



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Morris Room, Fluvanna Administration Building

October 2, 2019 at 4:00 pm

TAB AGENDA ITEMS

1 - CALL TO ORDER

2 - PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3 – ADOPTION OF AGENDA

SPECIAL PRESENTATIONS

- A Commissioner of the Revenue Association Office Accreditation – Mel Sheridan, Commissioner of the Revenue
- B Presentation of Master Deputy Commissioner of the Revenue Certification to Shaneeka T. Brown – Mel Sheridan, Commissioner of the Revenue

4 – COUNTY ADMINISTRATOR'S REPORT

5 – PUBLIC COMMENTS #1 (5 minutes each)

6 – PUBLIC HEARING

None

7 – ACTION MATTERS

- C Zion Crossroads Water and Sewer Capital Budget Carryover - Mary Anna Twisdale, Finance Director

7A – APPOINTMENTS

None

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

- D Charlottesville Area Alliance Update – Curtis Putnam, Fluvanna County Charlottesville Area Alliance Representative
- E Water Tower Logo and Color Options Update – Eric Dahl, County Administrator
- F 2011 Master Plan Update and Park Maintenance Information – Aaron Spitzer, Director of Parks and Recreation

9 – CONSENT AGENDA

- G Minutes of September 18, 2019 – Caitlin Solis, Clerk to the Board
- H Proclaiming October Domestic Violence Prevention Month—Eric Dahl, County Administrator
- I Girl Scout Gold Award Resolution - Megan Odell —Eric Dahl, County Administrator
- J Girl Scout Gold Award Resolution - Amber Houseknecht—Eric Dahl, County Administrator
- K School Zone Speed Limit Reduction at FCHS Resolution – Eric Dahl, County Administrator
- L FY20 Property Damage Insurance VACORP - 11212 West River Road - Liz McIver, Management Analyst

10 – UNFINISHED BUSINESS

TBD

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11 – NEW BUSINESS

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

14 – ADJOURN



County Administrator Review

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

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

PLEDGE OF ALLEGIANCE

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

GENERAL RULES OF 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 defamatory or abusive language directed at any member of the Board or other person, to create excessive noise, or in any way incite persons to use such tactics. The Chair shall be the judge of such breaches, however, the Board may by majority vote of the Board members present and voting to overrule the judgment of the Chair.
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.

RULES OF PROCEDURE FOR PUBLIC HEARINGS

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

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



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS2019-10-02 p.5/56

P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

2018-2019 STRATEGIC INITIATIVES AND ACTIONS

A SERVICE DELIVERY	
A1	Work with FRA to identify support options for Fire and Rescue volunteers.
A2	Continue to research and evaluate county-wide broadband expansion opportunities.
A3	Hold review meeting on ordinance enforcement (trash, buildings, vehicles) with Health Dept., Planning, Building Inspections, Public Works, and County Attorney.
A4	Perform strategic review of existing and needed partnerships with local area support and other non-profit groups. (Needed? Effective? Consolidate resource contributions?)
A5	Improve partnership with the school system for shared use of county and school owned facilities.
A6	Identify and assess resident concerns about roadway and public safety issues, and coordinate with VDOT for appropriate actions.
A7	Initiate comprehensive review of the Hwy 53 corridor from Lake Monticello Road to Ruritan Lake Road (e.g., Safety improvements at LM Monish Gate; 3-way stoplight at Food Lion; sight improvement at Ruritan Lake Road and Hwy 53; etc.)
B COMMUNICATION	
B1	Assess options to communicate more efficiently, effectively, and economically with Fluvanna residents.
B2	Marketing campaign to let residents know about accomplishments and where their tax dollars go.
B3	Meet with local Pastors to discuss effective communications and community support.
B4	Promote tax due dates, public hearings, etc., in FAN Mail.
B5	Expand County Website to receive, answer, and post questions from residents.
B6	Hold an Elected Official's Breakfast for our State Representatives in Fall of 2018
B7	Hold an Elected Official's Breakfast for our State Representatives in Fall of 2019
B8	Conduct 2019 Fluvanna County Residents Survey and analyze results.
C PROJECT MANAGEMENT	
C1	Continue Columbia area renewal efforts including improved enforcement of County/State codes and Health Department regulations.
C2	Complete a Master Water and Sewer (Plan Phase I) to identify sources for the county's long-term water needs; particularly for each of its community planning areas.
C3	Incorporate well-drilling logs provided by the Fluvanna Health Dept. into the county's geographic information system (GIS).
C4	Create master report and marketing plan regarding County tower assets and rental options.
C5	Investigate the use of Overlay Zones for the Zion Crossroads Community Planning Area to support economic development.

C6	Create a County-wide overlay map showing utilities and other key features that support business growth and development.
C7	Review and pursue opportunities and options for a Palmyra Village Streetscape project to improve safety, parking, walkability, and overall appearance.
C8	Successfully oversee and manage Fluvanna County aspects of the James River Water Project.
C9	Successfully oversee and manage the design and construction of the Zion Crossroads water and sewer system.
C10	Pursue Phase II of Fork Union streetscape project.
D	ECONOMIC DEVELOPMENT AND TOURISM
D1	Draft and adopt a formal County-wide economic development and tourism strategy inclusive of an implementation schedule.
D2	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.
D3	Coordinate development activity at Fluvanna’s northern border with Louisa County, including possible natural gas line along 250 and discussing “shared” parcels.
D4	Conduct 2018 local Business Climate Survey and analyze results.
D5	Hold an Economic Development Discussion Forum for local businesses with planning, zoning, building inspections, infrastructure components.
D6	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.
D7	Investigate opportunities for park expansion or Rivanna River access points to support expanded recreational activities
D8	Investigate allowing large lot subdivisions in A-1 as alternative to current cluster subdivisions. (Amend the zoning and subdivision ordinances to allow for varying lot sizes, from small clustered lots to large parcels suitable for continued farming and rural living.)
D9	Review higher density options between PDA and R4.
D10	Review options, pros, cons, costs, etc., of creating a “teaching farm” at PG Park,
E	FINANCIAL STEWARDSHIP AND EFFICIENCY
E1	Review local business license/registration options and pros/cons.
E2	Reduce the County’s reliance on creating and mailing paper checks for payments and implement expanded ACH/EFT transaction options.
E3	Create monthly Treasurer’s Report for BOS Package and quarterly in-person briefing on the data.
E4	Implement credit card payment option for citizen at all County funds collection points through MUNIS Cashiering process.
E5	Expand Fluvanna County Website Data Dashboard with key metrics.
E6	Implement easy to access electronic format code of ordinances (MuniCode or similar).

