change of

course, as state policies that have been revised since the Great Recession have reduced the state's funding obligations to public education.

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## Local Revenue Authority

**PRIORITY: The Planning District localities urge the governor and legislature to diversify the revenue options available to localities, to include equalizing the revenue-raising authority of counties with that of cities, and to not restrict local revenue-raising authority.**

We support the legislature making additional revenue options available to diversify the local revenue stream, which could reduce dependency on real property taxes, rather than removing or restricting local revenue authorities. One way to do this is to eliminate the differences between city and county taxing authority, which exist due to now less-prevalent distinctions in the services provided. This would mean removing the restrictions that currently apply to county authority to levy the meals, lodging, cigarette and amusement taxes. Equalizing revenue authority for counties with that of cities also should be included as part of a needed modernization of the state's tax system to comport with the realities of a global, information-driven economy, which will rely less on governmental spending and more on new, private sector business models. We also believe any tax reform efforts should examine the financing and delivering of state services at the local level.

We take the following positions:

→The State should refrain from establishing local tax policy at the state level and allow local governments determine the equity of local taxation policy.

→The State should not expect local governments to pay for new funding requirements or the expansion of existing ones on locally-delivered services, without a commensurate increase in state financial assistance or new local taxing authority (see above).

→The State should not alter or eliminate the BPOL and Machinery and Tools taxes.

→The State should support the appropriate collection of transient occupancy taxes from online transactions.

→The State should revamp the Communications Sales and Use Tax (CSUT). Revenues from the CSUT coming back to localities are 20% less than 10 years ago, primarily because the tax does not reflect modern technology patterns of consumption. Accordingly, we support 1) leveling the current 5% CSUT with the state sales tax rate of 5.3%; 2) broadening the coverage of the tax to include audio and video streaming and prepaid calling services; and 3) targeting the additional revenues generated to support rural area broadband expansion.

## OTHER PRIORITY ITEMS

### Broadband

**PRIORITY: The Planning District localities encourage and support state and federal efforts and financial incentives that assist localities and their communities in deploying universal, affordable access to broadband technology, particularly in unserved and underserved areas.**

Access to broadband, or high-speed internet, is a critical necessity in the 21<sup>st</sup> century. It has become basic, not optional, infrastructure, just like roads and electricity, that is essential for economic growth, equity in access to public education, community growth, and consumer communications and information. Many communities, particularly those in unserved rural areas, need thoughtful, longer-term strategies to bridge the broadband gap. This may be an approach that utilizes both fiber and wireless technologies, private/public partnerships and regulated markets that provide a choice of service providers and competitive prices.

Accordingly, we believe state and federal support should include the following:

- Development of a statewide comprehensive plan for broadband and state support for local governments that are developing or implementing local or regional broadband plans;
- Provisions that provide for sharing utility and road right-of-way easements for expanding broadband;
- Support for linking broadband efforts for education and public safety to private sector efforts to serve businesses and residences;
- Maintaining local land use, permitting, fee and other local authorities;
- Amending the current 5% Communications Sales and Use Tax to apply to previously uncovered technologies and to mirror the state sales tax rate of 5.3%, and targeting the additional revenues generated to rural area broadband expansion; and
- Consideration of proposals that would subject broadband to stricter and more developed regulation as a public utility.

### Children's Services Act

**PRIORITY: The Planning District localities urge the State to be partners in containing costs of the Children's Services Act (CSA) and to better balance CSA responsibilities between the State and local government. The State should resist attempts to shift costs of serving children through CSA to localities and schools.**

Since the inception of CSA in the early 1990's, there has been pressure to hold down costs, to cap state costs for serving mandated children, to increase local match levels and to make the program more uniform by attempting to control how localities run their programs.

This past session, the General Assembly appropriated an additional \$85.7 million to address increasing caseloads and costs in CSA, an increase largely attributable to private special education day placement costs. The budget also included language directing a review of options for these placements and how their cost and quality could be better managed. Localities are concerned about proposals that would move CSA "lump sum" funding" to the Department of Education, with any resulting funding shortfalls



becoming the responsibility of localities (rather than the current process where localities request supplemental state funding). Such a scenario could limit services and funding that are necessary for students who may need more intensive services at any time.

Accordingly, we support 1) the ability to use state funds to pay for mandated services provided directly by the locality, specifically for private day placements, where the same services could be offered in schools; and 2) maintaining cost shares on a sum sufficient basis by both the State and local governments. Changing the funding mechanism to a per-pupil basis of state funding would shift the sum sufficient portion fully to localities, which we would oppose.

We also support the following:

- Enhanced state funding for local CSA administrative costs;
- A cap on local expenditures (with the State making up any gaps) in order to combat higher costs for serving mandated children; and
- The State being proactive in making residential facilities and service providers available, especially in rural areas.

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## Land Use and Growth Management

**PRIORITY: The Planning District localities encourage the State to resist preempting or circumventing existing land use authorities, and to provide additional tools to plan and manage growth.**

Over the years, the General Assembly has enacted both mandated and optional land use provisions. Some have been helpful, while others have prescribed one-size-fits-all rules that hamper different local approaches to land use planning. Accordingly, we support local authority to plan and regulate land use. We oppose legislation that weakens these key local responsibilities; this would include recent efforts to 1) restrict local oversight of the placement of various telecommunications infrastructure, and 2) single out specific land uses for special treatment without regard to the impact of such uses in particular locations.

We also believe the General Assembly should provide localities with necessary tools to meet important infrastructure needs, as current land use authority often is inadequate to allow local governments to provide for balanced growth in ways that protect and improve quality of life. This would include more workable impact fee authority for facilities other than roads, and changes to the currently-enacted proffer system. Proffer legislation approved in 2016 limits the scope of impacts that may be addressed by proffers, and establishes specific criteria for when a proffer is deemed to be unreasonable. We support changes to the law to provide more balanced and practical standards for determining whether a proffer is reasonable and to restore a climate where localities and applicants can openly discuss rezoning applications.

Further, we support ongoing state and local efforts to coordinate land use and transportation planning, and urge state and local officials to be mindful of various local and regional plans when conducting corridor or transportation planning within a locality or region.

Finally, concerning land preservation, we request state funding and incentives for localities, at their option, to acquire, preserve and maintain open space.

## LEGISLATIVE POSITIONS

### Economic and Workforce Development

The Planning District's member localities recognize economic development and workforce training as essential to the continued viability of the Commonwealth. We support policies and additional state funding that closely link the goals of economic and workforce development and the state's efforts to streamline and integrate workforce activities and revenue sources. We encourage enhanced coordination with K-12 education to equip the workforce with in-demand skill sets so as to align workforce supply with anticipated employer demands. We also support continuing emphasis on regional cooperation in economic, workforce and tourism development.

#### **Economic Development:**

- We support continuation of the *GO Virginia* initiative to grow and diversify the private sector in each region, with ongoing state financial incentives, technical support and other incentives to support collaboration by business, governments, educational institutions and communities that spur economic development, job creation and career readiness.
- We support legislation that dedicates income and sales tax revenues generated by corporations and limited liability companies within an economic development project to such locality in cases where the locality has expended local funds for such project and state grant funds or incentives were not involved.

#### **Planning District Commissions:**

- We support increased state funding for regional planning district commissions.
- We encourage opportunities for planning districts to collaborate with state officials and state agencies on regional programs and projects.

#### **Agricultural Products and Enterprises:**

We encourage state and local governments to work together and with other entities to identify, to provide incentives for, and to promote local, regional and state agricultural products and rural enterprises, and to encourage opportunities for such products and enterprises through a balanced approach.

### Education

The Planning District's member localities believe that the state should be a reliable funding partner with localities by recognizing the operational, personnel, and capital resources necessary for a high-quality public education system (see priority position on *Public Education Funding*).

#### **School Division Finances:**

- We believe that unfunded liability associated with the teacher retirement plan should be a shared responsibility of state and local government, with the Virginia Department of Education paying its share of retirement costs directly to VRS in order to facilitate such sharing.
- The State should not eliminate or decrease funding for school employee benefits.
- We support legislation that 1) establishes a mechanism for local appeal to the State of the calculated Local Composite Index (LCI); and 2) amends the LCI formula to recognize the land use taxation value, rather than the true value, of real property.

**Literary Fund:**

- The State should discontinue seizing dollars from the Literary Fund to help pay for teacher retirement.
- We urge state financial assistance with school construction and renovation needs, including funding for the Literary Loan and interest rate subsidy programs.

## Environmental Quality

The Planning District's member localities believe that environmental quality should be funded and promoted through a comprehensive approach, and address air and water quality, solid waste management, land conservation, climate change and land use policies. We support protection and enhancement of the environment and recognize the need to achieve a proper balance between environmental regulation and the socio-economic health of our communities within the constraints of available revenues. Such an approach requires regional cooperation due to the inter-jurisdictional nature of many environmental resources, and adequate state funding to support local and regional efforts.

**Chesapeake Bay Preservation Act:**

We oppose legislation mandating expansion of the Chesapeake Bay Preservation Act's coverage area. Instead, we urge the State to 1) provide legal, financial and technical support to localities that wish to comply with any of the Act's provisions; 2) allow localities to use other practices to improve water quality; and 3) provide funding for other strategies that address point and non-point source pollution.

**Biosolids:**

We support the option for localities, as a part of their zoning ordinances, to designate and/or reasonably restrict the land application of biosolids to specific areas within the locality, based on criteria designed to further protect the public safety and welfare of citizens.

**Alternate On-Site Sewage Systems:**

We support legislative and regulatory action to 1) ensure operation and maintenance of alternative on-site sewage systems in ways that protect public health and the environment, and 2) increase options for localities to secure owner abatement or correction of system deficiencies.

**Dam Safety:**

We support dam safety regulations that do not impose unreasonable costs on dam owners whose structures meet current safety standards.

**Water Supply:**

The State should be a partner with localities in water supply development and should work with and assist localities in addressing water supply issues, including investing in regional projects.

**Program Administration:**

The State should not impose a fee, tax or surcharge on water, sewer, solid waste or other local services to pay for state environmental programs.

## General Government

The Planning District's member localities believe that since so many governmental actions take place at the local level, a strong local government system is essential. Local governments must have the freedom, flexibility and tools to carry out their responsibilities.

**Internet-based Businesses and Services:**

We oppose legislation that would single out internet-based businesses and services for special treatment or exceptions. Rather, the State should support local authority concerning collection and auditing of taxes, licensing and regulation. There should be a level playing field for competition among businesses offering goods and services to ensure safety, reliability and fair access to such offerings by consumers and the general public.

**Local Government Operations:**

- We oppose intrusive legislation involving purchasing procedures; local government authority to establish hours of work, salaries and working conditions for local employees; matters that can be adopted by resolution or ordinance; procedures for adopting ordinances; and procedures for conducting public meetings.
- We support allowing localities to use alternatives to newspapers for publishing various legal advertisements and public notices.
- We support local flexibility regarding public parking regulation and enforcement.
- We oppose attempts to reduce sovereign immunity protections for localities.

**State-Supported Positions:**

- Localities should have maximum flexibility in providing compensation increases for state-supported local employees (including school personnel), as local governments provide significant local dollars and additional personnel beyond those funded by the State.

**Elections:**

As elections administration has become more complex and both federal and state financial support for elections has been decreasing, we urge funding to address coming critical shortfalls in elections administration dollars. We also support state funding for voting equipment replacement, as many older voting machines are exhibiting end-of-life problems.

**Freedom of Information Act (FOIA):**

- We request that any changes to FOIA preserve 1) a local governing body's ability to meet in closed session, 2) the list of records currently exempt from disclosure, and 3) provisions concerning creation of customized records.
- We support changes to allow local and regional public bodies to conduct electronic meetings as now permitted for state public bodies.

**Quality of Life Issues:**

- We oppose changes to state law that further weaken a locality's ability to regulate noise or the discharge of firearms.
- We support expanding local authority to regulate smoking in public places.

## **Health and Human Services**

The Planning District's member localities recognize that special attention must be given to developing circumstances under which people, especially the disabled, the poor, the young and the elderly, can achieve their full potential. Transparent state policies and funding for at-risk individuals and families to access appropriate services are critical. The delivery of such services must be a collaborative effort by federal, state and local agencies.

**Funding:**

- We oppose changes in state funding or policies that increase the local share of costs for human services. We also oppose any shifting of Medicaid matching requirements from the State to localities.

- The State should provide sufficient funding to allow Community Services Boards (CSBs) to meet the challenges of providing a community-based system of care. We believe children with mental health needs should be treated in the mental health system, where CSBs are the point of entry.
- We support increased investment in the ID waiver program for adults and young people and Medicaid reimbursement for children's dental services.
- We support sufficient state funding assistance for older residents, to include companion and in-home services, home-delivered meals and transportation.

**Social Services:**

- We support the provision of sufficient state funding to match federal dollars for the administration of mandated services within the Department of Social Services, and to meet the staffing standards for local departments to provide services as stipulated in state law.
- We support changes to the Code to provide that a judicial finding be controlling of administrative findings in alleged child abuse and neglect cases.

**Prevention:**

We support continued operation and enhancement of early intervention and prevention programs. This includes the Virginia Preschool Initiative, Part C of the Individuals with Disabilities Education Act (infants and toddlers), and federal reauthorization of funding for the Children's Health Insurance Program (CHIP) in order to provide health coverage for vulnerable children.

**Childcare:**

The legislature should provide full funding to assist low-income working and TANF (and former TANF) families with childcare costs. These dollars help working-class parents pay for supervised daycare facilities and support efforts for families to become self-sufficient.

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## Housing

The Planning District's member localities believe that every citizen should have an opportunity to afford decent, safe and sanitary housing. The State and localities should work to expand and preserve the supply and improve the quality of affordable housing for the elderly, disabled, and low- and moderate-income households. Regional planning and solutions should be implemented whenever possible.

**Affordable Housing:**

We support the following: 1) local flexibility in the operation of affordable housing programs and establishment of affordable dwelling unit ordinances; 2) creation of a state housing trust fund; 3) grants and loans to low- or moderate-income persons to aid in purchasing dwellings; and 4) the provision of other funding to encourage affordable housing initiatives.

**Homelessness:**

We support measures to prevent homelessness and to assist the chronic homeless.

**Historic Structures:**

We support incentives that encourage rehabilitation and preservation of historic structures.

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## Public Safety

The Planning District's member localities encourage state financial support, cooperation and assistance for local law enforcement (and state police), emergency medical care, criminal justice activities and fire services responsibilities carried out locally.

**Funding:**

- We urge the State to make Compensation Board funding a top priority, fully funding local positions that fall under its purview. It should not increase the local share of funding Constitutional offices or divert money away from them, but increase dollars needed for their operation.
- We support returning funding responsibility for the Line of Duty Act (LODA) to the State. In the absence of that, there should be no new or enhanced benefits that increase locality costs.
- We urge state funding of the HB 599 law enforcement program in accordance with *Code of Virginia* provisions.
- The State should increase funding to the Virginia Juvenile Community Crime Control Act program, which has cut in half the number of juvenile justice commitments over the past decade.
- We support funding for mental health and substance abuse services at juvenile detention centers.

**Jails:**

- As the state prisoner reimbursement rate is insufficient to cover actual costs, the State should restore per diem payments to localities 1) for housing state-responsible prisoners to \$14 per day, and 2) for housing local responsible offenders to \$8 per day. If a state-responsible prisoner is sentenced to serve in jail for more than one year, then the State should compensate the jail for the actual cost of incarceration.
- The State should not shift costs to localities by altering the definition of state-responsible prisoner.
- The State should continue to allow exemptions from the federal prisoner offset.

**Offender Programs and Services:**

- We support continued state funding of the drug court program and the Offender Reentry and Transition Services (ORTS), Community Corrections and Pretrial Services Acts.
- We support continued state endorsement of the role and authority of pretrial services offices.
- We support authorization for the court to issue restricted driver's licenses to persons denied them because of having outstanding court costs or fees.

**Body Cameras:**

We support the ability of local governments to adopt policies regarding law enforcement body worn cameras that account for local needs and fiscal realities.

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## Transportation Funding and Devolution

The Planning District's member localities recognize that revenues for expanding and maintaining all modes of infrastructure are critical for meeting Virginia's well-documented transportation challenges and for keeping pace with growing public needs and expectations. We believe the state should continue to enhance funding for local and regional transportation needs, including the Revenue Sharing Program with localities. We also remain opposed to attempts to transfer responsibility to counties for construction, maintenance or operation of current or new secondary roads.

**Transit Capital Funding:**

Capital Project Revenue bonds, approved in 2007 to provide \$600 million over 10 years for transit capital, are expiring. Failure by the state to provide replacement funding will jeopardize safe and reliable transit service and will result in the loss of federal funds if they are unable to be matched, which would mean a double hit for transit agencies funded primarily at the local/regional level. Therefore, it is critical that the State identify new funding sources for transit capital investments.

**Smart Scale:**

- As the State continues to implement the prioritization process established by HB 2 (2014), known as "Smart Scale," and the distribution formula for highway construction projects established by HB 1887 (2015), there should be adequate funding, and local authority to generate transportation dollars, for important local and regional projects.

**Devolution:**

- We believe that efficient and effective transportation infrastructure, including the secondary road system, is critical to a healthy economy, job creation, a cleaner environment and public safety. Accordingly, we oppose shifting the responsibility for secondary roads to local entities, which could result in vast differences among existing road systems in different localities, potentially placing the state at a competitive economic disadvantage with other states when considering business and job recruitment, and movement of goods.

**Local and Regional Authority:**

- We support additional authority to establish mechanisms for funding transit in our region.
- We support VDOT utilizing Metropolitan Planning Organizations and regional rural transportation staff to carry out local transportation studies.

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## Water Quality

The Planning District's member localities support the goal of improved water quality, but as we face ongoing costs for remedies, including stormwater management, we believe major and reliable forms of financial and technical assistance from the federal and state governments is necessary if comprehensive improvement strategies are to be effective.

**Funding:**

- We urge aggressive state investment in meeting required milestones for reducing Chesapeake Bay pollution to acceptable levels.
- We believe these investments include authority, funding and other resources to achieve success, and must ensure that cost/benefit analyses are conducted of solutions that generate the greatest pollution reductions per dollar spent.
- We support dollars being targeted to stormwater management, for permitted dischargers to upgrade treatment plants and for any retrofitting of developed areas, and to aid farmers with best management practices.

**Stormwater Management:**

- We request that any stormwater requirements be balanced and flexible, and that adequate funding and training be available for the State and local governments to meet ongoing costs associated with local stormwater programs.
- We support continued investment in the Stormwater Local Assistance Fund to assist localities with much-needed stormwater projects.
- We will oppose proposals that would result in new or expanded mandates or requirements, including elimination of current "opt-out" provisions, or financial burdens on local governments.
- We oppose further amendments to the regulation of stormwater which would require a locality to waive stormwater charges.

**Nutrient Allocations:**

- We oppose efforts that would require re-justification of nutrient allocations for existing wastewater treatment facilities in our region or that would reduce or eliminate nutrient allocation or related treatment capacity serving the region.





# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB W

<b>MEETING DATE:</b>	November 1, 2016				
<b>AGENDA TITLE:</b>	Position Description – Emergency Management Coordinator				
<b>MOTION(s):</b>	<b>I move to approve Position Description #9400, Emergency Management Coordinator, as presented, replacing Position Description #9410, Emergency Services Coordinator.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		<b>X</b>			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		<b>XX</b>			
<b>STAFF CONTACT(S):</b>	Steven M. Nichols, County Administrator				
<b>PRESENTER(S):</b>	Steven M. Nichols, County Administrator				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Current				
<b>DISCUSSION:</b>	<p>In concert with the Fire and Rescue Association, the previous Emergency Services Coordinator (9410) position description has been retitled and revised to, "Emergency Management Coordinator" (9400).</p> <p>This change more closely aligns with similar positions around the Commonwealth and incorporates language to strengthen the fire/rescue experience and skill set.</p> <p>Changes recommended by FRA membership have been incorporated and the region's VDEM Coordinator has also reviewed and concurred with the update.</p> <p>The Position's grade and pay have not changed.</p>				
<b>FISCAL IMPACT:</b>	None. Same grade / pay band.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Draft Position Description				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
				<b>XX</b>	





# Draft – Ver4

BOS Packet 2017-11-01 p.23/187

Fluvanna County, Virginia  
Department of Administration  
Job Description

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## EMERGENCY MANAGEMENT COORDINATOR - #9400

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FLSA Status: Exempt  
Pay Grade: 18  
Job Title ID: 9400  
Reports To: County Administrator

### SUMMARY

The Emergency Management Coordinator (EMC) serves as Head of the County's Office of Emergency Management (OEM). The EMC is responsible for planning, training, response, resource coordination, and other emergency services support activities, both within the county government and in coordination with other local and state agencies. The EMC works under the general day-to-day direction of the County Administrator, who serves as the County's Director of Emergency Services (DES).

### ESSENTIAL FUNCTIONS

The EMC manages all matters pertaining to Disaster Preparedness, Emergency Management, and Recovery Assistance and administrative coordination with and support for all county emergency services departments and agencies in Fluvanna County. The essential functions of the position include, but are not limited to:

#### Emergency Management Oversight

1. Develop, update, and coordinate comprehensive emergency management plans and operations for Fluvanna County to mitigate, prepare for, respond to, and recover from the effects of any and all natural or manmade hazards.
2. Coordinate emergency management plans, procedures, and resources with all County departments, and other local, regional, state, and federal response agencies.
3. Coordinate activities and working relationships of service agencies within the County: Sheriff, Fire Departments, Rescue Services, Water Rescue Services, health care activities, Schools, Social Service agencies, County Public Works, the Red Cross, and others to assure their cooperation in an effective disaster relief system.
4. In consultation with the Director of Emergency Services (DES), activate and staff the County's Emergency Operations Center.
5. Disseminate warnings and notifications of disaster alerts and advise County staff and residents on emergency plans.
6. Coordinate emergency preparedness activities, training programs, and exercises to include workshops, drills, tabletop, functional, and/or full scale exercises to prepare residents, first responders, and staff to respond quickly and effectively in emergencies.
7. Develop and manage the emergency management budget; oversees and coordinates documentation of expense and reimbursement activities during the recovery phase of any emergency.
8. Prepare and make presentations and conduct other outreach activities for citizens and community groups regarding prevention, identification, and preparedness in emergency situations; participates in other public relations activities in support of the emergency preparedness program.
9. Prepare and disseminate educational materials and programs to assist residents in preparing for emergencies both in the home and at work; promotes emergency safety programs.
10. Prepare reports for the County Administrator, the Board of Supervisors, and the Local Emergency Planning Committee pertaining to emergency services and emergency management activities.

11. Work with the Department of Environmental Quality (DEQ) to manage environmental issues relative to identifying hazards; developing and approving remedial plans; hazardous waste handling and disposal; coordinates issues with other County staff.
12. Develop emergency management plans/strategies for special events organized by the County, in consultation with County emergency service providers.
13. Recruit, train, manage, and direct volunteers to assist the County during emergency situations.
14. Maintain public awareness; meets with news media for interviews and prepares press releases.
15. Serve as chairperson for the Local Emergency Planning Committee (LEPC).

### Emergency Services Support

16. Assist fire/rescue operations/services in developing policies/procedures for compliance with federal, state, and county laws, rules, regulations and ordinances.
17. Periodically attends volunteer department meetings and activities to foster positive engagement with the volunteers and their organizations.
18. Direct budget planning, implementation and monitoring of the department, and makes recommendations to the County Administrator regarding appropriations to the fire, rescue, and water rescue companies and units.
19. Coordinate on emergency services purchasing activities and perform grant writing, management, and reporting duties.
20. Collaborate with emergency communication personnel on protocols and in procuring and maintaining systems and equipment.
21. Collaborate with county emergency service providers (e.g., Fluvanna Fire, Fluvanna Rescue, and LMVFD&RS, Inc.) to coordinate resources, review and modify response patterns, and help ensure effective and efficient use of resources.
22. Oversee EMS services contract and continually reviews alternatives and options, including volunteer expansion, transition to paid staffing augmentation, and contract EMS support.
23. Coordinate collection and review of emergency service response and staffing data on an on-going basis; analyze data to identify needs and to drive the decision-making process regarding staffing, response assignments, etc.
24. In concert with the Fire and Rescue Association, develops and maintains a strong county-wide volunteer recruitment and retention program and identifies and recommends incentives to help maintain a vibrant roster of fire and rescue volunteers for County agencies.

### Other

25. Communicate with the County Administrator, Board of Supervisors, volunteer chiefs, and others, as appropriate, to keep them informed on all activities and works in cooperation with these individuals to manage the Department.
26. Work with the Virginia Department of Emergency Management to maintain plans, annual requirements for grant reporting, and attend required meetings, e.g., TEPW.
27. Plan for and attend meetings with staff, the County Administrator, the Board of Supervisors and special committees, including the Fire and Rescue Association.
28. Attend educational and training classes and seminars pertaining to Emergency Services and Emergency Management and convey information of interest to local agencies through formal and informal training programs and meetings.
29. Perform related duties as required.

### REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

#### Knowledge of:

- Emergency, environmental and fire hazard prevention; principles and practices of emergency management, including hazard identification, mitigation, disaster preparedness, response and recovery.

- Local, state and federal laws, and regulations regarding emergency services, disaster response, recovery and mitigation, i.e. the Virginia Department of Emergency Management Laws, i.e. 44-146.19
- Understanding of the County's responsibility to submit the Local Capability Assessment Report (LCAR) annually by June 30.
- Principles and practices of emergency and disaster preparedness, as well as modern fire fighting/fire prevention and/or emergency medical services.
- Incident Command System (ICS) and the National Incident Management System (NIMS); Emergency Operations Center (EOC) structure and operating procedures; emergency operations communications systems.
- Virginia Office of Emergency Medical System requirements and training techniques for development of emergency service personnel.
- Interrelationships, responsibilities, goals and functions of local, State and Federal government in planning, conducting and implementing emergency services.
- Logistics and operations planning techniques to coordinate and evaluate methods of service delivery of emergency personnel and materials.
- Management information systems (MIS) and computer applications.
- Governmental responsibilities, programs and response plans for hazardous materials spills and/or nuclear emergencies.

Skills in:

- Management with a focus toward positive change and results, along with a strong commitment to teamwork, goal orientation, and fiscal responsibility.
- Preparing and presenting public information, and public speaking.
- Techniques for analysis and assessment of the types and extent of damages caused by various types of disasters.
- Operation and use of common office equipment including personal computers and copiers.
- Coordination and monitoring of emergency personnel activities, equipment, and supplies.
- Preparation of comprehensive reports, correspondence, and plans involving detail, statistical and other data, or instructions.

Ability to:

- Work independently and take initiative, and to thrive in fast-paced, high-stress environments.
- Assess relative cost and benefits of potential actions.
- Identify emergency and safety exposures.
- Analyze and recommend loss mitigation, prevention and control strategies, policies and programs.
- Develop and implement emergency and educational activity programs and training.
- Interpret State and Federal rules, regulations and directives governing disaster and emergency services.
- Exercise appropriate judgment in answering questions and releasing information, and in analyzing and projecting consequences of decisions and/or recommendations.
- Effectively communicate orally and in writing.
- Establish and maintain effective working relations with individuals, groups, and public agencies.

## ACCEPTABLE EDUCATION, EXPERIENCE, AND TRAINING

- Graduation from an accredited college or university with a Bachelor's Degree in Emergency Management, Safety, Fire Administration, Public or Business Administration, or related field. Five years of progressively responsible experience in fire services, rescue services, emergency management, emergency services, or public safety, or any equivalent combination of education, training and experience.
- Emergency Management Certification or ability to obtain certification within one year of employment (i.e., Professional Emergency Manager (PEM) that is granted by the Virginia Emergency Management Association (VEMA) after successful completion of all application requirements, and recertify every two years or

Certificate of completion of the Federal Emergency Management Agency's (FEMA) Professional Development Series for Emergency Management).

- In addition, the successful candidate will have one or more of the following certifications (ideally several of these), and have field experience in these areas in a combination volunteer/career department: NFPA/VA Instructor I, NFPA/VA Officer I, EMT through Paramedic, Hazardous Materials Operations.

## WORKING CONDITIONS AND PHYSICAL REQUIREMENTS

- Incumbent is provided with a County vehicle for use in commuting to and from work and in the performance of official duties.
- Required to carry a cell phone and subject to recall at any time during an emergency and may be required to work long hours without normal days off.
- Must be able to travel in personal or assigned vehicle to emergency scenes, meetings, or public events in order to complete office assignments.
- Must be able to respond independently or as directed at odd hours and for extended periods of time during emergencies.
- Must be available to work some weekends and evenings for presentations, training, and meetings.
- Office environment exposure to computer screens; sitting for prolonged periods of time.
- Ability to work indoors/outdoors under adverse conditions for an extended period of time in the event of an emergency.
- Must have ability to occasionally lift, push/pull, and hold/carry 30 pounds.
- Must have the ability to frequently stand and sit, and occasionally walk over flat and uneven terrain.

## POST OFFER REQUIREMENTS

- Criminal Background check
- Possession of, or eligibility for, a valid driver's license issued by the Commonwealth of Virginia.
- The incumbent is required to reside within 30 minutes regular driving time of the County Administration Offices, or be able to relocate to meet this requirement within 6 months of hiring.

Recommended by:		Approved as to form:		Approved:	
Department Head	Date	Human Resources Manager	Date	County Administrator	Date

Approved by Board of Supervisors on \_\_\_\_\_

# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB X

<b>MEETING DATE:</b>	November 1, 2016				
<b>AGENDA TITLE:</b>	Resolution to Initiate an Amendment to the Fluvanna County Zoning Map				
<b>MOTION(s):</b>	I move the Board of Supervisors adopt a resolution entitled, "A <b>RESOLUTION TO RECOMMEND AN AMENDMENT TO THE FLUVANNA COUNTY ZONING MAP FOR TAX MAP PARCEL 4-A-27A."</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	If yes, list initiative(s):		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
<b>STAFF CONTACT(S):</b>	Brad Robinson, Senior Planner				
<b>PRESENTER(S):</b>	Brad Robinson, Senior Planner				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Current				
<b>DISCUSSION:</b>	<p>Per Fluvanna County Code Section 22-20-1 and Section 15.2-2285 of the Code of Virginia, the Board of Supervisors can initiate a change to the regulations, restrictions or boundaries established in the Zoning Ordinance.</p> <p>The Board of Supervisors must adopt a resolution of intention to amend, which resolution upon adoption shall be referred to the Planning Commission.</p> <p>Any such resolution by such governing body or commission proposing the rezoning shall state the public purposes therefor.</p>				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Draft Resolution				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	XX				







**BOARD OF SUPERVISORS**  
County of Fluvanna  
Palmyra, Virginia

**RESOLUTION No. 13-2017**

**A Resolution to Initiate an Amendment to the Fluvanna County Zoning Map  
for Tax Map Parcel 4-A-27A**

**WHEREAS**, Fluvanna County desires to support economic development in the county; and

**WHEREAS**, the owners of the property identified as Tax Map Parcel 4-A-27A desire to establish business operations in Fluvanna County on such property; and

**WHEREAS**, the property identified as Tax Map 4-A-27A is currently zoned agricultural; and

**WHEREAS**, the proposed use is not permitted within the agricultural zoning district; and

**NOW, THEREFORE BE IT RESOLVED** that the Fluvanna County Board of Supervisors, pursuant to Fluvanna County Code Sec. 22-20-1(C), hereby initiates an amendment to the Fluvanna County Zoning Map in order to change the zoning of the subject property from agricultural to industrial; and

**BE IT FURTHER RESOLVED** that the public purpose for the proposed amendment is to guide and protect orderly development and use of the property and to protect the public health, safety and welfare with respect thereto in accordance with good zoning practice and the provisions of the Fluvanna County Comprehensive Plan; and

**BE IT FURTHER RESOLVED** that the Board of Supervisors directs staff to schedule a future public hearing for formal Planning Commission consideration and recommendation to the Board of Supervisors.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at a Meeting of the Board held on 1<sup>st</sup> of November, 2017.

