



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

January 8, 2020 at 4:00 pm

TAB AGENDA ITEMS

1 - CALL TO ORDER

2 - PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

2020 Organizational Meeting of the Fluvanna County Board of Supervisors

Election of Chair

Election of Vice Chair

Adoption of a Resolution Entitled "Organizational Meeting of the Fluvanna County Board of Supervisors 2020"

Adoption of 2020 Regular Meeting Calendar

Adoption of Board Bylaws and Rules of Practice and Procedures

Regular Meeting

3 – ADOPTION OF AGENDA

4 – COUNTY ADMINISTRATOR'S REPORT

5 – PUBLIC COMMENTS #1 (5 minutes each)

6 – PUBLIC HEARING

None.

7 – ACTION MATTERS

A FY20 Budget Transfer – Commonwealth Attorney Body Cameras – Mary Anna Twisdale, Director of Finance

B Appointment/Reappointment to the Board of Zoning Appeals – Eric Dahl, County Administrator

7A – APPOINTMENTS

None.

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

C Convenience Center Charges and Fees Presentation – Mary Anna Twisdale, Director of Finance

9 – CONSENT AGENDA

D Minutes of December 11, 2019 – Caitlin Solis, Clerk to the Board

E Minutes of December 18, 2019 – Caitlin Solis, Clerk to the Board

F CRMF - FCPS - FCHS Grinder Pump – Don Stribling, Executive Director Human Resources, Operations, and Student Services

G CRMF - FCPS - FCHS Track Repair – Don Stribling, Executive Director Human Resources, Operations, and Student Services

H Review of Legislation With Local Fiscal Impact Resolution – Eric Dahl, County Administrator

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- I Building Permit Fee Waiver – Douglas Miles, Community Development Director
- J FY20 Sheriff Department Insurance Claim – 2014 Chevy Tahoe VIN#4833 –
Liz McIver, Management Analyst
- K Cunningham Acres Agricultural/Forestral District Review and Renewal – Brad Robinson, Senior Planner
- L Glenarvon Farm Agricultural/Forestral District Review and Renewal – Brad Robinson, Senior Planner

10 – UNFINISHED BUSINESS

- M Second Amendment Sanctuary County Resolution – Attorney General Opinion
-

11 – NEW BUSINESS

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

14 – ADJOURN



County Administrator Review

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*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.

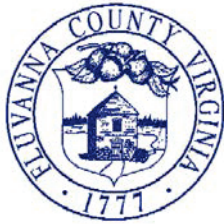
GENERAL RULES OF ORDER

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.

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COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Election of Chair				
MOTION(s):	I move to elect _____ as Chair of the Fluvanna County Board of Supervisors for calendar year 2020.				
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 of Supervisors				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	<p>As has been your practice in the past, the County Administrator opens the meeting and calls for the nominations for Chair, followed by voting of the members.</p> <ol style="list-style-type: none"> 1. The County Administrator shall call for nominations from the membership. 2. Any member, after being recognized by the County Administrator, may place one or more names in nomination and discuss his or her opinions on the qualifications of the nominee(s). 3. When all nominations have been made, the County Administrator shall close the nominating process and call for the vote. 4. Each member may cast one vote for any one nominee. 5. A majority of those voting shall be required to elect the officer. <p>Upon the election of the Chair, the elected chair will then call for the nomination and election of the Vice Chair. The Annual Organizational meeting of the Board will be conducted first and then move to the Regular meeting and conduct of business.</p>				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	Code of Virginia § 15.2-1422. Electing a chairman and vice-chairman; mayor and vice-mayor				
ENCLOSURES:	Code of Virginia: Information regarding Annual Organizational meeting of the Board of Supervisors.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

§ 15.2-1422. Electing a chairman and vice-chairman; mayor and vice-mayor

Unless the chairman or mayor is elected by popular vote, every governing body, at its first meeting after taking office, shall elect one of its number as presiding officer. Such officer shall be called "chairman" if a member of a board of supervisors and "mayor" if a member of a city or town council. Such member, if present, shall preside at the first meeting and all other meetings during the term for which so elected. The governing body also shall elect a vice-chairman or vice-mayor, as the case may be, who shall preside at meetings in the absence of the chairman or mayor and may discharge any duty of the chairman or mayor during his absence or disability. Chairmen and vice-chairmen, mayors and vice-mayors, may be so elected to serve for terms corresponding with their terms as supervisors or councilmen or may be elected for such other period as determined by the governing body. Whenever any board or council at the time of such election, fails to designate the specific term of office for which a chairman or vice-chairman, a mayor or vice-mayor, is elected, it shall be presumed that such officers were elected for a term of one year and shall serve until their successors have been elected and qualify. Chairmen and vice-chairmen, mayors and vice-mayors, may succeed themselves in office. In the case of the absence from any meeting of the chairman and vice-chairman, mayor and vice-mayor, the members present shall choose one of their number as temporary presiding officer.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Election of Vice Chair				
MOTION(s):	I move to elect _____ as Vice Chair of the Fluvanna County Board of Supervisors for calendar year 2020.				
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 of Supervisors				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	<p>As has been your practice in the past, the County Administrator opens the meeting and calls for the nominations for Chair, followed by voting of the members.</p> <p>Upon the election of the Chair, the elected chair will then call for the nomination and election of the Vice Chair.</p> <p>The Annual or Organizational meeting of the Board will be conducted first and then move to the Regular meeting and conduct of business.</p>				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	Code of Virginia § 15.2-1422. Electing a chairman and vice-chairman; mayor and vice-mayor				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

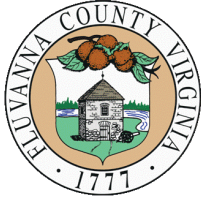
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FLUVANNA COUNTY BOARD OF SUPERVISORS

AGENDA ITEM STAFF REPORT

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Resolution/Organizational Meeting of the Fluvanna County Board of Supervisors				
MOTION(s):	<p>I move to adopt the resolution entitled “Organizational Meeting of the Fluvanna County Board of Supervisors 2020” which designates the location, day, and time of meetings.</p> <p>Meeting Place:</p> <ul style="list-style-type: none"> • Circuit Courtroom of the Fluvanna County Courts Building <p>Meeting Times:</p> <ul style="list-style-type: none"> • Day Meetings begin at 4:00 p.m. and end at 8:00 p.m., unless extended • Night Meetings begin at 7:00 p.m. and end at 11:00 p.m., unless extended • When scheduled, Work Sessions begin at 4:00 p.m. prior to the regular evening meeting 				
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 of Supervisors				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Routine				
DISCUSSION:	During the month of July, only one meeting will be held on the first Wednesday starting at 4:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for public hearings.				
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. 01-2020

A RESOLUTION RECOGNIZING THE 2020 ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS

At the annual Organizational Meeting of the Fluvanna County Board of Supervisors held in the Fluvanna County Courts Building at 4:00 PM on Wednesday, January 8, 2020, 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, the Code of Virginia requires an annual organizational meeting for the Board of Supervisors for the election of officers and the conduct of such other business as to meeting times and dates and,

WHEREAS, the Board of Supervisors does now conduct such an organizational meeting;

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors that it does hereby designate the Circuit Courtroom in the Fluvanna Courts Building as its meeting place for Regular Meetings to be held on the first Wednesday of each month at 4:00 p.m. and the third Wednesday of each month at 7:00 p.m., except for the month of July when the only meeting shall be on the first Wednesday starting at 4:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for additional business or public hearings. When scheduled, Work Sessions will be held the third Wednesday of each month at 4:00 p.m. prior to the regular meeting.

BE IT FURTHER RESOLVED by the Board of Supervisors that it does hereby designate the fourth Wednesday at 7:00 p.m. as the meeting date for any such regular meeting that is postponed due to weather or such other circumstances.

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 8th day of January, 2020;

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

A Copy, teste:

Caitlin Solis
Clerk to the Board of Supervisors
Fluvanna County, Virginia

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Board of Supervisors 2020 Regular Meeting Calendar				
MOTION(s):	I move to adopt the 2020 Board of Supervisors' Regular Meeting Calendar as presented.				
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 of Supervisors				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Routine				
DISCUSSION:	During the month of July, only one meeting will be held on the first Wednesday starting at 4:00 p.m., breaking for dinner, then reconvening at 7:00 p.m. for public hearings.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Board of Supervisors 2020 Regular Meeting Calendar				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



2020 Regular Meeting Calendar

Fluvanna County Board of Supervisors
All Meetings on Wednesday

Date	Regular Meetings	Work Sessions (When Scheduled)
Jan 8 (2 nd Wed)	4:00 pm	
Jan 22 (4 th Wed)	7:00 pm	4:00 pm
Feb 5	4:00 pm	
Feb 19	7:00 pm	4:00 pm
Mar 4	4:00 pm	
Mar 18	7:00 pm	4:00 pm
Apr 1	4:00 pm	
Apr 15	7:00 pm	4:00 pm
May 6	4:00 pm	
May 20	7:00 pm	4:00 pm
Jun 3	4:00 pm	
Jun 17	7:00 pm	4:00 pm
Jul 1	4:00 pm & 7:00 pm	
Aug 5	4:00 pm	
Aug 19	7:00 pm	4:00 pm
Sep 2	4:00 pm	
Sep 16	7:00 pm	4:00 pm
Oct 7	4:00 pm	
Oct 21	7:00 pm	4:00 pm
Nov 4	4:00 pm	
Nov 18	7:00 pm	4:00 pm
Dec 2	4:00 pm	
Dec 16	7:00 pm	4:00 pm

Adopted this 8th day of January 2020 by the Fluvanna County Board of Supervisors

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Board of Supervisors' Bylaws and Rules of Practice and Procedures				
MOTION(s):	I move to readopt the current Board of Supervisors' Bylaws and Rules of Practice and Procedures.				
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 of Supervisors				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Routine				
DISCUSSION:	The current Board of Supervisors' Bylaws and Rules of Practice and Procedures are presented for consideration, with revisions relating to travel reimbursement.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Board of Supervisors' Bylaws and Rules of Practice and Procedures				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS



2020 BYLAWS AND RULES OF PRACTICE & PROCEDURES

Adopted
Pending January 8, 2020

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Fluvanna County Board of Supervisors BYLAWS AND RULES OF PRACTICE AND PROCEDURES

I. CREATION. Fluvanna County Board of Supervisors, hereinafter called the Board, is an elected body provided by the Code of Virginia, Section 15.2-1400. It consists of five members with one elected from each of the five Election Districts.

II. SEAL OF THE BOARD. When affixed to any paper or document by the Clerk for the Board, the Seal has the force and effect for authentication for the Board.

III. PRINCIPAL ADDRESS. 132 Main Street, Palmyra, Virginia, mailing address: P.O. Box 540, Palmyra, Virginia 22963.

IV. RULES

A. These Bylaws and Rules of Practice and Procedures ("Rules") are adopted and shall apply to the Board of Supervisors of Fluvanna County. These Rules are intended to expedite transaction of the business of the Board of Supervisors in an orderly fashion. The Bylaws and Rules are deemed to be procedural only. The failure strictly to observe application of the Rules shall not affect the jurisdiction of the Board or invalidate any action taken at a meeting that is otherwise held in conformity with law.

B. All meetings and business shall be conducted in accordance with these Rules, Robert's Rules of Order Newly Revised (11th Edition), and the law of Virginia. In the event of conflict, the law of Virginia shall govern. A decision of the Chair with respect to the interpretation, applicability, or enforcement of these Rules may be overruled by a majority vote of the Members present and voting.

C. Except as otherwise provided by law, any rule of the Board may be suspended temporarily, upon approval of the majority of the Board members present and voting. The temporary suspension shall apply only to the matter under immediate consideration and, in no case, shall it extend beyond an adjournment.

D. No rule of the Board shall be adopted or amended except by majority vote of the Board.

V. CONSTRUCTION. As used in these Rules, the masculine shall include the feminine and the singular the plural unless otherwise specified herein. The word "shall" is mandatory and not discretionary; the word "may" is permissive and discretionary. The word "approve" shall be considered to be followed by the words "or disapprove".

VI. DEFINITIONS. As used in these Rules, the following terms are defined:

A. Action of Record. An action taken or decision made by the Board recorded in the Minutes of the Meetings. Except as otherwise required by law, an Action of Record may take the following forms:

1. Motions and seconds with the recorded votes of the members.
2. Consensus agreement of the Board without vote by the Board.
3. Directive of the Chair in the exercise of that office during the conduct of an official meeting of the Board.

B. Board. The Fluvanna County Board of Supervisors.

C. County Code. The Code of Fluvanna County.

D. Directive. An exercise of discretionary authority granted to the Chair from the Board empowering the Chair as follows:

1. To enforce the protocols of these Rules for the conduct of business and discourse before the Board to ensure proper decorum, civility, fairness and order.
2. To cause the removal of any person or persons without charge of civil or criminal offense for misconduct, disruption or disturbance of a meeting of the Board of Supervisors consistent with adopted policies and procedures of the Board.
3. To charge any person or persons with civil or criminal offenses pursuant to federal, state or local laws for the misconduct, disruption or disturbance of a meeting of the Board.

E. Item of Business. A matter to be presented before the Board at an official meeting, specified on the Meeting Agenda or modification thereof, and which may be subject to an Action of Record.

F. Meeting or Official Meeting. Any Annual Organizational, Regular, or Special Meeting of the Board of Supervisors. The following terms may also be used to further define and specify purposes for meetings. Meetings as defined herein are not exclusive of each other and may be concurrently conducted.