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB C

MEETING DATE:	October 2, 2019																																																				
AGENDA TITLE:	Zion Crossroads Water and Sewer Fund Capital Budget Carryover																																																				
MOTION(s):	I move the Board of Supervisors approve the carry-over of the unexpended FY19 Zion Crossroads Water and Sewer Fund Capital Budget in the amount of \$6,072,136.30 and reappropriate that amount to the FY20 Zion Crossroads Water and Sewer Fund Capital Budget.																																																				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):																																																		
		X																																																			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other																																																
		X																																																			
STAFF CONTACT(S):	Mary Anna Twisdale - Finance Director																																																				
PRESENTER(S):	Mary Anna Twisdale - Finance Director																																																				
RECOMMENDATION:	Approval																																																				
TIMING:	Effective July 1, 2019																																																				
DISCUSSION:	<ul style="list-style-type: none"> At the end of FY19, the remaining Zion Crossroads Water and Sewer Capital Budget available was \$6,072,136.30. It is necessary to carry-over the budget, as the proceeds are restricted and taken out for the benefit of Zion Crossroads Water and Sewer project. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="background-color: #d9d254;">Category</th> <th style="background-color: #a6c1e6;">FY19 Beginning Budget</th> <th style="background-color: #e6a6a6;">FY19 Expended</th> <th style="background-color: #a6d9a6;">FY19 Available Budget</th> </tr> </thead> <tbody> <tr> <td>Design / Build Construction</td> <td style="text-align: right;">\$ 6,132,000.00</td> <td style="text-align: right;">1,700,428.85</td> <td style="text-align: right;">4,431,571.15</td> </tr> <tr> <td>Professional Services</td> <td style="text-align: right;">338,733.19</td> <td style="text-align: right;">196,490.78</td> <td style="text-align: right;">142,242.41</td> </tr> <tr> <td>Permits and Inspections</td> <td style="text-align: right;">4,000.00</td> <td style="text-align: right;">28,890.00</td> <td style="text-align: right;">-24,890.00</td> </tr> <tr> <td>Land / Right of Way Acquisition</td> <td style="text-align: right;">150,000.00</td> <td style="text-align: right;">447,041.23</td> <td style="text-align: right;">-297,041.23</td> </tr> <tr> <td>Bond Issuance</td> <td style="text-align: right;">1,765.53</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">1,765.53</td> </tr> <tr> <td>Consulting</td> <td style="text-align: right;">500,000.00</td> <td style="text-align: right;">39,940.00</td> <td style="text-align: right;">460,060.00</td> </tr> <tr> <td>Legal Costs – County Attorney</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">165,504.64</td> <td style="text-align: right;">-165,504.64</td> </tr> <tr> <td>Advertising</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">109.60</td> <td style="text-align: right;">-109.60</td> </tr> <tr> <td>Contingency</td> <td style="text-align: right;">1,524,053.10</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">1,524,053.10</td> </tr> <tr> <td>Postal Services</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">10.42</td> <td style="text-align: right;">-10.42</td> </tr> <tr> <td style="text-align: center;">TOTALS</td> <td style="text-align: right;">\$ 8,650,551.82</td> <td style="text-align: right;">\$2,578,415.52</td> <td style="text-align: right;">\$ 6,072,136.30</td> </tr> </tbody> </table>					Category	FY19 Beginning Budget	FY19 Expended	FY19 Available Budget	Design / Build Construction	\$ 6,132,000.00	1,700,428.85	4,431,571.15	Professional Services	338,733.19	196,490.78	142,242.41	Permits and Inspections	4,000.00	28,890.00	-24,890.00	Land / Right of Way Acquisition	150,000.00	447,041.23	-297,041.23	Bond Issuance	1,765.53	0.00	1,765.53	Consulting	500,000.00	39,940.00	460,060.00	Legal Costs – County Attorney	0.00	165,504.64	-165,504.64	Advertising	0.00	109.60	-109.60	Contingency	1,524,053.10	0.00	1,524,053.10	Postal Services	0.00	10.42	-10.42	TOTALS	\$ 8,650,551.82	\$2,578,415.52	\$ 6,072,136.30
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FISCAL IMPACT:	None, as the debt proceeds were issued for this project in FY18.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

TAB D

MEETING DATE:	October 2, 2019				
AGENDA TITLE:	Charlottesville Area Alliance Update				
MOTION(s):	None				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Curtis Putnam, Charlottesville Are Alliance Fluvanna County Representative				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	N/A				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:					
ENCLOSURES:					
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

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

TAB E

MEETING DATE:	October 2, 2019				
AGENDA TITLE:	Water tower Logo and Color Options Update				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	None				
TIMING:	Routine				
DISCUSSION:	This presentation will update the BOS on designs for the ZXR Water Tower logo and color.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB F

MEETING DATE:	October 2, 2019				
AGENDA TITLE:	2011 Master Plan Update and Park Maintenance Information				
MOTION(s):					
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		x			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			x		
STAFF CONTACT(S):	Aaron Spitzer, Director of Parks and Recreation				
PRESENTER(S):	Aaron Spitzer, Director of Parks and Recreation				
RECOMMENDATION:					
TIMING:	Current				
DISCUSSION:	<ul style="list-style-type: none"> This presentation is to inform the BOS on the 2011 PG Master Plan contents and projects that have been completed since then. Also discusses will be the way PG Park and Carysbrook Sports Complex is maintained. 				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Crofton Park Master Plan Proposal information from Land Planning and Design Associates, Inc				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					x

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

TAB G

MEETING DATE:	October 2, 2019				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors September 18, 2019 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday, September 18, 2019, be adopted.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric M. Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Minutes for September 18, 2019				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
September 18, 2019
Regular Meeting 7:00pm

MEMBERS PRESENT: John M. (Mike) Sheridan, Columbia District, Chair (entered at 7:34 pm)
Tony O’Brien, Rivanna District, Vice Chair
Patricia Eager, Palmyra District
Donald W. Weaver, Cunningham District

ABSENT: Mozell Booker, Fork Union District

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

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE
At 7:01pm Vice Chair O’Brien called to order the Regular Meeting of September 18, 2019.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the September 18, 2019 Regular Meeting of the Board of Supervisors.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second			Motion
VOTE:	Absent	Yes	Yes	Absent	Yes
RESULT:	3-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:

- **New Treasurer’s Office Staff members**
 - Cornelia “Cori” Limbacher, Deputy Treasurer I
 - Started Wednesday, September 4th
 - Octavia Wells, Deputy Treasurer III
 - Started Monday, September 9th
- **New Public Utilities Staff member**
 - Brian Estes, Asst. Public Works Director -Utilities
 - Started Monday, September 16th
- **Spotlight on Business**
 - Gary Albert State Farm provides personal and business insurance for all of Central Virginia, including Auto, Home, Life, Health and Business. We are a local team, and many of our team members grew up and live in Fluvanna County.
 - Gary Albert State Farm has offices in both Charlottesville (East Rio Road at Hillsdale Drive) and Palmyra (In the Food Lion Shopping Center). Gary Albert State Farm has ranked among the top 50 State Farm Offices in the US, and was recently voted the #1 Insurance Agency by the Daily Progress, as well as received the "Favorite Insurance Agency" by Bloom Magazine for 10 years in a row!
 - Gary Albert State Farm works closely with community partners, most recently helping to raise funds through our "Quotes for Good" Referral Program benefiting the Lake Monticello Fire Department as well as volunteering with the Fluvanna Meals on Wheels. Keep a look out for our work to promote Teen Driver Safety Week at Fluvanna High School, and stop in for our Fall Festival in October!
- **2019 Elected Officials Breakfast will be held**
 - October 1, 2019 from 8am-10am at the Fluvanna County Library
 - Elected Officials, Board of Supervisors, School Board, Constitutional Officers, Department Heads, and others.
 - Sen. Peake, Del. Ware, Del. Bell
 - Representatives for Rep. Riggleman and Sen. Warner
- **4th Annual Quad County Business Summit**
 - October 2, 2019 from 11am-5pm at MADISON AT THE MILL