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

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John M. Sheridan, Chair  
Fluvanna County Board of Supervisors



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

**TAB YZ**

<b>MEETING DATE:</b>	November 1, 2017				
<b>AGENDA TITLE:</b>	FY18 BOS Contingency Budget Transfer				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors approve a budget transfer of \$20,000 from FY18 BOS Contingency to the FY18 Fire and Rescue Budget to reimburse Company 1, Palmyra Fire, for Brush 10 which will be transferred to the Fluvanna County Public Works Department.</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>	Mary Anna Twisdale, Management Analyst Wayne Stephens, Director of Public Works				
<b>PRESENTER(S):</b>	Mary Anna Twisdale, Management Analyst				
<b>RECOMMENDATION:</b>	I recommend approval of the motion as stated above.				
<b>TIMING:</b>	Immediate				
<b>DISCUSSION:</b>	<p>Per Fluvanna County's Disposal of Surplus Vehicle policy, adopted by the Board of Supervisors on March 3, 1999, the proceeds from the sale of Fire &amp; Rescue Vehicles maintained by a company longer than 15 years shall be retained by the Fire &amp; Rescue Association. Brush 10 is a 1995 Ford truck which has been maintained by Company 1, Palmyra Fire, in excess of 15 years and was scheduled to be sold.</p> <p>The current FY18 BOS Contingency Balance (before transfer) is \$119,848.</p>				
<b>FISCAL IMPACT:</b>	FY18 BOS Contingency will decrease by \$20,000 FY18 Fire & Rescue Budget will increase by \$20,000.				
<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 A

<b>MEETING DATE:</b>	November 1, 2017				
<b>AGENDA TITLE:</b>	Appointment to the Fluvanna Partnership for Aging – Fork Union District				
<b>MOTION(s):</b>	I move to appoint _____ as the Fork Union District Representatives to the Fluvanna Partnership for Aging, formerly held by Joan Talley, for a term to begin November 1, 2017 and to terminate December 31, 2020.				
<b>STRATEGIC INITIATIVE?</b>	Yes X	No	If yes, list initiative(s):		A1
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
<b>STAFF CONTACT(S):</b>	Kelly Belanger Harris, Clerk for the Board				
<b>PRESENTER(S):</b>	Steven M. Nichols, County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<p>The Fluvanna Partnership for Aging – Fork Union District position has been vacant since Dec 31, 2016 when the term held by Joan Talley expired.</p> <p>The following Fluvanna Residents have indicated an interest in serving on the Fluvanna Partnership for Aging – Fork Union District: Susan A. VonderBecke</p>				
<b>FISCAL IMPACT:</b>	None				
<b>POLICY IMPACT:</b>	None				
<b>LEGISLATIVE HISTORY:</b>					
<b>ENCLOSURES:</b>	Applications for Appointment – Susan A. VonderBecke				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other





# APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

## County of Fluvanna

Name: <b>Susan VonderBecke</b>		Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input checked="" type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other	
Mailing Address (including City, State, & ZIP) 2053 E River Rd, Fork Union, VA 23055		Physical Address (if different)	
Years Lived in Fluvanna <b>almost 17 years</b>	Cell Phone – preferred? <input checked="" type="radio"/> <b>4349969623</b>	Home Phone – preferred? <input checked="" type="radio"/> <b>4348422200</b>	Email <b>suevonderbecke@gmail.com</b>
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience.): In terms of aging, my husband and I cared for his 93 year old grandmother in our home for three years. That experience allowed me to become very familiar with the services available to the elderly and their limitations. Fluvanna Leadership course.			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Currently serve on the Fluvanna Performing Arts Council. Previously ran with the Fluvanna EMS and Lake Monticello EMS squads. I am a member of the Fluvanna Chamber of commerce and have volunteered with several of their committees.			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Chamber of Commerce, Scottish Rite women's group, Eastern Star. I organized a networking group that met weekly and ran for about 10 years. I served in all the leadership roles at one time or another.			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: As I am getting older I want to make sure that people of my age group and older have the resources they need to stay health and independent for as long as possible. I have seen what the lack of those resources does during the time running with EMS. I have also seen some outstanding programs in other places for the elderly. I want Fluvanna to do the best they can for their citizens.			
<b>Applicants are considered as vacancies occur and your application will be kept on file for three years.</b> 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. <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> <b>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.</b>			
Applicant's Signature <b>Susan A. VonderBecke</b>		(Typing name below serves as digital signature) Date <b>10/08/2017</b>	

**PLEASE INDICATE BELOW ANY BOARDS, COMMISSIONS, OR COMMITTEES ON WHICH YOU WISH TO SERVE.**

X	Board, Commission, Committee
	Agricultural/Forestral District Advisory Committee
	Audit Committee
	Board of Zoning Appeals (BZA)
	Building Code of Appeals Board
	Central Virginia Regional Jail (CVRJ) Authority
	Columbia Task Force (CARE)
	Community Policy & Management Team (CPMT)
	Economic Development Authority (EDA)
	Economic Develop. & Tourism Advisory Council (EDTAC)
	Family Assessment and Planning Team
X	Finance Board
	Fluvanna Partnership for Aging Committee
	Fork Union Sanitary District (FUSD) Advisory Committee
	James River Water Authority (JRWA)

X	Board, Commission, Committee (cont.)
	JAUNT Board
	Jefferson Area Board of Aging (JABA) Advisory Council
	Jefferson Area Board of Aging (JABA) Board of Directors
	Library Board of Trustees
	Monticello Area Community Action Agency (MACAA)
	Parks & Recreation Advisory Board
	Piedmont Virginia Community College (PVCC) Board
	Planning Commission
	Region Ten Community Services Board
	Rivanna River Basin Commission
	Social Services Board
	Thomas Jefferson Planning District Commission (TJPDC)
	Thomas Jefferson Water Resources Protection Foundation
	Youth Advisory Council (YAC)

### **Fluvanna County Board, Committee, and Commission Attendance Policy**

(Approved June 17, 2015)

1. BCC members shall attend at least two-thirds of all scheduled meetings in each calendar year while serving.
2. The Chairperson of the board, commission, or committee shall notify the Clerk to the Board of Supervisors of any absences exceeding this policy.
3. The Clerk shall report these findings to the Board of Supervisors, typically in closed session.
4. Appointees who do not meet the attendance requirement without a valid reason(s) may be deemed to have rendered an implied resignation of that appointment.
5. The Board may choose to accept the resignation and appoint another person to fill the appointed position. The Board may also override the implied resignation and extend the appointment, if extenuating circumstances so dictate.
6. This requirement shall apply to all boards, commissions, or committees listed on the attached application form, provided however, that if State or County Ordinance addresses attendance requirements in an alternative manner, such law shall prevail.

Office Use Only		
Application Received On:		
Acknowledgement Sent:		
Renewal Date:		
Renewal Date:		
Renewal Date:		
Renewal Date:		



# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB B

<b>MEETING DATE:</b>	Nov 1, 2017				
<b>AGENDA TITLE:</b>	Charlottesville Area Alliance (CAA)				
<b>MOTION(s):</b>	N/A				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	If yes, list initiative(s):		
		XX			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
<b>STAFF CONTACT(S):</b>	Steve Nichols, County Administrator				
<b>PRESENTER(S):</b>	Sue Friedman, President/CEO, Alzheimer's Association, Central and Western Virginia, and Chip Boyles, TJPDC Executive Director				
<b>RECOMMENDATION:</b>	Info Only				
<b>TIMING:</b>	Current				
<b>DISCUSSION:</b>	<p>The Charlottesville Area Alliance (CAA) is a regional initiative working toward developing age friendly communities. Local jurisdictions, non-governmental organizations, healthcare institutions and businesses are joining together to meet this goal. Fluvanna County's leadership support and involvement is an important component to reaching CAA's goals at the regional level.</p> <p>The Charlottesville City Council, Albemarle County Board of Supervisors and Thomas Jefferson Planning District Commission Board have each passed Resolutions of support and involvement with CAA. The JABA Board has also approved a Resolution of support and involvement.</p> <p>The CAA's leadership would like to share details about CAA with the Board of Supervisors.</p>				
<b>FISCAL IMPACT:</b>	N/A				
<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



# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB C

<b>MEETING DATE:</b>	November 1, 2016				
<b>AGENDA TITLE:</b>	VDOT Quarterly Report				
<b>MOTION(s):</b>	N/A				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	If yes, list initiative(s):		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
<b>STAFF CONTACT(S):</b>	Wayne Stephens, Public Works Director / County Engineer				
<b>PRESENTER(S):</b>	Alan Saunders, VDOT Residency Administrator				
<b>RECOMMENDATION:</b>	Information Only				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	Quarterly VDOT update.				
<b>FISCAL IMPACT:</b>	N/A				
<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



**Culpeper District, Louisa Residency**  
**Fluvanna County Monthly Report: November 2017**

**Fluvanna Mileage, Structures**

PRIMARY MILES	SECONDARY MILES	STRUCTURES	TOTAL MILES
102.34	598.62	75	700.96

**Fatal Accidents**

DATE	LOCATION	ALCOHOL	RESTRAINT
01/23/2017	Route 15 (North of RTE 656 Brema Rd (3 fatalities)	No	Yes
07/17/2017	Route 15 (0.1-MI from RTE 644)	Yes	No

[Link to SmartScale Draft Funding Scenario-2018](#)

[Link to SmartScale Applications \(Filter for Fluvanna Co. Projects\)](#)



**Projects In Development: Preliminary Engineering**

PROJECT	LAST MILESTONE	NEXT MILESTONE	AD DATE
Route 629 Deep Creek Road– Bridge Replacement (UPC:104848)	Utility Inspection	Authorized ROW (Nov 2017)	DEC 2018
Route 53 Safety improvements at Route 618, Roundabout, (UPC:96938)	Public Hearing (June 2017)	Authorize ROW (June 2018)	NOV 2019
Route 600-618 Intersection Improvements (UPC 111739)	Adopted SSYP	Authorize PE	2022
Route 53 Safety Improvements HSIP Project Rumble Strips (UPC:106955)	Public Information (July 2017)	Public Hearing (Jan 2019)	2023

**Projects Under Construction**

**Road Projects:**

PROJECT	LAST MILESTONE	NEXT MILESTONE	STATUS
Route 1101 – Rural Rustic Columbia District (UPC:109165)	Construction Complete	Project Closeout	Complete

Route 1102 – Rural Rustic <i>Columbia District</i> (UPC:107315)	Construction Complete	Project Closeout	Complete
Route 1103 – Rural Rustic <i>Columbia District</i> (UPC:109167)	Construction Complete	Project Closeout	Complete
Route 1106 – Rural Rustic <i>Columbia District</i> (UPC:109169)	Construction Complete	Project Closeout	Complete
Route 1108 – Rural Rustic <i>Columbia District</i> (UPC:109185)	Construction Complete	Project Closeout	Complete
Route 680 – Rural Rustic (UPC:107558)	Contract Administered (Sep 2017)	Grading and drainage ongoing	Ongoing

**Bridge Projects:**

PROJECT	LAST MILESTONE	NEXT MILESTONE	STATUS
Route 15 Over Carys Creek, Deck Repair and Roadside Drainage Improvements (UPC: 109133)	Construction Started (Aug 2017)	Construction Ongoing	Completion Anticipated (Dec 2017)
Route 759 Bridge Replacement	--	Project Scope	Completion Anticipated (May 2023)

**Additional Road Projects:**

- **On-Call Pipe Replacements** (UPC 106020)
- **District Wide Guardrail Repair and/or Replacement** (UPC 106849)
- **District Wide ADA Compliance** (UPC 108027)
- **On-Call District Wide Pavement Marking** (UPC 108282)
- **Route 06, Rumble-stripe, 675 to 651 – update UPC**

**State-Force and District-Wide Bridge Projects:**

- **District Wide Bridge Deck Cleaning and Washing** (UPC 105980) ;
- **District Wide Bridge Maintenance** (UPC 105979);
- **Route 623 over Venable Creek**, anticipated closing for replacement in late October through late Spring 2018;

**Resurfacing Projects**

- **Plant Mix Schedule/Surface Treatment Schedule:** Route 6, 655, and 673 are scheduled.
- [2017 Pavement Resurfacing Map](#)

**Traffic Engineering****Studies Under Review:**

- Route 600, Riverside Gate: *VDOT Traffic Engineers performed site-visit on 06/23/17, VDOT met with County on site to review traffic concerns. VDOT researching right-of-way limits along RTE 600, the County to schedule meeting with Lake Monticello.*

**Completed Studies:**

- Route 617 (Little Creek Rd, Solar Farm entrance study), Traffic Safety Study (065-0617-12282016-011), Speed Limit 55-MPH, RE: Coronal Development Solar Panel Farm on Rte. 617;

**County Safety and Operational Improvements:**

- Route 600, Slice Rd, Abbey Rd. *VDOT installing Crosswalk, Sidewalk, ADA Ramps, Pedestrian safety improvements, construction anticipated to begin with sidewalks and ramps Scheduled to start October 18, 2017;*
- Village of Palmyra Traffic Circle *(The County indicated that they would seek community input, pending Board review and approval).*
- RTE 600 (S. Boston Road) at RTE 616 (Union Mills) *VDOT received a request to relocate Stop Bar on Route 600 to improve traffic flow. VDOT Traffic Engineers performed site-visit on 6/23/17, VDOT plans to clear vegetation within ROW on southeast corner to improve sight-distance and re-position stop bar on S. Boston Rd.;*
- Route 652 Academy Road, *VDOT scheduling meeting with Admiral Burhoe/Fork Union staff to discuss Traffic Safety Study (Study# 065-0652-2016069-011)*

**Area Land Use: 5 Permits Issued****Private Entrances: (5)****Existing Entrance Inspections: (3)****Secondary Street Acceptance (Resolutions)**

- River Oaks – Pending

Fluvanna County Plan Review Status for the month of September 2017								
Locality	Project Name	Routes/Address	Submission Type	VDOT Contact	VDOT Received Date	Locality Due Date	VDOT Comment Date	Status
Fluvanna	Watkins Property Minor Subdivision	631-Hunters Lodge Road, Troy	Final Plat Review,	Mark Wood	9/1/2017	10/13/2017	9/1/2017	Review Complete - Acceptable
Fluvanna	Rahming et Al Minor Subdivision	662-Dobby Creek Road, Palmyra	Preliminary Plat Review,	Mark Wood	9/15/2017	10/27/2017	9/18/2017	Review Complete - Revision Required
Fluvanna	Baird Property Family Subdivision	620-Rolling Road, Fluvanna	Preliminary Plat Review,	Mark Wood	9/18/2017	11/1/2017	9/18/2017	Review Complete - Acceptable

## **Maintenance Activities**

VDOT crews in Palmyra and Zion Crossroads Area Headquarters responded to **25** Work Orders from September 21 through October 17.

Crews completed the following activities during the past month.

- Pipe/Culvert clean and repair (2)
- Unpaved road machining, grading and shaping (2)
- Tree removal (3)
- Incidental maintenance (13)
- Sign repair (3)
- Paved road repair (2)

### **BOS Manual:**

[http://www.virginiadot.org/business/resources/local\\_assistance/BOSManual\\_2017.pdf](http://www.virginiadot.org/business/resources/local_assistance/BOSManual_2017.pdf)

Alan Saunders, P.E.  
Resident Engineer  
VDOT Louisa Residency  
540-967-3710



## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

**TAB D**

<b>MEETING DATE:</b>	November 1, 2017				
<b>AGENDA TITLE:</b>	Broadband Access Taskforce (BAT) Final Report				
<b>MOTION(s):</b>	N/A				
<b>STRATEGIC INITIATIVE?</b>	Yes X	No	<b>If yes, list initiative(s):</b>		A-1
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation  XX	Consent Agenda	Other
<b>STAFF CONTACT(S):</b>	Jason Smith - Community & Economic Development Director				
<b>PRESENTER(S):</b>	Jason Smith - Community & Economic Development Director, Mike Feazel - Citizen Member, and Michael Aquilino - Citizen Member				
<b>RECOMMENDATION:</b>	N/A				
<b>TIMING:</b>	Current				
<b>DISCUSSION:</b>	BAT team will present on the assessment of the County's current Broadband status, gaps and needs, and present options for improvement for possible broadband expansion(s).				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	<ul style="list-style-type: none"> <li>• BAT Report</li> <li>• 2017 County Broadband Assessment with Survey Results</li> <li>• Broadband Funding Opportunities</li> <li>• Fluvanna Decision Points</li> </ul>				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other





# Broadband Access Taskforce



November 1, 2017



# BAT Mission & Timeline

- The ultimate goal of the BAT and follow-on efforts is to collaborate with industry resources to develop a plan to expand affordable, reliable, and high capacity broadband internet access to all County businesses and residents.
- CIT Partnership
- (PMT) collaborated during monthly meetings to review results of surveys, other findings, activities, and plan of action to move forward.
- Team collected inventory of available resources and performed a community survey of potential beneficiaries in July.
- AcelaNet Presentation (CVEC Partnership)





# Fluvanna County Broadband Issues

- 61% of Fluvanna residents responding to Center for Innovative Technology (CIT) demand identification survey said their internet service is inadequate
- 15% have NO internet service at all
- 19% of school-aged children have NO internet service at all at home. Adequate internet access is critical to virtually all modern education, and its lack is leaving Fluvanna children severely handicapped
- 76% of county business owners say their internet service is inadequate
- 33% of Fluvanna businesses have NO internet service at all. It's almost impossible to create a significant new business anywhere without good internet. And without new businesses there are few new jobs and few opportunities to increase Fluvanna tax revenue without increasing taxes. To a significant extent, the economic future of Fluvanna depends upon increasing the availability of affordable high-speed broadband services
- Most applications for jobs now are done online, and many more jobs are advertised online than in the newspaper. To get jobs, most Fluvanna residents need good internet
- Agricultural interests need access to internet for commodity data and for precision agriculture
- Good broadband gives residents access to tele-health services, shopping, DMV services, government information, etc.
- It's much more difficult to sell real estate that doesn't have broadband internet access, seriously depressing real estate prices in unserved and under-served areas of Fluvanna



# Fluvanna County Decision Points

BOS Packet 2017-11-01 p.51/187



## Step 1: Adopt and Prioritize Broadband Goals

1. Expand access and capacity
  - For residents that have no access or need other options.
  - To Public Safety facilities.
  - To businesses that have no access or need other options.
  - To Government facilities.
2. Promote computer literacy classes at libraries, YMCA, community and senior centers for the populations that may be slow to adopt technology or need special equipment.
3. Consider a computer refurb/donation program for households with affordability challenges.



# Decision Points (cont.)

## Step 2: Determine Desired Role of the County in Partnerships

- **Locality Investment Options to Offset Initial Cost**

- Share county assets
- Space on existing towers
- Provide access to existing dark fiber
- New tower construction
- New fiber deployment
- Prepayment for Internet services

- **Recoupment Options**

- Free or discounted internet services
- Rent (discounted?) for tower space or fiber usage

- **Provider Only (No County Involvement)**

- Wireless equipment
- Customer premise equipment
- Network deployment, operation, and maintenance
- No revenue sharing





# Decision Points (cont.)

## Step 3: Specify what the County will Share/Invest

- Space on vertical assets – existing towers, silos, water tanks, buildings etc.
- Share space for towers, network equipment or poles.
- Assist with project marketing and/or public relations leveraging County media relationships, direct mailings to constituents and social media.
- Leverage county relationships with local utilities, carrier-grade construction companies, and educational facilities etc., to help facilitate future deployments.
- Provide a single-point-of-contact for any permitting for broadband infrastructure construction by the private partner(s).
- Leverage ongoing or pending capital projects, such as water, road construction, main street revitalization, new sub-divisions, fiber builds etc.
- Provide possible assistance with deployment costs depending on available County funds.
- Pursue any federal or state broadband funding opportunities to help offset the costs of broadband access and capacity expansion.
- Provide anchor tenants to any private partner(s)' broadband networks to provide recurring revenue source. The service provided to county facilities must be equal or better than current pricing and quality of service that provides the required bandwidth to support those County functions.



# Funding Options (Low Cost/No Cost)

- Broadband Funding Opportunities





# BAT Recommendations/Options

1. Begin RFP process (Low cost/no cost)
2. Make no further moves
3. Implementation plan ( $\leq \$50,000$  & could discourage potential broadband providers)
4. Create an Authority





# Questions?

**1. Do you have Internet access at home?**

- ☐ Yes
- ☐ No (skip to question 5)

**2. What kind of Internet connection do you have at home?**

- ☐ Dial-up telephone line
- ☐ DSL enabled phone line (provided by your landline telephone company)
- ☐ Cable TV modem (provided by your cable TV provider)
- ☐ Fixed Wireless (service from a tower to a small antenna on your house)
- ☐ Mobile wireless (you use your cellphone or a device from a cell phone provider for accessing the Internet)
- ☐ Satellite (from Viasat, DirectTV, Dish, or Excede)
- ☐ Fiber optic (for example, FiOS or U-Verse)
- ☐ T-1 (a connection typically intended for businesses and other large users)
- ☐ Don't know
- ☐ Other (please specify) \_\_\_\_\_

**3. Please rate your home Internet service:**

- ☐ Adequate – meets all my needs
- ☐ Inadequate – does not meet my needs

**4. What are your reasons for any dissatisfaction with your home Internet service? (Check all that apply then skip to question 7)**

- ☐ I'm satisfied with my service
- ☐ Price too high
- ☐ Service is unreliable
- ☐ Lack of technical support
- ☐ Connection too slow/not enough bandwidth
- ☐ Problems with email
- ☐ Poor customer service

**5. What is the main reason you do not have Internet access?**

- ☐ Don't know how to use it
- ☐ Use it at school or work
- ☐ Don't need it
- ☐ Don't want it
- ☐ Not Available
- ☐ Not a computer person
- ☐ Don't want the children to use it
- ☐ Cost/Too Expensive
- ☐ Other (please specify) \_\_\_\_\_

**6. Do you have any type of personal computer, including laptops, in your home?**

- ☐ Yes (skip to question 7)
- ☐ No

**6a. What is the main reason you don't have a computer at home?**

- ☐ Cost/Too Expensive
- ☐ Sufficient access elsewhere
- ☐ Concern about children's access
- ☐ Do not know how to use it
- ☐ Other(please specify) \_\_\_\_\_

**7. When you use the Internet, what kind of activities do you do? (Check all that apply. Business information further down.)**

- ☐ Email friends / family
- ☐ Make purchases online (books, music, electronics, travel, etc.)
- ☐ Read the news/blogs
- ☐ Play games
- ☐ Call long distance or international
- ☐ Gather financial information /make transactions
- ☐ Gather health information
- ☐ Search for work / employment
- ☐ Watch videos/Listen to music
- ☐ Social networking

**8. What would you like to be able to do online that you can't with your current connection? (Check all that apply)**

- ☐ Nothing - my current connection meets my needs
- ☐ Work from home
- ☐ Online education
- ☐ Voice/video communication
- ☐ Transmit large data files
- ☐ Healthcare communications/monitoring

**9. What is your age?**

- ☐ 18 to 24
- ☐ 25 to 34
- ☐ 35 to 44
- ☐ 45 to 54
- ☐ 55 to 64
- ☐ 65 or older

**10. Are you a parent, stepparent, or legal guardian of any children in K-12 school?**

- ☐ Yes
- ☐ No (skip to question 11)

**10a. Are any of your children being homeschooled (Kindergarten - 12th grade)?**

- ☐ Yes
- ☐ No

**10b. Where does your child/children access the Internet after-school?**

- ☐ No access after school
- ☐ After-school program at their school
- ☐ Public library
- ☐ Community based organization/non-profit
- ☐ A relative, friend or neighbor's house
- ☐ Home
- ☐ Other (please specify) \_\_\_\_\_

**11. Does anyone in your household use the Internet to work from home?**

- ☐ Yes  
☐ No  
☐ No, but I would if I had Internet access/better access at home

**12. Does anyone in your home operate a home based business?**

- ☐ Yes  
☐ No

**13. Does anyone in your household use the Internet to complete school or job training course work?**

- ☐ Yes  
☐ No

**14. Do you own a business?**

- ☐ Yes  
☐ No (skip to question 23)

**15. Is your business located within the same county or city as your residence?**

- ☐ Yes  
☐ No (skip to question 23)

**16. REQUIRED. Please provide your business' full address. (No PO Box numbers. For geographical planning purposes only.)****a. Street address:****c. City:****d. Zip code****17. Are you using the Internet to support your business?**

- ☐ Yes  
☐ No (skip to question 22)

**18. How does this location connect to the Internet?**

- ☐ Dial-up telephone line  
☐ DSL enabled phone line (provided by your landline telephone company)  
☐ Cable TV modem (provided by your cable TV provider)  
☐ Fixed Wireless (service from a tower to a small antenna on your building)  
☐ Mobile wireless (you use your cellphone or a device from a cell phone provider for accessing the Internet)  
☐ Satellite (from Viasat, DirectTV, Dish, Excede)  
☐ Fiber optic (for example, FiOS or U-Verse)  
☐ T-1 (a connection typically intended for businesses and other large users)  
☐ Don't know  
☐ Other (please specify)\_\_\_\_\_

**19. How important is Internet/bandwidth access to your business?**

- ☐ Very Important or Critical  
☐ Somewhat Important  
☐ Not Important

**20. Please rate your business Internet service:**

- ☐ Adequate – meets all our needs  
☐ Inadequate – does not meet our needs

**21. What are your reasons for any dissatisfaction with your business Internet service? (Check all that apply)**

- ☐ I'm satisfied with my service  
☐ Price too high  
☐ Service is unreliable  
☐ Lack of technical support  
☐ Connection too slow/not enough bandwidth  
☐ Problems with Email  
☐ Poor customer service

**22. If your business does not subscribe to an Internet service, why not?**

- ☐ My business IS subscribed to a service  
☐ Not available  
☐ Not reliable or secure  
☐ Too expensive  
☐ Not interested/not relevant to my business

**23. What changes or improvements to Internet availability in your county/city would best meet your needs?****24. REQUIRED. Please provide your full home address. (No PO Box numbers. This will help identify areas of need.)****a. Street address:****b. City:****c. Zip code:****25. Comments:**

# The Path Forward

## Community Broadband Assessment for Fluvanna County Virginia

June 2017

# Topics

- Community Profile
- Current Reported Coverage
- Broadband Demand
- Local Assets
- Review of local policies & fees
- Broadband Needs
- Next Steps



# Before We Begin

## **Positive impacts of broadband on household income:**

- gaining 4 Mbps of broadband increases household income by \$2,100 per year
- re-employment 25 percent faster than traditional searches
- higher employment rates in rural counties

## **Positive impacts of broadband on healthcare**

- enables solutions that help manage chronic diseases, like diabetes and obesity.
- connecting health and broadband sectors is a path to a more connected, healthier locality.

## **Reasons for positive impacts**

- boosts personal productivity,
- enables more flexible work arrangements
- enables home-based businesses as a replacement, or complement to an ordinary job.
- enables people to be more informed,
- better educated and socially and culturally enriched – fueling a faster career path.
- improves access to health and care

Source: The Appalachian Regional Commission (ARC) Broadband Planning Primer Toolkit

<https://www.arc.gov/images/programs/telecom/ARCBroadbandPlanningPrimerToolkit.pdf>

Connect2HealthFCC: <https://www.fcc.gov/edgekey.net/health/maps>



Why broadband matters: [http://www2.ntia.doc.gov/files/broadbandmatters\\_021417.pdf](http://www2.ntia.doc.gov/files/broadbandmatters_021417.pdf)

# Remember the Broadband Economics?

$$\text{Profit/Sustainability} = \text{Revenue} - \text{CapEx} + \text{OpEx}$$

How do we make the math work for sustainability & future upgrades?

How do we entice the private sector to invest?

INCREASE REVENUES 	LOWER COSTS 
<b>Adoption and Demand</b>	<b>Local Assets/Infrastructure</b> What you have that might be shared
<b>Population Density</b>	<b>Policies &amp; Fees</b> Reduce or eliminate fees for partners Streamline permitting
<b>Community Anchor Institutions</b> Residents, businesses, government facilities, healthcare	<b>Funding Options</b> Public & Private Investments
<b>*Red indicates variables local governments can affect</b>	

Broadband Perspective

# COMMUNITY PROFILE

SOURCE: [HTTPS://WWW.CENSUS.GOV/ACS/WWW/DATA/DATA-TABLES-AND-TOOLS/DATA-PROFILES/2014/](https://www.census.gov/acs/www/data/data-tables-and-tools/data-profiles/2014/)

# Fluvanna Household Income

Occupied Households: 9,787  
Median Household Income: \$64,641



**Take away:** Up to 21% (< \$30K ) may be slow to adopt new services or have affordability challenges.

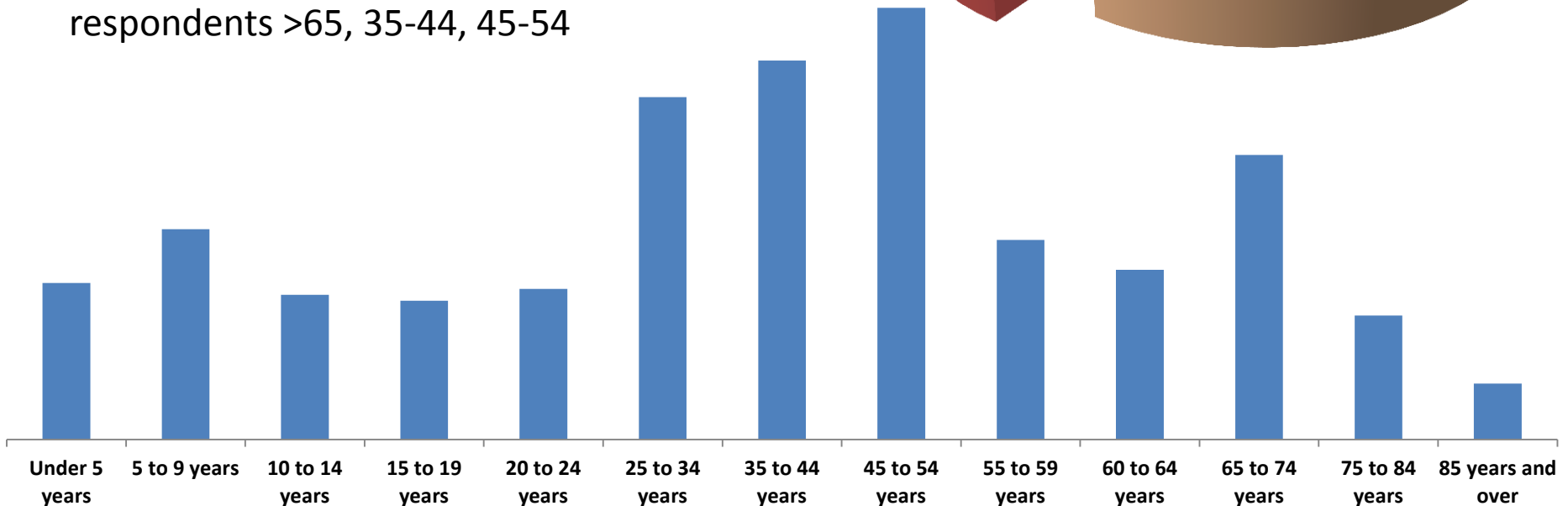
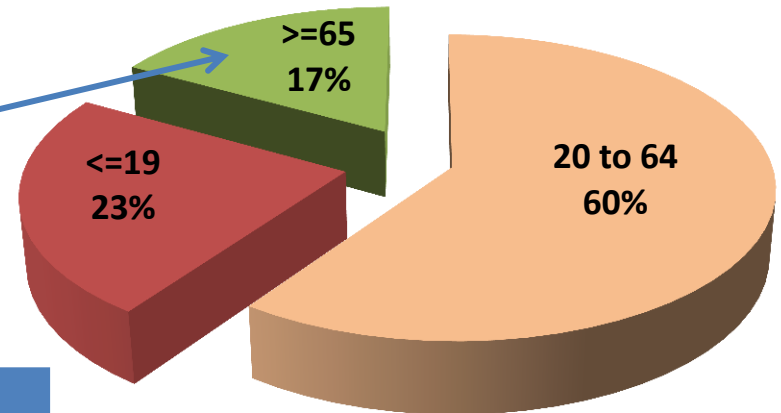
# Fluvanna Age and Population

Total Population: 25,945

Median Age: 41.5

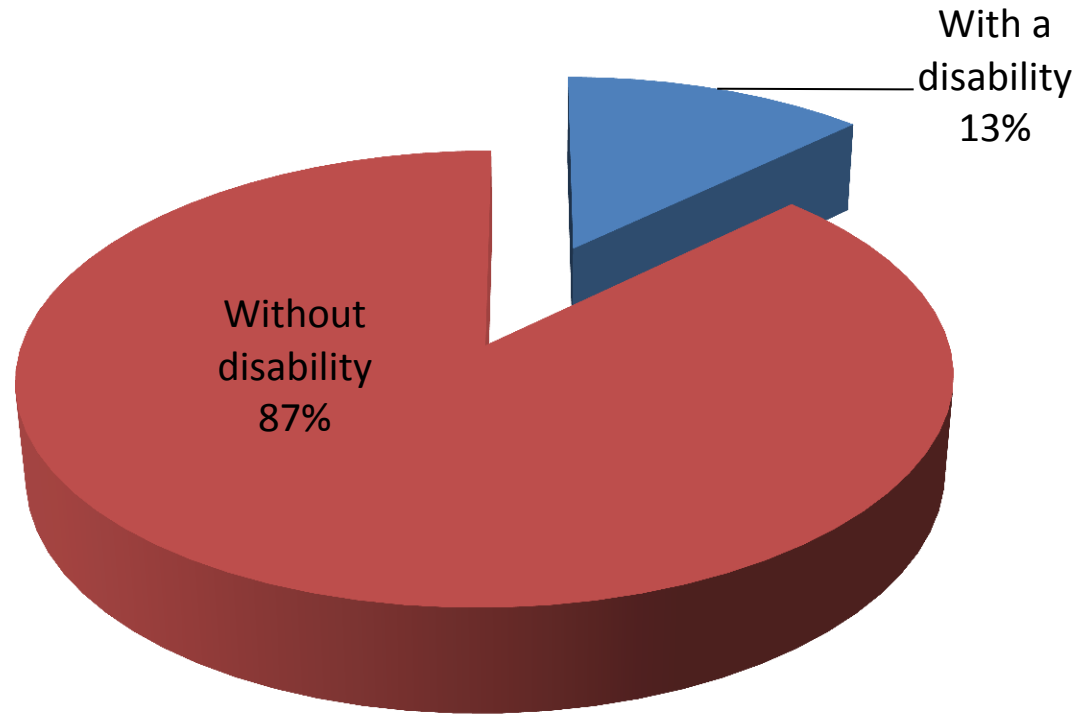
## Take away:

- Majority of population – 83% - considered technology adopters.
- 17% may be slow to adopt.
- Largest population group; 45-54
- **From survey**; largest age group of respondents >65, 35-44, 45-54



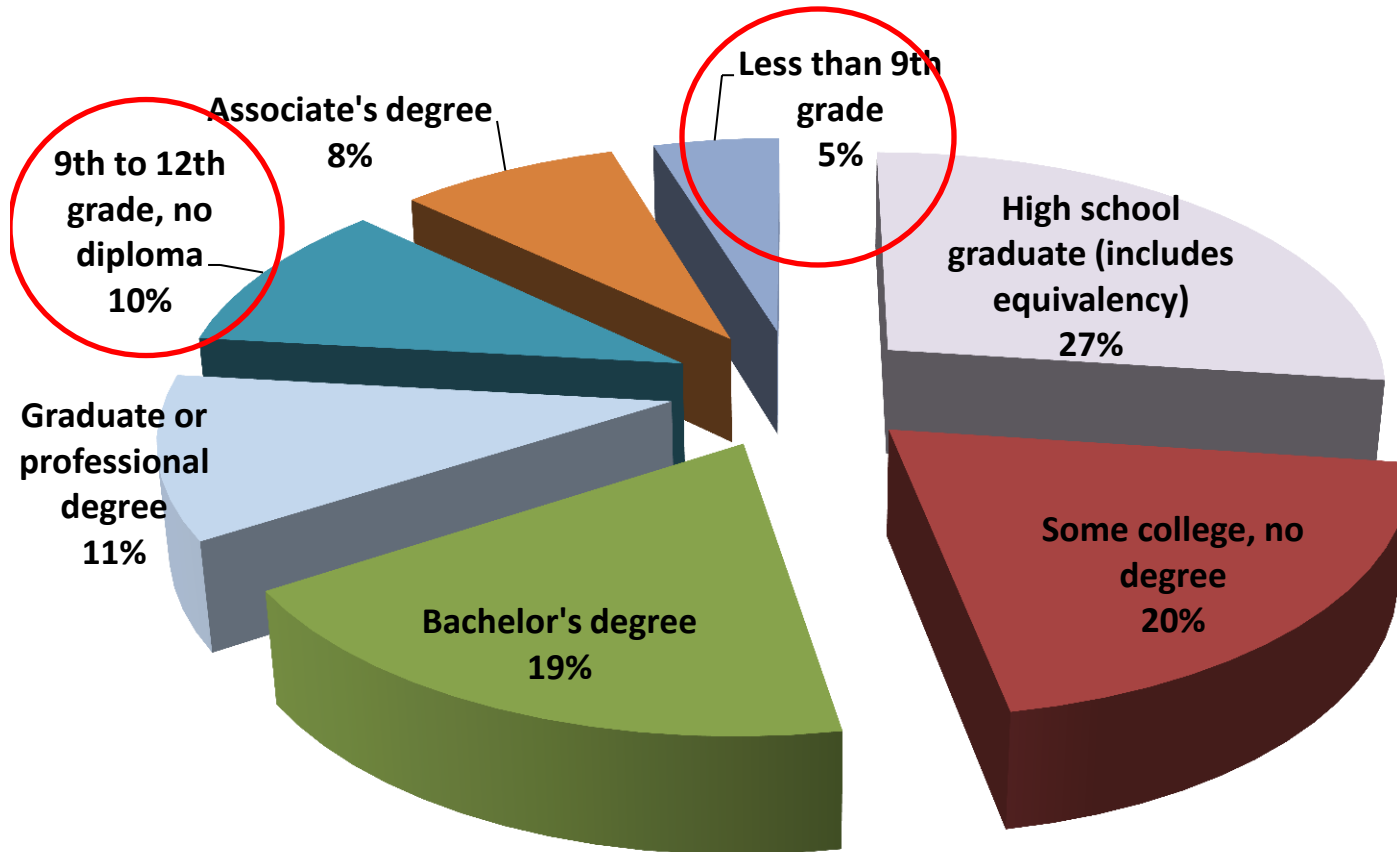
# Fluvanna Population with Special Broadband Needs

BOS Packet 2017-11-01 p.66/187



Take away: 13% may be slow to adopt or need special equipment

# Fluvanna Educational Attainment

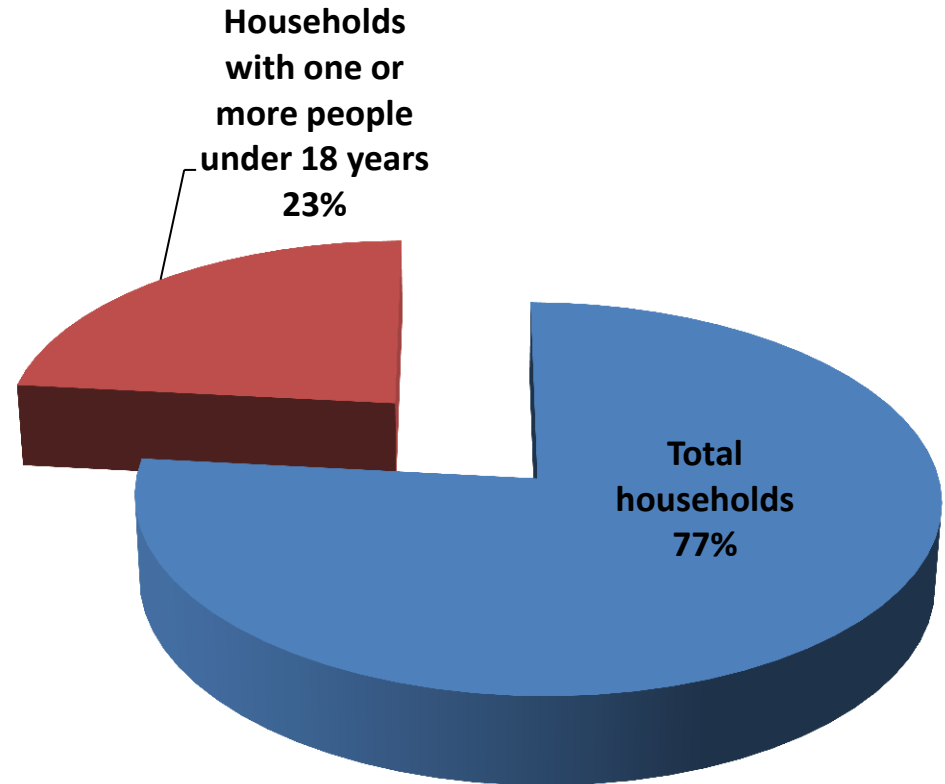
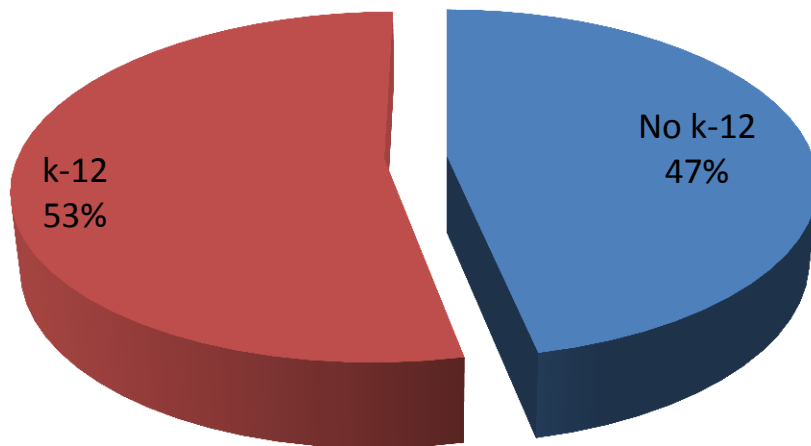


Take away: 15% of the population may be slow to adopt and/or less likely to subscribe to new services.