1. Annual Organizational Meeting: Pursuant to § 15.2-1416 of the Virginia Code, the Board's first meeting in the month of January. The County Administrator shall preside during the election of the Chair of the Board.

2. **Joint Meeting:** A Joint Meeting may be conducted simultaneously with one or more public bodies for the purpose of review, inquiry and discussion of matters of mutual interest or in the interest of expedient disposition of public business matters. Action of record may be taken at said meeting, and a quorum of both the Board and other body(ies) is required to Call to Order and conduct a Joint Special Meeting.

3. **Public Information Meeting:** A Public Information Meeting shall be limited to the dissemination of information to and/or from the public where the Board of Supervisors will take no Action of Record at said meeting. A quorum of the Board of Supervisors is not required to Call to Order and conduct a Public Information Meeting. Public Information Meetings may be called in the name of the Board of Supervisors or administratively by the County Administrator.

4. **Public Hearing:** A public hearing shall be conducted at said meeting and the Board of Supervisors may take Action of Record on such matters as may arise from the Public Hearing. A quorum of the Board of Supervisors is required to Call to Order and conduct a Public Hearing.

5. **Recessed Meeting:** A meeting conducted at a date, place and time set by the Board of Supervisors as a continuation of a previously held meeting. A Recessed Meeting shall be scheduled no later than the date of the next Regular Meeting.

6. **Rescheduled Meeting:** A Rescheduled Meeting shall be for the purpose of conducting a meeting of the Board of Supervisors where, by virtue of necessity or at the discretion of the Board of Supervisors, the originally scheduled meeting cannot be conducted on its prescribed date or time or at its prescribed location pursuant to these Rules. Action of Record may be taken on any Item of Business presented at a Rescheduled Meeting, and a quorum of the Board of Supervisors is required to Call to Order and conduct a Rescheduled Meeting.

7. **Work Session Meeting:** A Work Session Meeting shall be for the purpose of in-depth review, inquiry and discussion of specified Items of Business where Action of Record may be taken by the Board of Supervisors. A quorum of the Board of Supervisors is required to Call to Order and conduct said meeting. Work Session Meetings may also be called and scheduled for the purposes of presentations to the Board of Supervisors for educational and informational purposes.

G. **Primary Motion.** The first motion presented following informal discussion of any Item of Business at a Board meeting.

H. **Substitute Motion.** A motion presented succeeding and in lieu of a primary motion on any Item of Business at a Board meeting.

I. **Virginia Code.** The 1950 Code of Virginia, as amended.

VII. BOARD CHAIR

A. At the first meeting of the year, the Board selects one of its members to serve as Chair. The Chair is a voting member and serves for one year, or until his successor shall be elected and qualify as such.

B. The Chair, when present, shall preside at all meetings of the Board and shall take the Chair at the hour appointed for every Board meeting and shall immediately call the members to order and, except in the absence of a quorum, shall proceed with the business of the Board in the manner prescribed by these Rules. The Chair shall preserve order and decorum and shall decide all questions of order.

C. Upon the death, resignation or other permanent disability of the Chair to fulfill the duties of his office, the Board shall elect a new Chair at its next regularly scheduled meeting or as soon thereafter as possible.

VIII. BOARD VICE CHAIR

A. At the first meeting of the year, the Board selects one of its members to serve as Vice Chair. The Vice Chair is a voting member and serves for one year, or until his successor shall be elected and qualify as such.

B. In the absence, or inability to act, of the Chair, the Vice Chair shall have and exercise all the powers and duties of the Chair.

IX. BOARD MEMBERS

A. Notification of Absence. If any Board member is unable to attend a meeting, all reasonable effort shall be made to notify the Chair and the County Administrator as soon as possible to ensure there are sufficient members present and voting to consider all agenda items. The County Administrator shall continue an agenda item if there will not be a sufficient number of Board members present and voting at the meeting to approve the item.

B. Conflicts of Interest. At such times a Board member may find himself with a conflict of interest, the Board member shall state the nature of the conflict of interest prior to an issue being heard and shall remove himself from the meeting. The member shall not vote or in any manner act on behalf of the board with respect to the issue for which a conflict has been declared, until such time as the issue has been decided. The member shall not attend any portion of a closed meeting authorized by the Virginia Freedom of Information Act when the issue is discussed; and will not discuss the issue with other governmental officers or employees in their official capacity at any time.

X. COUNTY ADMINISTRATOR. The County Administrator shall assume the general duties as set forth in the Code of Virginia, Section 15.2-1541. He shall maintain an office at the same address as the Board. The County Administrator, or a designated representative, shall attend each

meeting of the Board and shall provide such information to the Board as necessary to assist Board members in their deliberations and decision making.

XI. CLERK FOR THE BOARD. The Executive Assistant to the County Administrator is appointed and shall serve as Clerk for the Board per Section 15.2-1538.

XII. COUNTY ATTORNEY. The County Attorney shall perform the duties set forth in Code Section 15.2-1542. The County Attorney or his deputy or assistant county attorney designated by him shall attend each meeting of the Board and shall serve as adviser to the Board on issues of law relating to the Board's business. The County Attorney assists the Board in analyzing the facts, provides advice and action in legal matters, and represents the Board in civil actions.

XIII. PARLIAMENTARY PROCEDURE. The County Attorney shall serve as the Parliamentarian for the purpose of interpreting these Bylaws and Rules of Procedure and Robert's Rules of Order as may be directed by the Chair, or as required as a result of a point of order raised by any one or more Board members. If the County Attorney is unavailable, the County Administrator shall serve as the Parliamentarian.

XIV. QUORUM FOR THE EXERCISE OF BOARD BUSINESS. A majority of the Board shall constitute a quorum for the purpose of conducting Board business.

XV. MEETINGS

A. Regular Meeting Schedule

1. Meetings are held on the first Wednesday of each month at 4:00 p.m. and on the third Wednesday of each month at 7:00 p.m. in the Fluvanna County Circuit Courtroom.

2. Meetings held on the first Wednesday will adjourn/recess no later than 8:00 p.m., and meetings held on the third Wednesday will adjourn/recess no later than 11:00 p.m.

3. The Board, at its pleasure, may continue its meeting beyond the normal adjournment/recess time, by majority vote of the board members present and voting.

4. Meetings shall start at the appointed time, and if the Chair is not present, the Vice Chair shall preside.

5. If neither the Chair nor the Vice Chair is present, the County Administrator shall call the meeting to order and preside for the election of a temporary Chair.

B. Work Sessions Schedule. When needed, Work Sessions are held on the third Wednesday of each month at 4:00 pm, prior to the 7:00 pm Regular Meeting, in the Fluvanna County Circuit Courtroom, unless another location is announced. Other days/times may be scheduled by majority consent of the Board.

C. Closed Meetings

1. Closed Meetings will be held as needed, but may only be convened in conformance with Section 2.2-3711 of the Code of Virginia (1950), as amended.

2. No resolution, ordinance, rule, contract, regulation, or motion agreed to in a Closed Meeting shall become effective until the Board reconvenes in an Open Session and takes a vote of the membership on such resolution, ordinance, rule, contract, regulation, or motion which shall have its substance reasonably identified in the open meeting.

3. At the conclusion of a Closed Meeting, the Board shall reconvene in Open Session immediately thereafter and shall take a roll call vote certifying that to the best of each member's knowledge:

a. Only public business matters lawfully exempted from Open Session requirements were discussed; and

b. Only public business matters identified in the motion convening the Closed Meeting were heard, discussed or considered.

Any member who believes that there was a departure from the above requirements shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.

4. The failure of the certification to receive the affirmative vote of a majority of the members present and voting during the Closed Meeting shall not affect the validity or confidentiality of the Closed Meeting with respect to matters considered therein in compliance with the Freedom of Information Act.

5. The Board may permit non-members to attend a Closed Meeting if their presence will reasonably aid the Board in its consideration of an issue. Except as otherwise directed by the Board, the County Attorney and the County Administrator shall attend all Closed Meetings.

D. Special Meetings. The Board may hold Special Meetings as it deems necessary, at such times and places as it finds convenient, and may adjourn such special meetings from time to time as it finds convenient and necessary. Special Meetings shall be called and scheduled per §15.2-1418.

XVI. AGENDA ITEM SUBMISSION

A. All agenda items are due to the Clerk for the Board by COB Tuesday the week before the Board meeting, with the exception of presentations which are due by COB Tuesday the week of the meeting.

B. All agenda items require a *BOS Agenda Item Staff Report*. Staff Report and motion samples are available in the “Library/00-BOS Submissions” folder under “Procedures and Formats.”

C. Copy all files into the “Library/00-BOS Submissions” folder (if you do not have access to the county’s shared drive, email the materials to clerk@fluvannacounty.org).

D. Items can be in any file format (e.g., doc, docx, pdf, ppt, pptx, xls, xlsx)

E. NO paper copies of requested Agenda Items are required.

F. Name the submission files as follows:

For Agenda Category:	Name Your File:
06 Public Hearing	06-Short title of item similar to agenda
07 Action Matters	07-
07A Appointments	07A-
08 Presentations	08-
09 Consent Agenda	09-
10 Unfinished Business	10-
11 New Business	11-

XVII. AGENDA PREPARATION

A. The Clerk, under the direction of the County Administrator, shall prepare the agenda for meetings.

B. The County Administrator may at his discretion, and individual Board members may by request to the County Administrator, place matters of business on the Agenda according to the schedule in paragraph XVI.A above for discussion, information and/or action by the Board as are germane to the affairs and interests of the Board and county. However, this does not prevent the County Administrator or Board members, at their discretion, from having items included which are received after the regular cutoff date.

C. Any Constitutional Officer, department head, agency head, or citizen may also submit items for Agenda consideration provided such requests are received in advance according to the schedule in paragraph XVI.A above.

D. The County Administrator shall allocate time to items on the agenda to suit the convenience of the Board.

E. If the County Administrator considers a requested agenda item not appropriate for consideration by the Board, he shall inform the Chair for a decision. This does not prevent retaining the item on the agenda by majority consent of the Board.

F. The Chairman and County Administrator shall style routine, non-controversial matters requiring Board action on a Consent Agenda. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of any Board member present. Only one motion is necessary to adopt all recommendations and action items on the Consent Agenda.

G. The Clerk for the Board shall submit the draft agenda to the Chair on the Wednesday in the week before a regularly scheduled meeting for the Chair's review and approval. Agendas for special or other meetings may have the preparation and approval timeline modified to accommodate the available timeframe.

H. Issues for which actions will be required shall normally have all materials in the agenda package for advance study.

I. The Board agenda and related materials shall be received by each member of the Board and the County Attorney not later than the Friday before the scheduled regular meeting. The Clerk for the Board may request an adjustment to the delivery schedule due to special circumstances.

J. The Clerk shall prepare extra copies of the agenda and shall make the same available to the public and the press in the Office of the County Administrator, the Public Library, and on the County website. The Clerk shall also have at least one hard copy available at each regular meeting.

XVIII. ORDER OF BUSINESS. The Order of Business shall be as follows unless the County Administrator in drawing up the Agenda shall find good cause to change it:

1 – Call to Order
2 – Pledge of Allegiance and Moment of Silence
3 – Adoption of Meeting Agenda
4 – County Administrator's Report
5 – Public Comments #1
6 – Public Hearing
7 – Action Matters
7A – Appointments
8 – Presentations
9 – Consent Agenda
10 – Unfinished Business
11 – New Business
12 – Public Comments #2
13 – Closed Meeting (as needed)
14 – Adjourn

XIX. CONDUCT OF BUSINESS

A. Basic Principles: The following principles should be observed at all times in the transaction of public business before the Board.

1. Only one subject may claim the attention of the Board at one time.
2. Each item presented for consideration is entitled to full and free discussion.
3. Every member has rights equal to every other member except as to procedural matters within the competence of the Chair.
4. The will of the majority must be carried out, and the rights of the minority must be preserved.
5. The personality and desires of each member should be merged into the larger unit of the Fluvanna County Board of Supervisors.

B. The Board shall adopt an agenda for each meeting by recorded vote of a majority of the Board members present and voting. The adoption of the agenda shall be the first item for action following the Call to Order, Pledge of Allegiance, and Moment of Silence.

C. Items shall be heard in order of the agenda, except as the Board decides when adopting the agenda and that the Board may vote to call up any matter at any time.

D. Except as provided in subsection F. of this Section XX, the Board shall take no Action of Record on any matter that is not on the Meeting Agenda unless a modification to the Meeting Agenda is requested at the time of Approval of the Agenda. Modification of the Meeting Agenda requires a majority vote of Board members present and voting.

E. The Board shall consider all items on the agenda before taking any other items, unless an unlisted item is brought by majority consent of the Board members present and voting.

F. Items not on the agenda shall be heard as the final items of the Board's business, time permitting, or shall be carried over to the next regular meeting or a special meeting as determined by majority consent of the Board.

G. Exhibits before the Board shall become the property of the Board and shall be filed with the Clerk and shall be deemed a part of the record of the meeting at which submitted.

H. Citizens shall not speak at a meeting until they are recognized. Citizens shall request recognition by addressing "Mr. Chair" or "Madam Chair" (as appropriate), stating their name,

their address, and awaiting acknowledgment by the Chair. The Chair may permit a dialogue without individual recognition between members of the Board or between a member and a citizen if such dialogue is orderly and contributes to the expeditious conduct of business.

I. Should it be desired by the Chair, any member, or by the County Administrator, the member making a resolution shall reduce the same to writing and deliver it to the County Administrator's Office. The Clerk shall take down verbal resolutions as accurately as possible to reflect the intent of the Board.