- Bring together businesses from the counties of Fluvanna, Greene, Louisa, Orange, and others from Central Virginia for a half-day of networking and educational programs.
 - Business owners and managers will learn about many free resources that are available to them right here in Central Virginia.
- Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Oct 2	4:00 PM	Regular Meeting	Courtroom
Wed	Oct 16	7:00 PM	Regular Meeting	Courtroom
Wed	Nov 6	4:00 PM	Regular Meeting	Courtroom

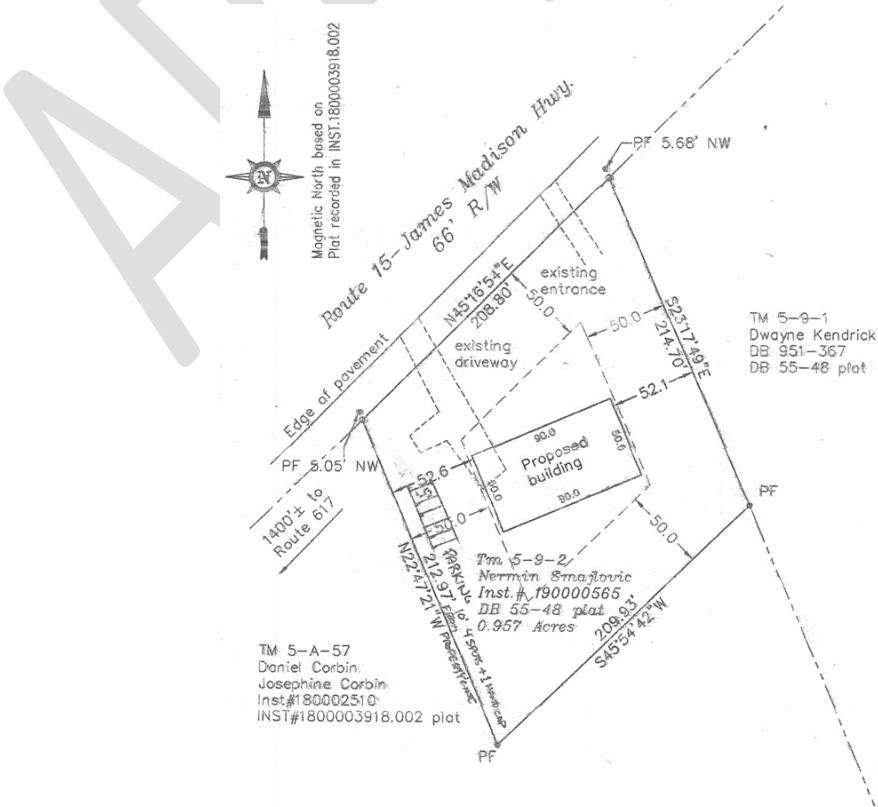
5 - PUBLIC COMMENTS #1

At 7:06pm Vice Chair O’Brien opened the first round of Public Comments. Andrew Mills, from Palmyra asked on behalf of the residents of Blue Mountain Road, what the process is to get VDOT maintenance on Blue Mountain Road. The five houses in the subdivision are having difficulty maintaining the driveway and would like to have the road included in the state maintained VDOT system. With no one else wishing to speak, Vice Chair O’Brien closed the first round of Public Comments at 7:11pm.

6 - PUBLIC HEARING

ZMP 19:01 – *Nermin Smajlovic* – Brad Robinson, Senior Planner requested the Board of Supervisors approve the amendment of the Fluvanna County Zoning Map with respect to 0.957 acres of Tax Map 5, Section 9, Parcel 2, to rezone the same from A-1, Agricultural, General to B-1, Business, General.

- Mr. Smajlovic would like to establish an office building/contractor’s storage yard on this property for Mechanical Building Solutions, a local HVAC contractor which currently operates as a homebased business. Due to growth of the business, a physical location is now needed to accommodate materials and employees.
- The existing manufactured home will be replaced with a 90’ x 50’ building (4,500 sq. ft.) along with required parking.



At 7:16pm Vice Chair O’Brien opened the Public Hearing. With no one else wishing to speak, Vice Chair O’Brien closed the Public Hearing at 7:16pm.

MOTION:	Approve ZMP 19:01, a request to amend the Fluvanna County Zoning Map with respect to approximately 0.957 acres of Tax Map 5, Section 9, Parcel 2, to rezone the same from A-1, Agricultural, General, to B-1, Business, General.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion			Second
VOTE:	Absent	Yes	Yes	Absent	Yes
RESULT:	3-0				

7 - ACTION MATTERS

FY20 Sheriff’s Office Evidence Storage Budget Transfer - Mary Anna Twisdale requested the approval of the budget transfer for \$28,500 from the FY20 BOS Contingency budget to the FY20 Sheriff’s Office Building budget for the completion of the Conex Evidence Storage Building.

- At the November 20, 2018 BOS meeting, the Sheriff’s Office requested a FY18 Carryover of \$30,076.71 to complete the Evidence Storage project.
- Due to lack of quotes and amount of precise funding needed, this action was not approved.
- The Board stated that the requested carryover funds should be returned to the general fund and advised once actual prices were obtained the board would find funds for the project.

Previous funding:

- CRMF \$8,550.00 to purchase container, shelving and ventilation - FY18
- CRMF \$18,880 to purchase 6’ security fence - FY18

Current request:

- Data cable and cameras (inside and out) \$7,000
- Evidence refrigerator \$1,000
- Drying cabinet, filters & pump \$5,000
- Step to front door \$2,000 (built by County)
- Hazmat storage box \$2,000
- Barcode printer and scanner \$1,500
- Ventilation \$7,000
- Painting \$3,000

Total current request \$28,500

MOTION:	Approve a budget transfer for \$28,500 from the FY20 BOS Contingency budget to the FY20 Sheriff’s Office Building budget for the completion of the Conex Evidence Storage Building.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second			Motion
VOTE:	Absent	Yes	Yes	Absent	Yes
RESULT:	3-0				

EDA Conduit Bond Inducement Resolution - SOCA – Eric Dahl, County Administrator requested the approval of “A RESOLUTION APPROVING THE ISSUANCE BY THE ECONOMIC DEVELOPMENT AUTHORITY OF FLUVNNA COUNTY, VIRGINIA, OF ITS TAX-EXEMPT REVENUE BOND IN AN AMOUNT NOT TO EXCEED \$3,750,000 FOR THE SOCCER ORGANIZATION OF CHARLOTTESVILLE AREA, INC. PROJECT”

- Fluvanna County is not funding the SOCA project, our Fluvanna County EDA is acting as conduit for the bond transaction.
- The County has Bank Qualified (BQ) bond issuing capacity that it does not intend to use in 2019, and that it and the Fluvanna EDA would be willing to work with SOCA (a 501c3 called Soccer Organization of Charlottesville Area, Inc.) to issue tax exempt BQ bonds to assist the borrower in financing a field house.
- SOCA will pay a one-time (\$4-5K) and annual (\$1K) fee to the Fluvanna EDA for serving as the issuer of the bonds and SOCA is obligated for repayment to the bank.
- Transactions like this is how our Fluvanna County EDA collects revenue to support itself for Economic Development initiatives and the County has participated in transactions like this in the past (Veritas School and Region Ten).
- The VA code provides that the governing body (the Fluvanna County Board of Supervisors) of the locality on behalf of which the bonds of the Fluvanna Economic Development Authority are issued must approve financing of the facility as recommended by the EDA at their September 12, 2019 meeting, for the financing to move forward.