# Fluvanna Households with K-12 Children

BOA Rachel 2017/11/01 0:68/107

K12 Households from Survey

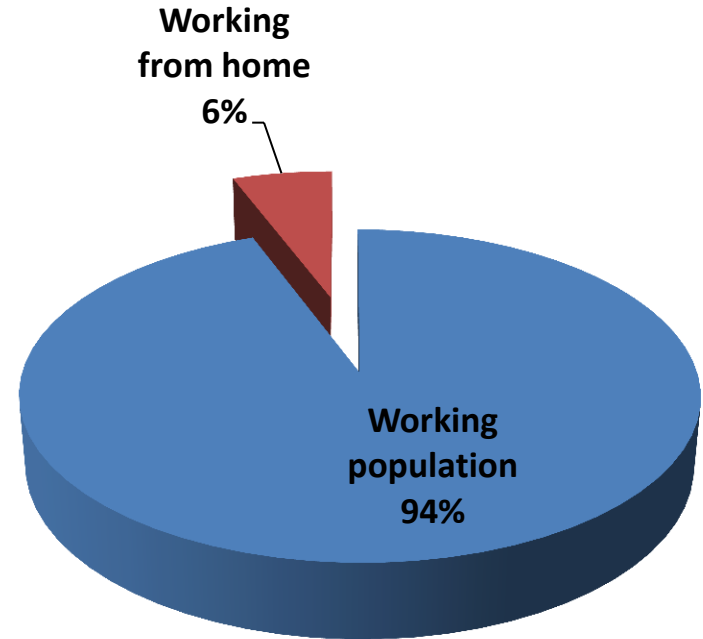
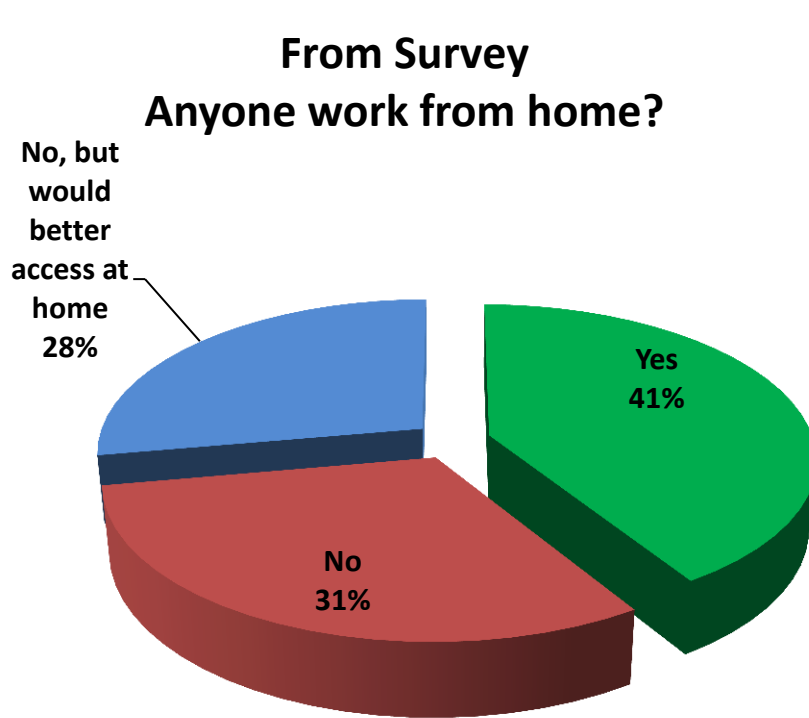


**Take Away:** 23% of households need broadband at home to support K-12 education.

**From Survey:** 53% of respondents report having school aged children, 19% have no Internet access at home!



# Fluvanna Residents Working from Home



**Take away:** 6% (according to census) work from home

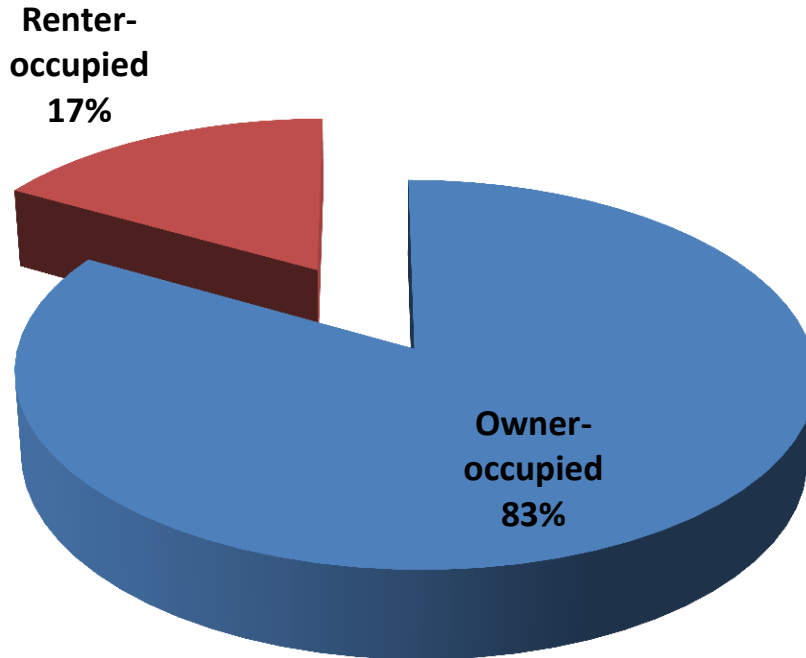
**From Survey:** 41% of respondents report they can work from home. Almost a third of respondents would work from home if they could – could increase with BB

# Fluvanna Housing

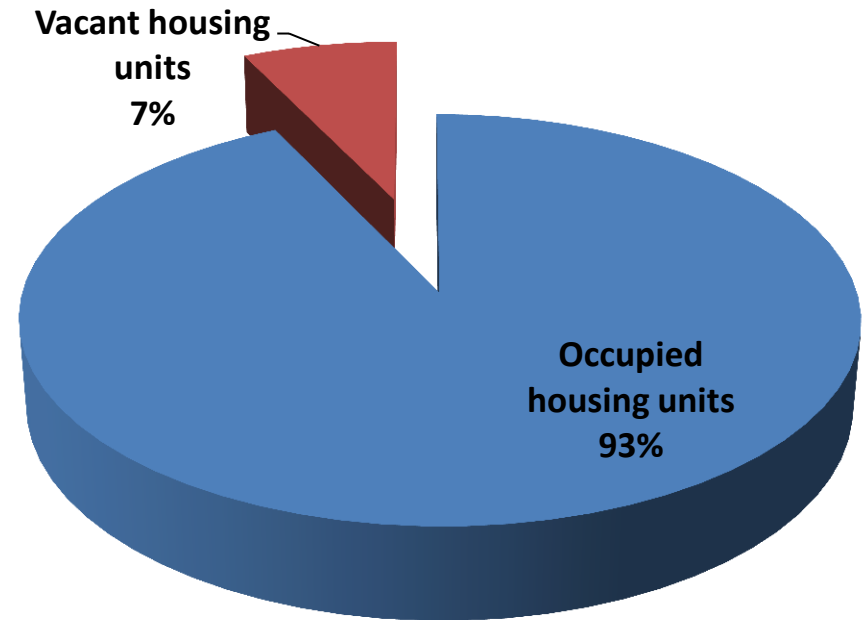
BOS Packet 2017-11-01 p.70/187

Total Households: 10,541  
Occupied Household: 9,787

**Fluvanna Housing Occupancy**  
Total housing units: 10,541



**Fluvanna Housing Tenure**  
Occupied Housing Units: 9,787



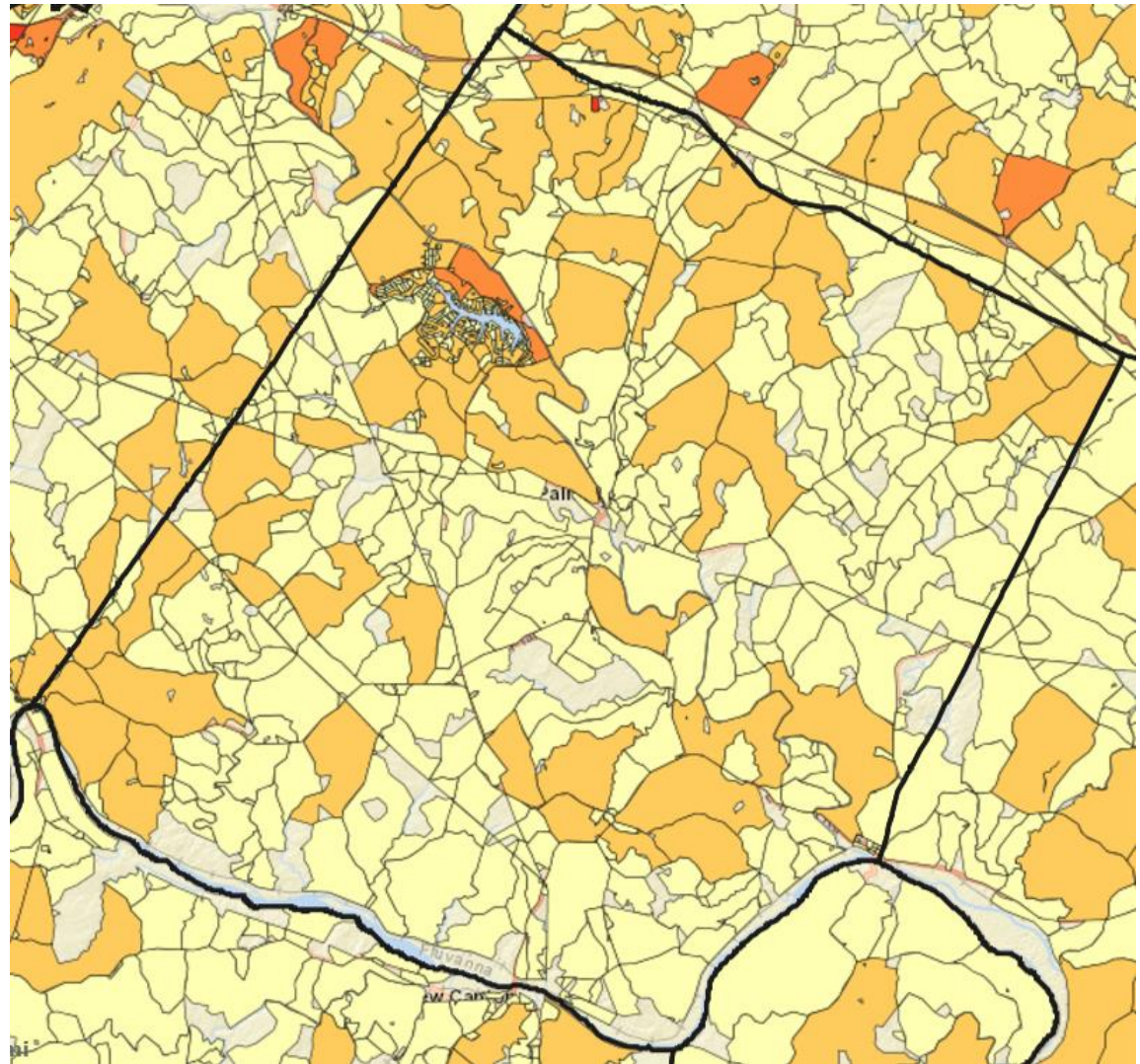
**Take away:** Only 7% of housing units are vacant or represent seasonal/weekend homes  
\*a vacant unit may be one which is entirely occupied by persons who have a usual residence elsewhere.

Source: <https://www.census.gov/housing/hvs/definitions.pdf>

# Fluvanna Population Density

BCS Packet 2017-11-01 p.71/187

Population generally low  
population density across the  
county, with concentrations of  
low-moderate density on north  
eastern areas of Lake  
Monticello



FCC Provider Reported Data

# **REPORTED CURRENT COVERAGE**

# ***Seriously*** Important note about FCC reported coverage

BUS Packet 2017-01-04 p.73/187

**All** facilities-based broadband providers\* **are required** to file data with the FCC twice a year (Form 477) on where they offer Internet access service at speeds exceeding 200 kbps in at least one direction.

**Fixed** providers file lists of census blocks in which they **can or do offer service** to at least one location, ...

**Mobile** providers file maps of their coverage areas for each broadband technology (e.g., EV-DO, HSPA, LTE).

## **Block-Level Deployment and Competition**

A provider that reports deployment of a particular technology and bandwidth in a particular census block may not necessarily offer that particular service everywhere in the census block. Accordingly, a list of providers deployed in a census block does not necessarily reflect the number of choices available to any particular household or business location in that block, and the number of such providers in the census block does not purport to measure competition.

**Source:** <https://www.fcc.gov/general/broadband-deployment-data-fcc-form-477>

**\*A Facilities-based Broadband Provider** is an entity that provides broadband services over facilities it owns, provisions and/or equips.

**Take away – 2015 data Coverage maps are overstated !**

# Fluvanna County Broadband Providers that Report to the FCC

CENTURYLINK

COMCAST

LEVEL 3 COMMUNICATIONS, LLC

TW TELECOM



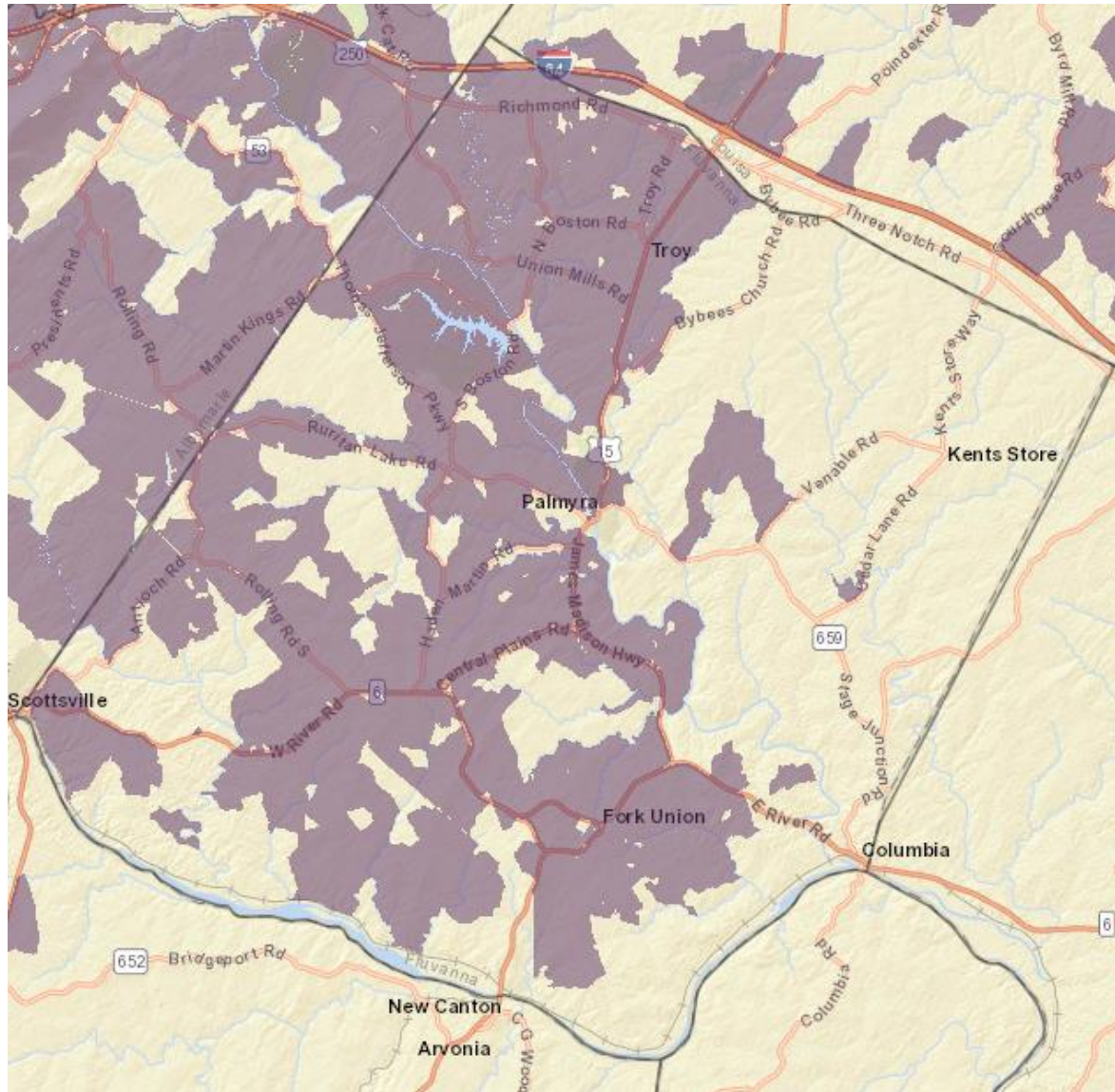
# DSL Coverage

CenturyLink



# Cable Coverage

## Comcast





# Fiber Service

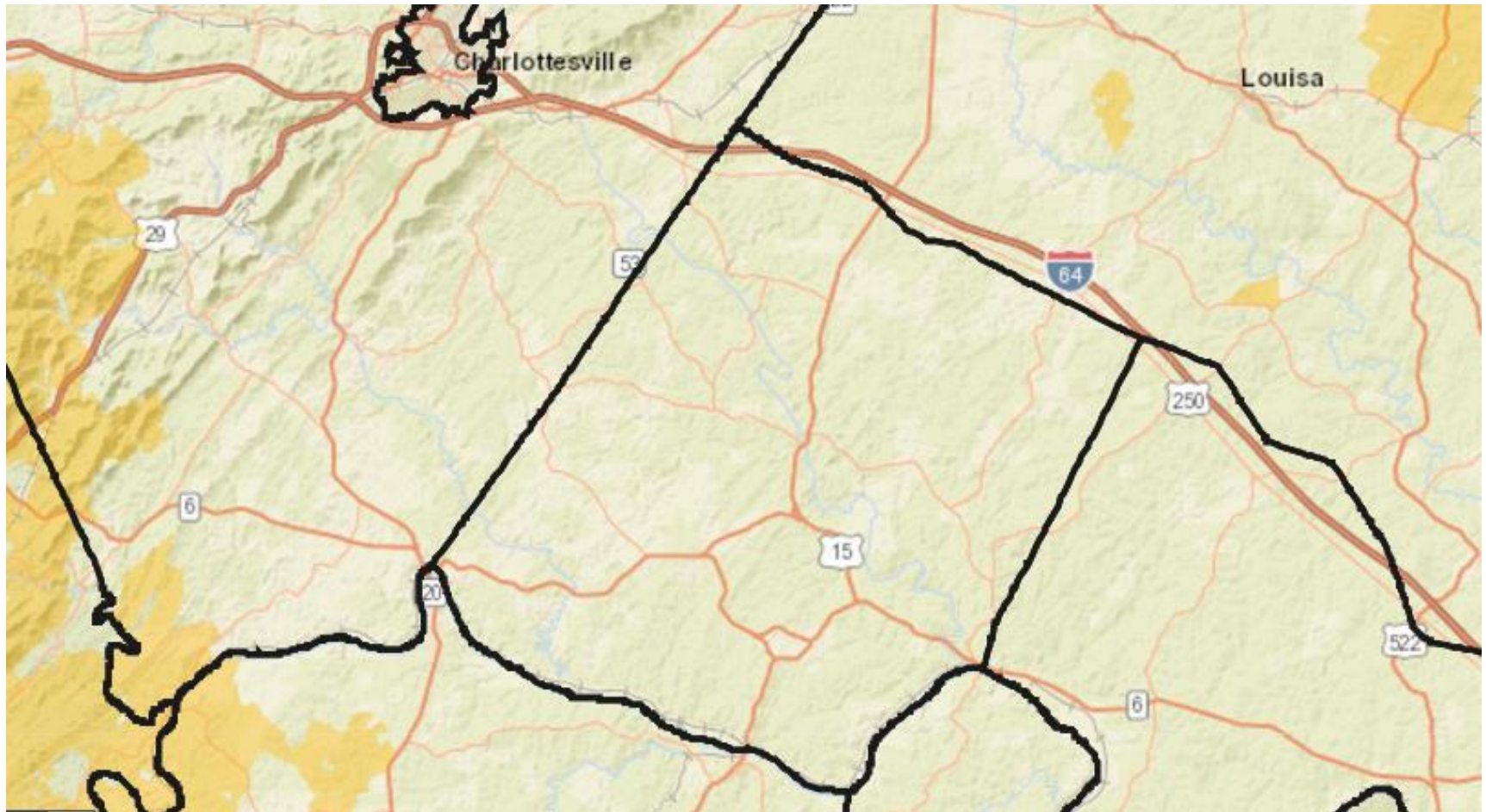


CENTURYLINK

LEVEL 3  
COMMUNICATIONS,  
LLC

# Fluvanna County Fixed Wireless

BOS Packet 01711-01 p.78/187



No Fixed Wireless Services reported to FCC



# Fluvanna Un/Underserved Areas

OS Parks 2011-10-01 p.79/187

● Unserved = Broadband speed below 10 Mbps Download speed

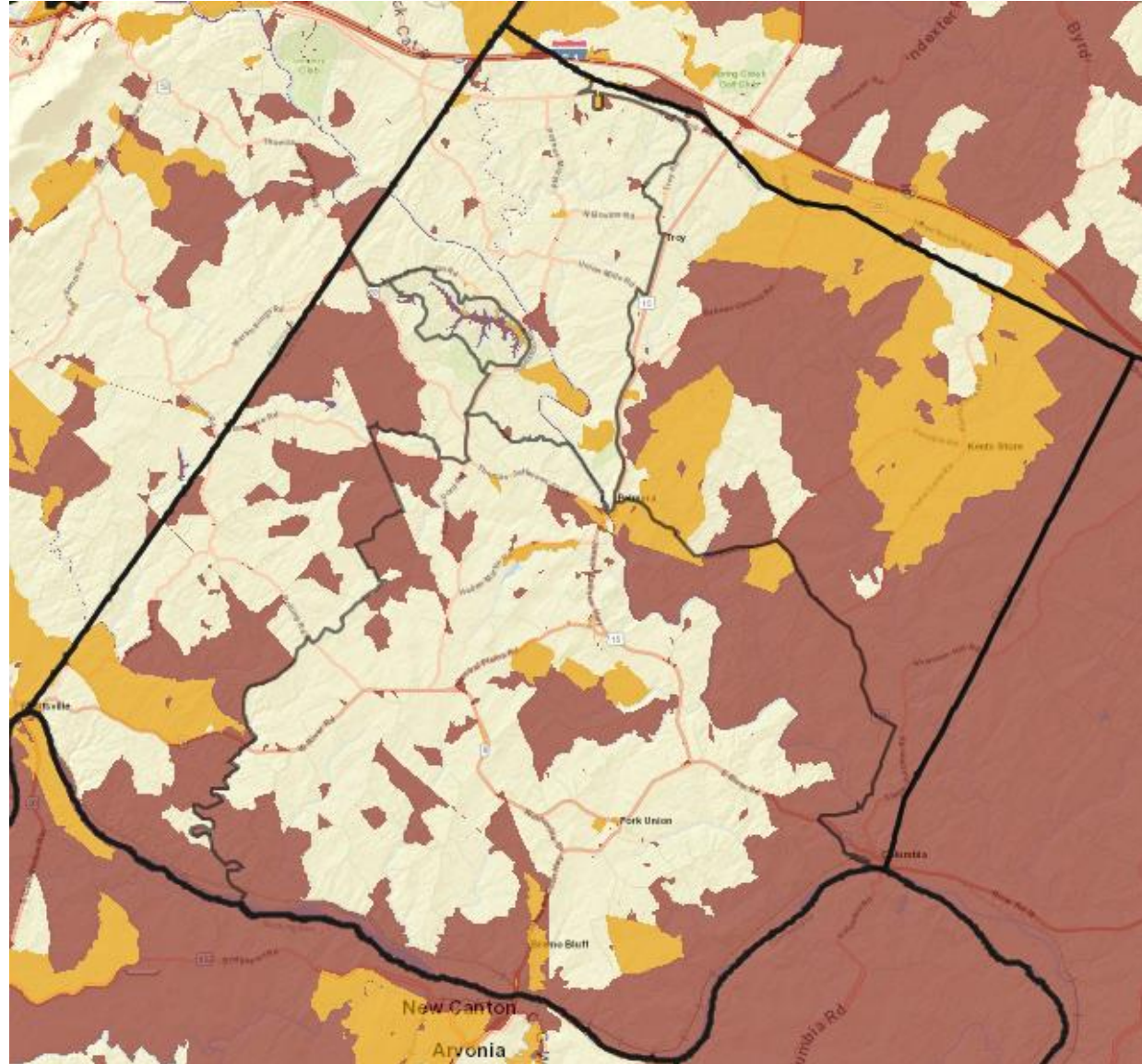
● Underserved = Broadband speed between 10 Mbps Download speed and 25 Mbps Upload speed