J. Prior to initiating a public hearing, the Chair shall recount, either verbatim or by reference, the rules under which the hearing shall be operated, but the Board may amend the rules during the hearing by giving notice of the change to those gathered (e.g., a change to the time limitation for individual speakers).

K. At the beginning of the public hearing, the Chair shall call upon the County Administrator or the other staff member handling the matter at hand to present a description of the issue placed before the hearing, or the Chair may do so himself.

L. Subject to revocation or extension by the majority of the Board assembled, the Chair may in all matters establish a maximum time for consideration of any matter, and/or limit the amount of time available to each speaker, including Board members, on a matter and/or limit the number of times each speaker may address the Board on a matter. Regardless, every Board member is entitled to speak on every matter before the Board and the call for the question shall not be entertained until all members who wish to exercise this right shall have done so at least once.

M. All members or citizens shall limit their comments before and to the Board. The Chair may prohibit questions from citizens until a speaker has finished his presentation.

N. The Board of Supervisors has set forth the following rules for time limits for various agenda items or comments from the public, unless modified by majority consent of the Board:

1. Action Item presentations shall be limited to thirty (30) minutes.
2. Presentations shall be limited to ten (10) minutes.
3. Public Comments shall be limited to five (5) minutes per individual.

O. Once a notice for Public Hearing has been advertised (regardless of the nature), the Public Hearing will be conducted, unless the Board formally defers the matter to a future meeting. The postponement or cancellation of a public hearing shall be as follows:

1. Any public hearing scheduled for a Board of Supervisors meeting that has been publicly advertised shall not be postponed based on a request from a non-County government entity or person absent extreme mitigating circumstances. The Chair, with concurrence of the County

Administrator, will determine when such circumstances exist. If mitigating circumstances exist, the petitioner will bear any cost incurred by the County in providing public notification of the change and for the cost of advertising the new date of the hearing.

2. The Chair, with the concurrence of the County Administrator, shall have the authority to postpone a public hearing based on the weather or other extraordinary circumstances.

3. In all cases, County staff will ensure all Board members are provided timely notification of schedule changes. Further, staff will ensure the public and general news media are notified of changes to schedules which have been announced in public. The public hearing shall be rescheduled, if appropriate, and advertised as required by law.

XX. MOTIONS

A. Motions by Board members shall require a second.

Exceptions. The following do not require a second:

- To Raise a Question of Privilege
- Questions of Order
- Objection to the Consideration of a Question
- Call up Motion to Reconsider
- Nominations
- Leave to Withdraw a Motion
- Inquiries of any kind

B. Motions shall not be formally discussed prior to being duly seconded.

C. After a motion is properly made and seconded, the Chair shall restate the motion and open the floor to discussion.

D. The Chair shall routinely refrain from making or seconding motions in order to fairly and impartially preside over the Board deliberations and discussion. In any case, the Chair shall not make or second a motion without first temporarily surrendering the chair to the Vice Chair, if present and willing to temporarily accept the gavel, or to another member present and willing to temporarily accept the gavel. In such event, he should not resume the chair until the motion is decided.

E. A maker of a motion may not speak against his motion.

F. The Chair shall call for and cause the vote to be recorded after the motion is properly made before the Board, has been seconded, and has been duly discussed. Any member believing a motion has been duly discussed may move or call for the previous question. Such motion shall not be debatable. However, if any member objects, the Chair shall call for a vote on the motion.

calling for the previous question. If that motion carries, the Chair shall proceed to call for the vote on the motion before the Board. If the motion calling for the previous question is defeated, the debate on the main motion shall continue.

G. A substitute motion may be made by any member to any motion properly on the floor. Once seconded, the substitute motion shall take precedence and all debate or action on the existing motion shall cease until the substitute motion is decided. Debate on a substitute motion is permissible. If the substitute motion is passed by a majority vote of the members then present and voting, the original motion is supplanted by the substitute motion. A second substitute motion can be made only after the first substitute motion is decided by vote of the Board.

H. When a motion is made and then cannot obtain a second, the motion will die for lack of a second and does not require a vote. However, in the event that a motion which is not seconded is nevertheless voted on by the Board and passes by a majority of the members present and voting, the failure of a second shall not invalidate the adoption of such motion.

I. Defeated Motions

1. Same Meeting: A defeated motion can be brought back for consideration at the same meeting if the members present agree to do so by a majority vote. Only a member who voted on the prevailing side may make the motion to reconsider the issue. The rule restricting renewal of a motion in the same session does not apply to a motion that died for lack of a second.

2. Subsequent Meeting: Except as otherwise provided by law, a defeated motion that is still applicable can be re-introduced at a subsequent meeting as new business (under the normal process for new business).

XXI. VOTING

A. All Actions of Record must be approved by vote unless there is unanimous consent.

B. When the question is called and there is no dispute, the Chair shall call for the vote.

C. Whenever any member wishes to abstain from voting on any question, he shall so state and, if because of a conflict, shall indicate in accordance with the Virginia Conflict of Interests Act, Virginia Code § 2.2-3100 et seq., and his abstention shall be announced by the Chair and recorded by the Clerk.

D. The Chair's vote on all issues before the Board shall be recorded with the prevailing side, unless the Chair clearly votes otherwise.

E. The Clerk shall record the name of each member voting and how he voted.

F. A tie vote fails. The Board does not designate a tiebreaker pursuant to § 15.2-1421 of the Virginia Code.

G. Except as otherwise provided by law, motions shall be carried by a majority of the members present and voting in the affirmative (§15.2-1420), except that a majority affirmative vote of all members shall be required for any appropriation exceeding \$500.00, the imposition of taxes, and the authorization for borrowing money (§15.2-1428).

XXII. RECORDING OF MEETINGS. The Clerk for the Board shall record each regular meeting. These recordings are the property of the Fluvanna County Board of Supervisors and are public records as provided by the Virginia Freedom of Information Act. Interested persons may listen to the recordings on the County website or in the County Administrator's office, or may obtain copies of the recording by making appropriate arrangements with the County Administrator's office. Costs will be borne by the person making the request. The original recordings shall not be borrowed or removed from the County Office Building, except under the specific prior authorization of the County Administrator.

XXIII. ORDERLY CONDUCT

A. It shall be the duty of the Chair to maintain order and decorum at meetings. The Chair, when presiding at a meeting of the Board, without vacating the chair, shall refer any point of order to the Parliamentarian.

B. In maintaining decorum and propriety of conduct, the Chair shall not be challenged and no debate shall be allowed until after the Chair 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 to discuss the matter by majority vote of the Board members present and voting.

C. 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.

D. When a person engages in such breaches, the Chair may order the person's removal from the building, or may order the person to stand silent, may order the person removed from the County property, and may, at his discretion, bring formal charges for disruption of a public meeting.

XXIV. AD HOC COMMITTEES. Ad hoc committees will be appointed by the Chair as needed. Constitutional Officers may be appointed to committees.

XXV. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES (BCC)

A. The Board may appoint such advisory boards, committees and commissions as it may deem necessary pursuant to Code Section 15.2-1411.

B. Information on all nominees for such appointments, whether to represent the County as a whole or a particular election district, shall be included in the Board package for the meeting at which the appointment will be considered. It shall be the policy of the Board as a whole to scrutinize and agree upon all appointees to represent the County in any capacity.

C. Appointments shall generally not be made more than 45 days prior to the commencement of a term for which the appointment is made.

XXVI. OFFICIAL BOARD TRAVEL

~~— A. A Board member may travel officially in-state at the Board member's discretion. In-state travel shall include travel to Washington, D.C.~~

~~— B. A Board member shall obtain advance Board approval for official out-of-state travel.~~

~~— C. A report and accounting of funds shall be made for all travel for which the Supervisor is requesting payment or reimbursement from County funds.~~

XXVI. OFFICIAL BOARD TRAVEL AND EXPENSE REIMBURSEMENT

A. A Board member may travel officially in-state at the Board member's discretion. In-state travel shall include travel to Washington, D.C.

B. A Board member shall obtain advance Board approval for official out-of-state travel.

C. Supervisors are not eligible for mileage reimbursement for regularly scheduled BOS meetings (held generally on the 1st and 3rd Wednesdays).

D. Supervisors are eligible for mileage reimbursement for travel to and from:

1. BOS special meetings and work sessions not scheduled in conjunction with a regular meeting. Examples include periodic strategic planning meetings, budget meetings or other work sessions on different days from regular meetings, meetings with staff, etc.

2. Town hall meetings, community events, Chamber events, local area functions, etc., in support of their role as a County Supervisor.

3. Board, commission, and committee meetings when assigned as a part of their service as a County Supervisor (excluding Planning Commission and Social Services Board).

E. Supervisors may also be eligible for mileage reimbursement as private citizens for travel to and from various board, commission, and committee (BCC) meetings when assigned by the Board of Supervisors to such BCC roles.

F. Supervisors may complete and submit reimbursement claims following the procedures outlined in Policy 2.19, Travel and Expense Reimbursement.

XXVII. APPROVAL OF CERTAIN CHECKS, AUTHORIZATION TO SIGN WITH STAMP

A. The Chair, Vice Chair, County Administrator, and Treasurer are hereby authorized to sign and issue checks without prior approval of the Board for the following purposes: end of the month salaries, end of the month contracted personal services, utility payments, and other payments deemed appropriate and necessary by the Chair, County Administrator, and Treasurer; such actions to be reviewed and ratified at the next appropriate meeting of the Board.

B. The Chair of the Board of Supervisors, and in his absence, the Vice Chair, are authorized to substitute his facsimile signature provided he/she signs a certified list of individual checks for which his facsimile signature is authorized; also the signature plates are in the sole possession of the Treasurer.

FLUVANNA COUNTY BOARD OF SUPERVISORS

AGENDA ITEM STAFF REPORT

TAB A

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	FY20 Budget Transfer – Commonwealth Attorney Body Cameras				
MOTION(s):	I move the Board of Supervisors approve a budget transfer of \$10,000 from Personnel Contingency to the Commonwealth Attorney’s Part-time Salary budget for additional workload caused by body cameras in use by the Sheriff’s Office.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		Public Safety
	X				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Mary Anna Twisdale, Director of Finance				
PRESENTER(S):	Mary Anna Twisdale, Director of Finance Jeff Haislip, Commonwealth Attorney				
RECOMMENDATION:	Approve				
TIMING:	Immediate				
DISCUSSION:	<ul style="list-style-type: none"> Pursuant to the budget language passed by the General Assembly, body camera footage must be reviewed by the Commonwealth Attorney’s Office Workload has increased with the implementation of 25 to 30 body cameras in the Sheriff’s Office. 				
FISCAL IMPACT:	This action will decrease the Personnel Contingency budget \$10,000 and will increase Commonwealth Attorney’s Part-time Salary budget \$10,000. Current Personnel Contingency budget prior to transfer is \$22,982.00.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Compensation Board Letter				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			



JEFFREY W. HAISLIP
COMMONWEALTH'S ATTORNEY

TODD M. SHOCKLEY
ASST. COMMONWEALTH'S ATTORNEY

SHERRI L. STADER
VICTIM/WITNESS DIRECTOR

OFFICE OF THE
COMMONWEALTH'S ATTORNEY
FLUVANNA COUNTY

PHONE (434) 591-1985

FAX (434) 591-1986

jhaislip@fluvannacounty.org
tshockley@fluvannacounty.org
sstader@fluvannacounty.org

June 28, 2019

Robyn M. de Socio, Executive Director
Compensation Board of Virginia
Richmond, VA 23219

Re: Body Worn Cameras

Dear Robyn:

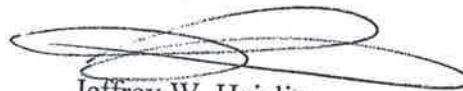
Pursuant to the budget language passed by the General Assembly this year, I am writing to update you on the agreement reached between my office and the County regarding additional resources for my office to address the additional workload caused by the 25-30 body cameras in use by the Sheriff's Office.


While my office would be entitled to an additional full time attorney, for many reasons, I have agreed to a part-time employee budget line for my office in the amount of Ten Thousand Dollars (\$10,000) for the upcoming year. This agreement will be revisited during the County's budget process next year.

The County does not currently fund any positions for my office to address the workload caused by body cameras.

With kindest regards, I remain

Very truly yours,


Jeffrey W. Haislip
Commonwealth's Attorney


Steven M. Nichols,
County Administrator

FLUVANNA COUNTY BOARD OF SUPERVISORS

AGENDA ITEM STAFF REPORT

TAB B

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Appointment/Reappointment to the Board of Zoning Appeals				
MOTION(s):	I move to recommend the Circuit Court of Fluvanna County appoint/reappoint _____ to the Board of Zoning Appeals with a term to begin January 1, 2020 and expire December 31, 2025.				
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, and Douglas Miles, Planning/Zoning Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	Candidates seeking appointment to the Board of Zoning Appeals: <ul style="list-style-type: none"> Harold Morris—<i>current member; seeking reappointment</i> Carol Walker—<i>current member; seeking reappointment</i> Ed Zimmer —<i>current member; seeking reappointment</i> 				
FISCAL IMPACT:	Within budget				
POLICY IMPACT:	Required by State Code				
LEGISLATIVE HISTORY:	No applicant may be considered for nomination if he/she holds a position on any other committee, commission, board or other public office within the County. The only exception is the Planning Commission. Per Article 18 of the Fluvanna County Zoning Ordinance, Section 22-18-1, one of the five appointed members of the BZA may also serve on the Planning Commission.				
ENCLOSURES:	Boards, Commissions, & Committees Application: <ul style="list-style-type: none"> Morris Walker Zimmer 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



on BZA

COUNTY OF FLUVANNA

Application to Serve on Boards/Commissions/Committees

(Please type or print clearly)

Name: HAROLD T. MORRIS, SR. Election District: PALMYRA
 Home Address: 438 MECHUNK CREEK DR.
TROY, VA Zip: 22974 Phone: (434) 295-2301
 E-mail address: SAMHTM7@CS.COM

County Resident Since: 1986

Business Address: 438 MECUNK CREEK DR.
TROY, VA 22974 Phone: (434) 295-2301

Occupation: INSURANCE SALESMAN Employer: SELF

Education: High School ALBEMARLE
Diploma/Degree School Attended

Experience/Professional Expertise SALESMAN/INSURANCE FOR 41 YRS.