Mr. Sheridan entered the meeting at 7:34pm

MOTION:	Approve "A RESOLUTION APPROVING THE ISSUANCE BY THE ECONOMIC DEVELOPMENT AUTHORITY OF FLUVNNA COUNTY, VIRGINIA, OF ITS TAX-EXEMPT REVENUE BOND IN AN AMOUNT NOT TO EXCEED \$3,750,000 FOR THE SOCCER ORGANIZATION OF CHARLOTTESVILLE AREA, INC. PROJECT"				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Abstain		Motion
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	3-0-1				

7A – BOARDS AND COMMISSIONS

None.

8 – PRESENTATIONS

Water Tower Logo and Color Options – Eric Dahl, County Administrator presented options for the Zion Crossroads Water Tower logo and color scheme using existing designs utilized in County marketing. The current tower contract and ZXR budget does not have dollars for logo options, only for a base color. The cost for a logo is between \$15,000 and \$30,000 per side.

- Mr. O'Brien suggested crowd sourcing a logo from public submissions
- Mr. Sheridan suggested getting logo submissions from the high school art students

9 - CONSENT AGENDA

The following items were discussed before approval:

Minutes of September 4, 2019 – Caitlin Solis, Clerk to the Board

AP Report August 2020 – Mary Anna Twisdale, Director of Finance

The following items were approved under the Consent Agenda for September 18, 2019:

- *Minutes of September 4, 2019* – Caitlin Solis, Clerk to the Board
- *Proclaiming October National Planning Month* – Douglas Miles, Community Development Director
- *HVAC Specialist Budget Transfer FY20* – May Anna Twisdale, Director of Finance
- *HVAC Vehicle Budget Transfer FY20* – May Anna Twisdale, Director of Finance
- *AP Report August 2020* - May Anna Twisdale, Director of Finance
- *FY19 Sheriff Department Insurance Claim* – 2014 Ford Explorer VIN#0004 - Liz Mclver, Management Analyst
- *FY20 Facilities Department Insurance Claim* – 2013 Dodge Journey VIN#8576 - Liz Mclver, Management Analyst
- *Planner/GIS Technician Position Description Update* – Jessica Rice, Human Resources Manager
- *EDTAC Bylaws Approval* – Bryan Rothamel, Economic Development Coordinator

MOTION:	Approve the consent agenda, for the September 18, 2019 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for August 2019, in the amount of \$4,502,230.42.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Second		Motion
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

10 - UNFINISHED BUSINESS

TBD

11 - NEW BUSINESS

- Mr. O'Brien asked Mr. Spitzer make a presentation to the board regarding improvements that can be made to the soccer fields at Pleasant Grove.
- Mr. Sheridan asked that Mr. Saunders with VDOT be asked if there are any grants available to help cover the cost of paving the roads at Pleasant Grove.

12 - PUBLIC COMMENTS #2

At 8:37pm Chair Sheridan opened the second round of Public Comments.

James Kelly, 363 Manor Boulevard, asked that the Fluvanna County students get an opportunity to submit designs for the Zion Crossroads Water Tower.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 8:38pm.

MOTION:	At 8:39pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.5, A.6, A.8 & A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Prospective Industry, Investment of Funds, Legal Matters, and Public Safety.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

MOTION:	At 10:28pm, move Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting."				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, September 18, 2019 at 10:29pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair

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

TAB H

MEETING DATE:	October 2, 2019				
AGENDA TITLE:	Proclaim October as Domestic Violence Awareness Month				
MOTION(s):	I move the Fluvanna County Board of Supervisors approve the “Proclamation of October as Domestic Violence Awareness Month.”				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Eric M. Dahl, County Administrator				
PRESENTER(S):	Eric M. Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	Each October, the Shelter for Help in Emergency recognizes Domestic Violence Awareness Month. It is a time to remember victims and honor survivors; it is a time to acknowledge those who have dedicated their time and energy to helping end domestic violence; and, it is a time to remind people that domestic violence is a community problem and one that we all must take an active role in if we hope to make a change.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Proclamation: Proclaiming October Domestic Violence Awareness Month				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

PROCLAMATION 04-2019

PROCLAIMING OCTOBER DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, the problems of domestic violence are not confined to any group or groups of people but cross all economic, racial and societal barriers, and are supported by societal indifference; and

WHEREAS, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse, with the impact of this crime being wide-ranging; and

WHEREAS, no one person, organization, agency or community can eliminate domestic violence on their own—we must work together to educate our entire population about what can be done to prevent such violence, support victims/survivors and their families, and increase support for agencies providing services to those community members; and

WHEREAS, the Shelter for Help in Emergency has led the way in the County of Fluvanna in addressing domestic violence by providing 24-hour hotline services to victims/survivors and their families, offering support and information, and empowering survivors to chart their own course for healing; and

WHEREAS, the Shelter for Help in Emergency commemorates its 40th year of providing unparalleled services to women, children and men who have been victimized by domestic violence;

NOW THEREFORE, BE IT RESOLVED, in recognition of the important work being done by the Shelter for Help in Emergency, that I, John M. Sheridan, Chair of Fluvanna County Board of Supervisors, do hereby proclaim the month of October 2019 as DOMESTIC VIOLENCE AWARENESS MONTH, and urge all citizens to actively participate in the scheduled activities and programs sponsored by the Shelter for Help in Emergency, and to work toward the elimination of personal and institutional violence against women, children and men.

Signed and sealed this 2 day of October, 2019.

John M. Sheridan
Chair, Board of Supervisors

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB I

MEETING DATE:	October 2, 2019				
AGENDA TITLE:	Girl Scout Gold Award Resolution for Megan Odell				
MOTION(s):	I move to approve a resolution entitled, "A RESOLUTION RECOGNIZING MEGAN ODELL'S ACHIEVEMENT OF GIRL SCOUT GOLD AWARD STATUS."				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			X
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Prior to event on 10-22-2019				
DISCUSSION:	Resolution honoring Girl Scout achievement.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Resolution				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 14 - 2019

A RESOLUTION RECOGNIZING MEGAN ODELL'S ACHIEVEMENT OF GIRL SCOUT GOLD AWARD STATUS

The Fluvanna County Board of Supervisors adopted the following resolution on Wednesday, October 2, 2019:

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; and

WHEREAS, the Girl Scouts of the United States of America was founded 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, Megan Odell has completed all the requirements for receiving the Girl Scout Gold Award; and

WHEREAS, Girl Scout Troop 2047 will be convening a Gold Award Ceremony on October 22, 2019 at 6:30 p.m. at Effort Church's Family Living Center, Palmyra, Virginia; 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 Megan's family and friends in congratulating her on her achievements, the award of Gold Award status and acknowledges the good fortune of the County to have such an outstanding young lady 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 2nd day of October, 2019, by the following vote:

SUPERVISORS	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						

Attest:

John M. Sheridan, Chair
Board of Supervisors

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

TAB J

MEETING DATE:	October 2, 2019				
AGENDA TITLE:	Girl Scout Gold Award Resolution for Amber Houseknecht				
MOTION(s):	I move to approve a resolution entitled, "A RESOLUTION RECOGNIZING AMBER HOUSEKNECHT'S ACHIEVEMENT OF GIRL SCOUT GOLD AWARD STATUS."				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			X
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Prior to event on 10-22-2019				
DISCUSSION:	Resolution honoring Girl Scout achievement.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Resolution				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 15 - 2019

A RESOLUTION RECOGNIZING AMBER HOUSEKNECHT'S ACHIEVEMENT OF GIRL SCOUT GOLD AWARD STATUS

The Fluvanna County Board of Supervisors adopted the following resolution on Wednesday, October 2, 2019:

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; and

WHEREAS, the Girl Scouts of the United States of America was founded 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, Amber Houseknecht has completed all the requirements for receiving the Girl Scout Gold Award; and

WHEREAS, Girl Scout Troop 2047 will be convening a Gold Award Ceremony on October 22, 2019 at 6:30 p.m. at Effort Church's Family Living Center, Palmyra, Virginia; 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 Amber's family and friends in congratulating her on her achievements, the award of Gold Award status and acknowledges the good fortune of the County to have such an outstanding young lady 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 2nd day of October, 2019, by the following vote:

SUPERVISORS	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						

Attest:

John M. Sheridan, Chair
Board of Supervisors

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB K

MEETING DATE:	October 2, 2019				
AGENDA TITLE:	School Zone Speed Limit Reduction at FCHS Resolution				
MOTION(s):	A resolution requesting a speed/safety study on route 53 (Thomas Jefferson Parkway) in the Cunningham district around and beyond the Fluvanna County High School.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Immediate				
DISCUSSION:	N/A				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	School Zone Speed Limit Reduction at FCHS Resolution				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 16-2019

A RESOLUTION REQUESTING A SCHOOL ZONE SPEED LIMIT STUDY ON ROUTE 53 (THOMAS JEFFERSON PARKWAY) IN THE CUNNINGHAM DISTRICT

At a Regular Meeting of the Fluvanna County Board of Supervisors held in the Fluvanna County Administration Building at 4:00 PM on Wednesday, October 2, 2019, the following resolution was adopted by the Board of Supervisors, the vote being as shown below and recorded in the minutes of the meeting.

WHEREAS, it is the intention of the Fluvanna County Board of Supervisors to protect the health, safety, and welfare of all its citizens; and

WHEREAS, the Board of Supervisors feels there is a need for an appropriate School Zone Speed Limit on Route 53 (Thomas Jefferson Parkway) around the Fluvanna County High School, as the current 35 mph School Zone Speed Limit appears to be in excess of the recommended minimum; and

WHEREAS, the Board of Supervisors feels that the safety on this highway in this school zone can be significantly improved at a 25 mph School Zone Speed Limit.

NOW, THEREFORE BE IT RESOLVED, on this 2nd day of October 2019, that the Fluvanna County Board of Supervisors hereby requests that the Virginia Department of Transportation conduct a school zone speed limit study on Route 53 (Thomas Jefferson Parkway) around the Fluvanna County High School and establish a 25 mph School Zone Speed Limit; and

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

	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						

Attest:

John M. Sheridan, Chair
Fluvanna County Board of Supervisors

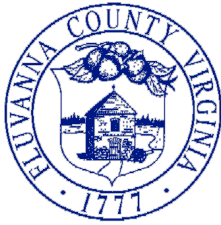
**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB L

MEETING DATE:	October 2, 2019				
AGENDA TITLE:	FY20 - 11212 West River Road Insurance Claim				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$3,142.75 to the FY20 E911 Professional Services Budget to reflect reimbursement from a VACORP Insurance claim.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				x	
STAFF CONTACT(S):	Liz Mclver, Management Analyst				
PRESENTER(S):	Liz Mclver, Management Analyst				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine.				
DISCUSSION:	<p>The E911 tower equipment at 11212 West River Road was struck by lightning on August 1, 2019 and two pieces of equipment were damaged due to the strike. The recovered amount for the equipment after the \$1,000 deductible is \$3,142.75.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY20 E911 Professional Services Budget by \$3,142.75.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		x			

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

Incl?	Item
<input checked="" type="checkbox"/>	Unassigned Fund Balance Report
<input checked="" type="checkbox"/>	BOS Contingency Balance Report
<input checked="" type="checkbox"/>	Capital Reserve Balances Memo
<input type="checkbox"/>	Fluvanna County Bank Balances
<input checked="" type="checkbox"/>	Building Inspections Report
<input checked="" type="checkbox"/>	VDOT Monthly Report
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS2019-10-02 p.43/56

P.O. Box 540

Palmyra, VA 22963

(434) 591-1910

Fax (434) 591-1911

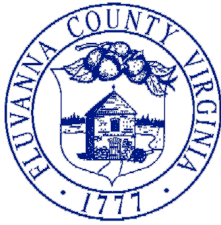
www.fluvannacounty.org

MEMORANDUM

Date: October 2, 2019
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: FY20 BOS Contingency Balance

The FY20 BOS Contingency line balance is as follows:

Beginning Budget:	\$211,744
Less: FY20 Purchase of TMP 51-A-130 – 08.07.19	-\$60,985
Less: FY20 Sheriff's Office Evidence Storage Building	-\$28,500
Available:	\$122,259



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

MEMORANDUM

BOS2019-10-02 p.45/56

P.O. Box 540

Palmyra, VA 22963

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www.fluvannacounty.org

Date: October 2, 2019
From: Liz McIver, Management Analyst
To: Board of Supervisors
Subject: FY20 Capital Reserve Balances

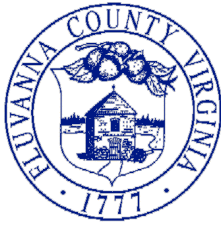
The FY20 Capital Reserve account balances are as follows:

County Capital Reserve:

FY20 Budget Allocation:	\$250,000
FY19 Carryover	\$86,389
Add: FY19 Closed CRM Projects 6/30/19	\$51,538
Total FY20 Budget:	\$387,927
Less: Skid Steer - 07.02.19	-\$3,500
Less: Library Roof Repair - 08.07.19	-\$12,000
Less: Energy Recovery Unit Repair – 08.21.19	-\$5,489
FY20 Available:	\$366,938

Schools Capital Reserve:

FY20 Budget Allocation:	\$250,000
FY19 Carryover	\$194,149
Total FY20 Budget:	\$444,149
Less: Bus Garage Fencing – 08.07.19	-\$18,500
Less: Flashing Speed Limit Sign – 08.07.19	-\$6,500
Less: Replace Diesel and Gas pump – 08.07.19	-\$14,000
FY20 Available:	\$405,149