7% households have access at less than 4 Mbps

93% have access at  $\geq 4$  Mbps

91% have access at  $\geq 10$  Mbps

78.4% have access at  $\geq 25$  Mbps




# Public Safety

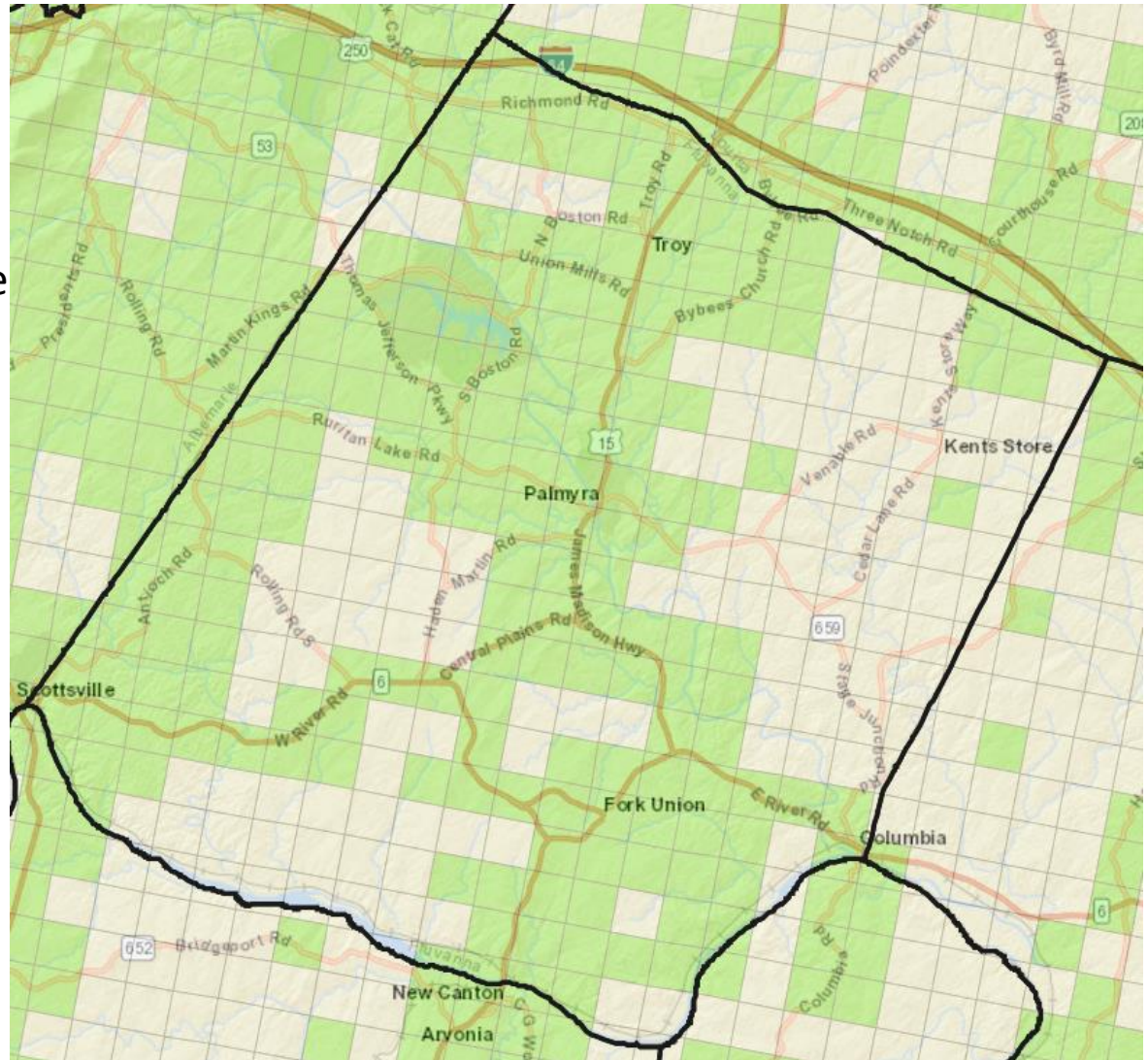
## FirstNet and No-LTE

### FirstNet 1x1 mile grids.

 Proposed terrestrial coverage

 Proposed non-terrestrial coverage

\*VDEM coordinating FirstNet activities

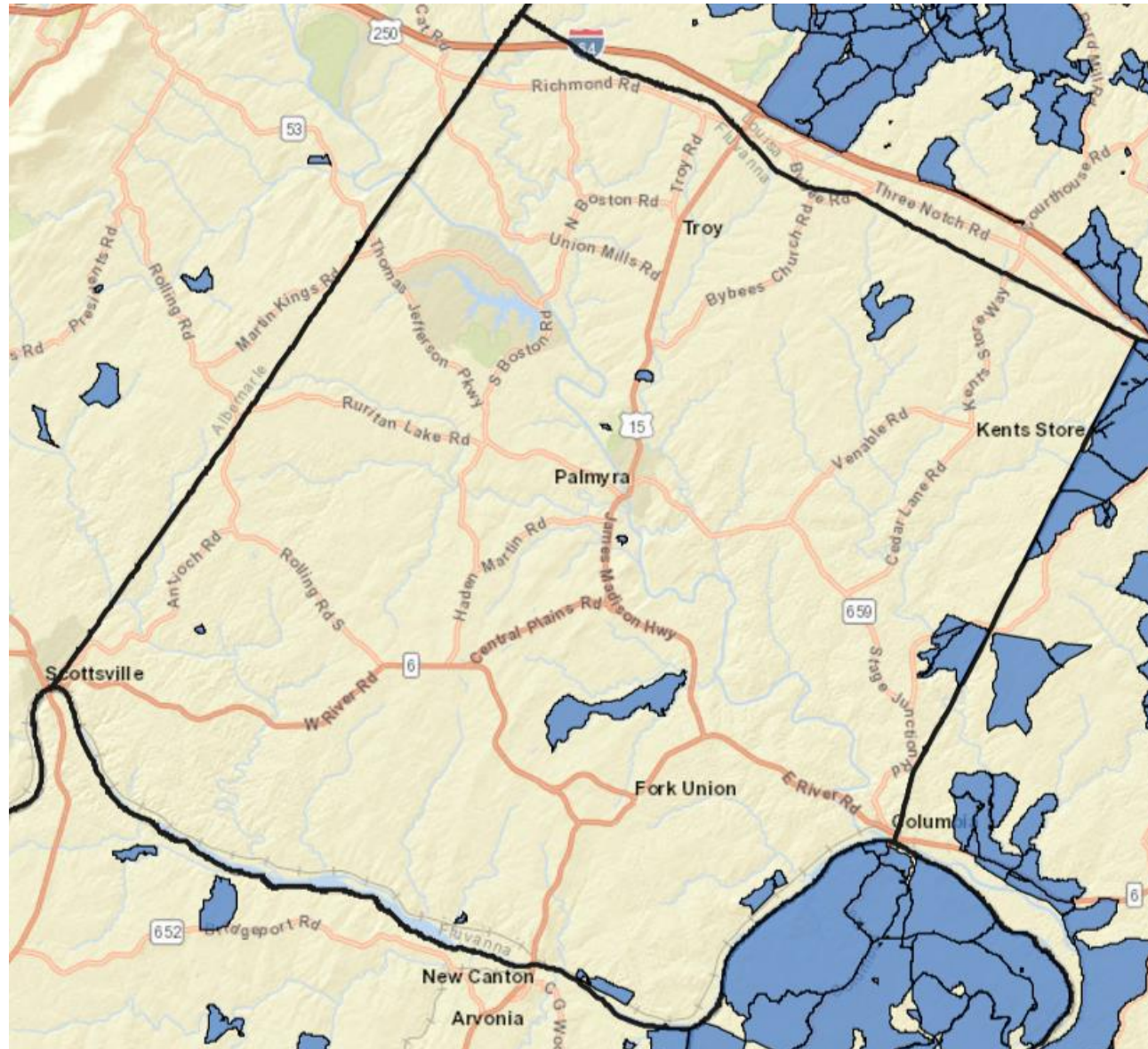




# Fluvanna Connect America Funding Phase II

BOB Packet 2017-18 p. 81/87

Potential Funding:  
\$32,437.13 annual funding  
\$194,622 over 6 years



Now and Into the Future

# **BROADBAND DEMAND**

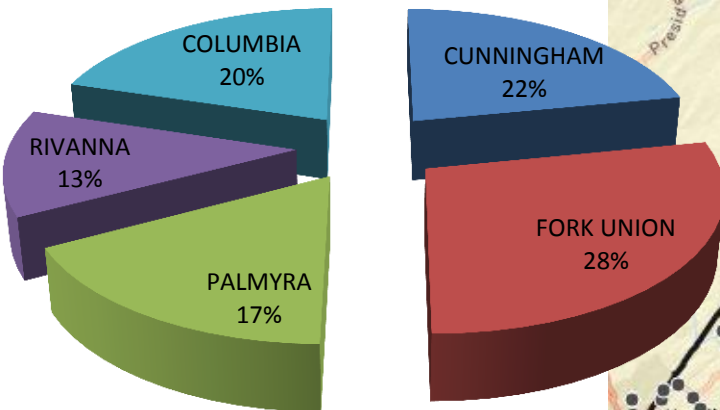
# Fluvanna County Survey

BOS Packet 2017-11-01 p.83/187

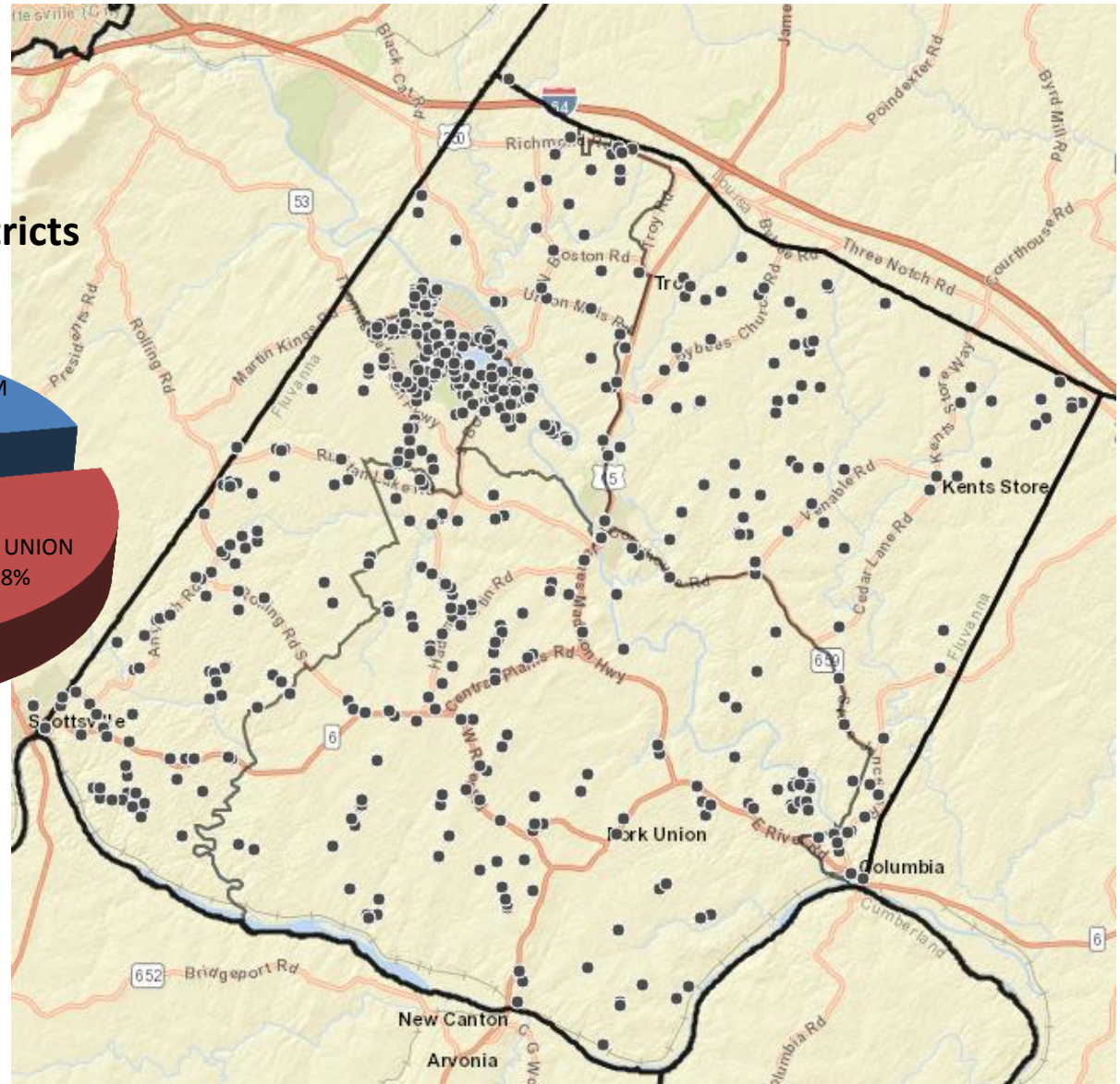
**689 survey responses**

95% accuracy with 3.6% (+/-  
margin of error)

## Responses from Voting Districts



85% of respondents report  
having Internet access at  
home



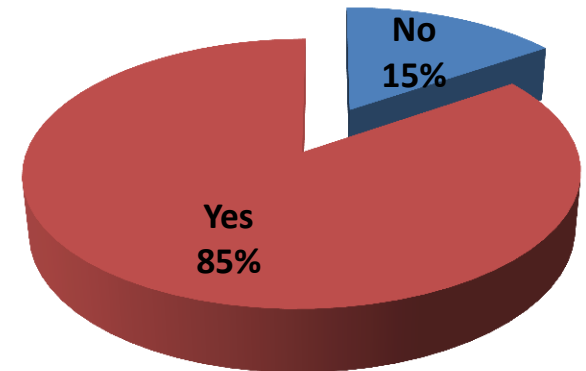


# Fluvanna County

BOS Packet 2017-11-01 p.84/187



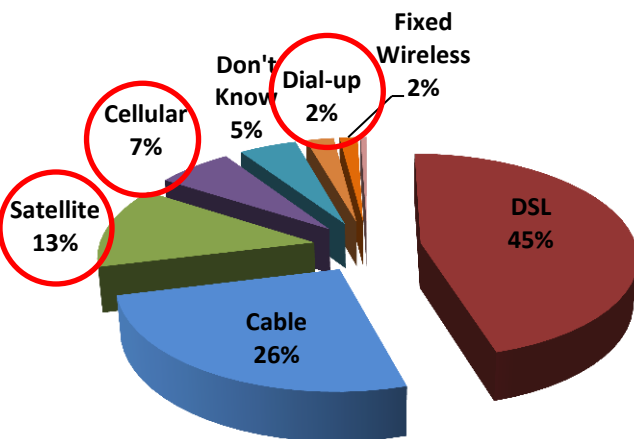
**Do you have Internet access at home?**



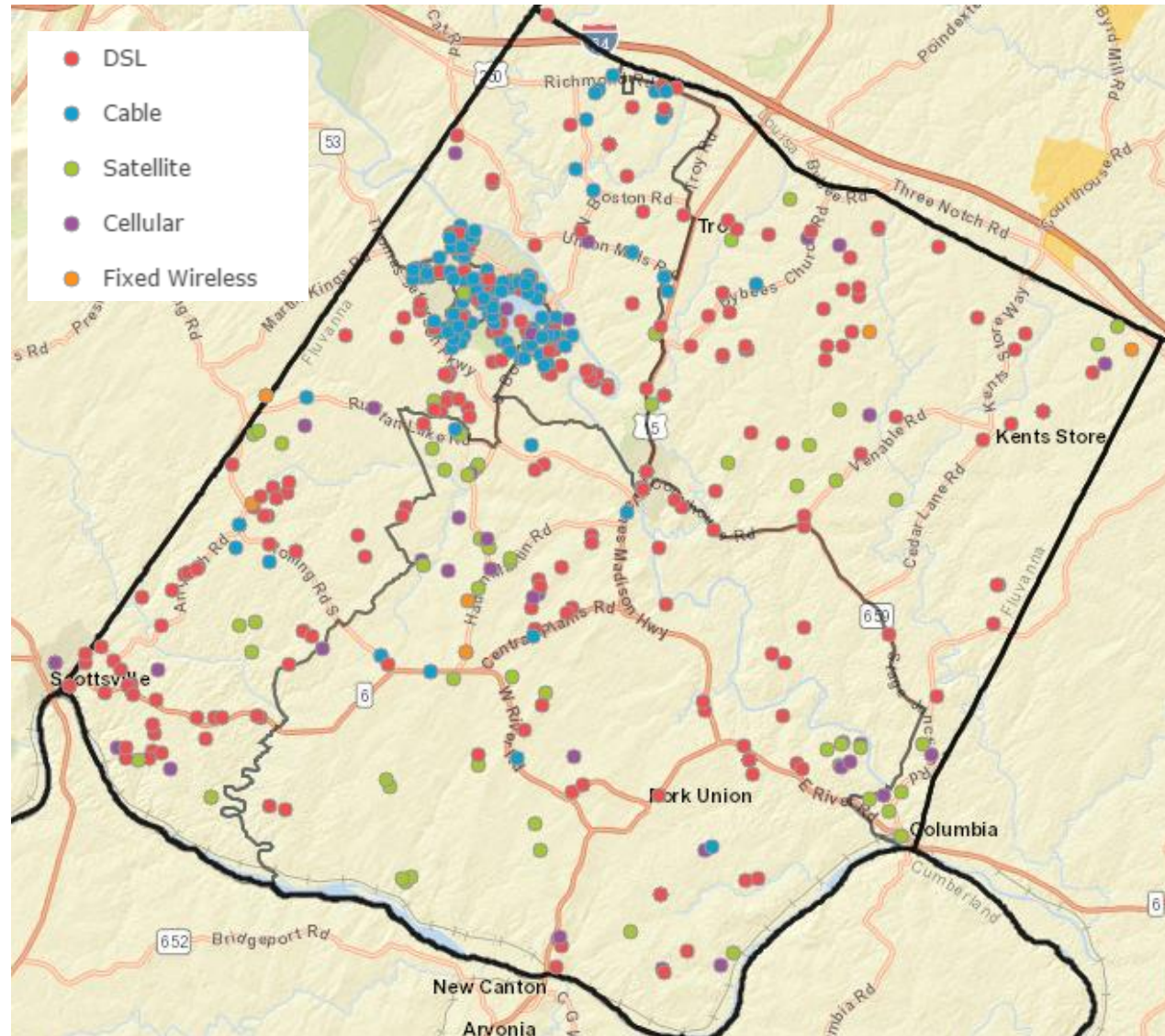


# Fluvanna County

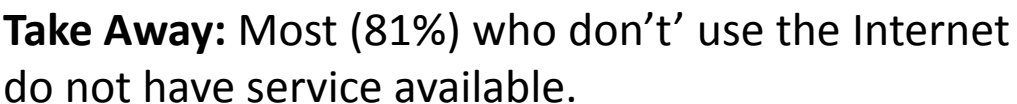
Connection types reported



**Take away:** 22% depend on inadequate and/or expensive services.



BOS Packet 2017-11-01 p.86/187



Reason	Percentage
Not available	81%
Too expensive	16%
Use it at school or work	2%
Don't need it	1%

A 3D pie chart illustrating the distribution of the 2010 Census across five counties. The largest slice is Fork Union at 60%, followed by Columbia at 21%, Cunningham at 14%, Rivanna at 3%, and Palmyra at 2%.

County	Percentage
FORK UNION	60%
COLUMBIA	21%
CUNNINGHAM	14%
RIVANNA	3%
PALMYRA	2%

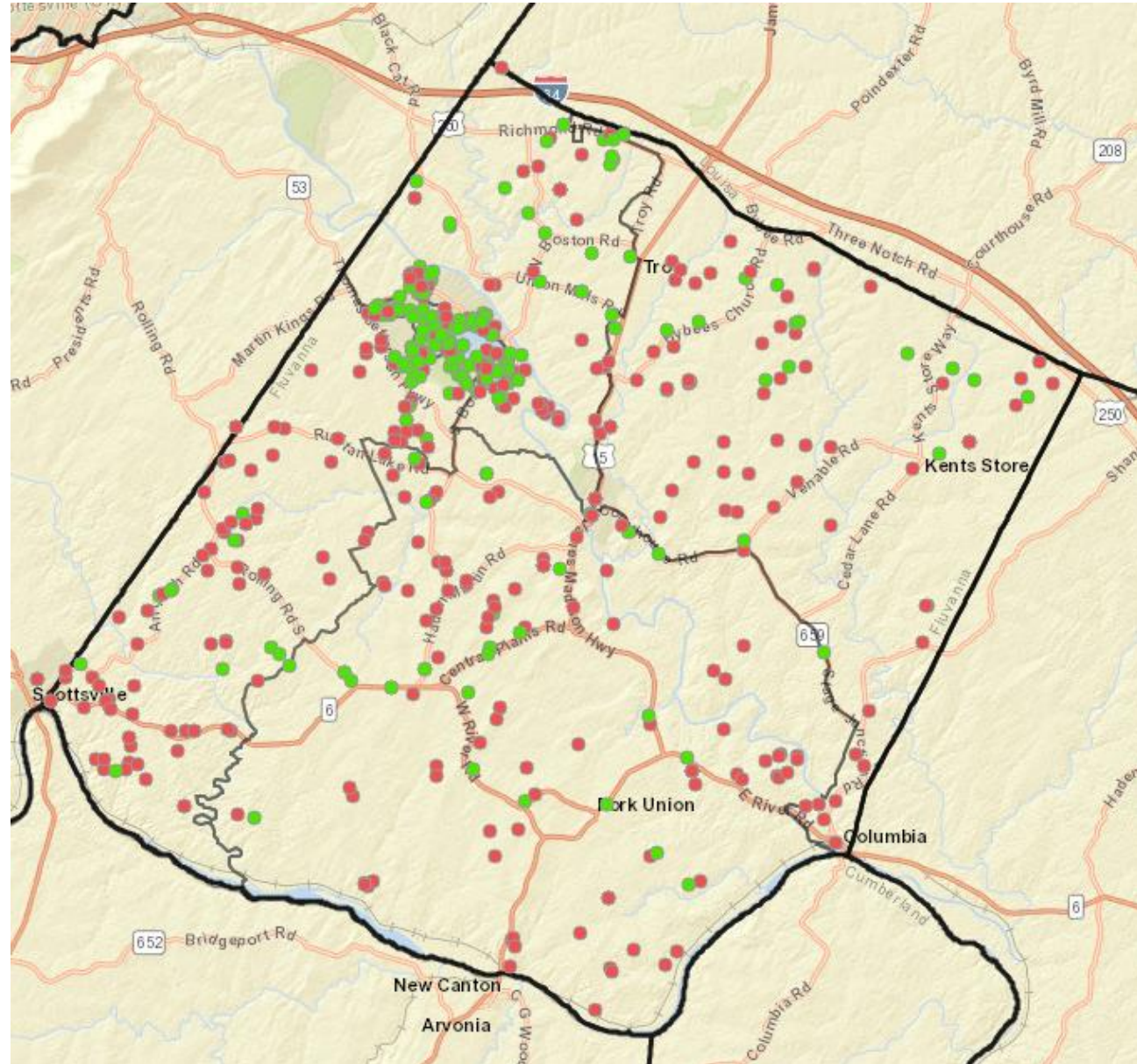
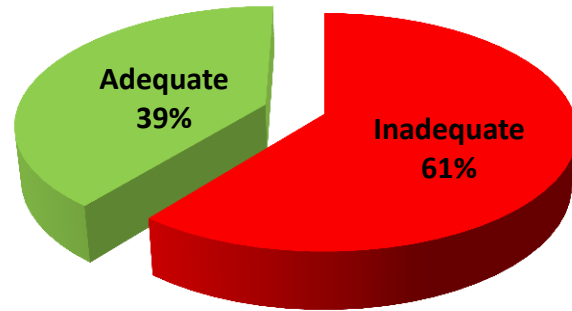


# Fluvanna County Survey

BOS Packet 2017-11-01 p.87/187

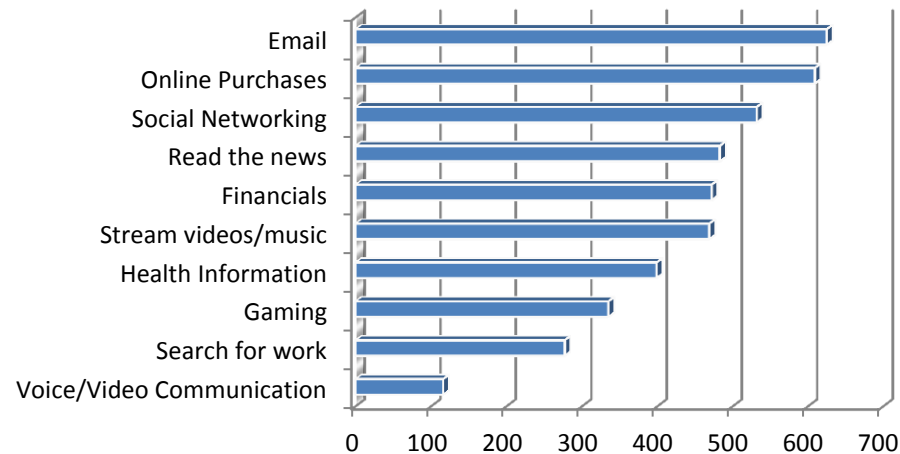
Rate your home Internet service.

- Inadequate - does not meet my needs
- Adequate - meets all my needs

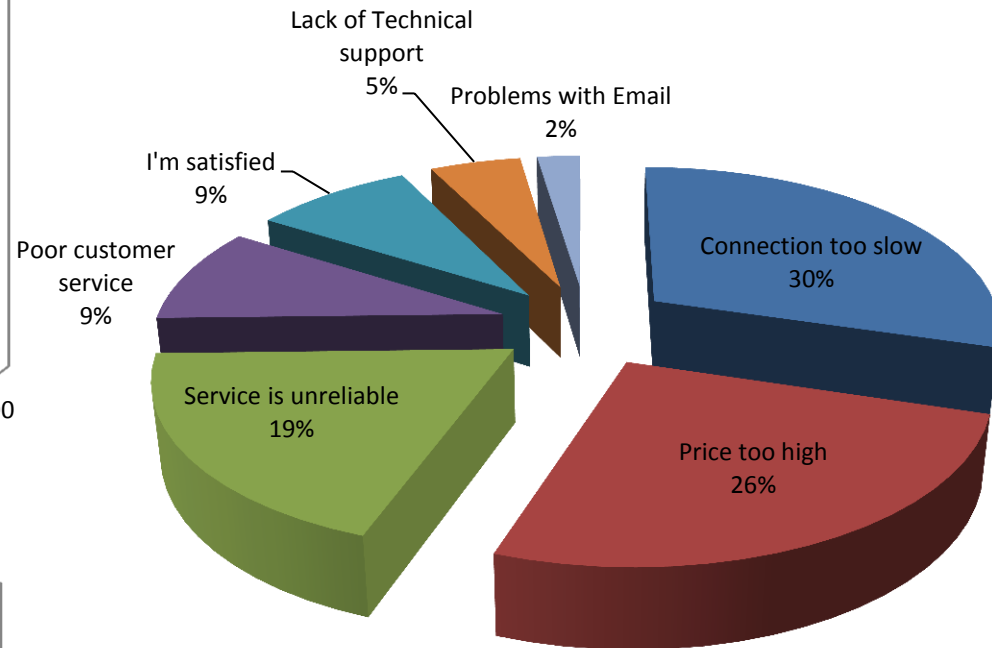
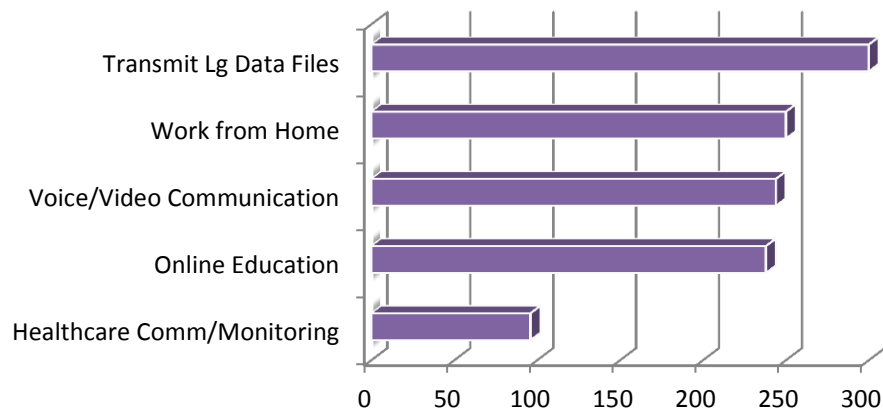


## Reason for Dissatisfaction of Service

**Current Online Activities**



**Desired Online Activities if Improved Connection**

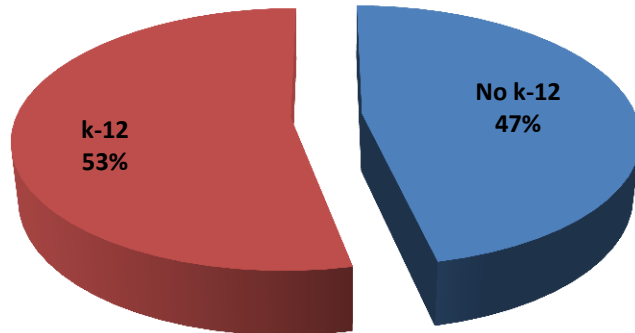


**Take away:** Current online activities reported are not bandwidth intensive – consistent with reports of slow, unreliable service. Desired activities generally require reliable high bandwidth connections.

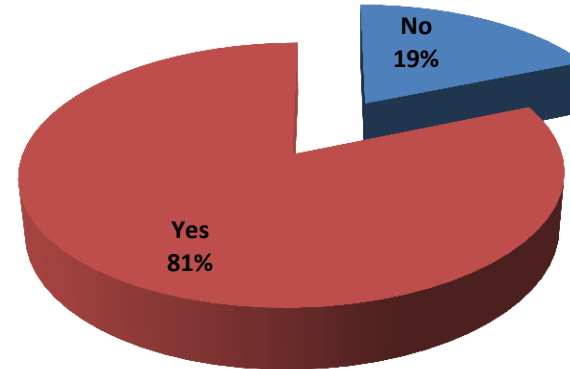
# Fluvanna County K-12

BOS Packet 2017-11-01 p.89/187

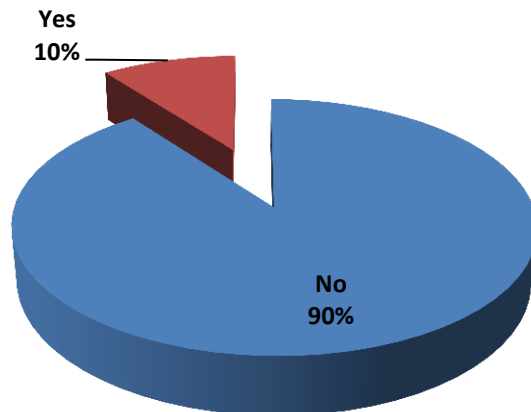
## K12 Households



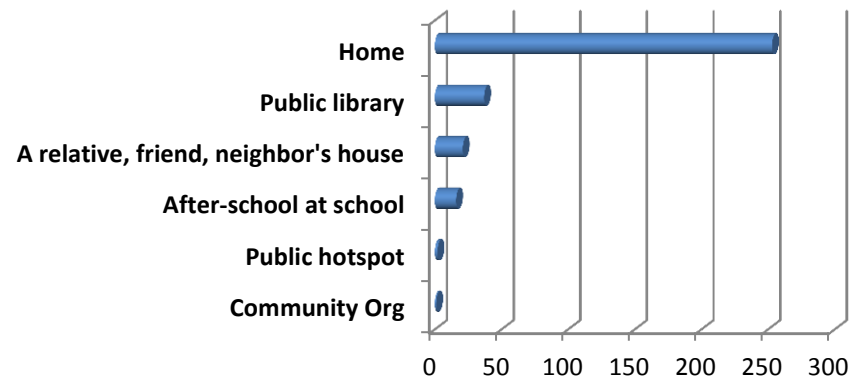
## K-12 Internet at home?



## Children Home Schooled



## Internet after school?



**Take away:** 53% of respondents report school-aged children. 10% of those are home schooled. 19% of K-12 students do not have Internet at home.

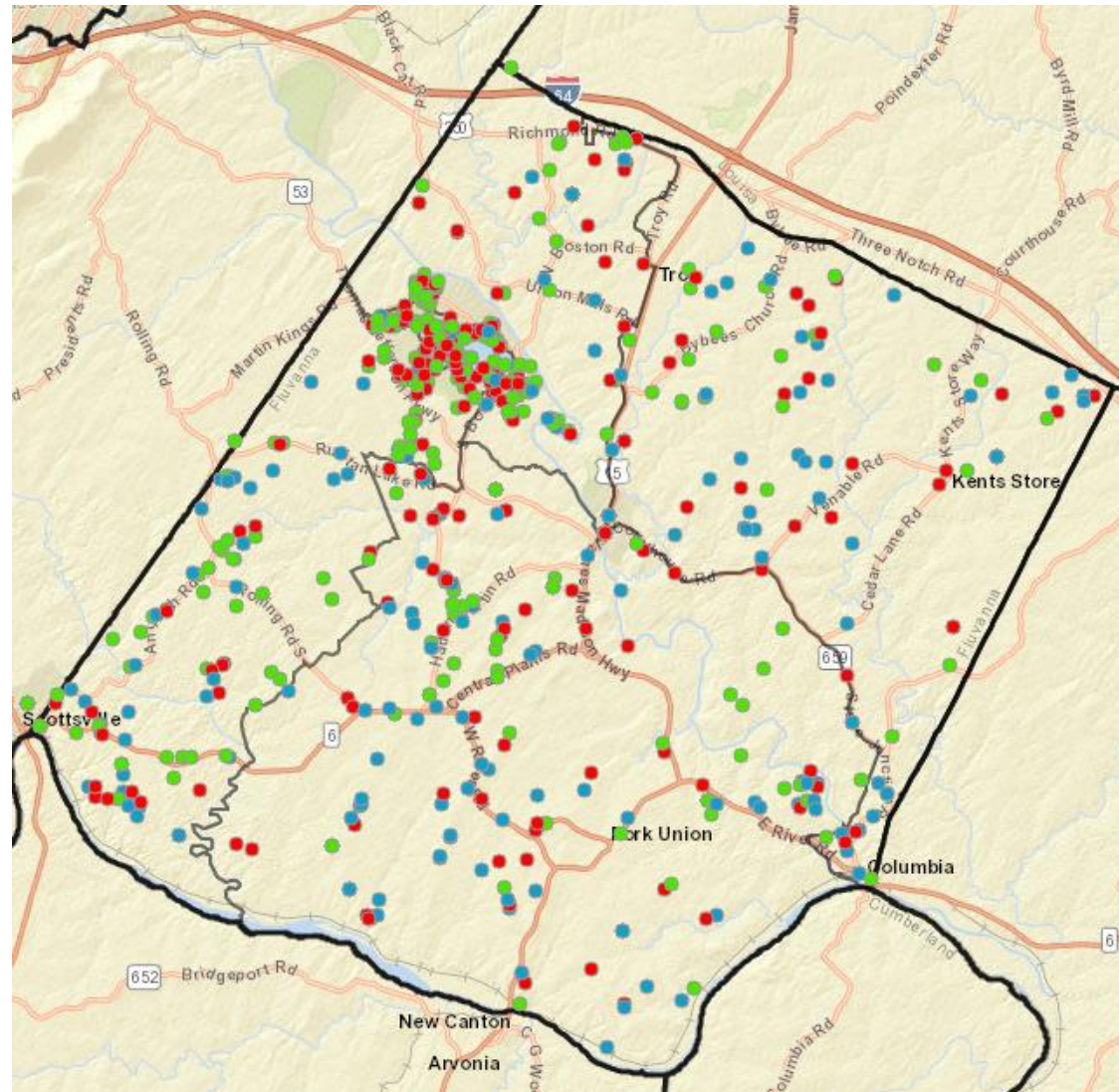
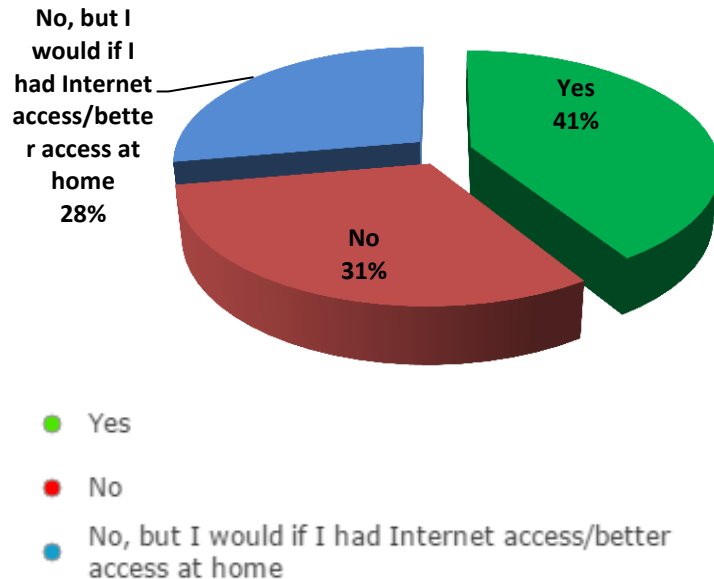


# Fluvanna County

## Work from home?

BOS Packet 2017-11-01 p.90/187

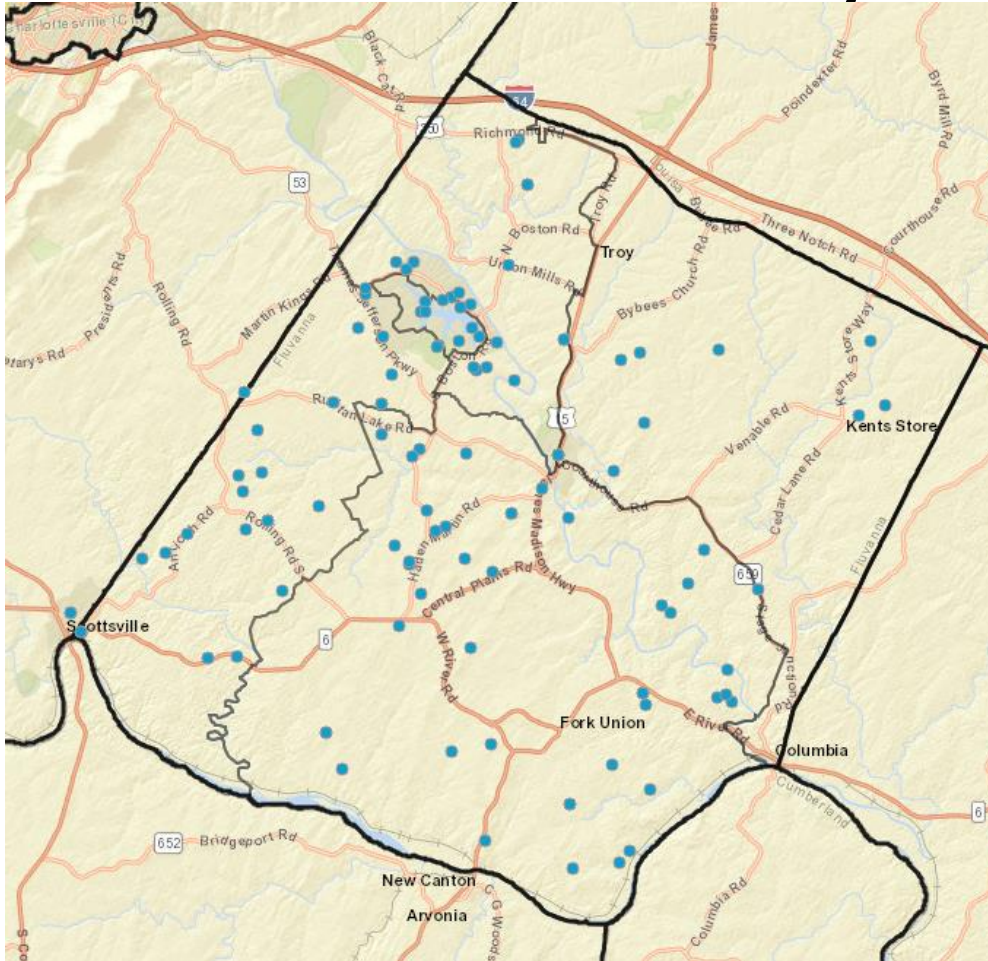
### Anyone work from home?