Civic Activities (include other boards/committees/commissions)
CHAMBER OF COMMERCE, ELKS & MOOSE Lodges

Memberships in Fraternal, Business, Church or Social Groups (include offices held)
NATIONAL ASSOC. OF INSURANCE & FINANCIAL ADVISORS

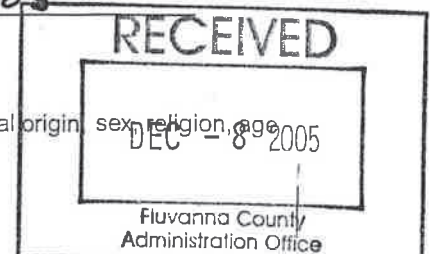
Reason(s) Desire to Serve on Board/Commission/Committee
HAVE SERVED ON THE BZA BOARD FOR APPROX. 10 YRS

**Please indicate on the back all Boards/Commissions/Committees on which you wish to serve.

Return to: Clerk, Board of Supervisors
 P.O. Box 540
 Palmyra, VA 22963
 (434) 591-1910
 Fax: (434) 591-1911

Signature: Harold T. Morris Sr.Date: 12-6-2005

The County of Fluvanna does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.



Agricultural/Forestral Advisory Committee

Consists of four (4) landowners who are engaged in agricultural or forestall production, four (4) other landowners of the County, the Commissioner of the Revenue and a member of the governing body. The committee shall advise the planning commission and the governing body and assist in creating, reviewing, modifying, continuing or terminating districts within the County.

✓ **Board of Zoning Appeals:** Consists of 5 members, appointed by the Fluvanna County Circuit Court to serve five-year terms. The role of this organization is to hear and decide appeals of the requirements of the Zoning Ordinance or Administrator.

— **Board of Building Code Appeals:** Consists of five (5) members appointed by the locality for a specific term established by written policy. This appeals Board hears appeals as authorized by the local governing body.

— **Community Policy and Management Team (Comprehensive Services Act)** Members appointed by the Board with responsibility of implementing the Comprehensive Services Act. Membership includes community services board, social services, health department, juvenile court services unit BOS rep., and local school division along with a parent representative; three year term.

— **Court Green Committee:** Oversees landscaping and landscaping maintenance needs on the court green, the museum grounds and Confederate Square. It meets at the call of any member or the County Administrator. Its purpose is to provide consensus on significant alterations to the appearance of the court green and its surroundings on matters that often are a matter of taste; three year term.

— **Economic Development Commission:** Ten (10) members, 1 from each electoral district and 4 at-large. Chartered to support the Board in development planning and economic development issues; four year term.

— **Fluvanna County Youth Advisory Council:** membership consist of interested citizens & representation from local government, agencies & youth-serving organizations, & at least one, but not more than two (2), citizens under the age of eighteen, with a minimum age of fifteen; two (2) year term; members appointed by the Board of Supervisors; serves as liaison between organized groups concerned with youth, specifically the Board of Supervisors and the youth citizens of the county

— **Fluvanna Partnership for the Aging:** Consists of a representative from each magisterial district, appointed by the Supervisors of the district, and representatives from the following agencies: Social Services, Virginia Extension Services, JABA -Case Manager, Senior Center-Director, MACAA Director, Fork Union Nursing Home (Village Nursing Center) Director, Health Department, and County Administrator's office; four year term.

Fluvanna Transportation Safety Commission

Mission Statement is to further transportation safety within Fluvanna County; to increase transportation safety awareness among school age children & adults; and to assist VDOT in selected tasks pertaining to the County. Voting members include one BOS appointee from each voting district and representative of the Board of Supervisors, Fluvanna Schools and the Fluvanna Sheriff's Dept. Members serve 3-year terms.

— **Fork Union Sanitary District Advisory Committee:** Consists of seven (7) voting members who shall be appointed by the Board of Supervisors and must be members of the District's service area and serves a four (4) year term. The FUSD Advisory Board shall investigate and be informed on all matters relating to water production and supply in the FUSD and on such other matters as the Board of Supervisors may time to time request.

— **Industrial Development Authority:** Purpose is to promote industry and develop trade by inducing manufacturing, industrial, governmental, commercial enterprises and institutions of higher learning to locate and remain in the Commonwealth and consist of seven (7) At-Large members; four (4) year term.

James River Alcohol Safety Action Program

was organized & exists pursuant to an agreement for Joint Exercise of Powers entered into among the City of Charlottesville, and the Counties of Albemarle, Fluvanna, Greene, Louisa and Nelson and functions as administrative and fiscal agent for the Program. One person is appointed by the governing body of each participating locality & will serve a term of three (3) years.

— **JAUNT Board:** Two (2) members appointed; terms of office are generally for three (3) years. JAUNT manages budgets, policies and programs of the corporation's transportation services. The Board of Directors generally meets at the Charlottesville office.

— **Jefferson Area Bicycling & Walking Advisory Committee:** the concept of this plan is to connect destinations with bicycle and pedestrian facilities so that use of these modes of travel is possible throughout the region; Fluvanna has two (2) representatives on this committee with four (4) year term.

— **Jefferson Area Board for Aging Advisory Council:** members provide input on the development & administration of JABA's Area Plan, participates in public hearings, represents the interests of older persons, reviews and comments on all community policies, programs and actions affecting the senior citizen's and elder caregivers of Planning District Ten. Each participating Jurisdiction shall be represented by two (2) voting members with two (2) year terms. The Council meets the first Tuesday of each month from 12:00-1:00pm.

Jefferson Area Board for Aging Board of Directors

BOA 2020 BOS 50/122
Directors meets the third Tuesday of each month. The meeting is usually held at the Center for Adult Rehab and Eldercare in the Alzheimer's Suite unless otherwise notified; two members appointed by the Board of Supervisors with two year terms.

— **Jefferson Area Disability Services Board:** Service area comprises a rural, primarily agricultural area wherein services to persons with physical and/or sensory disabilities are hampered by the relative isolation of clients; consist of one representative appointed by the Board of Supervisors with a three year term.

— **Library Board of Trustees:** Consisting of seven (7) members, one from each election district and the Library Director as ex-officio; term is for four (4) years.

— **Local Workforce Investment Board:** consist of a majority of private sector representatives; number of appointments per locality is based on population (Fluvanna has two); three (3) year term.

— **Monticello Area Community Action Agency:** provides services and supplies among local churches, schools, and community organizations for people in crisis situations, or with longer-term needs; term is for four (4) years; one representative appointed by the Board of Supervisors.

— **Parks & Recreation Advisory Board:** Members are appointed by the Board. Three (3) are agency appointments, 6 are at-large for four-year appointments. The Advisory Board provides counsel to the board on community recreation issues, assists department director in determining program priorities and content, and leisure issues in the community.

— **Piedmont Virginia Community College Board:** is a local advisory board which is appointed by its participating local jurisdictions; provides a link between the college and the community; participates in selection, evaluation and removal of college president; reviews and acts on annual local funds budget as prepared by the president, etc.

— **Planning Commission:** The Code of Virginia requires the County to create a local planning commission to promote the public health, safety, convenience, and welfare of its citizens, to plan for the orderly development of the community and to develop and update the County's Comprehensive Plan. The role of the planning commission is to serve primarily in an advisory capacity to the Board of Supervisors for four (4) year terms. There are two (2) members from the Rivanna Election District, one member each from the Columbia, Cunningham, Fork Union and Palmyra Election District's, and four (4) at-large members.

— **Region Ten Community Services Board:** A total of 14 members are appointed by the Boards of Supervisors of Albemarle, Fluvanna, Greene, Louisa, and Nelson Counties and the Charlottesville City Council. The board establishes policy and programs to provide mental health, mental retardation, and substance abuse services, and governs the operations of over forty (40) component programs; Fluvanna has one representative with a three (3) year term; meets the 2nd Monday of each month in the evening.

— ***Regional Jail Board:** The Regional Jail shall be supervised and managed by a board to consist of at least one representative from each political subdivision participating therein who shall be appointed by the local governing body for a two year term

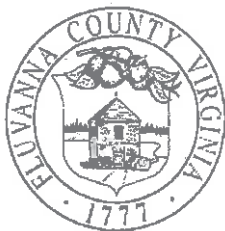
— **Social Services Board:** The board is administrative and is responsible for local policy decisions, discretionary power over local funding, submission of the annual county budget, appointment of the department director and decisions governing optional and local services. The board exercises an interest in all matters pertinent to the local social services; consist of seven (7) members - one from each district and a BOS representative with a four (4) year term.

— **Thomas Jefferson Emergency Medical Services Council:** One (1) member appointed by the Board to represent the local government for a term of two years. The Board establishes regional EMS protocols, grades and ranks Rescue Squad Assistance Fund applications, develops regional EMS training/continuing education programs, and acts as a liaison between the region and State.

— **Thomas Jefferson Partnership for Economic Development:** enhances the assistance & information that can be made available to both existing & new businesses interested in investing in the Greater Charlottesville Region; marketing the region & the development opportunities that exist for different types of businesses; and assisting the public sector members of the Partnership to define & improve the "product" that can be offered to prospective companies.

— **Thomas Jefferson Planning District Commission:** Two (2) members, at least 1 of which is a local elected official, are appointed by each of six (6) member jurisdictions. An elected official serves a term coinciding with duration of their locally elected position; terms for citizen members are three (3) years. The purpose of the Commission is to foster regional cooperation, provide a forum for discussion of regional issues, and to plan with local governments for the future of the region. Fluvanna has two representatives with two (2) year terms.

— **Virginia Water Project Board of Directors:** one board appointed representative; two year term; meets quarterly for three (3) days throughout the state.



COUNTY OF FLUVANNA

Application to Serve on Boards/Commissions/Committees

(Please type or print clearly)

Name: Ed Zimmer Election District: Columbia

Home Address: 8023 Venable Rd.
Kents Store, VA Zip: 223084 Phone: 757-653-7511

E-mail address: ed.zimmer@dof.virginia.gov

County Resident Since: 2008

Business Address: 900 Natural Resources Dr. Charlottesville, VA Phone: 434-220-9178

Occupation: Forester Employer: VA. Dept. of Forestry

Education: BS-Forestry West VA Univ.
MBA Averett University

Experience/Professional Expertise 25 years in Natural Resources
5 years military experience

Civic Activities (include other boards/committees/commissions) Scout Leader

Memberships in Fraternal, Business, Church or Social Groups (include offices held)

Virginia Forestry Association

Reason(s) Desire to Serve on Board/Commission/Committee

Use skills and abilities to give back service to County

****Please indicate on the back all Boards/Commissions/Committees on which you wish to serve.**

Return to: Clerk, Board of Supervisors
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax: (434) 591-1911

Signature: Edmund H. Zimmer
Date: 3/1/12

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Interest in Board of Zoning Appeals (BZA)

Palmyra

Last Name Walker **First Name** Carol M. **Date Recieved** 7/28/2014
Mailing Address 1017 Union Mills Road **City** Troy **State** VA **Postal Code** 22974-
Home Phone (434) 977-4796 **Work Phone** **Cell Phone/Other** (434) 987-0206
Fax **Email Address** cwalker405@aol.com
Physical Address **City** **State** **Postal Code**

Education and Experience:

Vice President and bookkeeper, small business contractor; prior real estate and insurance agent; VASAP intake Counselor; substitute teacher (Oakland School). BA in English, UNC/Chapel Hill, NC.

Civic Activities and Committee Memberships:

Election official (current). Member Grace Episcopal Church, Keswick, VA. Social Services Board member 2003 (?) Social Services Board Chair (2010?)

Interest in Committee:

Having been involved in zoning issues for years and studying the laws, etc., I feel I have an understanding of how the County operates on these issues and would be helpful.

Comments:

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB C

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Convenience Center Charges and Fees Presentation				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Mary Anna Twisdale, Director of Finance				
PRESENTER(S):	Mary Anna Twisdale, Director of Finance				
RECOMMENDATION:	None				
TIMING:	Routine				
DISCUSSION:	Review of Convenience Center Charges and Fees				
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 D

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors December 04, 2019 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday, December 4, 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 Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Minutes for December 4, 2019				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

**FLUVANNA COUNTY BOARD OF SUPERVISORS
ADJOURNED REGULAR MEETING MINUTES
Central Elementary Auditorium
December 4, 2019
Adjourned Regular Meeting 6:00pm**

MEMBERS PRESENT:

John M. (Mike) Sheridan, Columbia District, Chair
 Tony O'Brien, Rivanna District, Vice Chair (entered meeting at 6:22pm)
 Mozell Booker, Fork Union District
 Patricia Eager, Palmyra District
 Donald W. Weaver, Cunningham District

ABSENT:

None.