COUNTY OF FLUVANNA

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BOS2019-10-02 p.49/56

P.O. Box 540

Palmyra, VA 22963

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MEMORANDUM

Date: October 2, 2019
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

*FY19 Year End (Unaudited) Unassigned Fund Balance:	*\$2,941,789
Less: FY20 ZXR Waterworks Operations Plan Development – 07.02.19	-\$53,250
Less: FY20 Water and Sewer Master Plan – 07.02.19	-\$235,570
Less: FY20 Fluvanna Rescue Ambulance CIP – 08.21.19	-\$190,000
Current (Unaudited) Unassigned Fund	*\$2,462,969

*Audited FY19 Year End Unassigned Fund Balance will be available upon completion of the FY19 CAFR



BUILDING INSPECTIONS MONTHLY REPORT

County of Fluvanna

Building Official:	Period:
Kevin Zoll	August, 2019

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
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BUILDING PERMITS ISSUED														
NEW - Single Family Detached (incl. Trades permits)	2015	4	5	10	9	12	12	14	13	2	4	7	3	95
	2016	11	11	8	15	9	18	6	5	9	2	6	8	108
	2017	3	2	16	6	4	10	6	5	14	5	7	13	91
	2018	8	3	15	11	13	17	13	10	8	8	6	9	121
	2019	8	10	14	9	12	9	10	14	0	0	0	0	86
NEW - Single Family Attached	2015	2	0	0	0	0	0	0	2	0	0	0	0	4
	2016	0	0	0	0	0	5	0	0	0	0	0	0	5
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0
	2019	0	0	0	0	0	0	0	0	0	0	0	0	0
NEW - Mobil Homes	2015	0	0	0	0	1	1	0	2	0	0	0	0	4
	2016	0	1	0	0	0	0	0	1	0	0	0	0	2
	2017	0	0	0	0	2	1	0	1	0	0	0	0	4
	2018	0	0	1	1	0	0	0	0	0	0	0	1	3
	2019	0	0	0	0	0	0	0	0	0	0	0	0	0
Additions and Alterations	2015	21	30	38	28	21	30	22	25	23	27	35	18	318
	2016	13	10	31	27	29	29	15	32	31	28	27	27	299
	2017	29	20	29	43	20	29	32	18	23	27	43	28	341
	2018	19	6	10	19	8	13	26	25	32	42	22	21	243
	2019*	35	33	37	27	38	38	44	34	0	0	0	0	286
* Trade permits count not included as in previous years														
Accessory Buildings	2015	4	4	3	4	1	0	0	2	6	0	0	3	27
	2016	3	4	4	6	2	2	1	2	1	3	3	6	37
	2017	0	4	2	3	2	2	2	4	2	0	2	2	25
	2018	2	3	3	6	2	1	4	2	1	2	2	2	30
	2019	2	4	6	4	4	3	3	8	0	0	0	0	34
Swimming Pools	2015	0	0	0	0	0	0	0	1	1	0	0	0	2
	2016	0	0	0	0	0	1	1	0	0	0	0	0	2
	2017	0	0	0	0	0	1	1	0	0	1	1	0	4
	2018	0	1	1	1	0	1	2	0	1	2	0	0	9
	2019	0	0	0	3	2	2	0	1	0	0	0	0	8
Commercial/ Industrial Build/Cell Towers	2015	1	0	0	0	0	0	2	0	0	1	1	1	6
	2016	0	0	2	2	0	0	1	0	1	1	1	1	9
	2017	1	2	0	0	0	0	2	2	1	1	0	0	9
	2018	0	0	0	0	0	2	0	0	0	0	0	0	2
	2019	0	0	1	1	0	2	0	0	0	0	0	0	4
TOTAL BUILDING PERMITS	2015	32	39	51	41	35	43	38	45	32	32	43	25	456
	2016	27	26	45	50	40	55	24	40	42	34	37	42	462
	2017	33	28	47	52	28	43	43	30	40	34	53	43	474
	2018*	29	13	30	38	23	34	45	37	42	54	30	33	408
	2019*	45	47	58	44	56	54	57	57	0	0	0	0	418
* Trade permits count not included as in previous years														

BUILDING VALUES FOR PERMITS ISSUED														
TOTAL BUILDING VALUES	2015	\$1,384,631	\$1,560,716	\$2,916,520	\$3,567,237	\$2,999,918	\$4,280,357	\$5,272,378	\$3,107,731	\$2,625,563	\$2,303,913	\$1,931,893	\$6,252,403	\$ 38,103,260
	2016	\$1,817,981	\$2,555,455	\$5,542,458	\$3,711,821	\$2,447,891	\$5,181,921	\$3,611,179	\$1,817,783	\$3,089,971	\$1,889,279	\$2,028,590	\$2,937,783	\$ 36,632,112
	2017	\$857,767	\$827,724	\$4,859,777	\$2,066,132	\$1,512,789	\$3,676,118	\$1,904,915	\$2,359,988	\$2,846,545	\$1,957,646	\$1,897,110	\$3,479,285	\$ 28,245,796
	2018	\$2,541,433	\$1,075,551	\$3,544,096	\$2,513,241	\$3,834,995	\$5,693,348	\$3,156,593	\$4,729,005	\$3,637,992	\$1,791,222	\$2,169,284	\$2,421,169	\$ 37,107,929
	2019	\$1,991,054	\$2,502,719	\$5,639,238	\$4,695,173	\$3,057,597	\$3,228,152	\$3,360,952	\$3,926,015	\$0	\$0	\$0	\$0	\$ 28,400,901

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
LAND DISTURBING PERMITS ISSUED														
LAND DISTURBING PERMITS	2015	6	5	9	10	10	12	15	16	3	5	10	5	106
	2016	12	11	8	14	10	17	7	6	11	3	9	9	117
	2017	3	2	17	7	7	9	6	6	15	8	7	14	101
	2018	10	4	16	13	11	17	13	7	9	6	7	8	121
	2019	8	12	16	9	14	10	12	14	0	0	0	0	95

INSPECTIONS COMPLETED														
TOTAL INSPECTIONS	2015	105	137	146	214	113	232	193	181	208	206	149	149	2,033
	2016	116	91	153	157	155	214	249	230	197	181	184	172	2,099
	2017	159	144	171	141	177	152	202	182	153	183	181	169	2,014
	2018	163	148	173	186	215	176	164	220	144	221	154	141	2,105
	2019	237	207	232	297	305	246	324	332	0	0	0	0	2,180