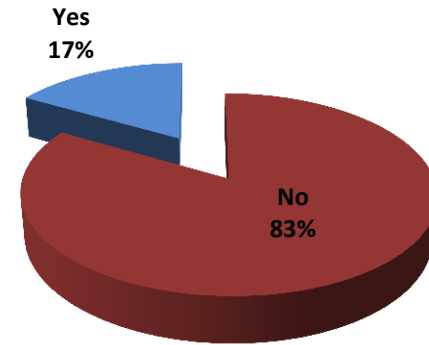
**Take away:** According to VEDP, over 60% of Fluvanna residents commute out of the county for employment. Almost 30% of respondents would work from home if they could.

# Fluvanna County Business Locations

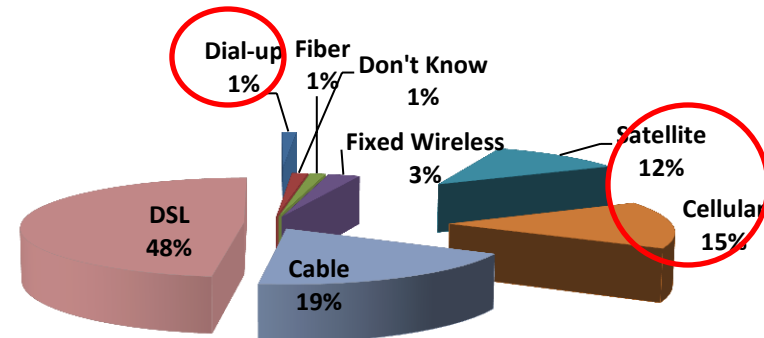
OS Packet 2017-11-30 p.91/187



## Anyone Own a Business?



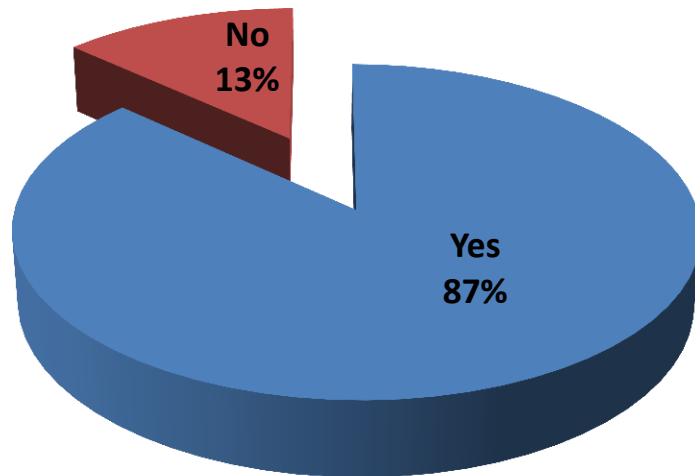
## Business Connection Types



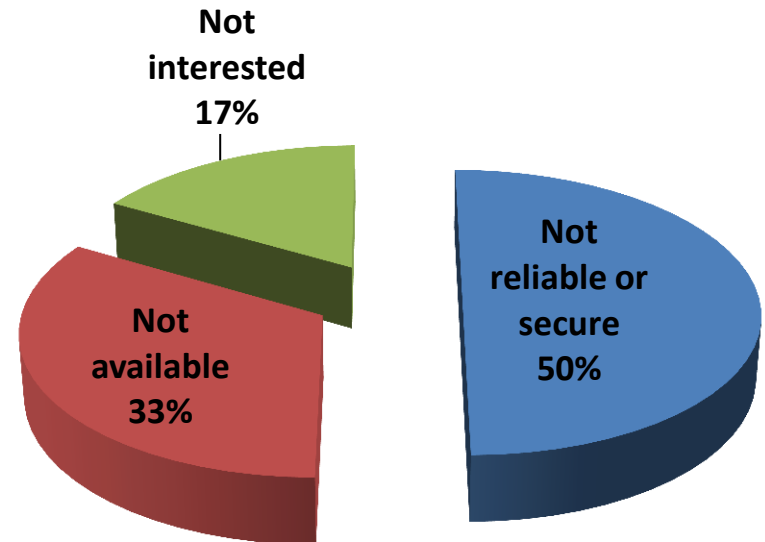
**Take away:** Almost 1/5 (113) of respondents report owning a business. 28% of businesses depend on inadequate and/or expensive services.

# Fluvanna County Businesses

**Fluvanna Co - Do you use the Internet to support your business?**



**Why are you not using the Internet to support your business?**



**Take away:** The majority of business owners use the Internet to support their business. 90% of those say the Internet is very important or critical to their businesses. Over 1/3 of business owners report the Internet is not available to them.

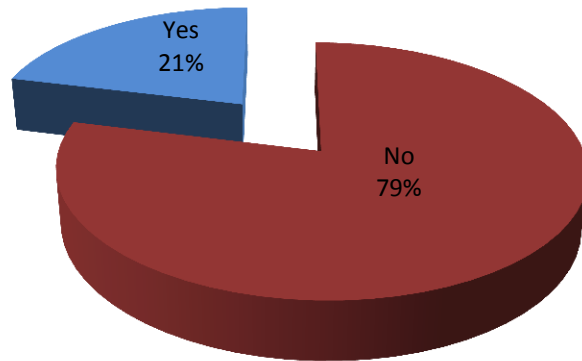


# Fluvanna County

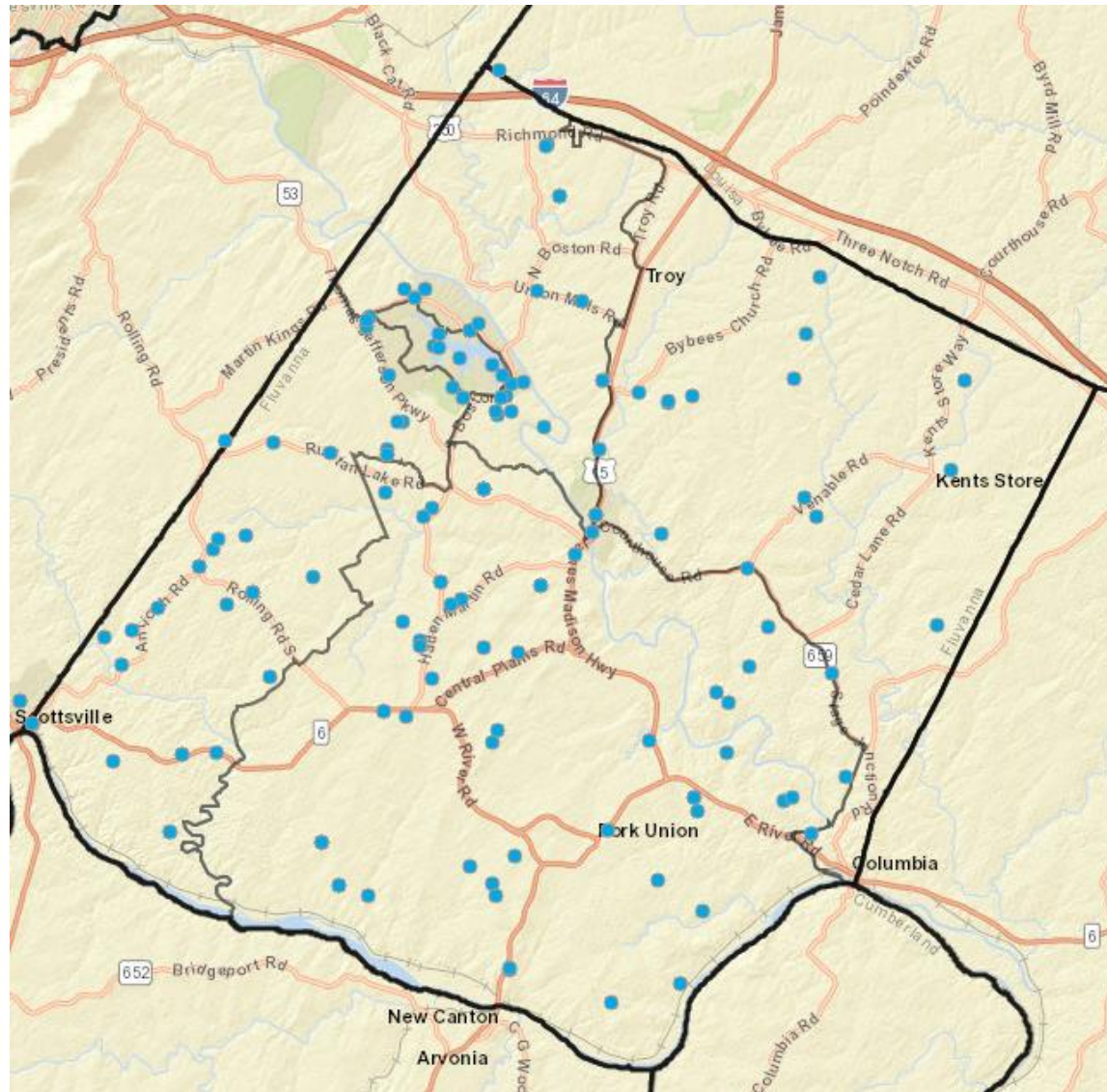
## Home-based businesses

BOS Packet 2017-11-01 p.93/187

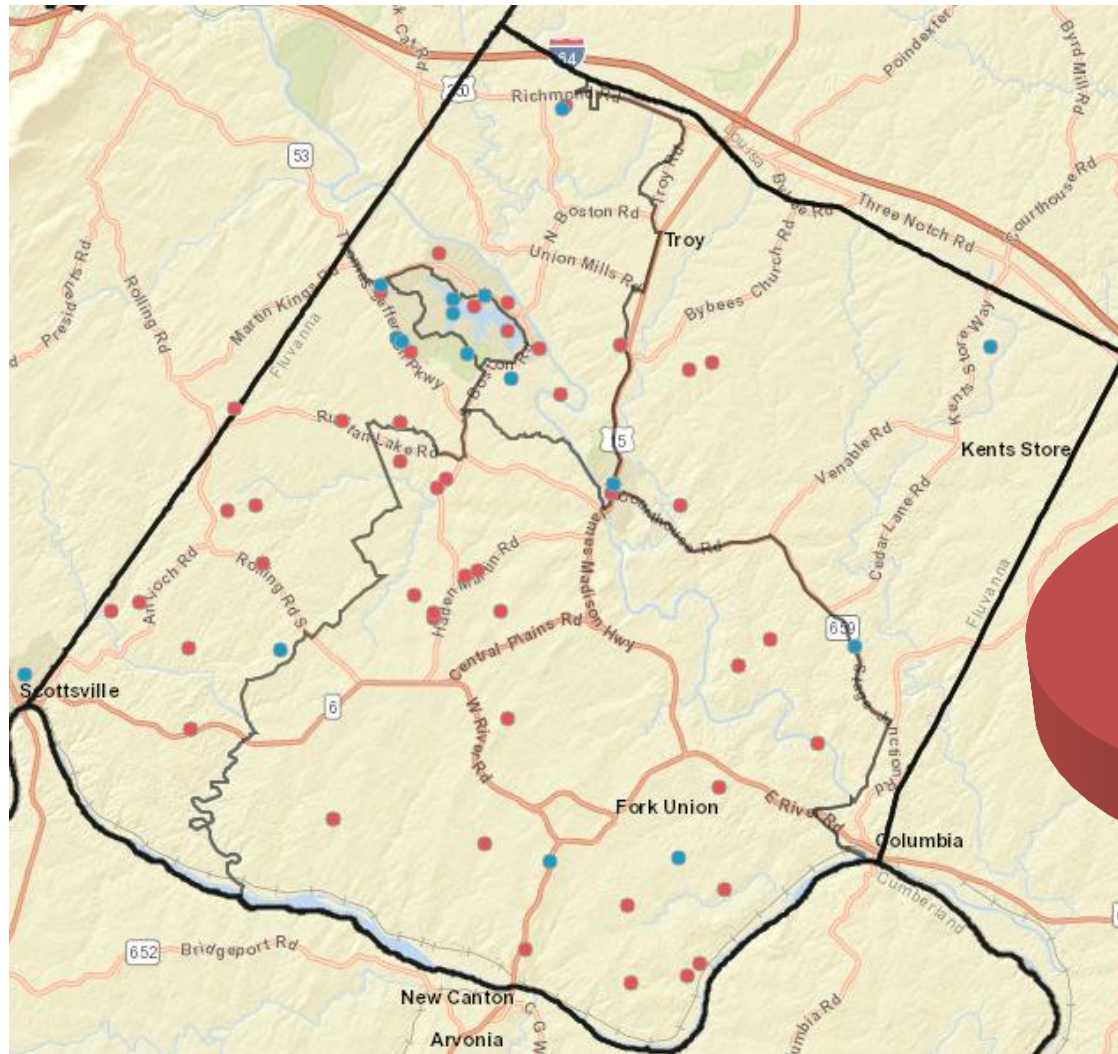
**Anyone Own a Home-based Business?**



Take away: ~1/5 of respondents report home-based businesses.

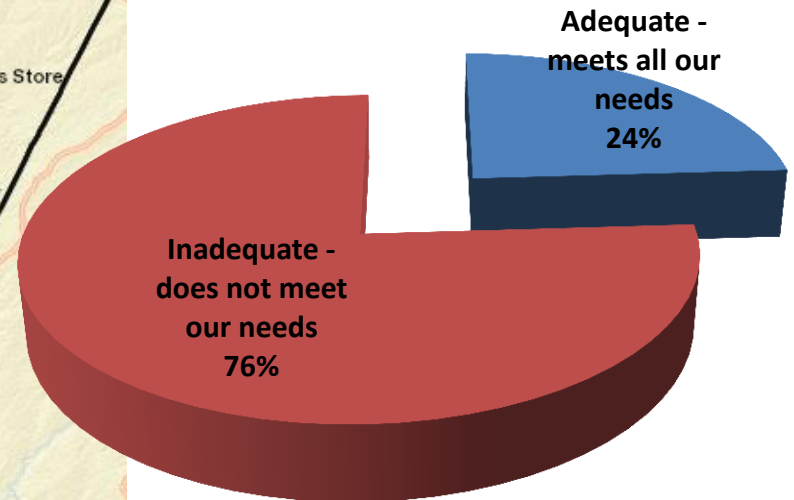


# Fluvanna County



- Inadequate - does not meet our needs
- Adequate - meets all our needs

## Rate your Business Connection



**Take away:** 76% of business owners consider their connections inadequate for their needs.




Vertical Assets, Fiber, Conduit and Community Anchors

# **LOCAL ASSETS**

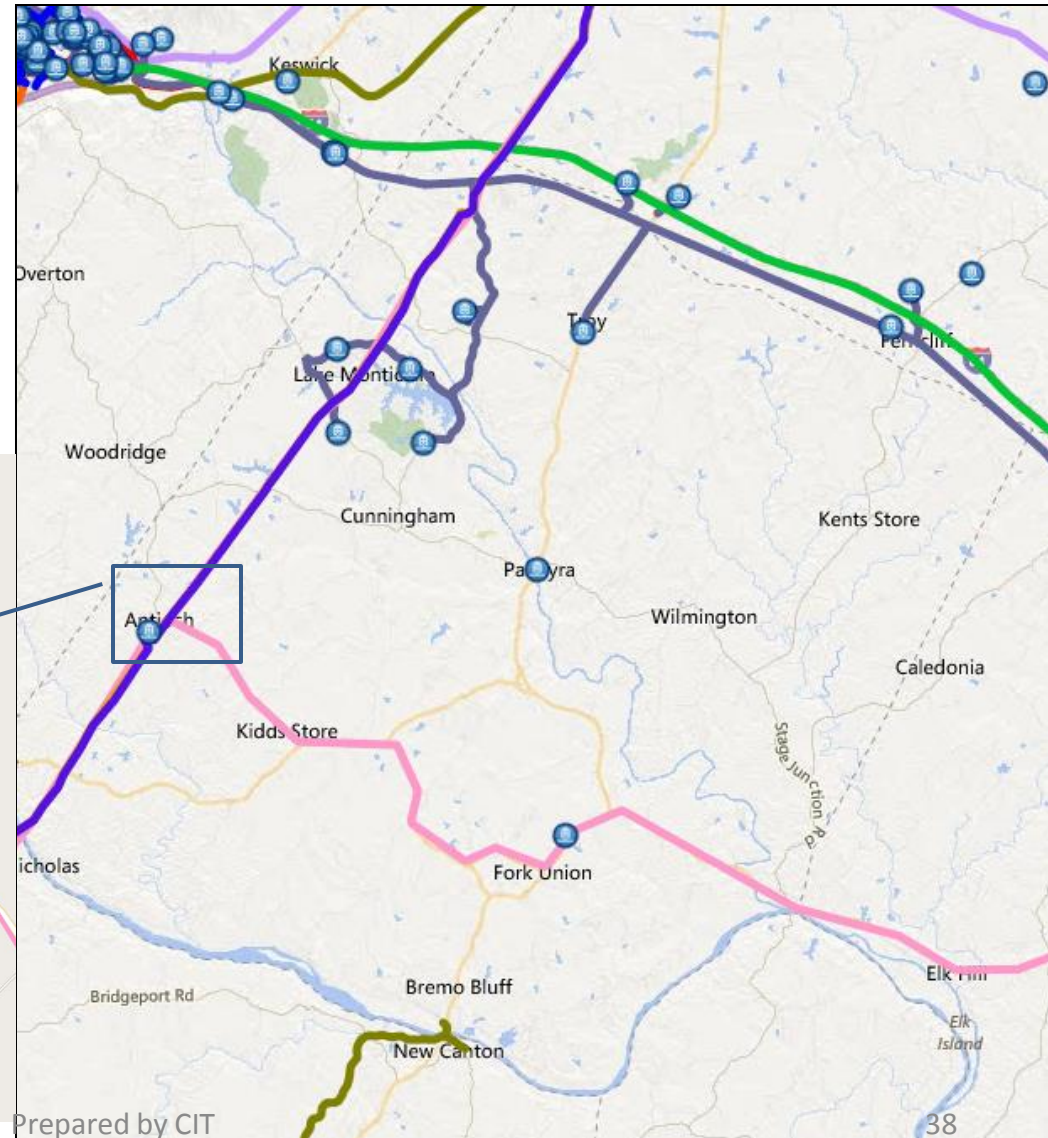
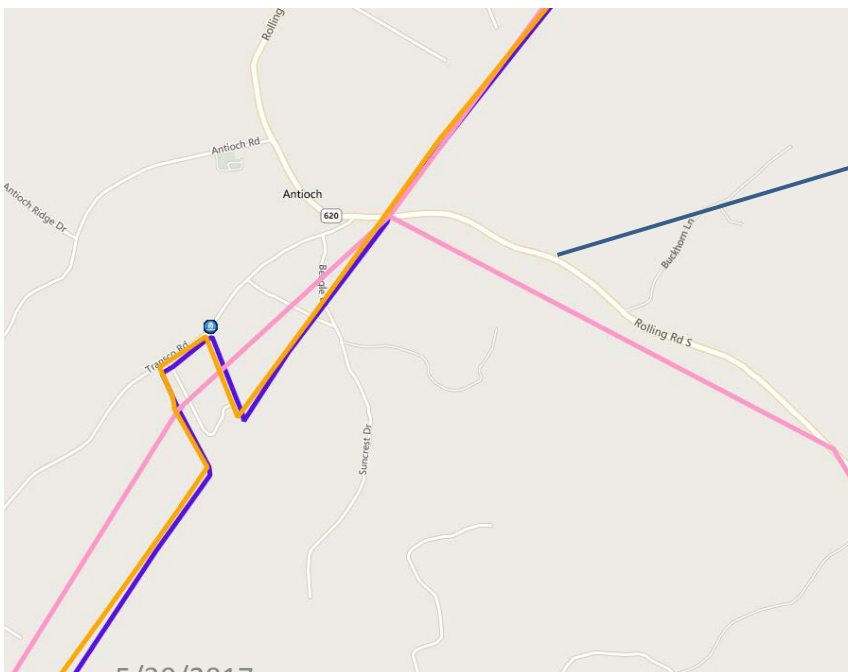


# Fluvanna Fiber Routes

 Lumos  
 Parallel Infrastructure...

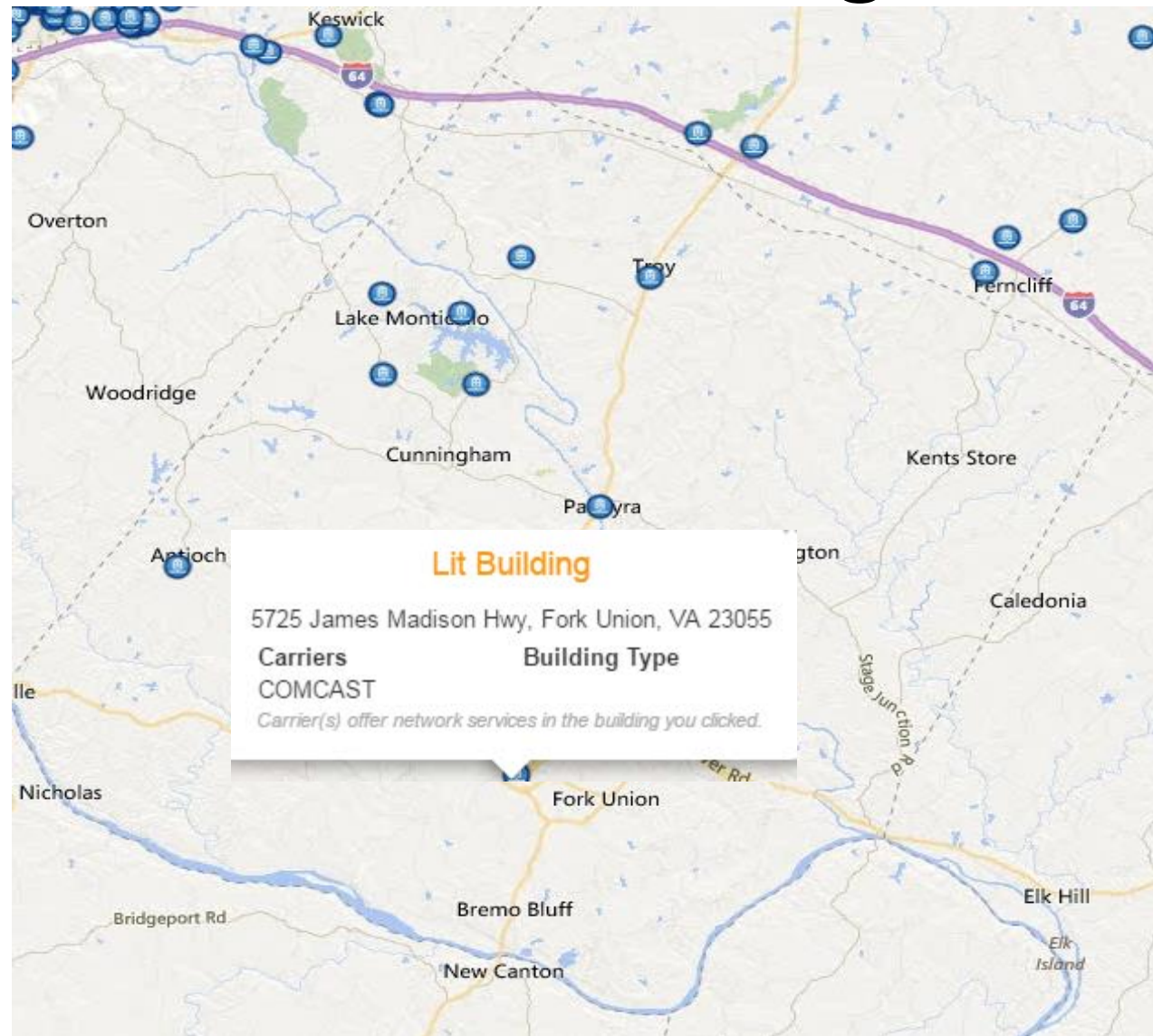
 Hudson Fiber LH Leased  
 Level 3  
 Telia Carrier

These long haul fiber routes overlap.  
 Zoomed in view below:



# Fluvanna Lit Buildings

Comcast does not provide their route information but we know they are in the county because they show up in lit buildings and report to the FCC.





BOS Packet 2017-11-01 p.98/187

A detailed map of the Palmyra, PA area, showing the proposed rail line (thick black line) and station locations (red dots). The map includes major roads (orange lines) and highways (blue lines). Key locations marked include Palmyra, Troy, Kents Store, Fork Union, Columbia, New Canton, and Arvon. The proposed rail line runs from the northwest, through Palmyra, and towards the southeast, with stations at Palmyra, Troy, Kents Store, Fork Union, Columbia, New Canton, and Arvon. The map also shows the Susquehanna River and various local roads like Richmond Rd, Troy Rd, and Union Mills Rd.

# Vertical assets

BOS Packet 2017-11-01 p.99/187

★ new water system at ZXR.

★ Monopole at Abrams School

◆ 'FCC: ASR'

Fluvanna Water tanks county owned

● Water Tank

Fluvanna Sites county owned

★ E911

◆ Other

Fluvanna existing school board sites

● Monopole

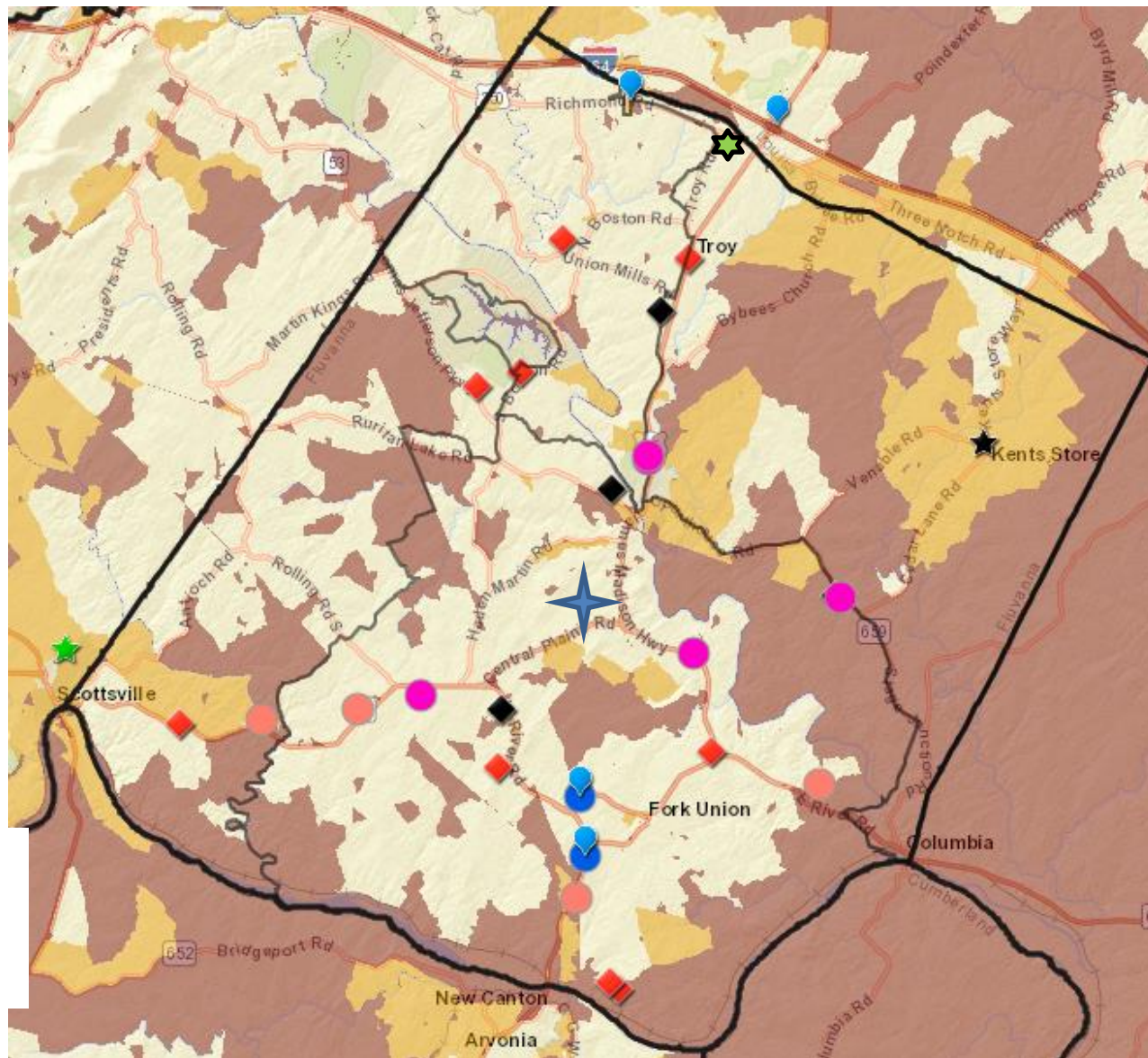
Fluvanna Approved Sites not built

● Monopole

Fluvanna WaterTanks Non-County Owned

● Water Tank

★ E911



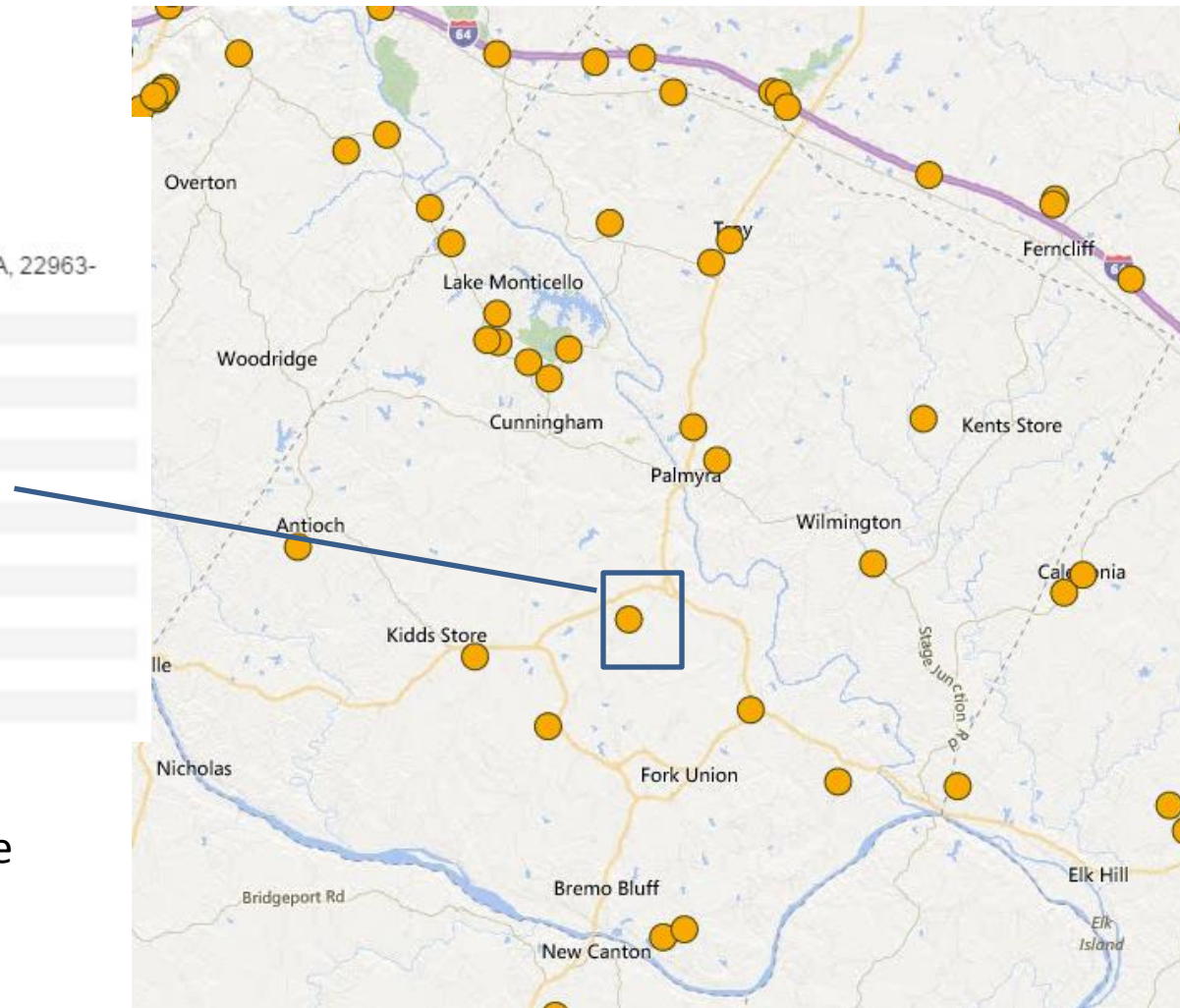


# Fluvanna Cell Towers

## Other Features

### Cell Towers

Address	2226 CENTRAL PLAIN RD, Palmyra, VA, 22963-4332
Owner	Verizon
Manager	
Site ID	99317
Site Name	PALMYRA VA
Asset Desc	
Asset Type	Monopole
Elev AMSL (ft)	186.8
Height AGL (ft)	33.5
ASR Number	
FAA Study Num	
Constructed Date	
Latitude	37.8131
Longitude	-78.2875



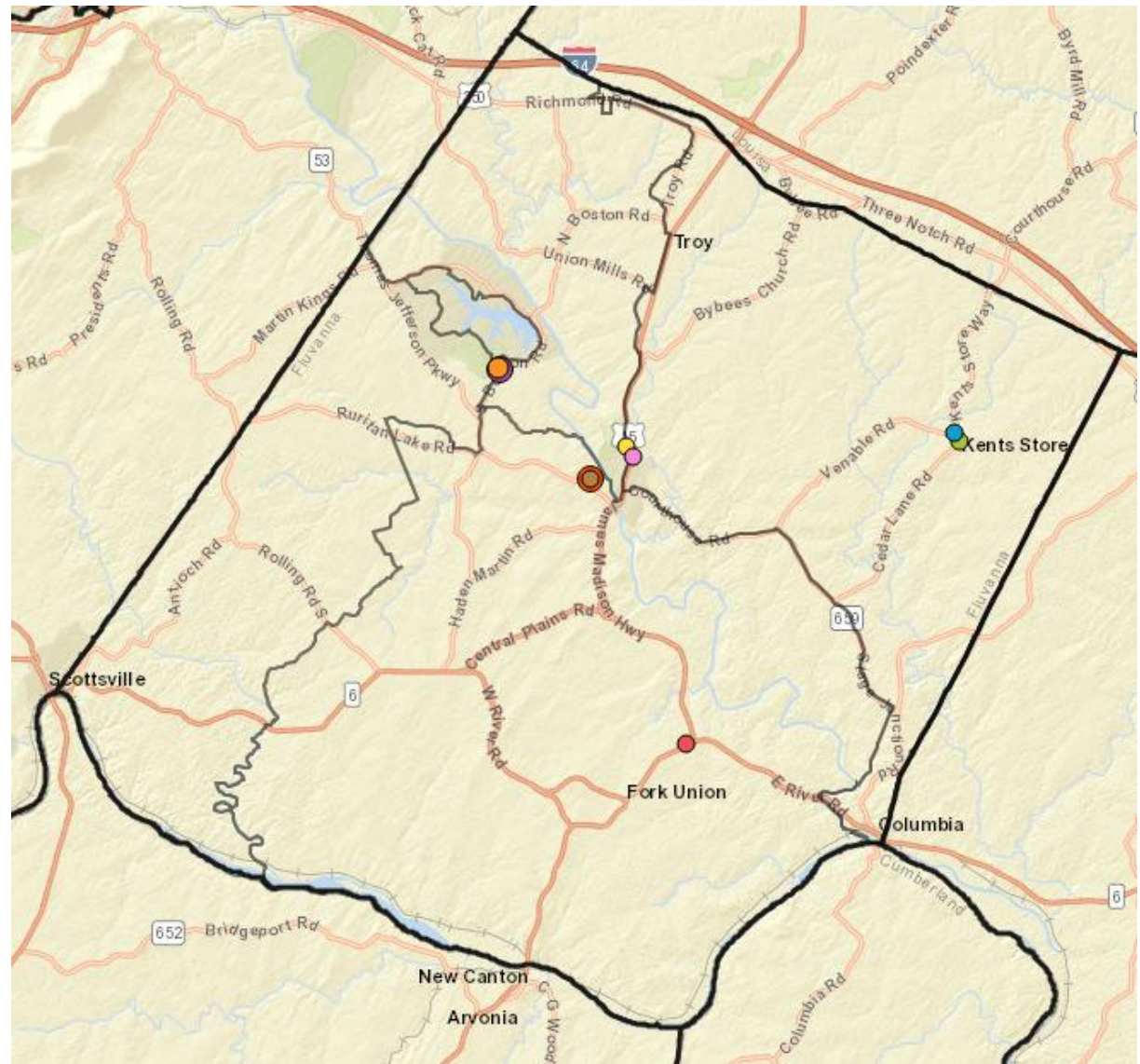
Verizon also does not provide route info but they have infrastructure, probably, feeding cell towers.