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 6:00pm Chair Sheridan called to order the Adjourned Regular Meeting of December 4, 2019.
 After the recitation of the Pledge of Allegiance, a moment of silence was observed.

5 - PUBLIC COMMENTS #1

At 6:01pm Chair Sheridan opened the first round of Public Comments.

- Justin Flevarakis, 13 Jefferson Dr., Palmyra District, Support the resolution declaring Fluvanna County a Second Amendment Sanctuary County.
- Matthew E. Reid, 1353 Vila Way, Palmyra District, support
- Samuel A. Thompson Jr., Cunningham District, Support
- Mark D. Poulin II, 534 Rolling Rd S, Fork Union District, support
- Ciara Race, 4567 James Madison Hwy, Fork Union District, support
- DeAnn Nelson, 1860 Haden Martin Rd, Fork Union District, support
- Dave Johnson, 183 Poorhouse Ln, Palmyra District, support
- Ann Krahenbill, 4094 Ridge Rd, Columbia District, support
- Eddie Wood, 185 Cloverdale Rd, Fork Union District, support
- Cody Stowe, 369 Bell Farms Ln, Palmyra District, support
- James Winsett, 8095 James Madison Hwy, Fork Union, support
- Gary Clore, 725 Transco Rd, Cunningham District, support
- Morgan Messori, 29 Rockfish Rd, Fork Union District, support
- Eden Pomeroy, 172 Rolling Hills, Cunningham District, support
- Curtis Putnam, 16408 James Maddison Hwy, Columbia District, oppose
- Roger Bowles, 5520 James Madison Hwy, Fork Union District, support
- Fredric Bayless, 73 Jefferson Dr., Palmyra District, support
- Shawn W. Metcalf, 6407 Union Mills Rd, Palmyra District, support
- Sam Patterson, PO Box 999 Troy, Palmyra District, support
- Mason Byrd, 335 Jefferson Dr., Cunningham District, support
- Matthew Kolczynski, 61 Bridlewood Dr., Cunningham District, support
- Richard Bucci, 5 Swan Ct, Rivanna District, oppose
- Katie Brown, 31 Overlook Cir, Palmyra District, support
- Karl Partner, 27 Bridlewood Dr., Cunningham District, support
- Sam Richardson, 41 Lafayette Dr., Rivanna District, support
- Linda Staiger, 2949 Ridge Rd., Columbia District, oppose
- Paula Berardi, 555 Beaver Pond Rd., Palmyra District, support
- Stephen Cooper, 5 Chickasaw Pl., Palmyra District, support
- Jeffery Potter, 474 Covered Bridge Rd., support
- Michelle Painter, 4 Goldfinch Ct, Palmyra District, support
- Daune Hogge, 435 Green Shadows Ln, Fork Union District, support
- Kat Campbell, 100 Careby Ln, Fork Union District, support
- Michael Pickwood, 3310 Rolling Road S., Cunningham District, support
- Daniel Nelson, 1860 Haden Martin Rd., Fork Union District, support
- Roy Rankin, 6110 Thomas Jefferson Pkwy, Cunningham District, support
- John (unintelligible), Lake Monticello, Palmyra, support
- Bill Blanchetti, 1067 Fox Hollow Ln, Cunningham District, support
- Anthony Orsolini, 656 Justin Dr., Palmyra District, support
- (Unintelligible) Ramirez, 24 Seminole Trl, Palmyra District, support

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:46pm.

11 - NEW BUSINESS

After a brief discussion, the Board of Supervisors articulated their reasons for supporting or opposing the Resolution to Declare Fluvanna County a Sanctuary County.

MOTION:	Approve a resolution entitled, "A RESOLUTION DECLARING FLUVANNA COUNTY, VIRGINIA A SECOND AMENDMENT SANCTUARY"				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion			Second
VOTE:	No	Yes	No	Yes	Yes
RESULT:	3-2				

12 - PUBLIC COMMENTS #2

At 8:12pm Chair Sheridan opened the second round of Public Comments.

- Mike Arnold, 109 Jefferson Drive, Palmyra District, criticized the comment made by Mrs. Booker saying she resented the fact she was made to vote on the Second Amendment.
- Joe Orsolini, 24 Seminole Trail, Palmyra District, Support the resolution declaring Fluvanna County a Second Amendment Sanctuary County.
- Roger Bowles, suggested the next time we had a topic that drew such a large crowd, to schedule the meeting in the new high school auditorium.
- Ciara Race, 4567 James Madison Hwy, thanked the board for voting for the second amendment sanctuary county resolution.
- Fred Nelson, 1860 Haden Martin rd., criticized the crowd for disrespecting those who opposed the second amendment resolution.
- Dan Zim, 350 Manor Blvd, Support the resolution declaring Fluvanna County a Second Amendment Sanctuary County.
- Mark D. Poulin II, 534 Rolling Rd S, Fork Union District, thanked the congregation for coming out to show interest of the process it takes to protect the Constitution.
- Henry (Unintelligible), 2387 Sclaters Ford Road, spoke in support of the second amendment sanctuary resolution.
- Gary Clore, 725 Transco Rd, Cunningham district, asked the Board of Supervisors to introduce themselves and the support staff on the stage.
- Jeffery Potter, 474 Covered Bridge Rd., agreed with Dr. Staiger's point that we should be more involved in the community and come together to speak for others like we came together for the second amendment resolution.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 8:27pm.

14 - ADJOURN

MOTION:	Adjourn the adjourned regular meeting of Wednesday, December 4, 2019 at 8:35pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair

Fluvanna County Board of Supervisors Public Comment Cards**December 11, 2019****Topic: Resolution Declaring Fluvanna County a second Amendment Sanctuary**

1. Samuel Ross, Jr. 224 Spring Road, Fork Union District, Oppose
2. H. M. Decker, 24 Kingswood, Rivanna District, Oppose
3. Richard Henry, 375 Perkins Road, Columbia District, Oppose
4. Michael Kolczynski, 61 Bridlewood Dr., Cunningham District, Support
5. Lennie Milomber, 287 Haden Martin Rd., Palmyra District, Support
6. Michael W. Parks, Jr. 888 Jefferson Dr., Rivanna District, Support
7. Bryan Huberth, 3798 Venable Rd, Columbia District, Support
8. Steven Melton (No address Provided) Fluvanna County, Support
9. Sandra A. Lindner Turner-1801 East River Rd, Fork Union District, Support
10. Doris G. Sundberg, 343 Keswick Lane, Columbia District, Support
11. Neal Sundberg, 343 Keswick Lane, Columbia District, Support
12. David Turner, 1801 East River Rd, Fork Union District, Support
13. Caryn McComber, 237 Haden Martin Rd., Palmyra District, Support
14. Ellen Layne-Mahanes- 434 Shores Rd., Palmyra District, Support
15. Chrystan Bunch, 360 Branch Rd., Cunningham District, Support
16. Charity Beach, 4421 Rolling Rd., S., Cunningham District, Support
17. Edwin Denby, 4421 Rolling Rd S., Cunningham District, Support
18. Dennis Kidd, 58 Centre Hill Ct., Columbia District, Support
19. Cindy Jenkins, 384 Gold Mine Rd., Palmyra District, Support
20. Pamela Stevens, 14 Glenfield Ln., Cunningham District, Support
21. Mark A. Stevens, 14 Glenfield Ln., Cunningham District, Support
22. John M. Breeden, 245 Oak Hill Ln., Fork Union District, Support
23. Paula J. Brown, P.O. Box 183, Fork Union District, Support
24. Alesia Mullins, 671 Bluebird Ln., Cunningham District, Support
25. Leigh Anne Moss, 5389 James Madison Hwy., Fork Union District, Support
26. Frank James Kaiser, Sr. 4247 Rising Sun Rd, Palmyra District, Support
27. Christopher Ronleder, 393 Oak Creek Rd., Palmyra District, Support
28. Rich Mullin 33 Marwood Dr., Rivanna District, Support
29. William Hamner, 62 Radical Circle, Fork Union District, Support
30. Garlin Glass, 258 Dobby Creek Rd., Cunningham District, Support
31. Steve Cohen, 38 Hardwood Rd, Cunningham District, Support
32. Timothy Fullerton, 499 Kents Store Way, Columbia District, Support
33. Alex (illegible) 439 Jefferson Dr., Cunningham District, Support
34. Charles H. Wheaton, 1382 Ruritan Lake Rd., Rivanna District, Support
35. Sandra Bruno, 102 Wagner Pl., Fork Union District, Support
36. Frederick Kent, 19 Hatchechubee Rd., Palmyra District, Support
37. Jerri Lushpinsky, 439 Jefferson Dr., Cunningham District, Support
38. Marilyn Winsett, 8085 James Madison Hwy, Fork Union District, Support
39. Linwood Richardson, 1309 Kents Store, Columbia District, Support
40. Hugh Richardson, 3185 Venable, Columbia District, Support
41. Cody Knight, 1682 Shiloh Church Rd., Palmyra District, Support
42. Brian Painter, 4 Goldfinch Ct., Palmyra District, Support
43. Jamie Rutherford, 447 Oliver Ridge Ln., Palmyra District, Support
44. Robert Parrish 1901 Richmond Rd., Palmyra District, Support
45. William C. Blackford, 9889 West River Rd, Palmyra District, Support
46. John Pulliam, 7 Vine Ridge Dr., Palmyra District, Support
47. Edward W. Denzer, 21 Vine Ridge Dr., Palmyra District, Support
48. Geoffrey Hoffman, 41 Jefferson Dr., Palmyra District, Support
49. Tyler Brumbaugh, 2059 West River Rd., Cunningham District, Support
50. Kevin Brown, 31 Overlook Circle, Palmyra District, Support
51. Brandon Johnson, 2095 West River Rd., Cunningham District, Support
52. Scott Kidd, 3174 Kidds Dairy Rd., Fork Union District, Support
53. Nancy Kidd (Illegible Address) Cunningham District, Support
54. Tammy Ashcraft, 2367 Shores Rd, Fork Union District, Support
55. Amber Kidd, 76 Bell Farms Lane, Fork Union District, Support
56. Peter Thompson, 5781 W. River Road, Fork Union District, Support
57. Louise N. Nicholas, 215 Fayette St., Columbia District, Support
58. David Spencer, 15316 James Madison Hwy, Columbia District, Support

59. Earl Ingersoll, 2070 Rolling Rd. S., Cunningham District, Support
60. Robin Ingersoll, 2070 Rolling Rd. S., Cunningham District, Support
61. Dennis Conroy, 19 Bolling Circle, Palmyra District, Support
62. Jason Warner, 458 Jefferson Dr., Palmyra District, Support
63. Linda Reynolds, 54 Jennings Dr., Palmyra District, Support
64. Jennifer Reynolds, 54 Jennings Dr., Palmyra District, Support
65. Larry Ryalls, 131 Timber Ridge Dr., Columbia District, Support
66. Bill Huberth, 3798 Venable Rd. Columbia District, Support
67. Bill Davis, 889 Jefferson Dr., Palmyra District, oppose

DRAFT

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

TAB E

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors December 18, 2019 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday, December 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 Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Minutes for December 18, 2019				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
December 18, 2019
Work Session 4:00pm
Regular Meeting 7:00pm

MEMBERS PRESENT:

Tony O'Brien, Rivanna District, Vice Chair (entered meeting at 4:04pm)
 Mozell Booker, Fork Union District
 Patricia Eager, Palmyra District
 Donald W. Weaver, Cunningham District

ABSENT:

John M. (Mike) Sheridan, Columbia District, Chair

ALSO PRESENT:

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

WORK SESSION – CALL TO ORDER

At 4:04pm Vice-Chair O'Brien called to order the Budget Work Session of December 18, 2019.
 After the recitation of the Pledge of Allegiance, a moment of silence was observed.

NON-PROFIT ORGANIZATION PRESENTATIONS

- Hospice of the Piedmont
- Central Virginia Partnership for Economic Development
- Virginia Career Works – Piedmont Region
- Central Virginia Small Business Development Center
- Fluvanna County Arts Council
- Fluvanna Chamber of Commerce
- Fluvanna Leadership Development Program
- Fluvanna/Louisa Housing Foundation
- Foothills Child Advocacy Center
- Jefferson Area Board of Aging
- ~~JAUNT~~
- Child Health Partnership
- Legal Aid Justice Center

RECESS FOR DINNER AND CLOSED SESSION**13 - CLOSED MEETING**

MOTION:	At 5:47pm, 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 of the Code of Virginia, 1950, as amended, for the purpose of discussing Prospective Industry and Investment of Funds.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

MOTION:	At 7:04pm, move Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and "BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting."				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

1 – RECONVENE, CALL TO ORDER, & PLEDGE OF ALLEGIANCE

Board of Supervisors Minutes

At 7:04 pm Vice-Chair O'Brien called to order the Regular Meeting of December 18, 2019.

After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

The agenda for the December 18, 2019 Regular Meeting of the Board of Supervisors was adopted by consent.