FEES COLLECTED														
Building Permits	2015	\$6,731	\$8,351	\$13,711	\$16,037	\$13,508	\$16,628	\$14,931	\$18,895	\$10,411	\$8,558	\$10,381	\$9,575	\$ 147,717
	2016	\$11,850	\$11,954	\$11,576	\$14,889	\$8,447	\$18,588	\$12,947	\$7,537	\$11,285	\$12,548	\$8,361	\$11,213	\$ 141,195
	2017	\$4,060	\$3,660	\$22,692	\$9,249	\$6,703	\$11,948	\$9,494	\$7,790	\$13,169	\$6,895	\$9,022	\$12,886	\$ 117,568
	2018	\$8,988	\$4,311	\$9,939	\$14,765	\$13,796	\$23,633	\$14,993	\$8,748	\$10,826	\$12,613	\$9,556	\$14,570	\$ 146,738
	2019	\$11,377	\$13,617	\$14,005	\$14,308	\$11,228	\$16,260	\$13,778	\$18,772	\$0	\$0	\$0	\$0	\$ 113,345
Land Disturbing Permits	2015	\$1,775	\$875	\$1,425	\$3,425	\$1,750	\$1,850	\$2,325	\$3,338	\$1,085	\$2,819	\$10,450	\$2,298	\$ 33,415
	2016	\$3,200	\$2,575	\$1,700	\$1,950	\$2,250	\$2,200	\$4,020	\$875	\$28,074	\$2,000	\$1,450	\$1,100	\$ 51,494
	2017	\$475	\$800	\$7,000	\$1,523	\$2,366	\$2,425	\$1,733	\$7,784	\$2,100	\$2,050	\$1,000	\$1,625	\$ 30,881
	2018	\$1,450	\$5,975	\$1,890	\$1,625	\$1,625	\$2,850	\$1,625	\$1,175	\$1,125	\$875	\$10,675	\$2,150	\$ 33,040
	2019	\$1,000	\$1,500	\$1,625	\$1,125	\$3,553	\$1,250	\$2,975	\$6,556	\$0	\$0	\$0	\$0	\$ 19,584
Zoning Permits/ Proffers	2015	\$1,200	\$1,000	\$1,650	\$2,600	\$1,500	\$1,850	\$1,850	\$2,400	\$1,650	\$1,050	\$900	\$850	\$ 18,500
	2016	\$1,150	\$1,250	\$1,800	\$2,450	\$1,650	\$2,700	\$1,150	\$1,150	\$1,900	\$1,050	\$900	\$850	\$ 18,000
	2017	\$400	\$1,000	\$2,400	\$950	\$1,500	\$1,800	\$1,245	\$1,250	\$1,600	\$1,050	\$1,250	\$1,550	\$ 15,995
	2018	\$1,400	\$800	\$1,750	\$1,600	\$1,400	\$2,200	\$2,050	\$1,400	\$1,050	\$1,400	\$700	\$1,400	\$ 17,150
	2019	\$1,200	\$1,800	\$2,200	\$1,550	\$2,050	\$1,350	\$1,950	\$2,300		\$0	\$0	\$0	\$ 14,400
TOTAL FEES	2015	\$9,706	\$10,226	\$16,786	\$22,062	\$16,758	\$20,328	\$19,106	\$24,633	\$13,146	\$12,427	\$21,731	\$12,723	\$ 199,632
	2016	\$16,200	\$15,779	\$15,076	\$19,289	\$12,347	\$23,488	\$18,117	\$9,562	\$41,259	\$15,598	\$10,711	\$13,263	\$ 210,689
	2017	\$4,935	\$5,460	\$32,092	\$11,722	\$10,569	\$16,173	\$12,472	\$16,824	\$16,869	\$9,995	\$11,272	\$16,061	\$ 164,444
	2018	\$11,838	\$11,086	\$13,579	\$17,990	\$16,821	\$28,683	\$18,668	\$11,323	\$13,001	\$14,888	\$20,931	\$18,120	\$ 196,928
	2019	\$13,577	\$16,917	\$17,830	\$16,983	\$16,831	\$18,860	\$18,703	\$27,628	\$0	\$0	\$0	\$0	\$ 147,329

Culpeper District, Louisa Residency

Fluvanna County Monthly Report: October 2019

Fluvanna Mileage, Structures

PRIMARY MILES	SECONDARY MILES	STRUCTURES	TOTAL MILES
102.34	598.62	75	700.96

Fatal Accidents

DATE	LOCATION	ALCOHOL	RESTRAINT
05/05/18	Route 250, at Route 631 Troy Rd	No	No
08/24/18	Route 250	Hit & Run	Pedestrian
09/18/18	Route 607	No	N/A
10/17/18	Route 619, East of Route 660	No	N/A
12/11/18	Route 659, 0.50 miles N of Route 626	No	Pedestrian
1/22/19	Route 656	No	Yes

*Of the 819 fatalities in VA in 2018, 126 were related to distracted driving and 298 were motor vehicle occupants not wearing a seatbelt.

**10% of all drivers do not wear a seatbelt. Of all driver fatalities, 50% are from the 10% that do not wear a seatbelt if the option was available.

[Link to SmartScale information](#)

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

SmartScale Round 3 Applications:

- Thomas Jefferson Pkwy (Rte 53) & Turkeysag Trail (Rte 1015)
- James Madison Hwy (Rte 15) & Bybees Church Rd (Rte 613)
- James Madison Hwy (Rte 15) & Hunters Lodge Rd (Rte 631)
- Route 250 at Toy Road (Route 631)



Key Dates:

- February – April, CTB considers evaluated projects for inclusion in the Six Year Improvement Program (SYIP)
- June, CTB adopts Final SYIP

Projects:

PROJECT	LAST MILESTONE	NEXT MILESTONE	AD DATE
Route 53 Safety improvements at Route 618, Roundabout, (UPC:96938)	Pre Advertisement Conference (Aug 2019)	Advertisement	Anticipated NOV 2019
Route 680 – Rural Rustic (UPC:107558)	CN Begins (State Forces)	CN Completion	Anticipated Completion Fall 2019
Route 629 Bridge Replacement (UPC 104848)	CN Begins	CN Completion	Anticipated Completion December 2019

Route 1001 – PE Study (UPC 115895)	PE Authorization	Survey in Progress	Anticipated Completion Spring 2020
Route 659 – PE Study (UPC 115896)	PE Authorization	Survey in Progress	Anticipated Completion Spring 2020
Route 600-618 Intersection Improvements (UPC 111739)	Environmental Review Process	Scoping	Anticipated FEB 2022

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)
- **District-Wide Primary Rumble-Strips, 9999-967-280** (UPC 106978)

Route	County MP Start	County MP End	Location Description	Length (LM)	Center/Edge
15	5.26	12.76	From Saylor Lane to Roundabout at Rte. 53 (Thomas Jefferson Pkwy)	7.5	Center
250	106.54	108.45	From Albemarle County Line to Rte. 600 (Paynes Mill Rd)	1.91	Center
250	113.53	124.39	From Rte. 613 (Poindexter Rd) to Rte. 605 (Shannon Hill)	10.86	Center
<p>*In a national study, 11 states analyzed the effectiveness of center line rumbles in reducing crashes. Centerline rumble strips reduced 18% - 64% of crossover crashes.</p> <p>**Edge line rumble strips studies show that single vehicle run-off-road fatal and injury crashes can be reduced by nearly 29%.</p>					

State-Force and District-Wide Bridge Projects:

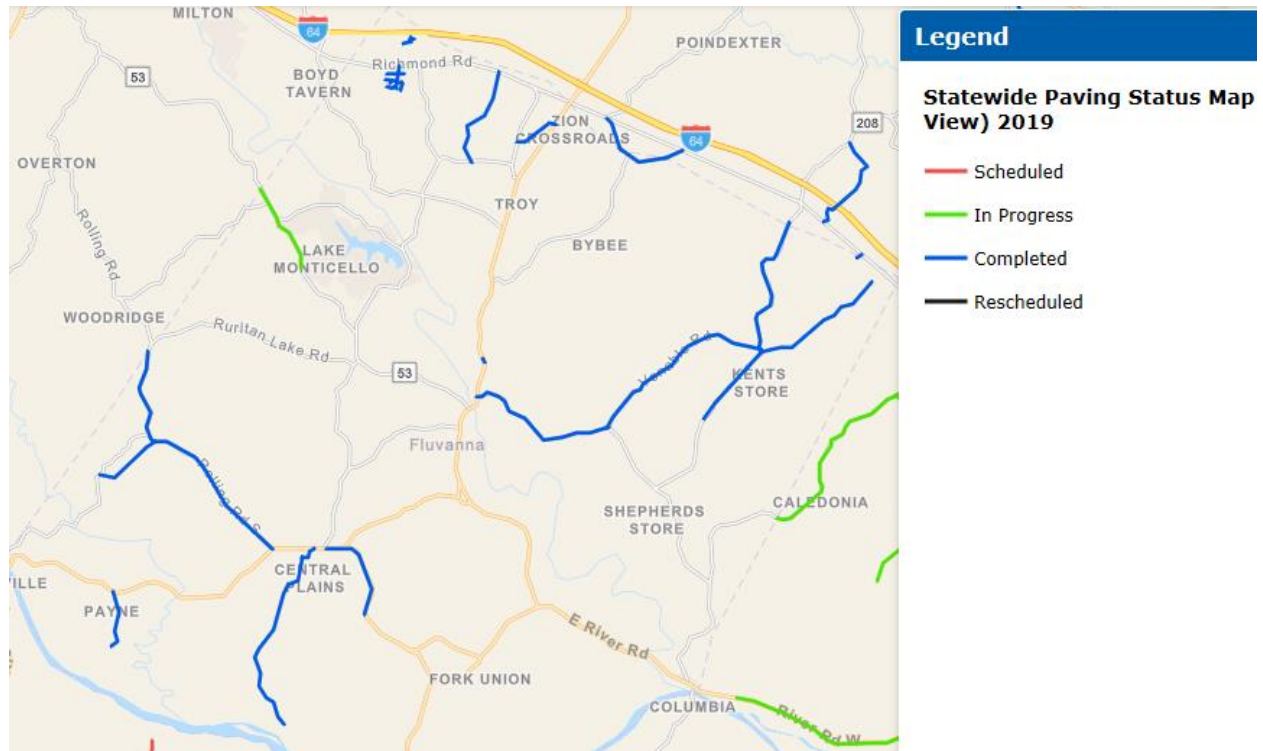
- **District Wide Bridge Deck Cleaning and Washing** (UPC 105980) ;
- **District Wide Bridge Maintenance** (UPC 105979);
- **Route 623 over Venable Creek, Completed;**
- **Route 53, .5 miles S of Lake Monticello Rd - Emergency Pipe Replacement; Completed**
- **Route 616 Soil Nailing Slope Repair; Completed**

Resurfacing Projects:

VDOT provided the County with a list of routes included in the 2019 resurfacing schedule. Customers can review routes to be resurfaced and their status through the following link:

<http://www.virginia-dot.org/projects/culpeper/19culpeperdistrictpaving.asp>

Fluvanna County Resurfacing					
Plant Mix			Surface Treatment		
Schedule	Miles	Cost/Estimate	Schedule	Miles	Cost/Estimate
2017	6.76	\$1,093,000	2017	52.29	\$587,000
2018	6.38	\$1,015,000	2018	73.86	\$550,000
2019	4.94	\$863,675	2019	43.65	\$590,849



Traffic Engineering

Studies under Review:

- Route 250 speed study, from Route 631 to Route 15
- Route 53 High School Speed Limit Reduction
- Rt. 613 Bybees Church Rd, Centerline Markings

Completed Studies:

- Route 53 shoulder safety improvements (proximity 4800 block +/-); Curve warning signs installed
- Route 600/616 intersection: sight-distance and pavement marking improvements completed
- Fire Station signs along roadway by Fork Union Fire Station on Route 15 installed
- Speed limit and signage study at intersection of Route 761 and Route 620 installed

County Safety and Operational Improvements:

- Route 250 at Route 631 (Troy Rd): grading to improve sight distance is completed

- Route 600 at Broken Island Rd: Request for safety improvements to improve visibility at the curve; Larger chevron signs and puppy track pavement markings have been installed
- Village of Palmyra Traffic Circle: County and VDOT staff plan to simulate EMS response prior to installing pavement markings;
- Route 53 at Route 660 (Cunningham): VDOT continues to evaluate this intersection for interim and long-term safety improvements
- Route 629/631 intersection review and grading work completed
- Route 53 Edge Line Rumble Strips, County Line to Route 600

Area Land Use

Fluvanna Plan/Plat Review - Received August-September 2019							
Project Name	Routes/Address	Submission Type	VDOT Contact	VDOT Received Date	Locality Due Date	VDOT Comment Date	Status
Village Oaks Clubhouse	618-Opposite 100 Crofton Place, Palmyra, VA	Pre-Application	Mark Wood	8/2/2019	9/16/2019	8/9/2019	Review Complete - Acceptable
Rezoning for Nermin Smajlovic	15-21398 James Madison Highway, Palmyra, VA	Pre-Application	Mark Wood	8/2/2019	9/16/2019	8/9/2019	Review Complete - Acceptable
Carbon Core Final Site Plan revised	1021-Zion Station Road	Site Plan,	Mark Wood	8/2/2019	9/16/2019	9/13/2019	Review Complete - Acceptable
Fluvanna Self Storage Phase 2 site plan	618-Lake Monticello Road	Site Plan,	Mark Wood	8/2/2019	9/16/2019	8/8/2019	Review Complete - Acceptable
Hunters Branch Storage (Stormwater Pond)	n/a	Drainage Plan,	Mark Wood	8/8/2019	9/20/2019	8/8/2019	Review Complete - Acceptable
Greenberry's Final Site Plan	1021-Zion Station Road	Site Plan,	Mark Wood	8/8/2019	9/20/2019	9/13/2019	Review Complete - Revision
CVEC Site Plan for Additional Parking	644-1224 Salem Church Road, Palmyra, VA 22963	Preliminary Plan,	Mark Wood	8/15/2019	9/27/2019	8/27/2019	Review Complete - Acceptable
Fork Union Fire Training Building	15-TMP 51-A-129	Site Plan,	John Wilson	9/4/2019	10/18/2019	9/10/2019	Review Complete - Acceptable
Jessica Gahan/K9 Life LLC	15-Starlite Park	Special Exception,	John Wilson	9/5/2019	9/12/2019	9/10/2019	Review Complete - Acceptable
Howard brown "Wahoo BBQ"	53-Thomas Jefferson Pkwy	Site Plan,	Mark Wood	9/12/2019	10/25/2019		Review Underway
Carbon Core Final Site Plan revised	1021-Zion Station Road	Site Plan,	Mark Wood	9/18/2019	11/1/2019	9/19/2019	Review Complete - Acceptable

- Colonial Circle Community Meeting @ Effort Baptist Church – April 28, 2019
- Zions Crossroads Small Area Plan in review

Maintenance Activities

VDOT crews in Palmyra and Zion Crossroads Area HQ have responded to **152** Work Orders in FY20. Top actives have been dead/leaning tree removal and fallen tree/limb clearing.

BOS Manual:

http://www.virginiadot.org/business/resources/local_assistance/BOSmanual.pdf

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VDOT Louisa Residency
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