# Fluvanna County Public Safety

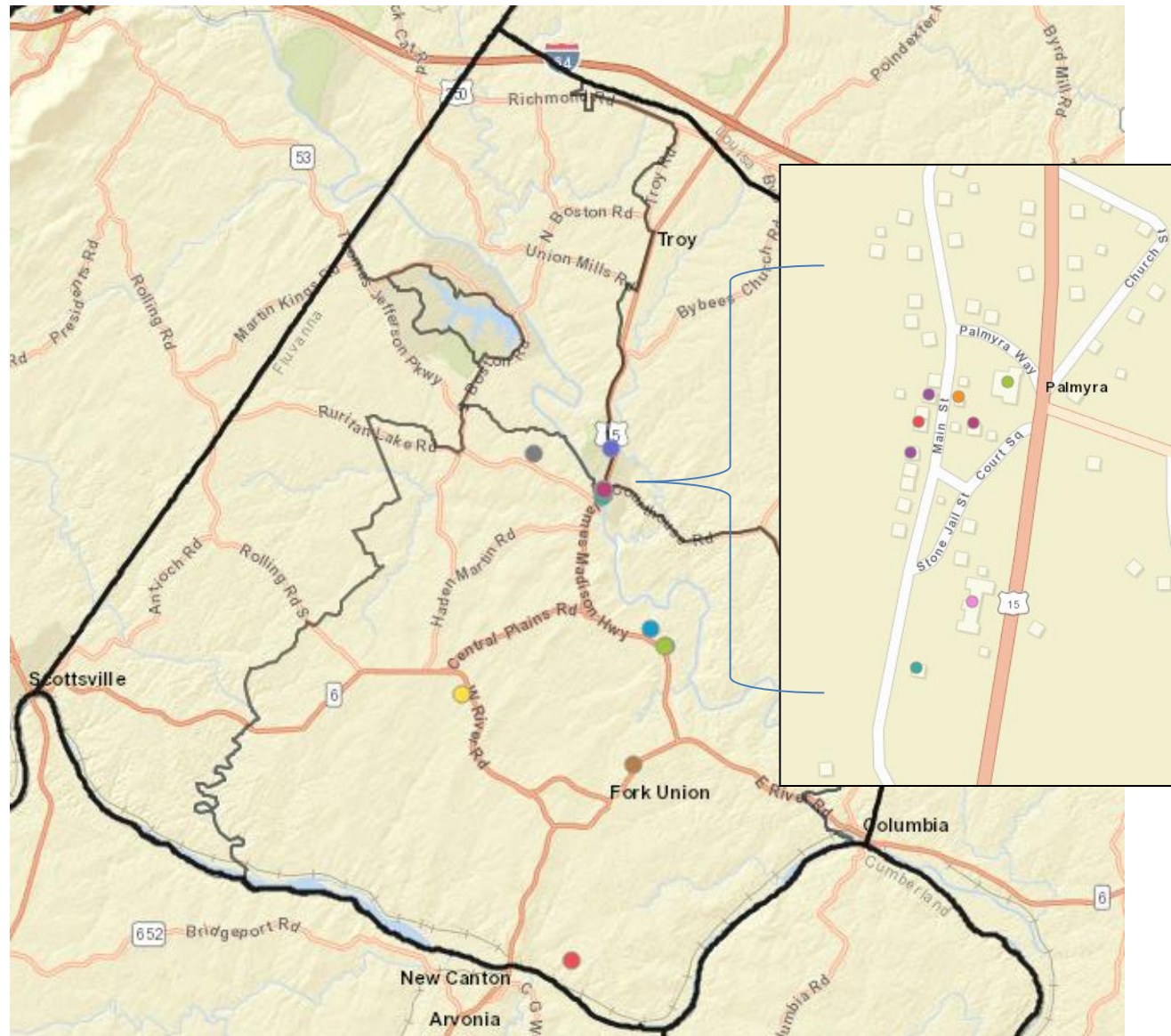
LOS Packet 2017-11-01 p.101/187

- Fork Union Fire Station
- Kents Store Fire
- Kents Store Rescue
- Lake Monticello Fire
- Lake Monticello Rescue
- Palmyra Fire Station
- Palmyra Rescue
- Sheriff's Office and EOC



# Fluvanna County Government Facilities

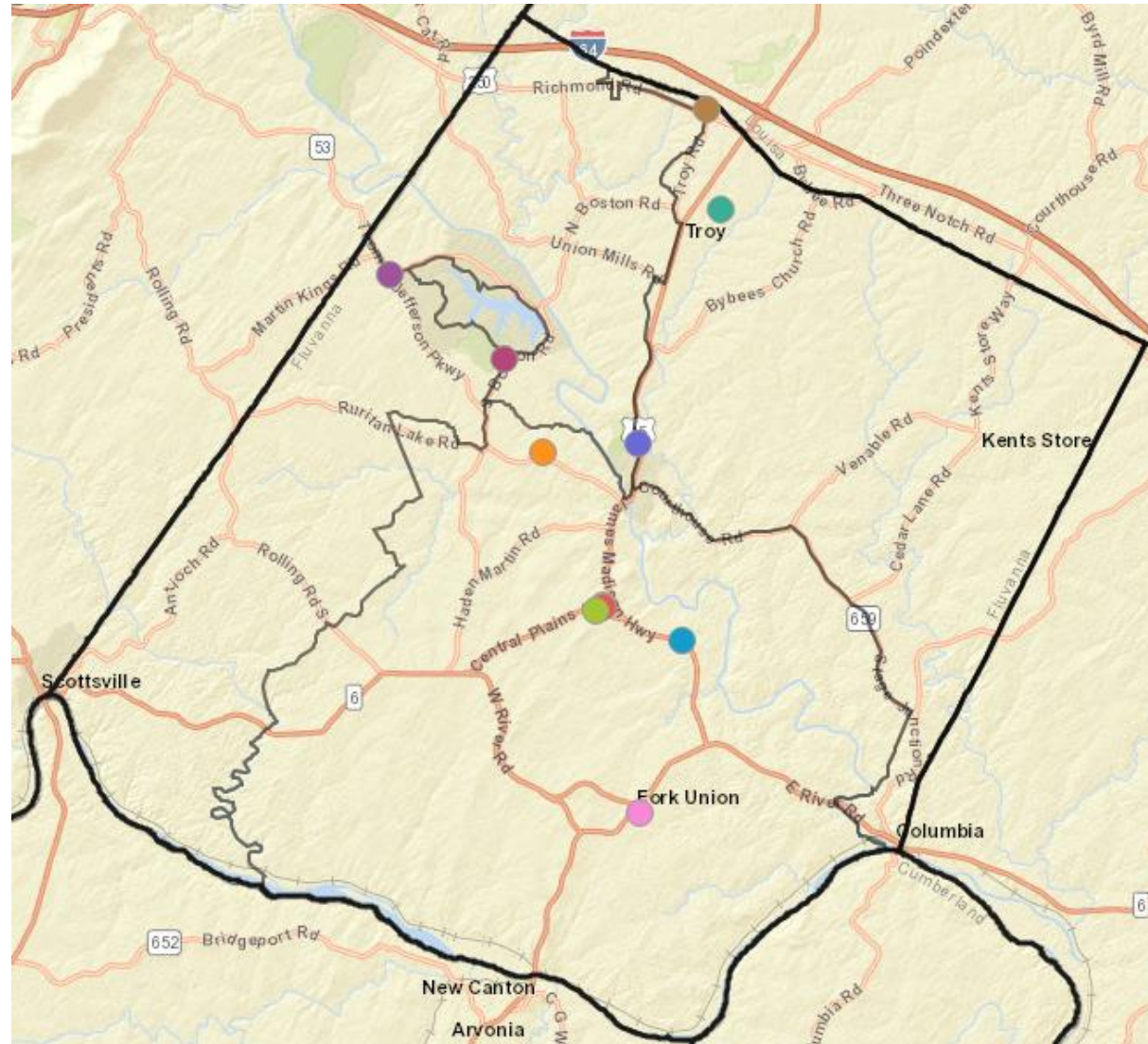
BOS Packet 2017-11-01 p.102/107





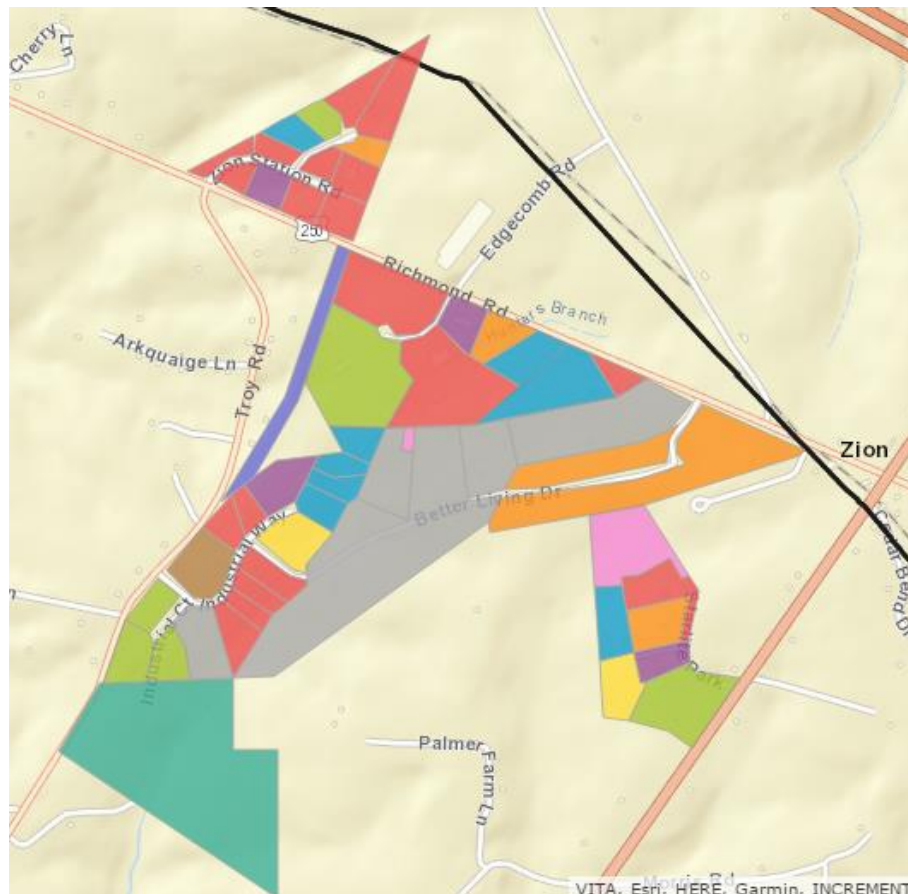
# Fluvanna County Schools

- Abrams Academy
- Carysbrook Elementary
- Central Elementary And West Central Primary
- Effort Christian School and Preschool
- Fluvanna County High School
- Fluvanna Middle School
- Fork Union Military Academy
- Lafayette School
- Open Door Church and Christian School
- School Board Administration Building
- The Light Academy



# Fluvanna County Business/Ind Parks

BCS Packet 2017 11/01 p.104-187



## Fluvanna Zion Staion Ind Park

- JA-ZAN LLC
- 4933 RICHMOND ROAD LLC
- BAELLOW PROPERTIES LLC
- STONEGATE LAND HOLDINGS LLC
- TIGER FUEL CO

## Fluvanna Crossroads Better Living Ind Park

- CB ZCIP LLC
- MOLLEVILLE LAND TRUST
- BETHDAN LLC
- 4B LLC
- B PROPERTIES II LLC
- BUHL HALL LLC
- CEMETERY, PRIVATE
- GOLDEN HORSESHOE LLC
- HUNTERS BRANCH LLC
- MC CONNELL PROPERTIES LLC
- Other

## Fluvanna Satrlite Business Park

- 9MM INVESTMENTS LLC
- DANIEL REAL ESTATE LLC & LOW FLOATER
- MACON PROPERTIES LLC
- PT HOLDINGS LLC
- SAMISH ISL RE HOLDINGS LLC
- SERENITY PARTNERS LLC
- SHENANDOAH BLDING SUPPLY INC

## Fluvanna Hunters Branch Ind Park

- VB REAL ESTATE LLC
- BALLIF INVESTMENTS
- BROWNING-FERRIS INDUSTRIES
- VAN DER LINDE HOUSING INC
- VAN DER LINDE HOUSING, INC

## Fluvanna Zion Sta Prof Park






- BALLIF INVESTMENTS LLC
- ZION CROSSROADS LLC

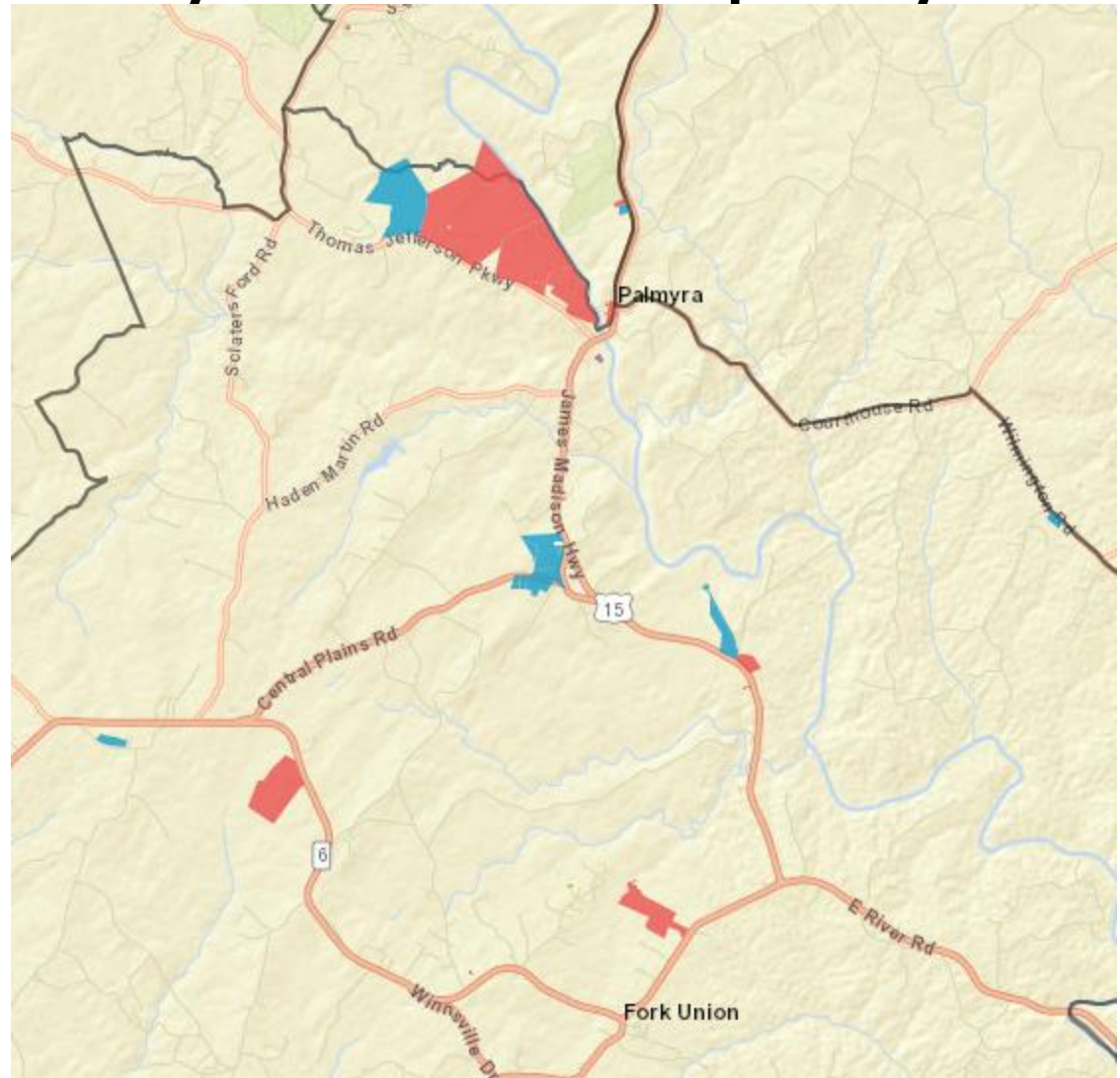
Lumos Fiber runs along Rt 250/Richmond Rd.

# Fluvanna County Owned Property

ROS Packet 2017-11-01 p.105/187

Fluvanna county property

-  FLUVANNA COUNTY
-  FLUVANNA COUNTY SCHOOL BOARD
-  FLUVANNA COUNTY BOARD OF SUPERVISOR
-  COUNTY OF FLUVANNA
-  FLUVANNA COUNTY BOARD



Affect the Broadband Economics

# **REVIEW OF LOCAL POLICIES & FEES**



# Make sure your policies and procedures are “Broadband Friendly”

BOS Packet 2017-11-01 p.107/187

**Review** comprehensive plans, community zoning regulations and process, policies, fees, etc. must **encourage and enable broadband investment.**

**Review** local franchise agreements for **setback or long-drop** policy. Long-drop policy information should be conveyed to all new homebuilders, and real estate developers.

**Adopt Dig Once:** Dig Once means less construction disruption, and costs for private providers—who may simply decide not to deploy in an area where the economics don’t work.

## Policy Considerations for Telecommunications Deployment

<https://www.wired.virginia.gov/sites/default/files/Telecom%20Deployment%20Policy%20Recs.pdf>

## Policy Assessment - Areas to Consider

[https://www.wired.virginia.gov/sites/default/files/Policy%20Assessment%20Tool%20Guide\\_0.pdf](https://www.wired.virginia.gov/sites/default/files/Policy%20Assessment%20Tool%20Guide_0.pdf)

## Policy Assessment worksheet:

<https://www.wired.virginia.gov/sites/default/files/Policy-Assessment-Tool.xlsx>

## Google Fiber Checklist:

<https://fiber.storage.googleapis.com/legal/googlefibercitychecklist2-24-14.pdf>

***Remember: to make it “cheap, quick & easy”***

# County Local Policies

BOS Packet 2017-11-01 p.108/187

*The following policies may not represent a comprehensive list of potential local Internet related policies. All local Internet related policies should be reviewed with potential partners and adjusted as necessary to explore incentives and identify barriers to broadband expansion*

---

## Fluvanna not in Municode

Fluvanna adopted the Public-Private Education and Infrastructure Act of 2002 (PPEA) on May 5th, 2012. (according to Eric M. Dahl, Deputy County Administrator/Director of Finance



*Based on assessment, national goals, etc – include options to meet goals*

Assessment Based

# **COMMUNITY BROADBAND NEEDS**

# Needs Identified

- **Technology Adoption and Usage**
  - 17% of population are seniors,
  - 15% of population have educational deficiencies,
  - 13% of population have a disability,
  - 21% of population have incomes <30K

These populations may be less likely to subscribe to new services and/or have affordability challenges.

- **Recommendation:** Promote digital literacy / computer classes at library.
- **Recommendation:** Consider a computer refurb/donation program such as Virginia Star - a state-wide Student Training and Refurbishment program; <http://vastar.org/>

# Needs Identified (cont'd)

## Demand

### – Residential

- 61% of respondents report their Internet service is inadequate
  - **22% of those depend cellular, satellite or dial-up**
- 15% have NO Internet access at all
- 19% of school aged children have no Internet at home.
- 28% of respondents would work from home if they had better access

**OPTION: Expand access and capacity to residents, particularly in Fort Union, Columbia and Cunningham voting districts.**

### – Businesses

- 76 % of business owners report their Internet service is inadequate
- 21% (of all respondents) have home based businesses
- 33% of businesses have NO Internet access available

**OPTION: Expand access and capacity to businesses**

### – Most Desired Online Activities

- The ability to transmit large data files, work from home, video, education, and healthcare applications

# Needs Identified (Cont'd)

## Local Government

- Paying \$3,270.93 per month, \$39,251.16 per year for communication services from Comcast, CenturyLink, Verizon
  - ~\$29 per Mb Comcast fiber
  - ~\$22 per Mb CenturyLink DSL (**Library paying \$19 per Mb fiber**)
  - ~\$8 per Mb Comcast cable
  - ~\$8 per Mb Verizon MiFi

Some county facilities are in un/underserved areas

**OPTION – Expand access and capacity to Wastewater Plant, Fluvanna Courthouse(s)**

## Public Safety

- Kent Store Fire/Rescue are in reported underserved areas

**OPTION – Expand access and capacity to Kent Store Fire/Rescue**

# Needs Identified (Cont'd)

## Schools

**From Education Superhighway/USAC and The National Center for Education Statistics :**

**✖ 5 Schools – some schools not on fiber!**

- Total IA purchased; 700 Mbps from CenturyLink
    - Total Monthly Cost: \$2,815
    - \$4.02 per Mb
  - Total WAN purchased; 650 Mbps from CenturyLink and Conterra
    - Total monthly cost: \$5,761,
    - \$8.56 per Mb > twice as much as IA
- OPTION – most expense on WAN – build your own and include dark strans – leverage Erate. Need to own that fiber (form an authority)**
- ✓ 194 kbps per student (3,612 students)
    - **Well above national recommendation of 100 kbps per student**

School system paying >\$16K per month, ~\$196K per year on communications – including voice services.

# Needs Identified (Cont'd)

## Libraries

- ✓ 100 Mb fiber connection from Centurylink. \$1,953. per month. Month-to-month contract.
- ✓ \$19.53 per Mb.
  - National recommendation of 100 Mbps for libraries serving communities of 50,000 or less. (Fluvanna Co. pop ~25,945)
- ✓ Public computers, workforce development and computer literacy training classes are available at library.





# Potential Funding



<https://www.wired.virginia.gov/broadband/resources>

Look Under Funding Options



Lifeline Support <http://www.lifelinesupport.org/ls/changes-to-lifeline.aspx> - Open all year

**NOW** USDA accepting applications for the [Community Connect Grant Program](#) for FY 2017. These grants may be used to provide broadband service in unserved, lower-income and extremely rural areas.

**NOW** USDA Distance Learning and Telemedicine Program (DLT)  
[http://www.rurdev.usda.gov/UTP\\_DLT.html](http://www.rurdev.usda.gov/UTP_DLT.html) Applications due July 17th 2017.

USDA Telecommunications Infrastructure Loans & Loan Guarantees  
<http://www.rd.usda.gov/programs-services/farm-bill-broadband-loans-loan-guarantees> **NOTE:**  
These loans are for local incumbent providers. Open annually around April

USDA Distance Learning and Telemedicine Program (DLT)  
[http://www.rurdev.usda.gov/UTP\\_DLT.html](http://www.rurdev.usda.gov/UTP_DLT.html) - The application window is announced annually

**NOW** USAC Healthcare Connect Fund Program  
<http://www.usac.org/rhc/healthcare-connect/default.aspx> - Filing Window : Mar 1 – June 30, 2017

DHCD VCI/VTI - <http://www.dhcd.virginia.gov/> - TBA

# Next Steps

- Identify and Prioritize Goals Based on Needs (slides 52-56)
  - Assessment findings need to be conveyed to the BoS.
  - Committee passes their recommendations to BoS, or leaves the decisions to the BoS.
- Determine the role the local government will assume in achieving the goals
  - Review CIT Partnership Models Handout
  - Decision need to be adopted by the COUNTY – Complete and return Decision Points document to CIT.
- CIT will prepare the Requirements Document and Draft RFP
  - CIT will formally document chosen goals, role, assets to be shared, local considerations etc. to include in RFP
- Seek private partner(s)
  - The County will publish the RFP, evaluate responses and choose partner(s)

# Questions? Comments?



## Contact Information

Jean Plymale, Broadband Project Manager

[Jean.plymale@cit.org](mailto:Jean.plymale@cit.org)

540-250-2751



Opportunity	Brief Description	Application Timeline
Community Development Block Grant Planning Grant <a href="http://www.dhcd.virginia.gov/index.php/community-partnerships-dhcd/79-community-development-block-grant-cdbg-planning-grant.html">http://www.dhcd.virginia.gov/index.php/community-partnerships-dhcd/79-community-development-block-grant-cdbg-planning-grant.html</a>	Funds available for 3 areas: planning grants, local innovation grants, implementation and economic development, and large scale local level projects ~ 700K.	January - September
Virginia Telecommunication Initiative <a href="http://www.dhcd.virginia.gov/">http://www.dhcd.virginia.gov/</a> Eligible applicants: Towns, cities, Counties, EDA/IDA, Broadband/wireless authorities, PDC, etc.)	To provide financial assistance to supplement construction costs by private sector providers to extend services to areas that are presently unserved by any broadband provider. Definition of unserved; speeds <= 10 Mbps/1 Mbps	Fall
The Vibrant Community Initiative (VCI) <a href="http://www.dhcd.virginia.gov/index.php/community-partnerships-dhcd/vibrant-community-initiative.html">http://www.dhcd.virginia.gov/index.php/community-partnerships-dhcd/vibrant-community-initiative.html</a>	The Vibrant Community Initiative (VCI) will combine multiple funding sources from the Virginia Department of Housing and Community Development (DHCD) to support local or regional comprehensive community-based projects including affordable housing and community and/or economic development components.	Fall
Indian Community Development Block Grant <a href="http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/ih/grants/icdbg">http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/ih/grants/icdbg</a>	Provides funds to eligible grantees for housing rehabilitation, land acquisition, community facilities, infrastructure construction, and economic development activities. Eligible applicants for assistance include any Indian tribe, band, group, or nation.	Winter
Indian Housing Block Grant (IHBG) program <a href="http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/ih/grants/ihbg">http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/ih/grants/ihbg</a>	The provision of broadband is eligible under this program. Eligible IHBG recipients are Federally recognized Indian tribes or their tribally designated housing entity (TDHE), and a limited number of state recognized tribes who were funded under the Indian Housing Program authorized by the United States Housing Act of 1937 (USHA).	Winter
Native American Library Services	Basic Grants are available to support existing	Spring

Opportunity	Brief Description	Application Timeline
<a href="https://www.imls.gov/nofo/native-american-library-services-basic-grants-fy16-notice-funding-opportunity">https://www.imls.gov/nofo/native-american-library-services-basic-grants-fy16-notice-funding-opportunity</a>	library operations and to maintain core library services. Indian tribes, Alaska native villages, regional corporations, and village corporations are eligible to apply for funding under the Native American Library Services grant program. The Education/Assessment Option is supplemental to the Basic Grants.	
Appalachian Regional Commission (ARC) -Area Development <a href="http://www.arc.gov/funding/ARCProjectGrants.asp">http://www.arc.gov/funding/ARCProjectGrants.asp</a>	ARC funds are made available under the Appalachian Area Development Program.	Summer-Fall
USDA Distance Learning and Telemedicine Program (DLT) <a href="http://www.rurdev.usda.gov/UTP_DLT.html">http://www.rurdev.usda.gov/UTP_DLT.html</a>  Tribal eligibility	The Distance Learning and Telemedicine program helps rural communities use the unique capabilities of telecommunications to connect to each other and to the world, overcoming the effects of remoteness and low population density. 15% match required.	Winter
e-Rate Funding for Schools & Libraries <a href="http://www.fcc.gov/encyclopedia/e-rate-schools-libraries-usf-program">http://www.fcc.gov/encyclopedia/e-rate-schools-libraries-usf-program</a>	The schools and libraries universal service support program, commonly known as the E-rate program, helps schools and libraries to obtain affordable broadband.	Winter-Spring
US Department of Education - Promise Neighborhoods Competition. <a href="http://www2.ed.gov/programs/promiseneighborhoods/index.html">http://www2.ed.gov/programs/promiseneighborhoods/index.html</a>	Promise Neighborhoods, established under the legislative authority of the Fund for the Improvement of Education Program (FIE), provides funding to support eligible entities, including (1) nonprofit organizations, which may include faith-based nonprofit organizations, (2) institutions of higher education, and (3) Indian tribes.	Fall
Rural Health Care <a href="http://www.usac.org/rhc/healthcare-connect/funding-information/default.aspx">http://www.usac.org/rhc/healthcare-connect/funding-information/default.aspx</a>	Healthcare Connect Fund to reform, expands, and modernizes the Rural Health Care Program. The Healthcare Connect Fund provides support for high-capacity broadband connectivity to eligible health care providers (HCPs) and encourages the	Summer



Opportunity	Brief Description	Application Timeline
	formation of state and regional broadband HCP networks.	
<p>USDA Farm Bill Broadband Loan Program  <a href="https://agriculture.house.gov/bill/agricultural-act-2014">https://agriculture.house.gov/bill/agricultural-act-2014</a></p> <p>Falls under Substantially Underserved Trust Areas (SUTA) Provisions - These provisions allow the RUS Administrator to provide special consideration—including but not limited to lower interest rates and extended loan terms—to projects serving tribal lands.</p>	<p>To be eligible for a broadband loan, an applicant may be either a non-profit or for-profit organization, and must take one of the following forms:</p> <ul style="list-style-type: none"> <li>• Corporation;</li> <li>• Limited liability company (LLC);</li> <li>• Cooperative or mutual organization;</li> <li>• A state or local unit of government</li> <li>• Indian tribe or tribal organization</li> </ul> <p>Individuals and Partnerships are not Eligible.</p>	Spring-Summer
<p>USDA Telecommunications Infrastructure Loans &amp; Loan Guarantees  <a href="http://www.rd.usda.gov/programs-services/farm-bill-broadband-loans-loan-guarantees">http://www.rd.usda.gov/programs-services/farm-bill-broadband-loans-loan-guarantees</a></p> <p>Falls under Substantially Underserved Trust Areas (SUTA) Provisions - These provisions allow the RUS Administrator to provide special consideration—including but not limited to lower interest rates and extended loan terms—to projects serving tribal lands.</p>	<p>The Rural Broadband Access Loan and Loan Guarantee Program (Broadband Program) furnishes loans and loan guarantees to provide funds for the costs of construction, improvement, or acquisition of facilities and equipment needed to provide service at the broadband lending speed in eligible rural areas. These loans are for local incumbent providers.</p>	Spring-Summer
<p>USDA Community Connect Grant program  <a href="http://www.rd.usda.gov/programs-services/community-connect-grants">http://www.rd.usda.gov/programs-services/community-connect-grants</a></p> <p>Eligible applicants include:  Most State and local governments  Federally-recognized Tribes  Non-profits  For-profit corporations</p>	<p>This program helps fund broadband deployment into rural communities where it is not yet economically viable for private sector providers to deliver service. Eligible area include rural areas that lack any existing broadband speed of at least 4 Mbps downstream and 1 Mbps upstream is eligible.</p>	<p>Annual NOFA or NOSA announcement, no specific time of year. Best to sign up for email alerts at: <a href="http://www.rd.usda.gov/programs-services/community-connect-grants">http://www.rd.usda.gov/programs-services/community-connect-grants</a></p>
<p>Virginia Resources Authority  <a href="http://www.virginiaresources.org/page/virginia-">http://www.virginiaresources.org/page/virginia-</a></p>	<p>VRA provides financing to local governments for essential projects. All VRA's authorized project</p>	Summer-Fall

Opportunity	Brief Description	Application Timeline
<a href="#">pooled-financing-program/</a>	areas are eligible for financing in the Virginia Pooled Financing Program (VPFP). Since inception in 2003, over 100 local governments in Virginia have utilized this program to finance or refinance over \$2 billion in infrastructure projects.	
FCC Connect America Fund (High Cost Areas) <a href="https://www.fcc.gov/general/connect-america-fund-caf">https://www.fcc.gov/general/connect-america-fund-caf</a>	Provider funding for FCC eligible areas only. Eligible areas map: <a href="https://www.fcc.gov/reports-research/maps/connect-america-phase-ii-initial-eligible-areas-map/">https://www.fcc.gov/reports-research/maps/connect-america-phase-ii-initial-eligible-areas-map/</a>	NA
Department of Commerce's Economic Development Administration (EDA) PLANNING PROGRAM AND LOCAL TECHNICAL ASSISTANCE PROGRAM - FY 2016 – FY 2019 <a href="https://www.eda.gov/funding-opportunities/">https://www.eda.gov/funding-opportunities/</a>	The Planning program helps support organizations, including District Organizations, Indian Tribes, and other eligible recipients, with Short Term and State Planning investments designed to guide the eventual creation and retention of high-quality jobs, particularly for the unemployed and underemployed in the Nation's most economically distressed regions.	Applications are accepted on a continuing basis and processed as received.
Department of Commerce's Economic Development Administration (EDA) Public Works and Economic Adjustment Assistance programs. <a href="http://www.grants.gov/web/grants/view-opportunity.html?oppld=279842">http://www.grants.gov/web/grants/view-opportunity.html?oppld=279842</a>	Multiple programs. Grants made under these programs will leverage regional assets to support the implementation of regional economic development strategies designed to create jobs, leverage private capital, encourage economic development, and strengthen America's ability to compete in the global marketplace. Through the EDAP FFO, EDA solicits applications from rural and urban communities to develop initiatives that advance new ideas and creative approaches to address rapidly evolving economic conditions.	There are no submission deadlines under this opportunity. Proposals and applications will be accepted on an ongoing basis.
Virginia Tobacco Indemnification and Community Revitalization Commission <a href="http://www.tic.virginia.gov/overview.shtml">http://www.tic.virginia.gov/overview.shtml</a>	Broadband project eligible for 2 different categories: Southside or Southwest Economic Development funds. The Commission staff reviews applications for feasibility and the potential to positively impact the regional economic base, then	Grant application cycles are announced annually.