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Dahl reported on the following topics:

Staff and Community Recognitions

- Employee Recognition and Holiday Luncheon
 - Thursday, December 19, 2019
 - 11:30 am – 2:00 pm
 - Departments heads and constitutional officers will close their offices, as permissible, during that time period
 - Service Award Milestones will be presented
 - Nominations for Employee of the Year will be presented
 - Employee of the Year will be announced - \$500
 - Runner-ups get \$250
- Fluvanna County High School & Fluvanna Library
 - The FCHS Crochet and Knitting Club made bookmarks to be sold at the Library-all proceeds benefit the Fluvanna Library.
 - The BETA Club held a book drive and donated 13 boxes of books to the Fluvanna library

Spotlight on Business

- Video by the Lake, located in Gate Plaza off of Turkey Sag Trail
- Contact: Jon Wills
- www.facebook.com/videobythelake
- Video rental store where residents can pick out a DVD, Blu-Ray or 4K movie rental.
- Owned and operated by the Wills family for over the past 12 years.
- Video by the Lake started in the early '90s!
- With continued support from their customers, Video by the Lake has been able to donate and support to local county events and non-profits following one of their principles of giving back to the community whenever they can.
- Hours: Monday through Thursday from 3 p.m. till 8 p.m., Friday from Noon till 9 p.m. and Saturday from 10 a.m. till 9 p.m.
- Also like and follow them on Facebook for weekly New Release Titles, specials and special events.

BOS Direction

- Resolution in Support of Legislation Improving Local Fiscal Impact Review Process
 - VACo is working with legislators to introduce legislation that would require more time for review of legislation with a potential fiscal impact on localities and direct further consideration of other ways that the local fiscal impact review process might be improved.
 - Prior to 2010, legislation with a local fiscal impact was required to be introduced by the first day of the legislative session, so as to allow the Commission on Local Government and the local volunteers reviewing legislation some additional time to complete their analyses. This requirement was repealed in 2010.
 - Revisiting this issue and requiring additional time for review of legislation with a local fiscal impact was discussed at VACo's annual conference in November, and language in support of such legislation was incorporated into VACo's 2020 Legislative Program
- FLDP – Infrastructure Session – BOS Member Participation?
 - Thursday, January 9th from 6:45 pm to 8:00pm at the Virginia, Maryland & Delaware Electric Cooperative Training Center (next to CVEC)
 - Water Panel discussion on the importance of bringing water to the Zion Crossroads area and the progress in doing that.
 - Other speakers during the evening will include representatives of VDOT, CVEC, Comcast, Aqua Va., Dominion and others.
- Building Permit Fee Waiver - ~\$500
 - A resident's home caught fire. The home was a major loss, but foundation is still good
 - Materials for the home are being donated
- FUSD Water Connection Fee Adjustment Request
 - Old Fork Union Rescue Building – Privately owned now
 - Their water is connected to the FUSD building water supply
 - The FUSD Wastewater is connected to their drain field

Announcements and Updates

- New Planner/GIS Technician onboard
 - Jason Overstreet began work on Nov 12th

- County Administrator out of office (Dec 21-23)
 - Director of Finance, Mary Anna Twisdale will be Acting

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Jan 8	4:00 PM	Regular Meeting – Organizational Meeting	Courtroom
Wed	Jan 22	4:00 PM	BOS Budget Work Session - Non-Profit Presentations	Courtroom
Wed	Jan 22	7:00 PM	Regular Meeting	Courtroom

5 - PUBLIC COMMENTS #1

At 7:25pm Vice-Chair O'Brien opened the first round of Public Comments.

- Lois Mastro, 63 Forest Drive, Rivanna District, introduced herself to the Board of Supervisors and expressed her desire to serve on the Economic Development Authority.

With no one else wishing to speak, Vice-Chair O'Brien closed the first round of Public Comments at 7:30pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

Appointment of Project Consultant for the James River Water Project — Eric Dahl, County Administrator requested the Board of Supervisors reappoint Mr. Nichols as a Project Consultant for the James River Water Project, based on extensive knowledge of the JRWP and years of membership on the JRWA, it will be helpful to have his services available on an as needed and as available basis.

MOTION:	Approve the reappointment of Steven M. Nichols as Fluvanna County Project Consultant for the James River Water Project, with such appointment effective on January 1, 2020, and ending on June 30, 2020.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second			Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

Fluvanna County Sheriff's Office Sign-on Bonus – Jessica Rice, Human Resources Manager

- On 3/2/2016, the Board of Supervisors approved a Sheriff's Office sign-on bonus of \$3,000 for new County deputies who already held Law Enforcement Officer certification.
- Since March 2016, Fluvanna County has paid bonuses to 7 Deputies, 5 of whom still work for the Sheriff's Office.
- Due to dwindling numbers of candidates choosing careers in law enforcement, and surrounding localities offering competitive wages, the Fluvanna County Sheriff's office has not been fully staffed since 2017.
- The increased sign-on bonus is part of a larger law enforcement recruiting campaign.
- This increase is not retroactive.
- The cost to send a new Deputy through the Law Enforcement academy is between \$8,000 and \$10,000 in wages, in addition to meals and mileage reimbursement.
- Increase of \$2,000 payout for qualified County Deputies. Funding will continue to come from vacancy salary savings. No additional funding is required.

MOTION:	Approve a sign-on bonus increase from \$3,000 to \$5,000, for new hire Sheriff's Deputies who have successfully obtained the DCJS Law Enforcement Officer Certification prior to employment with Fluvanna County.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

7A – BOARDS AND COMMISSIONS

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s): - Economic Develop. & Tourism Advisory Council (At Large), Angela Chainer, Term December 18, 2019, through June 30, 2022.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s): - Economic Development Authority (At Large) #2, Joseph Creasy , Term January 1, 2020, through June 30, 2022.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion				
VOTE:				Absent	
RESULT:	Motion failed for lack of a second.				

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s): - Economic Development Authority (At Large) #1 – <i>unexpired term</i> , Lois Mastro, Term Dec 18, 2019, through June 30, 2020.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion			Second
VOTE:	No	Yes	Yes	Absent	Yes
RESULT:	3-1				

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s): - Economic Development Authority (At Large) #2, Robert Flood , Term January 1, 2020, through June 30, 2023.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second			Motion
VOTE:	No	Yes	Yes	Absent	Yes
RESULT:	3-1				

8 – PRESENTATIONS

Fluvanna County Branding – Bryan Rothamel, Economic Development Coordinator, presented the branding goals of the County with a focus on its economic development applications such as advertising, publications, and social media.

Space Study Update – Cyndi Toler, Purchasing Officer

Joshua C Bower of Crabtree, Rohrbaugh & Associates presented the final draft of the Space Utilization Study done by Crabtree, Rohrbaugh & Associates. This draft included updates and the results of interviewing Fluvanna County department heads whose concerns include:

1. Security
 - a. Commonwealth Attorney is separated from Courthouse without a secure entrance or path of travel to Courthouse.
 - b. Buildings/Departments are isolated on Palmyra Campus
2. Staff connectivity
 - a. Public Works operates out of two buildings
 - b. Less than ideal program adjacency (e.g. Treasurer and Finance) makes it difficult for staff to connect.
3. Public connectivity / accessibility
 - a. Programs (e.g. Social Services & Health Department) should be closer for public accessibility

4. Maintenance of aging buildings

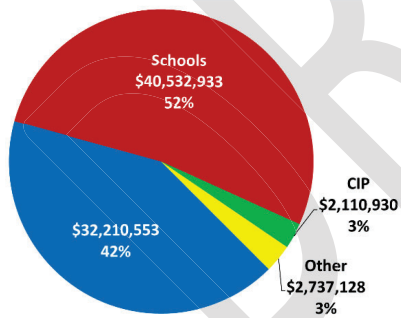
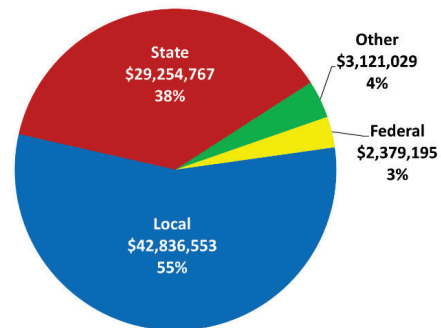
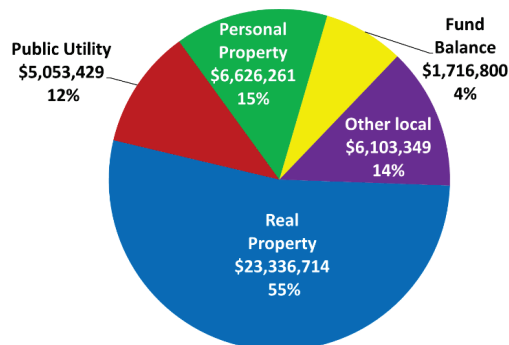
a. As buildings mature in age they are often more expensive to maintain and repair.

Multiple aging buildings can increase the premium losing the economy of scale.

Building and Program Feasibility Study and Assessment

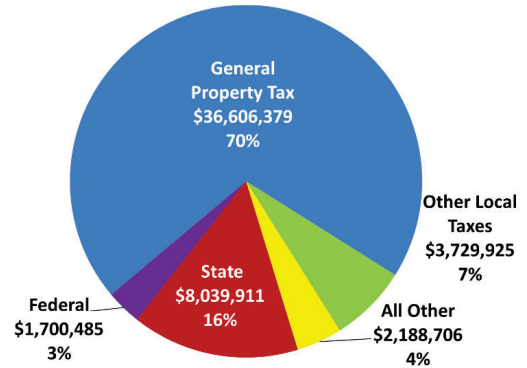
Flavanna County							
OPTION	1	2	3	4	5	6	7
M A I N T E N A N C E	School Board	No Change	No Change		No Change		
	COR - Treasurer - Court Secs	No Change	No Change				
	Two Story Building (By COR)	No Change	No Change	No Change	No Change	No Change	No Change
	Registrar	No Change					
	Public Works	No Change					
	Weaver Building	No Change	No Change	No Change	No Change	No Change	No Change
	Historic Courthouse	No Change	No Change	No Change	No Change	No Change	No Change
	Probation (D&H IT)	No Change					
	Commonwealth's Attorney	No Change					
	Administration - Health Dept	No Change					
	Courthouse	No Change	No Change	No Change	No Change	No Change	No Change
	Public Safety	No Change	No Change	No Change	No Change	No Change	No Change
	Library	No Change	No Change	No Change	No Change	No Change	No Change
	Parks & Rec (PG)	No Change	No Change	No Change	No Change	No Change	No Change
	Social Services						
	Performing Arts Center	No Change	No Change	No Change	No Change	No Change	No Change
Facilities/Grounds Shop	No Change	No Change	No Change	No Change	No Change	No Change	
Gymnasium							
MACCA							
Community Center (P&R - Coop)	No Change	No Change				No Change	
FUSD	No Change	No Change	No Change	No Change	No Change	No Change	
R E N O V A T E		Administration	Court Support Svcs (D&H Admin)	Court Support Svcs (D&H Admin)	Court Support Svcs(D&H Admin)	Court Support Svcs (D&H Admin)	School Board Office (D&H Admin)
		Social Services	Social Services	Social Services	P&R (Intergov) - Coop Ext (D&H OSS)	P&R (Intergov) - Coop Ext (D&H OSS)	Social Services
		Health Dept - MACCA	Health Dept - MACCA	Health Dept - MACCA			Health Dept - MACCA
		Gymnasium	Gymnasium	Gymnasium	Gymnasium	Gymnasium	Gymnasium
							Administration (D&H Courthouse)
E N V I R O N M E N T				School Board (at PG)		School Board (at PG)	
		Administration (at PG)	Administration (at PG)	Administration (at PG)	Administration (at PG)	Administration (at PG)	
					DSS - Health - MACCA (at PG)	DSS - Health - MACCA (at PG)	New Courthouse (at PG)
C O R P O R A T E				School Board		School Board	School Board
		COR - Treasurer - Court Secs	COR - Treasurer - Court Secs	COR - Treasurer - Court Secs	COR - Treasurer - Court Secs	COR - Treasurer - Court Secs	COR - Treasurer - Court Secs
		Public Works	Public Works	Public Works	Public Works	Public Works	Public Works
		Commonwealth's Attorney	Commonwealth's Attorney	Commonwealth's Attorney	Commonwealth's Attorney	Commonwealth's Attorney	Commonwealth's Attorney
		Registrar	Registrar	Registrar	Registrar	Registrar	Registrar
					Community Center	Community Center	Community Center
Cost Range 0-10 years	\$2.2mil - \$2.6mil	\$6.3mil - \$7.6mil	\$10.8mil - \$12.9mil	\$13.2mil - \$15.9mil	\$14.4mil - \$16.9mil	\$16.6mil - \$19.9mil	\$22.4mil - \$26.8mil
Cost Range 10-20 years	\$10.1mil - \$12.12mil	\$6.9mil - \$8.2mil	\$3.5mil - \$4.2mil	\$2.1mil - \$2.5mil	\$2.8mil - \$3.3mil	\$1.4mil - \$1.6mil	\$6.9mil - \$8.2mil
Cost Range Subtotal	\$12.2mil-\$14.72mil	\$13.2mil-\$15.8mil	\$14.3mil - \$17.1mil	\$15.3mil - \$18.4mil	\$17.2mil - \$20.2mil	\$18mil - \$21.5mil	\$29.3mil - \$35mil

FY19 Comprehensive Annual Financial Report (CAFR) – Mary Anna Twisdale, Finance Director presented the FY19 Comprehensive Annual Financial Report summary brief to the Board of Supervisors.