Opportunity	Brief Description	Application Timeline
	<p>provides recommendations to the Commissioners serving on the respective program Committee. Committee recommendations are determined in public meetings and are then forwarded to the full Commission for final action at one of its quarterly meetings.</p>	
<p>FCC Mobility Fund Phase II  <a href="https://www.fcc.gov/mobility-fund-phase-2">https://www.fcc.gov/mobility-fund-phase-2</a></p>	<p>The Mobility Fund is the wireless component of the Connect America Fund. It provides support for the expansion of mobile broadband networks in areas that might otherwise not be served. The Mobility Fund consists of two phases. Phase I provides immediate one-time support to accelerate the deployment of mobile broadband and voice service to unserved areas. A nationwide reverse auction held in September 2012 awarded \$300 million of Phase I funds to over 30 service providers. A separate auction, called the Tribal Mobility Auction, will award up to \$50 million to providers that serve Tribal lands. Phase II provides ongoing support to deploy and maintain mobile broadband and voice service in high-cost areas. Up to \$500 million will be available every year; however, the FCC is studying the exact amount to be allocated for services on Tribal lands in future years.</p>	<p>Not yet active.</p>

Opportunity	Brief Description	Application Timeline
<p>Lifeline Support</p> <p><a href="http://www.lifelinesupport.org/ls/changes-to-lifeline.aspx">http://www.lifelinesupport.org/ls/changes-to-lifeline.aspx</a></p>	<p>After December 2, 2016, you will be able to apply your monthly Lifeline discount towards internet service. If you would like to switch to an internet plan, ask your telephone company or internet provider if a Lifeline Program cell phone data plan or home internet service is available in your area. For a list of companies in Virginia: <a href="http://www.lifelinesupport.org/ls/companies/CompanyListing.aspx?state=VA&amp;stateName=Virginia">http://www.lifelinesupport.org/ls/companies/CompanyListing.aspx?state=VA&amp;stateName=Virginia</a></p>	<p>This program is open year-round.</p>

# Fluvanna County Decision Points

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The following three steps highlight the **decisions Fluvanna County needs to make to stipulate their broadband goals, desired role in public private partnerships and how the County will facilitate partner expansions.** Once the County completes the following three steps, please return this document to us (completed with number/checks) and CIT will combine these decisions and information from the assessment to prepare the County's broadband requirements included in a draft conceptual phase RFP. The draft RFP will be provided for the County to set target dates, complete contact information and ensure the RFP meets the County's procurement policy. CIT is happy to distribute the RFP once the County is ready to publish it.

## Step 1: Adopt and Prioritize Broadband Goals

The needs listed below were identified from your community assessment. Select and prioritize those the County will adopt as goals moving forward with a broadband expansion plan. Feel free to add any other goals the County wants to include in this list. Please note priority by placing a number beside those needs you adopt as goals.

**#1** Expand access and capacity for residents that have no access or need other options. According to the Fluvanna survey data:

- 61% of respondents report their Internet service is inadequate
- 22% of those depend on inadequate and/or expensive services,
- 15% have NO Internet access at all,
- 19% of school aged children have no Internet at home,
- 28% of respondents would work from home if they had better access
- 53% of respondents report school-aged children, 10% of those are home schooled. 19% of K-12 students do not have Internet at home.
- 30% of respondents would work from home if they could.

Specific residential priorities areas include, but not limited to:

- **Fort Union voting district** around East River Road region, Shiloh Road Region, Haden Martin Rd, Sclaters Ford Rd.
- **Columbia voting district** around Stage Junction Road, west of Venable Rd
- **Cunningham voting district** around West River Road, Beals Ln, Rolling Rd, Antioch Rd, Branch Road region, SW of Rt 53.
- **Palmyra voting district** north of Lake Monticello Road, Broken Island Road area.
- **Rivanna voting district:** A number of residents around Lake Monticello report inadequate cable. **Cable segments may be exhausted, may need fiber upgrades.**

**#2** Expand access and capacity to Public Safety facilities. Some public safety facilities are in designated underserved areas, specifically:

- Kent Store Fire/Rescue is within an underserved area.

**#3** Expand access and capacity to businesses that have no access or need other options. According to the Fluvanna survey data:

# Fluvanna County Decision Points

- 76 % of business owners report their Internet service is inadequate
- 21% (of all respondents) have home based businesses
- 33% of businesses have NO Internet access available

Specific priority areas include, but are not limited to:

- **Cunningham voting district:** around Rolling Rd and Antioch Rd,
- **Fort Union voting district:** around Haden Martin Rd, Sclaters Ford Rd, and the Brema Bluff area.
- **Rivanna voting district:** A number of businesses around Lake Monticello report inadequate cable. **Cable segments may be exhausted, may need fiber upgrades.**

**#4** Expand access and capacity to Government facilities. Some county facilities are in designated underserved areas, specifically:

- Wastewater Plant

**#5** Promote computer literacy classes at libraries, YMCA, community and senior centers for the populations that may be slow to adopt technology or need special equipment.

- 13% of population have a disability,
- 15% of population is educationally challenged,
- 17% of population are seniors

**#6** Consider a computer refurb/donation program for households with affordability challenges.

- 17% of population are seniors,
- 21% of population have incomes <30K

## Step 2: Determine the Desired Role of the County in Partnerships

Determine the role and partnership model that works best for Fluvanna County. Select one from the partnership models listed below (**Place a check mark beside desired role**):

☐ **Locality Shares Assets Only**

Some localities do not have the resources (people or money) to bring to a partnership. However, all localities have assets (towers, land, rooftops). In these types of partnerships, the locality agrees to share assets and even provide the private partner some “anchor” tenants on their network – government facilities or fire/rescue stations that would buy service (or receive service in exchange for sharing assets) from the private partner’s network. This ensures the private provider recurring revenue – or customers that will not go away (residential and small businesses can come and go). Sharing assets lowers the deployment cost (capital investment) of the private provider which expedites deployment and helps make the business case for the less populated areas.

☐ **Locality Covers Capital Investment**

Some localities prefer to make all the capital investments – funding towers, head-end Internet service (the connection that provides the bandwidth to the network and connects to the world), and wireless equipment. The private partner brings their expertise to the table – design, deploy, maintain and operate the network. The private



# Fluvanna County Decision Points

partner would also provide the people resources to support end customers (setting up the connection, billing, etc.). In these models there is a revenue share and typically on a sliding scale – providing more of the revenue to the locality in the early years to reimburse them for the capital investment and then shifts to the private partner in the later years to offset their overhead expenses. The locality owns the network and contracts the private partner to run it.

## ✓ **Locality Invests Some Capital**

This model would be a blend of the previous two. The locality may share assets and may invest some capital to offset the initial costs of the network – maybe cover the costs of a new tower (or more) and/or some fiber deployment. The locality may arrange to recoup this investment by obtaining Internet services to county/city facilities, leasing space on the tower/fiber to other entities (ensuring there is no interference). The locality may purchase Internet service from the network and pay for years in advance – providing the private partner additional capital to help offset their initial investment. The private partner would fund the wireless equipment, customer premise equipment and all costs to deploy, maintain and operate the network. There would be no revenue sharing.

## **Step 3: Specify What the County will Share/Invest**

Anything Fluvanna County can offer a potential provider(s) in the form of incentives, such as rights-of-way, pole attachments, easements, permits, or facilities can shorten future deployment time and make a project more attractive to potential providers.

The following County assets as identified in the assessment should be considered for commitment to any future broadband partnership. **Please place a check mark beside the items the County is willing to commit to partners.**

- ✓ Space on vertical assets – existing towers, silos, water tanks, buildings etc.
  - The county is willing to share space on:
    - Two (2) county owned water tanks; Gold Mine Rd and Bremono Bluff,
    - One (1) water tank build is pending approval Zion Station Crossroads.
    - The county school system is willing to share space on the monopole at Abrams School.
  - Reduce or suspend leases on county or municipality owned towers for potential provider(s).
- ✓ Share space for towers, network equipment or poles.
  - Sharing space at fire stations/rescue buildings for small towers or poles
  - Space on or in county owned property for tower construction, location of points of presence, networking equipment etc.
- X Waive local fees for permitting and construction of any broadband infrastructure deployed by the private partner(s).

# Fluvanna County Decision Points

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- ✓ Assist with project marketing and/or public relations leveraging County media relationships, direct mailings to constituents and social media.
- ✓ Leverage county relationships with local utilities, carrier-grade construction companies, and educational facilities etc., to help facilitate future deployments.
  - Fluvanna is in the CVEC/SCS broadband buildout footprint.
- ✓ Provide a single-point-of-contact for any permitting for broadband infrastructure construction by the private partner(s).
- ✓ Leverage ongoing or pending capital projects, such as water, road construction, main street revitalization, new sub-divisions, fiber builds etc.
  - County Water project (underway now)
  - School fiber build - pending
  - There are 5 commercial tower sites approved but not yet built;
- ✓ Provide possible assistance with deployment costs depending on available County funds.
- ✓ Pursue any federal or state broadband funding opportunities to help offset the costs of broadband access and capacity expansion.
- ✓ Provide anchor tenants to any private partner(s)' broadband networks to provide recurring revenue source. The service provided to county facilities must be equal or better than current pricing and quality of service that provides the required bandwidth to support those County functions.

**\*\*According to the Fluvanna County Connections Information Request:**

- Local government facilities - **month-to-month contracts.**
- Library - **month-to-month contract.**
- Schools:
  - Abrams data center point to point leased connection between the HS and Abrams – **contract expires 06/30/19**
  - Abrams to SBO, Carysbrook and Central - **contract expires 10/31/19**
  - ISDN-PRI - 1 HS and 1 MS - **contract expires 06/30/17**
  - Cellular (Verizon), Local Long Distance voice (CenturyLink) – **month-to-month contracts**

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

**TAB E**

<b>MEETING DATE:</b>	November 1, 2017				
<b>AGENDA TITLE:</b>	Carysbrook Softball Field Upgrades/Maintenance				
<b>MOTION(s):</b>	N/A				
<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 Spitzer, Director of Parks and Recreation				
<b>PRESENTER(S):</b>	Aaron Spitzer and Chris Fairchild				
<b>RECOMMENDATION:</b>					
<b>TIMING:</b>	Current				
<b>DISCUSSION:</b>					
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Carysbrook Softball field planning information from Fluvanna Girls Softball League				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other





# Fluvanna Girls' Softball League





# We Are, FGSL!



- 5 Yrs. Old – 18 Yrs. Old
- Roughly 150 Girls, Fluvanna Families per Year
- Regular Season Play
  - Buckingham/Goochland/Cumberland/Powhatan/Amelia
- State Play
  - Multiple Tournament Runners Up/Multiple Sportsmanship Trophies
- More than 1,000 Fluvanna Families Served
- 21 Years





# Two Stages

1. Backstop/Baseline Fences
2. Outfield Fence





# County Investment

- \$25,000.00 Loan
- 2% Interest Rate
  - More than Double General Fund Rate of Return
- Five Year Term
  - Five Yearly Payments of \$5,000.00, plus Interest.
- Field Work
  - Lower Infield
  - Level Outfield



2006

# \$8,000.00 Dugout Investment



FRB 8x36 Ribbon Style Shelter



# \$120,000.00 Concessions Investment

2012







# \$38,000.00 Dugout Investment

2016





# Carysbrook Ballpark







# Nice, and Need





# Fundraisers



Golf (More than 20 Years)

More than \$6,000 in 2017



Raffle

More than \$4,000 in 2017



# Bottom Line

## Low Risk

- \$168,000.00 Invested by FGSL into County Property to Date
- County Immediately Owns Asset

## County Return

- \$25,000.00 Asset, Free
- More than Double General Fund Interest Rate
- Citizens use Today, Not in Five Years

## FGSL Return

- Fluvanna's Girls, Today's Girls, Enjoy Today.

**Paid for by Citizens  
Supported by Government**



# Fun – Learn - Win



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

**TAB O**

<b>MEETING DATE:</b>	November 1, 2016				
<b>AGENDA TITLE:</b>	Zion Crossroads Water/Sewer System Project – Final Design, Invitation for Bids, and Property Acquisition				
<b>MOTION(s):</b>	<p><b>MOTION #1:</b> I move that the Board of Supervisors accept and approve the plans, specifications, design elements and estimated cost for the Zion Crossroads Water and Sewer Projects as submitted by staff to the Board, and authorize the County Administrator to approve technical, conforming, and other amendments thereto, consistent with the scope of the Projects.</p> <p><b>MOTION #2:</b> I move that the Board of Supervisors authorize and direct staff to develop and issue one or more invitations for bids to construct the Zion Crossroads Water and Sewer Projects, subject to approval as to form by the County Attorney.</p> <p><b>MOTION #3:</b> I move that the Board of Supervisors direct staff and the County Attorney to begin the process of coordinating the acquisition of all property interests, easements, and rights of way necessary for the construction of the Zion Crossroads Water and Sewer Projects, including but not limited to initiating procurement of title, appraisal and other related services.</p>				
<b>STRATEGIC INITIATIVE?</b>	Yes X	No	<b>If yes, list initiative(s):</b>		C7
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter <b>XX</b>	Presentation	Consent Agenda	Other
<b>STAFF CONTACT(S):</b>	Wayne Stephens, Public Works Director/County Engineer, Eric Dahl, DCA/Finance Director, and Cyndi Toler, Purchasing Officer				
<b>PRESENTER(S):</b>	Wayne Stephens, Public Works Director/County Engineer, Eric Dahl, DCA/Finance Director, and Cyndi Toler, Purchasing Officer				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Current				
<b>DISCUSSION:</b>	<p>1. The final plans, specifications, design elements and estimated cost (see attachment) for the Zion Crossroads Water and Sewer Projects have been received. We now need the BOS to determine whether or not to move forward with the project, and to determine the project scope.</p> <p>2. If approved, staff will need to begin the IFB process to select a contractor(s) to construct the project.</p>				

	3. County staff and the County Attorney will also need to begin the process of coordinating the acquisition of all property interests, easements, and rights of way necessary for the construction of the Zion Crossroads Water and Sewer Projects.				
<b>FISCAL IMPACT:</b>	As presented. Debt financing has already been issued for the project, along with necessary cash funding contributions as will be determined by the BOS.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	ZXR Project Cost Estimates Summary				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	<b>XX</b>	<b>XX</b>	<b>XX</b>		<b>PW - XX</b>



	A	B	C	D	E
1	<b>Zion Crossroads Water &amp; Sewer System Project Budget</b> Updated: October 26, 2017	<b>Water System Total Costs</b>	<b>Sewer System Total Costs</b>	<b>Water System West Extension Total Costs</b>	<b>TOTAL PROJECT COSTS</b>
2					
3	<b>DESIGN</b>				
4	Preliminary Engineering Report (PER)	\$ 27,600	\$ 18,400		\$ 46,000
5	PER Validation	\$ 13,530	\$ 9,020		\$ 22,550
6	Geotechnical Engineering	\$ 31,745	\$ 19,920	\$ 5,150	\$ 56,815
7	Bidding Services	\$ 11,592	\$ 7,728		\$ 19,320
8	Permitting	\$ 17,826	\$ 11,884	\$ 8,300	\$ 38,010
9	Design	\$ 242,473	\$ 152,402	\$ 37,880	\$ 432,755
10	Aerial Surveying	\$ 20,736	\$ 13,824		\$ 34,560
11	Ground Surveying	\$ 65,878	\$ 39,552	\$ 22,950	\$ 128,380
12	Real Estate Acquisition Services (est.)	\$ 30,000	\$ 20,000	\$ 5,000	\$ 55,000
13	Land / Right of Way Acquisition (est.)	\$ 90,000	\$ 60,000	\$ 15,000	\$ 165,000
14	Wetland Mitigation Credits (est.)	\$ 2,400	\$ 1,600	\$ 500	\$ 4,500
15	Legal (est.)	\$ 66,000	\$ 44,000	\$ 10,000	\$ 120,000
16	Local Costs of Issuance	\$ 21,000	\$ 14,000		\$ 35,000
17	<b>Design Subtotal</b>	<b>\$ 640,780</b>	<b>\$ 412,330</b>	<b>\$ 104,780</b>	<b>\$ 1,157,890</b>
18					
19	<b>CONSTRUCTION PHASE SERVICES</b>				
20	Construction Administration	\$ 156,894	\$ 104,596	\$ 19,215	\$ 280,705
21	Construction Inspection	\$ 224,640	\$ 149,760	\$ 19,215	\$ 393,615
22	<b>Construction Phase Services Subtotal</b>	<b>\$ 381,534</b>	<b>\$ 254,356</b>	<b>\$ 38,430</b>	<b>\$ 674,320</b>
23					
24	<b>CONSTRUCTION (Est.)</b>				
25	Elevated Water Storage Tank	\$ 2,239,400			\$ 2,239,400
26	Water Booster Station	\$ 642,600			\$ 642,600
27	Water Main	\$ 2,567,000		\$ 549,000	\$ 3,116,000
28	Wastewater Pump Station		\$ 888,000		\$ 888,000
29	Wastewater Force Main		\$ 2,965,000		\$ 2,965,000
30	<b>Water &amp; Wastewater Construction Subtotal</b>	<b>\$ 5,449,000</b>	<b>\$ 3,853,000</b>	<b>\$ 549,000</b>	<b>\$ 9,851,000</b>
31					
32	<b>CONSTRUCTION CONTINGENCY</b>				
33	Construction Contingency (10%) + OH/Profit (15%)	\$ 558,120	\$ 372,080	\$ 82,350	\$ 1,012,550
34	<b>Construction Contingency Subtotal</b>	<b>\$ 558,120</b>	<b>\$ 372,080</b>	<b>\$ 82,350</b>	<b>\$ 1,012,550</b>
35					
36	<b>TOTALS</b>	<b>\$ 7,029,434</b>	<b>\$ 4,891,766</b>	<b>\$ 774,560</b>	<b>\$ 12,695,760</b>
37		<b>Existing Cash Funded</b>			<b>\$ (778,390)</b>
38		<b>Remaining Funds Needed</b>			<b>\$ 11,917,370</b>
39		<b>Debt Proceeds - Funds Available</b>			<b>\$ (8,505,053)</b>
40		<b>County Cash Funding Requirement</b>			<b>\$ 3,412,317</b>



# FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

## TAB F

MEETING DATE:	November 1, 2016				
AGENDA TITLE:	FCPS FY19 Budget Focus				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Chuck Winkler, FCPS Superintendent				
PRESENTER(S):	Chuck Winkler, FCPS Superintendent				
RECOMMENDATION:	Information Only				
TIMING:	Current				
DISCUSSION:	FCPS Superintendent to present preliminary FY19 Budget Focus for BOS consideration and discussion.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



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

**TAB G**

<b>MEETING DATE:</b>	November 1, 2017				
<b>AGENDA TITLE:</b>	Adoption of the Fluvanna County Board of Supervisors Regular Meeting Minutes.				
<b>MOTION(s):</b>	<b>I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting of Wednesday, October 18, 2017, be adopted.</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
				<b>XX</b>	
<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 October 18, 2017				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other





**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Circuit Court Room**  
**October 18, 2017**  
**Regular Meeting 7:00pm**

**MEMBERS PRESENT:**

John M. (Mike) Sheridan, Columbia District, Chair  
 Mozell Booker, Fork Union District, Vice Chair  
 Tony O'Brien, Rivanna District  
 Donald W. Weaver, Cunningham District

**ABSENT:**

Patricia Eager, Palmyra 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 7:00pm Chair Sheridan, called to order the Regular Meeting of October 18, 2017.  
 After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**3 - ADOPTION OF AGENDA**

Mr. Nichols noted several changes to the published agenda:

Deferred:

*PRESENTATION - Tab P - Carysbrook Softball Field Maintenance*—Aaron Spitzer, Director of Parks and Recreation

*CONSENT AGENDA - Tab U - VDOT Secondary Street Acceptance Request – Fox Hollow Phase 3* – Jason Stewart, Planning and Zoning Administrator

Added to New Business:

*FCHS Fireworks Display Request* – Scott Morris, FCHS Athletic Director , Mike Brent, Fluvanna County Fire Chief, Kevin Zoll, Building Official

*Girl Scout Gold Award Resolution for Lauren Houseknecht* – Steve Nichols, County Administrator

**MOTION**

Mr. O'Brien moved to accept the Agenda, as amended, for the October 18, 2017 Regular Meeting of the Board of Supervisors. Mr. Weaver seconded and the Agenda was adopted by a vote of 4-0. AYES: Sheridan, Booker, O'Brien, and Weaver. NAYS: None. ABSENT: Eager.

**4 - COUNTY ADMINISTRATOR'S REPORT**

Mr. Nichols reported on the following topics:

- Community & County Staff Recognitions
  - Update on GO Virginia Project - CVPED President Helen Cauthen during Public Comment
  - FSPCA State Vet Inspection this week - No significant findings again; will need to do some floor sealing work
- New Staff Onboard!
  - Public Works - Grounds/Facilities Worker - Emma Critzer started Oct 2<sup>nd</sup>
  - Treasurer's Office - Deputy Treasurer I - Wendy Snoddy started Oct 2<sup>nd</sup>
  - Parks and Recreation - Recreation Programs Specialist - Alexandra Jones, started Oct 10<sup>th</sup>
- Announcements and Updates
  - Paving completed at Palmyra Rescue Station!
  - REMINDER – Annual Staff Recognition Dinner - Thursday, Oct 19<sup>th</sup>, 4:00 pm, Cunningham Creek Winery
  - JRWA UPDATE - Significant step from the Virginia Dept of Historic Resources - Issued JRWA Burial Permit on Oct 4, 2017. Allows JRWA to complete the required further site testing. Helps ensure appropriate coordination and handling of any human remains or funerary artifacts that may be found during site work
  - Palmyra Brush Truck - Up for sale; proceeds used for outfitting new vehicle; County has use for the truck as a PW utility vehicle
- Upcoming Meetings:

Day	Date	Time	Purpose	Location
Wed	Nov 1	4:00 PM	Regular Meeting	Courtroom
Wed	Nov 15	7:00 PM	Regular Meeting	Courtroom
Wed	Dec 6	4:00 PM	Regular Meeting & BOS Preliminary Budget Discussion	Courtroom

5 - PUBLIC COMMENTS #1

At 7:10pm Chair Sheridan opened the first round of Public Comments.  
With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:11pm.

6 - PUBLIC HEARING

*Proposed Sale of County Real Property Formerly Known as the Columbia Elementary School*—Eric Dahl, Deputy County Administrator & Finance Director appeared before the Board to present a request to approve the sale of the former Columbia Elementary School.

Mr. Dahl presented the timeline of events:

- November 2013 - Fluvanna County School Board declared by resolution, the Columbia and Cunningham Elementary School to be surplus property
  - Management of the school property was taken over by Fluvanna County
- December 2014 - Formal Acceptance of the Columbia and Cunningham Elementary School by Fluvanna County
- March 2015 - Utilized a cooperative state contract for Commercial Real Estate Services
  - Only one firm met with County
  - Did not want to take on the sales effort (difficult properties to market/sell)
- April 2015 - Issued 1st Request for Proposals
  - Ads in Richmond Times, Washington Post, and Roanoke Times
  - Posted on commercial real estate listing websites
  - Open House for Potential Proposers
  - No attendees at either property
  - Proposals due June 12, 2015
  - Received no proposals
- June 2015 - Issued RFP for Commercial Real Estate Brokerage Services
  - One local Real Estate firm came to a non-mandatory pre-bid meeting
  - One auction house firm inquired
  - Received no proposals
- September 2015 - Issued 2nd Open-Ended Request for Proposals
  - Posted on commercial real estate listing websites
  - Installed for sale signs out in front of both buildings
  - Between September 2015 and May 2017, received “2” proposals < \$35,000
- June 2017 - Issued Addendum for Request for Proposals from September 2015
  - Posted a suggested MINIMUM PRICE
  - Open House for Potential Proposers at the end of June
  - Over a dozen interested attendees at both properties
  - Proposals due July 24, 2017
  - Received three (3) proposals for each property
- Offerors:

Buyer	Contact Person	Purpose	Original Offer	Funding	Deposit	Realtor \$	Additional Provisions	Subsequent Offer
Howard and Laurie Hilsinger	Howard Hilsinger	Building apartment style housing, primarily assisting lower-income families.	\$ 82,500	Cash	\$ 1,000	N/A	None	None
Rivanna K-9 Services	Armin Winkler	K-9 training facility for law enforcement/military and civilian competition sport dog facility	\$ 35,000	Cash	None	N/A	None	\$50,000 & \$85,000
T. Joel Loving	T. Joel Loving	Storage Facility, Art Studio, not definitive at this point	\$ 30,199	Cash	None	N/A	None	None

- After the September 20, 2017 Public Hearing was advertised, the second highest proposer, Rivanna K-9 Services, increased their subsequent offer from \$50,000 to \$85,000
- This is a mostly cash offer with no contingencies
- The update included a letter from the Mr. Winkler’s bank, owner of Rivanna K-9 Services, verifying over \$67K cash to close, with the difference to be provided by a verified private loan

- Since a public hearing had already been advertised for the proposal by Howard and Laurie Hilsinger at \$82,500, a new public hearing had to be advertised for the Board of Supervisors to consider the new \$85,000 proposal by Rivanna K-9 Services.
- After the last Public Hearing, Howard and Laurie Hilsinger sent an email withdrawing their proposal.
- Since the Public Hearing has been advertised for Rivanna K-9 Services, the County has received an offer from the Columbia VFW for \$88,000
  - Since this offer was not submitted by the original RFP due date, it is not a valid offer that can be considered under this RFP.
  - If the Board of Supervisors wants to consider other offers, a new RFP would have to be issued.

Chair Sheridan invited the applicant forward.

Armin Winkler, Rivanna Canine Services provided a comprehensive overview of the services offered by Rivanna Canine Services.

Chair Sheridan called for questions from the Board.

There being no questions, Chair Sheridan opened the Public Hearing at 7:25pm.

- R.T. Harry, representing the Columbia VFW post, spoke regarding an offer VFW Post 2613, Columbia Post has submitted to purchase the former Columbia School. This offer was submitted outside of the RFP process.
- Elise Wright, 4800 Hells Bend Rd, spoke against the proposal from Rivanna Canine Services.
- Zane Hodge, 3001 Rolling Rd South, spoke in favor of the proposal from Rivanna Canine Services.
- Charles Watts, 1663 Wilmington Rd, spoke in favor of the proposal by Rivanna Canine Services.
- Joel Loving, spoke in favor of the proposal by Rivanna Canine Services.

After detailed discussion regarding the process by which offers may be accepted and considered, according to Virginia procurement law and, an overview of the implications of rejecting the offer currently under consideration,

#### MOTION

Mr. O'Brien moved 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 Rivanna K-9 Services, LLC, a Virginia limited liability company, for a purchase price of \$85,000 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. Mr. Weaver offered second and the motion passed 4-0. AYE: Sheridan, Booker, O'Brien, & Weaver. NAY: None. ABSENT: Eager.

*Temporary Ordinance Change to Move the Central Absentee Precinct Location*—Fred Payne, County Attorney, presented a request to temporarily relocate the Central Absentee Precinct from the Historic Courthouse, to the Weaver Building, owing to the Historic Courthouse being unavailable for the General Election on November 7, 2017.

With no questions from the Board, Chair Sheridan opened the Public Hearing at 8:05pm.

There being no one wishing to speak, Chair Sheridan closed the Public Hearing at 8:05pm.

With no discussion,

#### MOTION

Mrs. Booker moved to approve an ordinance revision, entitled, "AN ORDINANCE TO AMEND CHAPTER 2, ARTICLE 2, SEC. 2-2-3(B) OF THE FLUVANNA COUNTY CODE TO DESIGNATE AS THE CENTRAL ABSENTEE VOTING PRECINCT THE WEAVER BUILDING, PALMYRA, VIRGINIA, IN PLACE OF THE HISTORIC COURTHOUSE FOR ANY ELECTION FROM NOVEMBER 1, 2017, UNTIL DECEMBER 31, 2017." Mr. O'Brien seconded and the motion passed 4-0. AYE: Sheridan, Booker, O'Brien, & Weaver. NAY: None. ABSENT: Eager.

*ZMP 17:03 Columbia Rezoning*—Brad Robinson, Senior Planner, brought forward a request to amend the Fluvanna County Zoning Map in order to establish county zoning districts on all parcels within the limits of the former town of Columbia. Mr. Robinson reported that at a Neighborhood Meeting held October 3, three (3) attendees asked general questions about the proposed zoning, permitted uses, and requirements for lot sizes and setbacks. Additionally, at the October 10, 2017 meeting, the Planning Commission recommended approval. Changes to the Zoning Map include:

- Parcels south of Route 6 in floodplain to be zoned A-1 (Agricultural, General);

- Parcels south of Route 6 containing existing industrial business to be zoned I-2 (Industrial, General);
- Parcels along the north side of Route 6 to be zoned BC (Business Convenience);
- Parcels north of Route 6 to be zoned R-4 (Residential, Limited)

Mr. Robinson brought attention to two parcels, TMP 54A-1-65 & 54A-1-66 – these two parcels are bisected by State Route 6. The owner of parcel 54A-1-66 has requested that the portion south of State Route 6 be zoned A-1 to match the zoning of the adjacent parcel TMP 54A-1-82. Mr. Robinson notes that the portions of TMP 54A-1-66 and TMP 54A-1-65 that lie south of State Route 6 appear to be too small for any development, regardless of zoning.

There being no questions from the Board, Chair Sheridan opened the Public Hearing at 8:17pm.

- R.T. Harry, spoke with regard to the proposed amendments to the zoning map, specifically the split-zoning of TMP 54A-1-65 & TMP 54A-1-66.
- Brenda Beazley, Columbia District, spoke with regard to the proposed amended zoning map and its impact on the land owners in Columbia.
- Paul Grady, Albemarle County, land owner in Columbia, spoke regarding his property in Columbia. (Mr. Grady submitted comments to be included with the official record of the meeting, which follow these minutes.)

There being no one else wishing to speak, Chair Sheridan closed the Public Hearing at 8:40pm.

**MOTION**

Mr. Weaver moved that the Board of Supervisors approve ZMP 17:03, an ordinance to amend the Fluvanna County Zoning Map, as shown on the Map proposed by the Planning Commission, in order to establish county zoning districts on all parcels within the limits of the former town of Columbia. Mrs. Booker seconded and the motion passed 4-0. AYE: Sheridan, Booker, O’Brien, & Weaver. NAY: None. ABSENT: Eager.

*ZMP 17:02 Village Oaks Proffer Amendment*—Brad Robinson, Senior Planner, brought forward a request to amend proffer number eight (8) of ZMP 04:02 with respect to Tax Map 9, Section A, Parcels 13 and 14C and Tax Map 9, Section 13, Parcels A, B, 1, 2, 3, 4, 5, 6 & 7. The properties are located along the north side of Lake Monticello Road (Route 618), across from the main gate at Lake Monticello and Crofton Plaza. Proffer #8 states: *“The residential development shall be restricted (in ownership, rental, lease, etc.) to individuals of age 55 and above. This shall be recorded as a covenant and restriction for the community.”* The proposed amendment removes the restriction regarding the age of the individuals owning or leasing in Village Oaks. Low interest in 55+ community living has spurred the developer to request this change.

Charlie Armstrong, Southern Development, addressed the proposal, and spoke to the Board regarding the changing vision for Village Oaks, as indicated by this request to amend Proffer #8. Mr. Armstrong noted that amenities for property owners will not change, neither will the plan for the approved senior living facility in the front of the community (SUP 04:20) nor the proffers for commercial development.

There being no questions from the Board, Chair Sheridan opened the Public Hearing at 8:57pm.

- James Kelly, River Oaks resident, remarked on the proposed changes and the potential impact on home values in River Oaks.

With no one else wishing to speak, Chair Sheridan closed the Public Hearing at 9:00pm.

Following general comments,

**MOTION**

Mr. O’Brien moved that the Board of Supervisors approve/deny/defer ZMP 17:02, a request to amend proffer number eight (8) of ZMP 04:02 with respect to Tax Map 9, Section A, Parcels 13 and 14C and Tax Map 9, Section 13, Parcels A, B, 1, 2, 3, 4, 5, 6 and 7. Mrs. Booker seconded and the motion passed 4-0. AYE: Sheridan, Booker, O’Brien, & Weaver. NAY: None. ABSENT: Eager.

**7 - ACTION MATTERS**

*Surveying for Zion Crossroads Water & Sewer System Project Agreement #6*—Cyndi Toler, Purchasing Officer, presented Project Agreement #6, an agreement between Fluvanna County and Bowman Consulting Group. This agreement is required for three (3) Boundary Plats to create two (2) Proposed Utility Lots. The Zion Crossroads Water and Sewer System cash funded budget will increase by \$6,550.

Zion Crossroads Cash Funding	
Original Budget	\$575,000
Prior Supplemental Appropriations	\$196,740
Total Cash Funded Budget	\$771,740
Proposed Supplemental Appropriation - Bowman Project Agreement #6	\$6,550
Total Proposed Cash Funded Budget	\$778,290

With minimal discussion,

**MOTION**

Mrs. Booker moved the Board of Supervisors approve a supplemental appropriation of \$6,550 from Unassigned Fund Balance to the Zion Crossroads Water and Sewer System project budget with the funds necessary for Project Agreement #6 for 3 Boundary Plats to create 2 Proposed Utility Lots. Mr. O'Brien seconded and the motion passed 4-0. AYE: Sheridan, Booker, O'Brien, & Weaver. NAY: None. ABSENT: Eager.

And,

Mrs. Booker moved the Board of Supervisors approve Project Agreement #6 between Fluvanna County and Bowman Consulting Group for additional services associated with 3 Boundary Plats to create 2 Proposed Utility Lots for the Zion Crossroads Water & Sewer System project totaling \$6,550, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney. Mr. Weaver offered second and the motion passed 4-0. AYE: Sheridan, Booker, O'Brien, & Weaver. NAY: None. ABSENT: Eager.

**8 - PRESENTATIONS**

*Economic Development Quarterly Report*—Jason Smith, Community and Economic Development Director and Helen Cauthen, Central Virginia Partnership for Economic Development. Ms. Cauthen provided an update on regional of Go Virginia. Mr. Smith provided a comprehensive update of current economic development efforts and projects in Fluvanna County.

*Carysbrook Softball Field Maintenance*—Aaron Spitzer, Director of Parks and Recreation - **Deferred**

**9 - CONSENT AGENDA**

The following items were discussed before approval:

*Minutes of October 4, 2017*—Kelly Belanger Harris, Clerk to the Board

The following items were approved under the Consent Agenda for October 18, 2017:

*Minutes of September 29, 2017 (Elected Officials Breakfast)*—Kelly Belanger Harris, Clerk to the Board

*Minutes of October 4, 2017*—Kelly Belanger Harris, Clerk to the Board

*Accounts Payable Report, September 2017*—Eric Dahl, Deputy County Administrator & Finance Director

*FY18 Commonwealth's Attorney's Victim-Witness Grant Supplemental Appropriation*—Mary Anna

Twisdale, Management Analyst

*VDOT Secondary Street Acceptance Request – Fox Hollow Phase 3* – Jason Stewart, Planning and Zoning Administrator – **Deferred**

**MOTION**

Mr. Weaver moved to approved the consent agenda, with corrections, for the October 18, 2017 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for June 2017, in the amount of \$3,289,460.69. Mrs. Booker seconded and the motion passed 4-0. AYE: Sheridan, Booker, O'Brien, & Weaver. NAY: None. ABSENT: Eager.

**10 - UNFINISHED BUSINESS**

None.

**11 - NEW BUSINESS**

*FCHS Fireworks Display*—Steven M. Nichols, County Administrator, presented a request to allow the Fluvanna County High School hold a fireworks display as part of the 2017 Homecoming Festivities. The request arrived after the publication of the agenda; in order for the event to proceed with fireworks, the request must be approved before the anticipated event on Friday, October 20, 2017.

**MOTION**

Mr. O'Brien moved to approve a Fireworks display on October 20, 2017 at Fluvanna County High School for Homecoming 2017, as presented. Mrs. Booker offered second and the motion passed 4-0. AYE: Sheridan, Booker, O'Brien, & Weaver. NAY: None. ABSENT: Eager.

*Girl Scout Gold Award Resolution for Lauren Houseknecht*—Steven M. Nichols, County Administrator, presented a request to adopt a resolution honoring Lauren Houseknecht on the occasion of achieving Gold Award status. Mrs. Booker read aloud the "Resolution Recognizing Lauren Houseknecht's Achievement of Girl Scout Gold Award Status."

MOTION

Mrs. Booker moved to approve a resolution entitled, “A Resolution Recognizing Lauren Houseknecht’s Achievement of Girl Scout Gold Award Status.” Mr. O’Brien seconded and the motion passed 4-0. AYE: Sheridan, Booker, O’Brien, & Weaver. NAY: None. ABSENT: Eager.

**12 - PUBLIC COMMENTS #2**

At 9:59pm Chair Sheridan opened the second round of Public Comments.  
With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 9:59pm.

**13 - CLOSED MEETING**

MOTION TO ENTER INTO A CLOSED MEETING

At 10:00pm, Mr. O’Brien moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.3, A.4, A.5, A.7, A.8, & A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Privacy of Individuals, Prospective Industry, Litigation, Legal Matters, and Public Safety. Mrs. Booker seconded. The motion carried, with a vote of 4-0. AYE: Sheridan, Booker, O’Brien, and Weaver. NAY: None. ABSENT: Eager.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 11:32pm, 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.” Mrs. Booker seconded. The motion carried, with a roll call vote, of 4-0. AYES: Sheridan, Booker, O’Brien, and Weaver. NAYS: None. ABSENT: Eager.

**MOTION TO EXTEND THE MEETING**

MOTION

Mr. O’Brien moved to extend the meeting until 1:00am Thursday, October 19, 2017. On a second from Mrs. Booker, and a unanimous vote, the motion passed. AYE: Sheridan, Booker, O’Brien, & Weaver. NAY: None. ABSENT: Eager.

**14 - ADJOURN**

MOTION:

At 11:34pm Mrs. Booker moved to adjourn the regular meeting of Wednesday, October 18, 2017. Mr. O’Brien seconded and the motion carried with a vote of 4-0. AYES: Sheridan, Booker, O’Brien, & Weaver. NAYS: None. ABSENT: Eager.

ATTEST: FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Kelly Belanger Harris  
Clerk to the Board

\_\_\_\_\_  
John M. Sheridan  
Chair



**BOARD OF SUPERVISORS**  
County of Fluvanna  
Palmyra, Virginia

**RESOLUTION No. 12 - 2017**  
**A RESOLUTION RECOGNIZING LAUREN HOUSEKNECHT’S**  
**ACHIEVEMENT OF GIRL SCOUT GOLD AWARD STATUS**

*The Fluvanna County Board of Supervisors adopted the following resolution on Wednesday, October 18, 2017:*

**WHEREAS**, the Girl Scouts of the United States of America is an organization serving over 2.7 million girls, which was founded by Juliette Gordon Low in 1912 to promote citizenship training and personal development; and

**WHEREAS**, the Gold Award is the highest achievement award in Girl Scouting and symbolizes outstanding accomplishments in the areas of leadership, community service, career planning, and personal development; and

**WHEREAS**, the Girl Scout Gold Award can only be earned by girls aged 14-18 or in grades 9-12, and is received by less than six percent of those individuals entering the Girl Scouting movement; and

**WHEREAS**, Lauren Houseknecht has dedicated much time and energy to the principles and disciplines espoused by the Girl Scouts of America and has recently attained, through hard work and unwavering focus, the pinnacle of Girl Scouting – The Gold Award; and

**WHEREAS**, as a member of Girl Scout Troop 2047, Lauren also received the Bronze Award, and Silver Award, providing help to the Fluvanna SPCA, Lauren’s Gold Award focused on raising and training Golden Retriever “Wheat,” to be a guide dog, and promoting the work of the non-profit Guide Dogs for the Blind; and

**WHEREAS**, this exemplary record of service and accomplishment brings honor to herself and family, to her Troop, and to her community, and;

**WHEREAS**, the Fluvanna County Board of Supervisors fully supports the programs of the Girl Scouts of America and recognizes the important services they provide to the youth of our Country.

**NOW, THEREFORE BE IT RESOLVED** that the Fluvanna County Board of Supervisors joins Lauren’s family and friends in congratulating her on these achievements, and acknowledges the good fortune of the County to have such an outstanding young woman as one of its citizens.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at a regular meeting of the Board held on the 18th day of October, 2017, by the following vote:

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

\_\_\_\_\_  
John M. Sheridan, Chair  
Board of Supervisors

*Comments made by Mr. Paul Grady during Public Comments and submitted for the official record:*

My name is Paul Grady and I live in Crozet in Albemarle County. My concern this evening is that the County wants to downzone parcel 54A-1-43 from commercial to residential. I would consider this action to be a taking of property without compensation. This parcel has been, for well over 100 years, the back lot of the Walton Store. There was even a sawmill back there at one point and it is the only part of my property that is not in the 100 year flood plain. Since I requested commercial zoning in the property owner survey and that hasn't happened, I can only assume that there is opposition to the idea that I made public that the highest and best use for my property would be a brewery and a restaurant.

I would like for parcel 54A-1-43 to remain commercial or you can just buy me out. I would even entertain an offer from the Church next door. Mr. Nichols know my terms and then I could just turn my back and walk away and not look back. But in the meantime I will do everything legally possible to retain the commercial zoning on parcel 54A-1-43. This property is the only thing I have to enhance my retirement. Why are you trying to reduce it in value.

Thank you for your time.

DRAFT



# Capital Reserve Maintenance Fund Request

**TAB H****MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:**

Provide \$40,000.00 from the Capital Reserve Maintenance Fund to pay the costs of:

Demolishing the old maintenance shop (aka 'the old bus shop') and disposing of construction debris.

**Section 1 - REQUEST**

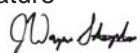
Requesting Dept. / Agency: Public Works PW18-009		Dept / Agency Contact: Wayne Stephens	Date of Request: Nov 1, 2017
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org	Fiscal Year: FY18
Reserve Fund Purpose Category: MRR Project			
Description of Project/Repair	Qty	Unit Price	Total Price
Demolish building and dispose of debris.	1	\$40,000.00	\$40,000.00
Total Request:			<b>\$40,000.00</b>

**Description and Justification for Proposed Use**


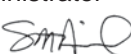
This 1930s-era cinder block building originally served as the bus shop for the County Schools and then, until 2014, as the maintenance shop for the Public Works Department. However, in recent years, the foundation, footings and walls at the south end of the building have been sinking/settling. The floor slab is broken, the walls are cracked, and the south end of the building is in danger of collapsing. This project will pay for demolishing the building and disposing of construction debris, leaving the site clear for other use(s).

Additionally, the demolition of this building is necessary so that the property may be leased to the Virginia Department of Forestry for construction of a new regional storage facility for their fire-fighting equipment.

This project is on the list of Major Repair & Replacement (MRR) items included in the FY2018 budget.

Department / Agency Head Name: Wayne Stephens, Director of Public Works	Signature  <small>Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, o=Microsoft Date: 2017.10.23 13:41:41 -04'00'</small>	Date 10/23/2017
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**Section 2 - REVIEW**

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director  Digitally signed by Eric Dahl Date: 2017.10.23 14:43:55 -04'00'	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator  Digitally signed by Steven M. Nichols Date: 2017.10.24 07:57:03 -04'00'	Date Oct 24, 2017

**Section 3 - BOARD OF SUPERVISORS**

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date:	Comments:
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# Capital Reserve Maintenance Fund Request

**TAB I****MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:**

Provide \$27,500.00 from the Capital Reserve Maintenance Fund to pay the costs of:

Designing and constructing foundation underpinning along the front of the Pleasant Grove House.

**Section 1 - REQUEST**

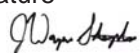
Requesting Dept. / Agency: Public Works PW18-008		Dept / Agency Contact: Wayne Stephens	Date of Request: Nov 1, 2017
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org	Fiscal Year: FY18
Reserve Fund Purpose Category: MRR Project			
Description of Project/Repair	Qty	Unit Price	Total Price
Foundation underpinning on the front side of the Pleasant Grove House	1	\$25,000.00	\$25,000.00
Engineering/Design of foundation support for PG House	1	\$2,500.00	\$2,500.00
			<b>Total Request: \$27,500.00</b>

**Description and Justification for Proposed Use**


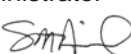
During the restoration of the Pleasant Grove House in 2013-2014 it was necessary to have foundation underpinning designed and constructed at the rear of the building in order to reduce the potential for settling and provide the stability needed to support the addition. At the time, the structural engineer recommended that similar underpinning be performed along the front of the building foundation "in the not too distant future" in order to prevent "front-to-back" differential settling of the PG House. This project includes design and construction of foundation underpinning along the front of the Pleasant Grove House & Museum.

The work has recently taken on a sense of urgency because cracks have appeared in window casings and window sills. These appear to be at least partially due to differential settling of the main house structure.

This project is on the list of Major Repair & Replacement (MRR) items included in the FY2018 budget.

Department / Agency Head Name: Wayne Stephens, Director of Public Works	Signature  <small>Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, o=Microsoft Date: 2017.10.23 11:09:49 -04'00'</small>	Date 10/23/2017
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**Section 2 - REVIEW**

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director  Digitally signed by Eric Dahl Date: 2017.10.23 14:43:14 -04'00'	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator  Digitally signed by Steven M. Nichols Date: 2017.10.24 07:55:48 -04'00'	Date Oct 24, 2017

**Section 3 - BOARD OF SUPERVISORS**

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date:	Comments:
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# Capital Reserve Maintenance Fund Request

TAB J

**MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:**

Provide \$8,550.00 from the Capital Reserve Maintenance Fund to pay the costs of:

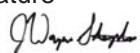
Expanding the impound lot and secure evidence storage at the Public Safety Building, including installation of security fencing and an 8' x 40' Shipping Container.

**Section 1 - REQUEST**


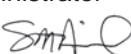
Requesting Dept. / Agency: Public Works PW18-006		Dept / Agency Contact: Wayne Stephens	Date of Request: Nov 1, 2017
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org	Fiscal Year: FY18
Reserve Fund Purpose Category: Other one-time, minor capital projects less than \$20,000			
Description of Project/Repair	Qty	Unit Price	Total Price
Purchase/Install 40' x 8'x8' Shipping Container	1	\$3,750.00	\$3,750.00
Insulation, shelving, lights & ventilation for container	1	\$4,800.00	\$4,800.00
Total Request:			<b>\$8,550.00</b>

**Description and Justification for Proposed Use**

The amount of available secure evidence storage in the Public Safety Building is diminishing quickly. Given that certain evidence is required to be kept effectively "forever", the Sheriff's evidence storage needs will continue to increase over time. This project will provide the Sheriff with some additional evidence storage space in the form of a secure, water & wind-tight shipping-container placed within the expanded impound lot. Further expansion of evidence storage will be addressed in the proposed addition to the Public Safety Building currently included in the 5-Year CIP Plan.

Department / Agency Head Name: Wayne Stephens, Director of Public Works	Signature  <small>Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, o=Microsoft Date: 2017.10.23 11:00:17 -04'00'</small>	Date 10/23/2017
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**Section 2 - REVIEW**

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director  Digitally signed by Eric Dahl Date: 2017.10.23 13:30:29 -04'00'	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator  Digitally signed by Steven M. Nichols Date: 2017.10.24 07:55:15 -04'00'	Date Oct 24, 2017

**Section 3 - BOARD OF SUPERVISORS**

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date:	Comments:
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# Capital Reserve Maintenance Fund Request

**TAB K****MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:**

Provide \$15,000.00 from the Capital Reserve Maintenance Fund to pay the costs of:

Replacing fencing, and expanding the impound lot at the Public Safety Building, including installation of 6' chain-link security fencing w/barbed wire and 3 gates.

**Section 1 - REQUEST**

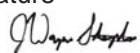
Requesting Dept. / Agency: Public Works PW18-007		Dept / Agency Contact: Wayne Stephens	Date of Request: Nov 1, 2017
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org	Fiscal Year: FY18

Reserve Fund Purpose Category: Other one-time, minor capital projects less than \$20,000


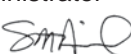
Description of Project/Repair	Qty	Unit Price	Total Price
6' chain-link security fence w/3-strand barbed wire, 2 sliding gates, 1 gate	1	\$15,000.00	\$15,000.00
Total Request:			\$15,000.00

**Description and Justification for Proposed Use**

The impound area at the Public Safety Building is currently comprised of a small fenced in area, some of which had to be taken down during construction of the new E911 Tower at the site. The existing fencing is essentially decorative-grade fencing which can be very easily breached. Since it is important that the Sheriff's department have secure storage for vehicles & other large items of evidence obtained investigations, this project proposes to replace existing fencing (and expand the impound area) using 6' chain-link fencing w/barbed wire, one 4' wide entry gate, and two 2' wide sliding-gates to allow vehicle access to the site & the E911 Tower.

Department / Agency Head Name: Wayne Stephens, Director of Public Works	Signature  <small>Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, o=Microsoft Date: 2017.10.23 10:56:16 -04'00'</small>	Date 2017/10/23
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**Section 2 - REVIEW**

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director  Digitally signed by Eric Dahl Date: 2017.10.23 14:43:34 -04'00'	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator  Digitally signed by Steven M. Nichols Date: 2017.10.24 07:56:20 -04'00'	Date Oct 24, 2017

**Section 3 - BOARD OF SUPERVISORS**

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date:	Comments:
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**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB L**

<b>MEETING DATE:</b>	November 1, 2017				
<b>AGENDA TITLE:</b>	FY18 Families Learning Together, Bama Works Grant Supplemental Appropriation				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors approve a supplemental appropriation of \$5,000 to the Fluvanna County Public Schools FY18 budget for funds received from Families Learning Together Program, BAMA works grant.</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
				<b>X</b>	
<b>STAFF CONTACT(S):</b>	Mary Anna Twisdale, Management Analyst				
<b>PRESENTER(S):</b>	Brenda Gilliam, FCPS Executive Director				
<b>RECOMMENDATION:</b>	I recommend approval of the motion as stated above.				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<p>Fluvanna County Public Schools will receive \$5,000 in new FY18 funding from the Families Learning Together Program, BAMA Works Fund of Dave Matthews Band in CACF. There is no local match.</p> <p>FCPS FY18 Other Local Revenue will increase from \$644,600 to \$649,600.</p> <p>FCPS FY18 budget will increase from \$39,729,787 to \$39,734,787.</p>				
<b>FISCAL IMPACT:</b>	Approval of this supplemental appropriation will authorize staff to increase Other Local Revenue and Instructional Expense by \$5,000.				
<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
		<b>X</b>			





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

**TAB M**

<b>MEETING DATE:</b>	November 1, 2017				
<b>AGENDA TITLE:</b>	FCPS FY18 Families Learning Together, Dollar General Literacy Foundation Grant Supplemental Appropriation				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors approve a supplemental appropriation of \$15,000 to the Fluvanna County Public Schools FY18 budget for funds received from Families Learning Together Program, Dollar General Literacy Foundation Grant.</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
				<b>X</b>	
<b>STAFF CONTACT(S):</b>	Mary Anna Twisdale, Management Analyst				
<b>PRESENTER(S):</b>	Brenda Gilliam, FCPS Executive Director				
<b>RECOMMENDATION:</b>	I recommend approval of the motion as stated above.				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<p>Fluvanna County Public Schools will receive \$15,000 in new FY18 funding from the Families Learning Together Program, Dollar General Literacy Foundation Grant. There is no local match.</p> <p>FCPS FY18 Other Local Revenue will increase from \$629,600 to \$644,600</p> <p>FCPS FY18 budget will increase from \$39,714,787 to \$39,729,787.</p>				
<b>FISCAL IMPACT:</b>	Approval of this supplemental appropriation will authorize staff to increase Other Local Revenue and Instructional Expense by \$15,000.				
<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
		<b>X</b>			



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

**TAB Mc**

<b>MEETING DATE:</b>	November 1, 2017					
<b>AGENDA TITLE:</b>	FY18 FCPS School Security Equipment Grant Supplemental Appropriation					
<b>MOTION(s):</b>	<b>I move the Board of Supervisors approve a supplemental appropriation of \$80,000 to the Fluvanna County Public Schools FY18 budget for funds received from The School Security Equipment Grant from the Commonwealth of Virginia.</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	
				<b>X</b>		
<b>STAFF CONTACT(S):</b>	Mary Anna Twisdale, Management Analyst					
<b>PRESENTER(S):</b>	Brenda Gilliam, FCPS Executive Director					
<b>RECOMMENDATION:</b>	I recommend approval of the motion as stated above.					
<b>TIMING:</b>	Routine					
<b>DISCUSSION:</b>	<p>Fluvanna County Public Schools will receive \$80,000 in new FY18 funding from the State for the School Security Equipment Grant. There is a local match of \$20,000 required which the school will incur in their existing FY18 Budget.</p> <p>FCPS FY18 State Revenue will increase from \$20,732,251 to \$20,812,251.</p> <p>FCPS FY18 budget will increase from \$39,634,787 to \$39,714,787.</p>					
<b>FISCAL IMPACT:</b>	Approval of this supplemental appropriation will authorize staff to increase State Revenue and Operational Expense by \$80,000.					
<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	
		<b>X</b>				



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

**TAB N**

<b>MEETING DATE:</b>	November 1, 2017				
<b>AGENDA TITLE:</b>	Approval of Open Space Contract for Mason L. & Nora J. Byrd				
<b>MOTION(s):</b>	<b>I move to approve the open space contract for Mason L. &amp; Nora J. Byrd for tax map parcel 31-A-1; agreement shall remain in effect for a term of fifteen (15) consecutive years.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				<b>X</b>	
<b>STAFF CONTACT(S):</b>	Andrew M. Sheridan, Jr., Commissioner of the Revenue				
<b>PRESENTER(S):</b>	Andrew M. Sheridan, Jr., Commissioner of the Revenue				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Immediate				
<b>DISCUSSION:</b>	This property qualifies for an open space contract with Fluvanna County in accordance with Code Section 58.1-3229 et. seq. of the Virginia State Code.				
<b>FISCAL IMPACT:</b>	None				
<b>POLICY IMPACT:</b>	In accordance with Section 58.1-3229 et. seq. of Virginia State Code.				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	-Mason L. & Nora J. Byrd's executed open space contract -Map of tax map parcel 31-A-1				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other





## CONTRACT FOR OPEN SPACE LAND USE ASSESSMENT

**THIS AGREEMENT**, made this 14<sup>th</sup> day of October, 2017, by and between Mason L. & Nora J. Byrd party(ies) of the first part, hereinafter called the Grantor, and the COUNTY OF FLUVANNA, a political subdivision of the Commonwealth of Virginia, party of the second part, hereinafter called the County:

WITNESSETH

**WHEREAS**, the Grantor owns certain real estate, described below, hereinafter called the Property; and

**WHEREAS**, the County is the local governing body having real estate tax jurisdiction over the Property; and

**WHEREAS**, the County has determined:

- A. That it is in the public interest that the Property should be provided or preserved for conservation of agricultural and forestal land and of wildlife and
- B. That the property meets the applicable criteria for real estate devoted to open-space use as prescribed in Article 4 (Section 58.1-3229 et. seq.) of Chapter 32 of Title 58.1 of the Code of Virginia, and the standards for classifying such real estate prescribed by the Director of the Virginia Department of Conservation and Recreation; and
- C. That the provisions of this agreement meet the requirements and standards prescribed under section 58.1-3233 of the Code of Virginia for recorded commitments by landowners not to change an open-space use to a non-qualifying use; and

**WHEREAS**, the Grantor is willing to make a written recorded commitment to preserve and protect the open-space uses of the Property during the term of this agreement in order for the Property to be taxed on the basis of a use assessment, and the Grantor has submitted an application for such taxation to the Commissioner of the Revenue of the County pursuant to Section 58.1-3234 of the Code of Virginia and Section 20-4-2(d) of the Fluvanna County Code; and



**WHEREAS**, the County is willing to extend the tax for the Property on the basis of a use assessment commencing with the next succeeding tax year and continuing for the term of this agreement, in consideration of the Grantor's commitment to preserve and protect the open-space uses of the property, and on the condition that the Grantor's application is satisfactory and that all other requirements of Article 4, Chapter 32, Title 58.1 of the Code of Virginia and Section 20-4-2(d) of the Fluvanna County Code are complied with.

**NOW, THEREFORE**, in consideration of the recital and the mutual benefits, covenants and terms herein contained, the parties hereby **COVENANT** and **AGREE** as follows:

1. This agreement shall apply to all the following described real estate:

Tax Map Parcel: 31-A-1 (42.23 acres)

2. The Grantor agrees that during the term of this agreement:
  - A. There shall be no change in the use or uses of the Property that exist as of the date of this agreement to any use that would not qualify as open-space use. The qualifying use for the Property is conservation of agricultural and forestal land and of wildlife.
  - B. There shall be no display of billboards, signs or other advertisements on the property except to (i) state solely the name of the Grantor and the address of the Property, (ii) advertise the sale or lease of the Property, (iii) advertise the sale of goods or services produced pursuant to the permitted use of the Property, or (iv) provide warnings. No sign shall exceed four feet by four feet.
  - C. There shall be no construction, placement or maintenance of any structure on the Property unless such structure is either:
    - 1) on the Property as of the date of this agreement; or
    - 2) related to and compatible with the open-space uses of the Property which this agreement is intended to protect or provide for.
  - D. There shall be no dumping or storage of trash, garbage, ashes, waste, junk, abandoned property or other unsightly or offensive material on the Property.
  - E. There shall be no filling, excavating, mining, drilling, removal of topsoil, sand, gravel, rock, minerals, or other materials which alters the topography of the Property, except as required in the construction of permissible building structures and features under this agreement.

- F. There shall be no construction or placement of fences, screens, hedges, walls or other similar barriers which materially obstruct the public view of scenic areas of the Property.
  - G. The Grantor may engage in agricultural, horticultural or silvicultural activities and remove vegetation which constitutes a safety, a health or an ecological hazard, e.g., vegetation classified as noxious weed pursuant the Code of Virginia (1950), as amended.
  - H. There shall be no alteration or manipulation of natural water courses, shores, marshes, swamps, wetlands or other water bodies, nor any activities or uses which adversely affect water quality, level or flow.
  - I. On areas of the Property that are being provided or preserved for conservation of land, floodways or other natural resources, or that are to be left in a relatively natural or undeveloped state, there shall be no operation of dune buggies, all-terrain vehicles, motorcycles, motorbikes, snowmobiles or other motor vehicles, except to the extent necessary to inspect, protect or preserve the area.
  - J. There shall be no industrial or commercial activities, conducted on the property, except for the continuation of agricultural, horticultural or silvicultural activities; or activities that are conducted in a residence or an associated outbuilding such as garage, smokehouse, small shop or similar structure which is permitted on the property.
  - K. There shall be no separation or split-off of lots, pieces or parcels from the property. The Property may be sold or transferred during the term of this agreement only as the same entire parcel that is the subject to this agreement, provided, however, that the Grantor may grant to a public body or bodies open-space, conservation or historic preservation easements which apply to all or part of the Property.
3. This agreement shall be effective upon acceptance by the County, provided, however, that the real estate tax for the Property shall not be extended on the basis of its use value until the next succeeding tax year following timely application by the Grantor for the use assessment and taxation in accordance with Section 20-4-2(d) of the Fluvanna County Code. Thereafter, this agreement shall remain in effect for a terms of fifteen (15) consecutive years.

4. Nothing contained herein shall be construed as giving to the public a right to enter upon or to use the Property or any portion thereof, except as the Grantor may otherwise allow, consistent with the provisions of this agreement.
5. The County shall have the right at all reasonable times to enter the Property to determine whether the Grantor is complying with the provisions of this agreement.
6. Nothing in this agreement shall be construed to create in the public or member thereof a right to maintain a suit for any damages against the Grantor for any violation of this agreement.
7. Nothing in this agreement shall be construed to permit Grantor to conduct any activity or to build or maintain any improvement which is otherwise prohibited by law.
8. If any provision of this agreement is determined to be invalid by a court of competent jurisdiction, the remainder of the agreement shall not be affected thereby.
9. The provisions of this agreement shall run with the land and be binding upon the parties, their successors, assigns, personal representatives, and heirs.
10. Words of one gender used herein shall include the other gender, and words in the singular shall include words in the plural, whenever the sense requires.
11. This agreement may be terminated in the manner provided in Section 15.1-1513 of the Code of Virginia for withdrawal of land from an agricultural, forestal or an agricultural and forestal district.
12. Upon termination of this agreement, the Property shall thereafter be assessed and taxed at its fair market value, regardless of its actual use, unless the County determines otherwise in accordance with applicable law.
13. NOTICE: WHEN THE OPEN SPACE USE OR USES BY WHICH THE PROPERTY QUALIFIED FOR ASSESSMENT AND TAXATION ON THE BASIS OF USE CHANGES TO A NONQUALIFYING USE OR USES, OR WHEN THE ZONING FOR THE PROPERTY CHANGES TO A MORE INTENSIVE USE AT THE REQUEST OF THE GRANTOR, THE PROPERTY, OR SUCH PORTION OF THE PROPERTY WHICH NO LONGER QUALIFIES SHALL BE SUBJECT TO ROLLBACK TAXES IN ACCORDANCE WITH SECTION 58.1-3237 OF THE CODE OF VIRGINIA. THE GRANTOR SHALL BE SUBJECT TO ALL OF THE OBLIGATIONS AND LIABILITIES OF SAID CODES SECTION.

*Mason L. Byrd*  
Landowner

(SEAL)

BAMBI ANN STEWARD  
NOTARY PUBLIC  
REGISTRATION # 7566930  
COMMONWEALTH OF VIRGINIA  
MY COMMISSION EXPIRES  
MARCH 31, 2021

VADL - B324659951

*Nora J. Byrd*  
Cotowner (9)

(SEAL)

BAMBI ANN STEWARD  
NOTARY PUBLIC  
REGISTRATION # 7566930  
COMMONWEALTH OF VIRGINIA  
MY COMMISSION EXPIRES  
MARCH 31, 2021

VADL - T67218135

**STATE OF VIRGINIA  
COUNTY OF FLUVANNA, to-wit:**

The foregoing instrument was acknowledged before me by

MASON L. BYRD AND NORA J. BYRD, Landowner (s)

on this 14<sup>th</sup> day of OCTOBER, 2017.

My commission expires: MARCH 31, 2021

*Bambi Steward*  
Notary Public

COUNTY OF FLUVANNA, VIRGINIA

By: \_\_\_\_\_  
County Administrator

**STATE OF VIRGINIA  
COUNTY OF FLUVANNA, to-wit:**

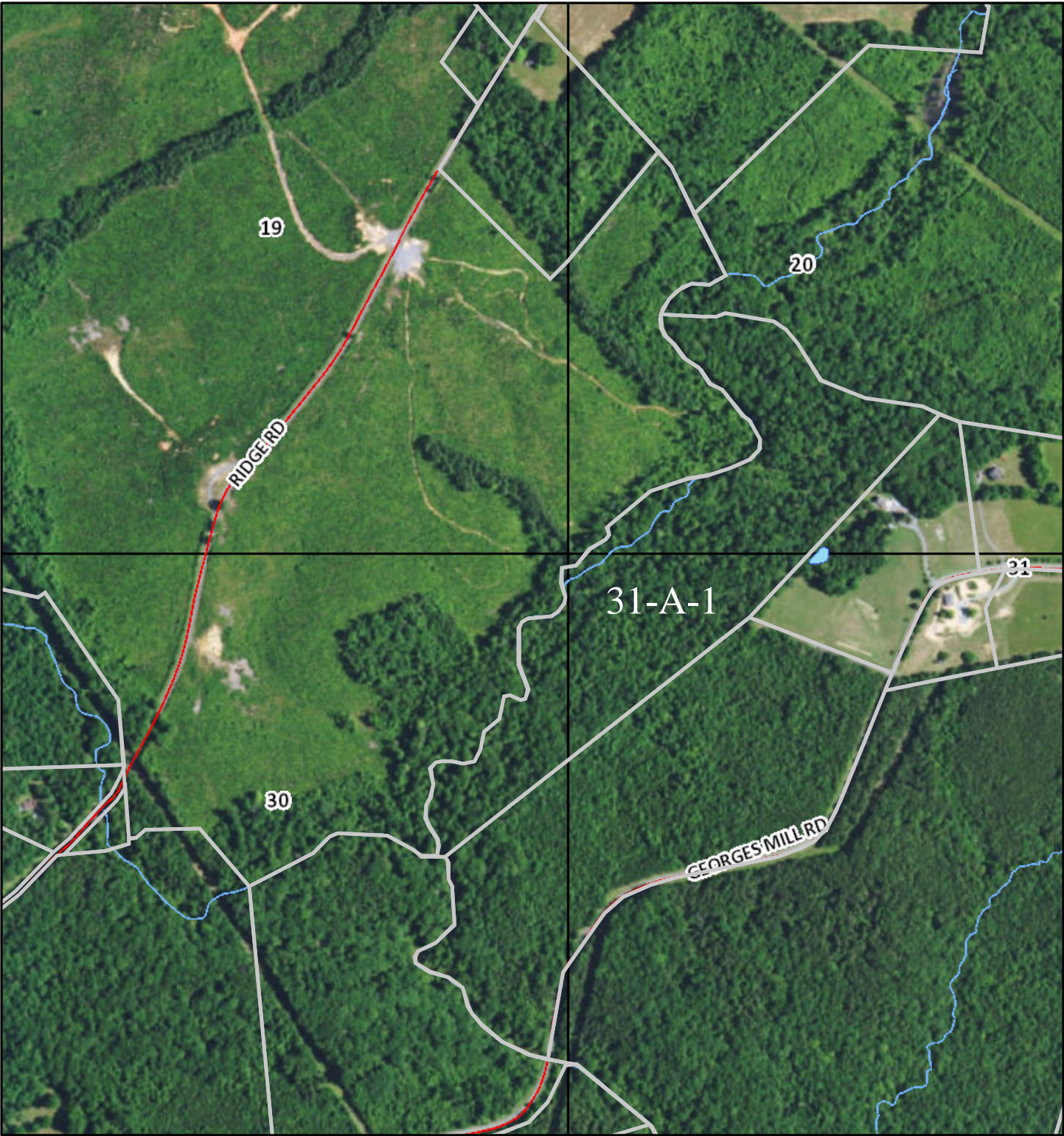
The foregoing instrument was acknowledged before me by

\_\_\_\_\_, Fluvanna County Administrator

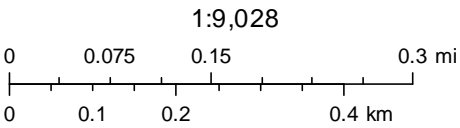
on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public



October 24, 2017



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

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
MEETING PACKAGE ATTACHMENTS**

November 1, 2017

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1	FY17 Capital Reserve Memo 2017-11-01
2	FY17 Contingency Balance 2017-11-01
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# COUNTY OF FLUVANNA

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*“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:** November 1, 2017  
**From:** Mary Anna Twisdale – Management Analyst  
**To:** Board of Supervisors  
**Subject:** FY18 BOS Contingency Balance

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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
Less: Reimbursement of Legal Fees to Linda Lenherr – 09.20.17	-\$18,132
<b>Available:</b>	<b>\$119,848</b>



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## MEMORANDUM

**Date:** November 1, 2017  
**From:** Mary Anna Twisdale – 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
Less: Palmyra Rescue Asphalt and Concrete Slab – 09.20.17	-\$39,000
<b>Available:</b>	<b>\$195,806</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
Less: Bus Motor Repair – 10.04.17	-\$20,000
Less: Repair and Resurface FCHS Tennis Courts and Track – 10.04.17	-\$44,400

Less: Replace FCHS Baseball Bleachers – 10.04.17	-\$36,200
Less: Maintenance of Fire Extinguishers – 10.04.17	-\$7,980
<b>Available:</b>	<b>\$199,956</b>

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## MEMORANDUM

**Date:** November 1, 2017  
**From:** Mary Anna Twisdale – 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	-\$23,862
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>*\$4,491,873</b>

\*Audited FY17 Year End Unassigned Fund Balance will be available upon completion of the FY17 CAFR