Budget Summary**Total Expenditures:****Total Revenues:****Revenue from Local Sources Only:**

FY19 General Fund Revenues:

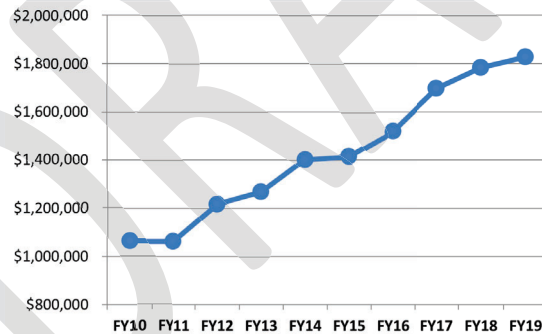
A	B	C	D	E	F
Revenue Source	FY18 Actual	FY19 Amended Budget	FY19 Actual	Over/(Under) Budget	FY18 to FY19 Inc/Dec
General Property Taxes	\$34,771,214	\$35,429,304	\$36,606,379	\$1,177,075	5.28%
Other local taxes	3,639,617	3,439,500	3,729,925	\$290,425	2.48%
Permits and fees	325,260	271,100	266,135	(\$4,965)	-18.18%
Fines and forfeitures	55,563	46,000	66,715	\$20,715	20.07%
Use of money	103,468	84,986	590,296	\$505,310	470.51%
Charges for services	906,672	810,347	949,687	\$139,340	4.74%
Miscellaneous	568,690	134,712	120,081	(\$14,631)	-78.88%
Recovered Cost	142,951	201,777	195,792	(\$5,985)	36.96%
Commonwealth	8,435,417	8,612,844	8,039,911	(\$572,933)	-4.69%
Federal	1,530,782	1,511,213	1,700,485	\$189,272	11.09%
Total	\$50,479,634	\$50,541,783	\$52,265,406	\$1,723,623	3.54%



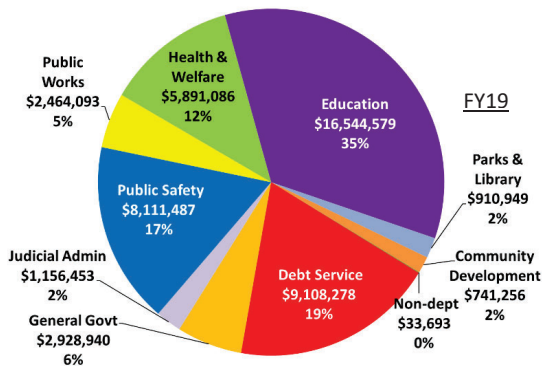
FY19 Top Four Local Revenues:

A	B	C	D	E	F	G
Revenue Source	FY15	FY16	FY17	FY18	FY19	FY18 to FY19 Inc/Dec
Real Estate Taxes	\$20,289,353	\$21,511,249	\$22,171,385	\$22,614,196	\$23,789,823	5.2%
Personal Property Taxes	4,949,139	5,404,855	5,897,231	6,204,439	6,963,184	12.2%
Public Service Corporation	4,653,744	4,981,936	4,451,833	5,363,122	5,143,581	-4.1%
Local Sales Taxes	1,413,860	1,518,328	1,696,819	1,783,287	1,826,331	2.4%

Sales Tax Revenues – FY10 to FY19:



FY19 General Fund Expenditures:



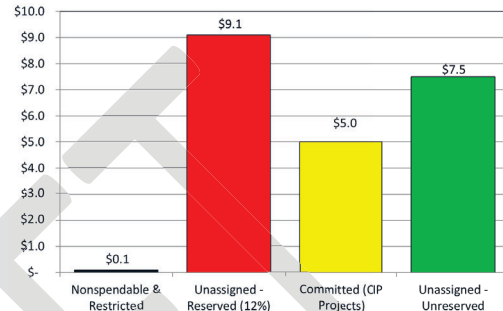
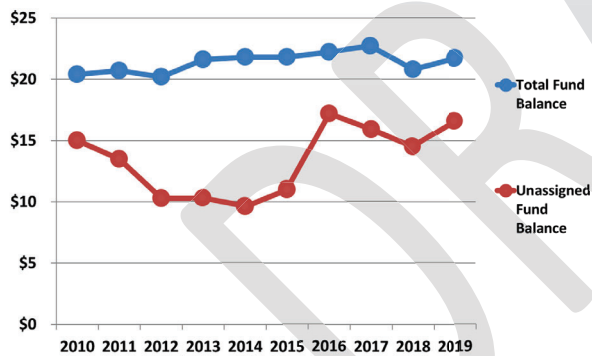
A	B	C	D	E	F
Expenditure	FY18 Actual	FY19 Amended Budget	FY19 Actual	Over/(Under) Budget	FY18 to FY19 Inc/Dec
General Govt	\$2,568,564	\$3,104,637	\$2,928,940	(\$175,697)	14.03%
Judicial Admin	1,160,743	1,193,044	1,156,453	(\$36,591)	-0.37%
Public Safety	7,921,285	8,425,076	8,111,487	(\$313,589)	2.40%
Public Works	2,173,731	2,476,481	2,464,093	(\$12,388)	13.36%
Health & Welfare	6,094,617	6,501,788	5,891,086	(\$610,702)	-3.34%
Education	16,905,395	17,478,005	16,544,579	(\$933,426)	-2.13%
Parks, Rec. & Library	836,080	980,931	910,949	(\$69,982)	8.95%
Comm. Development	768,397	799,891	741,256	(\$58,635)	-3.53%
Non-departmental	109,625	214,223	33,693	(\$180,530)	-69.27%
Debt Service	8,861,883	9,118,593	9,108,278	(\$10,315)	2.78%
Total	\$47,400,320	\$50,292,669	\$47,890,814	(\$2,401,855)	1.03%

General Fund Results:

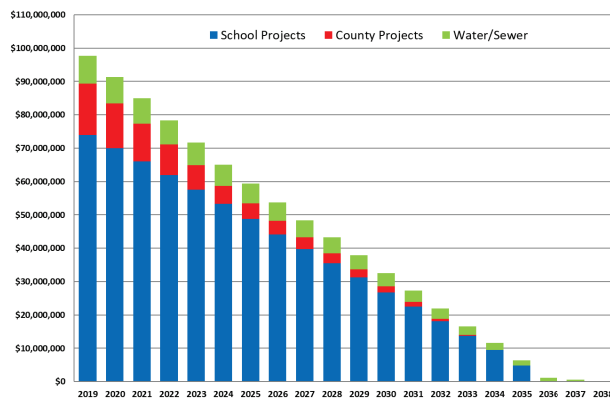
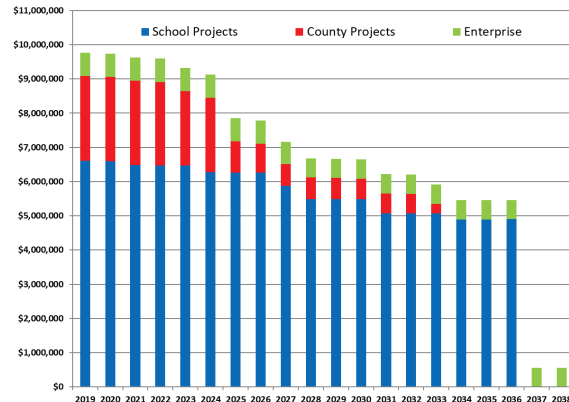
Year Ended June 30, 2019	
Revenue	\$ 52,265,406
Expenditures	(47,890,814)
Excess of revenues over expenditures	4,374,592
Transfers out (CIP & Sewer)	(3,455,150)
Change in fund balance	919,442
Fund balance beginning of year	20,773,827
Fund balance at end of year	\$ 21,693,269

General Fund Balance June 30, 2019:

As of June 30, 2019	
Non-spendable (Prepaid expenses, N.R.)	\$11,506
Restricted (e.g., FUSD Debt Reserve)	\$59,520
Committed (e.g., CIP Projects)	\$4,989,493
Assigned (Prior obligations)	\$0
Unassigned	\$16,632,750
Total	\$21,693,269
Unassigned Fund Balance Target per Policy	\$9,125,690
Excess Above Target	\$7,507,060

General Fund Balance – FY10 to FY19:Debt & Capital Leases - June 30, 2019:

A	B	C	D
Outstanding Debt	2018	2019	FY18 to FY19 Inc/Dec
General Obligation Bonds	\$ 78,238,142	\$74,391,999	-5%
Literary Fund Loans	0	0	0%
State Moral Obligation Bonds	2,480,000	2,095,000	-16%
Qualified Energy Conservation Bond	7,417,740	6,944,928	0%
Capital Leases	7,126,966	5,978,573	-16%
Water/Sewer Bonds	8,607,626	8,318,959	-3%
Total	\$103,870,474	\$97,729,459	-6%

Total Debt (at end of FY19):Annual Debt Service (at end of FY19):

9 - CONSENT AGENDA

The following items were discussed before approval:

M - Accounts Payable Report for November 2019 – Mary Anna Twisdale, Director of Finance

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

- Minutes of December 4, 2019 – Caitlin Solis, Clerk to the Board
- FY20 REPP (Radiological Emergency Preparedness Program) Grant Application – Debbie Smith, Emergency Management Coordinator
- Approval of Open Space Contract for Debra Lynn Kleinhans and Anthony Faul – Andrew M. Sheridan, Jr., Commissioner of the Revenue
- Parks & Recreation Services Specialist Position Description Update – Jessica Rice, Human Resources Manager
- FY20 Sheriff's Department Insurance Claim – 2016 Dodge Charger VIN#3729 – Mary Anna Twisdale, Director of Finance
- FY20 Sheriff's Department Insurance Claim – 2019 Dodge Charger VIN#2556 – Mary Anna Twisdale, Director of Finance
- Accounts Payable Report for November 2019 – Mary Anna Twisdale, Director of Finance
- Resolution for the Scenic River Designation of a Segment of the James River – Eric Dahl, County Administrator
- BZA Variance Application Refund Request – Douglas Miles, Community Development Director

MOTION:	Approve the consent agenda, for the December 18, 2019 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for November 2019, in the amount of \$2,503,847.15.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

10 - UNFINISHED BUSINESS

- Mrs. Booker asked to have the Boards and Commissions Application include descriptions to the positions and have applicants come to introduce themselves to the Board at the same time.
- Mr. Weaver brought up the November Building report and had a suggestion to not put zeros in the December results and to leave them blank or use a dash instead to avoid confusion.
- Mrs. Eager read a letter from Linda Staiger regarding the Sycamore Square development proposal requesting two members from each district to compose a project committee.

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 9:28pm Vice-Chair O'Brien opened the second round of Public Comments.

- Kim Mabe, 90 Honeysuckle Ct., Palmyra District, wanted to follow up in favor of the space study results and recommendation.

With no one else wishing to speak, Vice-Chair O'Brien closed the second round of Public Comments at 9:35pm.

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, December 18, 2019 at 9:35pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair



Capital Reserve Maintenance Fund Request

TAB F

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of **\$12,014.00** for the purpose(s) of:
replacing a grinder pump in the tank at FCHS.

Section 1 - REQUEST

Requesting Department/Agency FCPS	Dept/Agency Contact Don Stribling	Date of Request 12/13/2019
Phone (434) 589-5948	Fax (434) 589-5393	Fiscal Year FY20

Reserve Fund Purpose Category: **Unexpected facility repairs or replacements**

Description of Project/Repair	Qty	Unit Price	Total Price
Evaluation and inspection of pump	1	\$1,100.00	\$1,100.00
Installation, startup, and testing	1	\$10,914.00	\$10,914.00
			\$0.00
			\$0.00

Total Request: **\$12,014.00**

Description and justification for proposed use.

Our sewer tank at FCHS has two grinders and one is completely locked up. The motor is burnt and needs to be replaced to keep the tank working efficiently.

Department/Agency Head Name Don Stribling	Signature Don Stribling <small>Digitally signed by Don Stribling DN: cn=Don Stribling, o=FCPS, ou=FCPS, email=dstribling@apps.fluco.org, c=US Date: 2019.08.21 13:12:45 -04'00'</small>	Date 12/13/2019
-----------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------

Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director <i>Mary Anna Twisdale</i> Mary Anna Twisdale 2019.12.13 09:23:29 -05'00'	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator <i>Eric Dahl</i> Digitally signed by Eric Dahl Date: 2019.12.17 16:34:17 -05'00'	Date

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 G

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of **\$4,425.00** for the purpose(s) of:
repairing specific areas on the track at FCHS.

Section 1 - REQUEST

Requesting Department/Agency FCPS	Dept/Agency Contact Don Stribling	Date of Request 12/13/2019
Phone (434) 589-8208	Fax (434) 589-5393	Fiscal Year FY20

Reserve Fund Purpose Category: **Ongoing facility or equipment maintenance requirements**

Description of Project/Repair	Qty	Unit Price	Total Price
Repair areas on the track at FCHS	1	\$4,425.00	\$4,425.00
			\$0.00
			\$0.00
			\$0.00

Total Request: **\$4,425.00**

Description and justification for proposed use.

There are several specific areas on the track at FCHS that have to be filled, chiseled off, or ground off to level the surfaces and make the track safer for our athletes and competitions.

Department/Agency Head Name Don Stribling	Signature Don Stribling <small>Digitally signed by Don Stribling DN: cn=Don Stribling, o=FCPS, ou=FCPS, email=dstribling@apps.fluco.org, c=US Date: 2019.08.21 13:12:45 -04'00'</small>	Date 12/13/2019
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Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director <i>Mary Anna Twisdale</i> Mary Anna Twisdale 2019.12.17 16:27:39 -05'00'	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator <i>Eric Dahl</i> Digitally signed by Eric Dahl Date: 2019.12.17 16:35:16 -05'00'	Date

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 H

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Resolution In Support Of Legislation To Improve The Process For Review Of Legislation With Local Fiscal Impact				
MOTION(s):	I move the Board of Supervisors approve a resolution entitled, “A RESOLUTION IN SUPPORT OF LEGISLATION TO IMPROVE THE PROCESS FOR REVIEW OF LEGISLATION WITH LOCAL FISCAL IMPACT”				
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:	Approve				
TIMING:	Immediate				
DISCUSSION:	<ul style="list-style-type: none"> VACo is working with legislators to introduce legislation that would require more time for review of legislation with a potential fiscal impact on localities and direct further consideration of other ways that the local fiscal impact review process might be improved. Prior to 2010, legislation with a local fiscal impact was required to be introduced by the first day of the legislative session, so as to allow the Commission on Local Government and the local volunteers reviewing legislation some additional time to complete their analyses. This requirement was repealed in 2010. Revisiting this issue and requiring additional time for review of legislation with a local fiscal impact was discussed at VACo’s annual conference in November, and language in support of such legislation was incorporated into VACo’s 2020 Legislative Program 				
FISCAL IMPACT:	None.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Resolution				

REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia
RESOLUTION No. 02-2020

**A RESOLUTION IN SUPPORT OF LEGISLATION TO IMPROVE THE
PROCESS FOR REVIEW OF LEGISLATION WITH LOCAL FISCAL IMPACT**

At a Regular Meeting of the Fluvanna County Board of Supervisors held in the Fluvanna County Courts Building at 4:00 PM on Wednesday, January 8, 2020, 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, each year the General Assembly considers thousands of pieces of legislation, many of which have a significant impact on local governments; and

WHEREAS, in recognition of the need for localities to have an opportunity to review and analyze legislation that may require additional expenditures of local funds or reduce local revenues, Virginia Code sets out a process for the Commission on Local Government to develop local fiscal impact statements for such bills, with the assistance of local volunteers; and

WHEREAS, under the current process, the large volume of bills and the rapid pace of the legislative session limit the time that is available for the review of bills with implications for local government finances; and

WHEREAS, the local volunteers who assist with the fiscal impact review process take on this responsibility in addition to their regular duties, often during the same time as local budgets are being finalized; and

WHEREAS, prior to 2010, legislation that had a local fiscal impact was required to be introduced by the first day of the General Assembly session, which allowed some additional time for the legislation to be reviewed by the Commission on Local Government and local staff, but this requirement was eliminated in the 2010 session, compressing the opportunity for review of legislation in subsequent General Assembly sessions; and

WHEREAS, additional time to review legislation would allow for a more thorough understanding of the potential ramifications of bills affecting local finances; and

WHEREAS, a robust analysis of legislation affecting local governments benefits policymakers, as localities work in partnership with the state to deliver critical services to Virginia residents;

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of Fluvanna County expresses its support for legislation that would provide additional time for review and analysis of legislation with a fiscal impact on localities, as well as direct further consideration of additional ways to improve the review process.

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 8th day of January, 2020;

	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 I

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Building Permit Fee Waiver Request				
MOTION(s):	I move that the Board of Supervisors [approve/deny/defer] a \$497.76 Building Permit Fee Waiver for a hardship request to rebuild a home destroyed by a fire, located at 2554 Bremono Road, with such request coming from property owner Shamika Woodson.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		N/A
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Kevin Zoll, Building Official				
PRESENTER(S):	Kevin Zoll , Building Official				
RECOMMENDATION:	Waiver of a \$497.76 Building Permit Fee				
TIMING:	Normal review process				
DISCUSSION:	The owner is getting the materials donated by Lowes Home Improvement. The residence was occupied by Shamika Woodson and her children.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	Waivers exist to reduce the hardship of fees for Low income families to build wells and sewage disposal systems as per 12VAC5-620-80.				
ENCLOSURES:					
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

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

TAB J

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	FY20 Sheriff Department Insurance Claim – 2014 Chevy Tahoe VIN#4833				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$894.40 to the FY20 Sheriff Vehicle Repair & Maintenance 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:	Recommend approval of the following action.				
TIMING:	Routine.				
DISCUSSION:	<p>A 2014 Chevy Tahoe (VIN# 4833) hit a deer during routine patrol and was declared to have body damage by VACORP. The recovered amount for the vehicle after the \$500 deductible is \$894.40.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY20 Sheriff Budget by \$894.40.				
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 K

MEETING DATE:	January 8, 2020				
AGENDA TITLE:	Cunningham Acres Agricultural/Forestal District Review and Renewal				
MOTION(s):	I move to renew the Cunningham Acres Agricultural/Forestal District, which consists of 14 parcels totaling 366.951 acres, for an additional 10 year period, expiring on November 17, 2029.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Brad Robinson, Senior Planner				
PRESENTER(S):	Brad Robinson, Senior Planner				
RECOMMENDATION:	Approval				
TIMING:	Immediate decision requested				
DISCUSSION:	Request to renew the Cunningham Acres Agricultural/Forestal District for an additional ten (10) year period. Section 15.2-4311 of the Code of Virginia states if the local governing body determines that a review is necessary, it shall ask for the recommendations of the local advisory committee and the planning commission in order to determine whether to terminate, modify or continue the district. If the local governing body determines that a review is unnecessary, it shall set the year in which the next review shall occur.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	<p>The Board of Supervisors approved the creation of the Cunningham Acres Agricultural/Forestal District on November 17, 1999.</p> <p>The Board of Supervisors approved the renewal of the Byrd Creek Agricultural/Forestal District on October 7, 2009.</p> <p>The district expired on November 17, 2019 and is currently up for renewal for an additional ten (10) year period.</p>				
ENCLOSURES:	Memo with resolution				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



COUNTY OF FLUVANNA

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

Memo

To: Fluvanna County Board of Supervisors

From: Brad Robinson, Senior Planner

Date: January 8, 2020

Re: **Cunningham Acres Agricultural/Forestal District Review and Renewal**

In accordance with Section 15.2-4311 of the Code of Virginia, the Planning Department contacted the current property owners of parcels identified in the above referenced agricultural and forestal district and advised them that the approved district would expire on November 17, 2019. This letter also advised the property owners that if the Planning Department did not receive a response, it would be determined that the property owner desired their property to remain in the existing district.

There were sixteen (16) parcels that comprised the Cunningham Acres Agricultural/Forestal District. A response was received from eleven (11) of these parcels, with one request to remove two (2) parcels from the district. It is the recommendation of the Planning Department that the Board of Supervisors renew the Cunningham Acres Agricultural/Forestal District for an additional ten (10) year period, removing Tax Map Parcels 18-A-23 and 28-A-49 containing a total of 106.617 acres owned by Henry L. & Judith G. Southworth. Removal of these parcels will not affect the required 200-acre core of the district or the required distance between the core and any outlying parcels. Removal of these parcels will result in district acreage of **366.951** acres.

The Cunningham Acres District will consist of the following property owners and tax parcels after renewal:

OWNER'S NAME	TAX MAP PARCEL #	ACREAGE	RECEIVED FORM
Luniewski, Anne Elizabeth	18 A 9	8.11	X
Luniewski, Anne Elizabeth	18 A 11	82.4	X
Proffitt, Rebecca S.	18 A 19	27.9	X
Proffitt, Rebecca S.	18 A 20	0.27	X
Jensen, Laurie S. & Jack S.	18 A 21	2.2	
Jensen, Laurie S. & Jack S.	18 A 22	1.2	
Shaver, Seth A. & Shannon A.	18 A 24	3.003	X
Luniewski, Anne Elizabeth	18 A 25	53.2	X
Luniewski, Anne Elizabeth	18 A 27	15	X
Luniewski, Anne Elizabeth	18 A 28	3	X
Luniewski, Anne Elizabeth	18 A 43	2.965	X
Bryant, Matthew D. & Julie D.	18 A 43B	0.314	

Schumaker, Ruby G.	18 A 68	72.92	
Schumaker, Ruby G.	29 13 A	94.469	
Total		366.951	

The 2015 Comprehensive Plan designates this area of Fluvanna County as within both the Rivanna and Rural Residential Planning Areas.

Please be advised that Section 15.2-4311 of the Code of Virginia states in part that “*the local governing body may complete a review of any district created under this section. If the local governing body determines that a review is necessary, it shall ask for the recommendations of the local advisory committee and the planning commission in order to determine whether to terminate, modify or continue the district.*” It further states “*if the local governing body determines that a review is unnecessary, it shall set the year in which the next review shall occur.*” This is interpreted to mean that the Board of Supervisors has the authority to discuss the disposition and renew the qualifying districts without the recommendation of the advisory committee and the planning commission; however, if the Board feels that a review is necessary, the normal process, inclusive of a public hearing, shall be required.

If you have any questions or comments regarding this information, please contact me at (434) 591-1910 x 1061, or at brobinson@fluvannacounty.org.

Attachments:

- A. Resolution renewing AFD for an additional ten (10) year period



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 03-2020

A RESOLUTION TO AUTHORIZE RENEWAL OF THE CUNNINGHAM ACRES AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR PERIOD TO EXPIRE NOVEMBER 17, 2029

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Courts Building at 4:00 p.m. on the 8th day of January 2020, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Cunningham Acres Agricultural/Forestal District on November 17, 1999 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Cunningham Acres Agricultural/Forestal District on October 7, 2009; and

WHEREAS, the district expired on November 17, 2019; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Cunningham Acres Agricultural/Forestal District and advised them that the approved district would expire on November 17, 2019 and inquired whether the owners desired that the property remain in or be removed from the district.

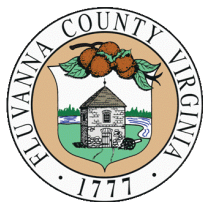
NOW, THEREFORE BE IT RESOLVED on this 8th day of January 2020 that the Fluvanna County Board of Supervisors hereby renews the Cunningham Acres Agricultural/Forestal District for an additional ten-year period to expire on November 17, 2029.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 8th day of January, 2020;

	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



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 03-2020

A RESOLUTION TO AUTHORIZE RENEWAL OF THE CUNNINGHAM ACRES AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR PERIOD TO EXPIRE NOVEMBER 17, 2029

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Courts Building at 4:00 p.m. on the 8th day of January 2020, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Cunningham Acres Agricultural/Forestal District on November 17, 1999 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Cunningham Acres Agricultural/Forestal District on October 7, 2009; and

WHEREAS, the district expired on November 17, 2019; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Cunningham Acres Agricultural/Forestal District and advised them that the approved district would expire on November 17, 2019 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 8th day of January 2020 that the Fluvanna County Board of Supervisors hereby renews the Cunningham Acres Agricultural/Forestal District for an additional ten-year period to expire on November 17, 2029.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 8th day of January, 2020;

	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:	January 8, 2020				
AGENDA TITLE:	Glenarvon Farm Agricultural/Forestal District Review and Renewal				
MOTION(s):	I move to renew the Glenarvon Farm Agricultural/Forestal District, which consists of 6 parcels totaling 1730.362 acres, for an additional 10 year period, expiring on November 17, 2029.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Brad Robinson, Senior Planner				
PRESENTER(S):	Brad Robinson, Senior Planner				
RECOMMENDATION:	Approval				
TIMING:	Immediate decision requested				
DISCUSSION:	Request to renew the Glenarvon Farm Agricultural/Forestal District for an additional ten (10) year period. Section 15.2-4311 of the Code of Virginia states if the local governing body determines that a review is necessary, it shall ask for the recommendations of the local advisory committee and the planning commission in order to determine whether to terminate, modify or continue the district. If the local governing body determines that a review is unnecessary, it shall set the year in which the next review shall occur.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	<p>The Board of Supervisors approved the creation of the Glenarvon Farm Agricultural/Forestal District on November 17, 1999.</p> <p>The Board of Supervisors approved the renewal of the Glenarvon Farm Agricultural/Forestal District on October 7, 2009.</p> <p>The district expired on November 17, 2019 and is currently up for renewal for an additional ten (10) year period.</p>				
ENCLOSURES:	Memo with resolution				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



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Memo

To: Fluvanna County Board of Supervisors

From: Brad Robinson, Senior Planner

Date: January 8, 2020

Re: **Glenarvon Farm Agricultural/Forestal District Review and Renewal**

In accordance with Section 15.2-4311 of the Code of Virginia, the Planning Department contacted the current property owners of parcels identified in the above referenced agricultural and forestal district and advised them that the approved district would expire on November 17, 2019. This letter also advised the property owners that if the Planning Department did not receive a response, it would be determined that the property owner desired their property to remain in the existing district.

There were six (6) parcels that comprised the Glenarvon Farm Agricultural/Forestal District. A response was received from three (3) of these parcels with no requests for removal from the district. It is the recommendation of the Planning Department that the Board of Supervisors renew the Glenarvon Farm Agricultural/Forestal District for an additional ten (10) year period.

The Glenarvon Farm District will consist of the following property owners and tax parcels after renewal:

OWNER'S NAME	TAX MAP PARCEL #	ACREAGE	RECEIVED FORM
Ayers, Joseph W. & Ann P.	59 A 78	108	X
Easter, John E. II	60 A 19	164	
Easter, John E. II	60 A 20	24.883	
Easter, John E. II	60 A 21B	50.328	
Graves, Sayre O.	62 A 12	11.151	X
Graves, Sayre Oxford	63 A 1	1372	X
Total		1730.362	

The 2015 Comprehensive Plan designates this area of Fluvanna County as within the Rural Preservation Planning Area.

Please be advised that Section 15.2-4311 of the Code of Virginia states in part that *"the local governing body may complete a review of any district created under this section. If the local governing body determines that a review is necessary, it shall ask for the recommendations of the local advisory committee and the planning commission in order to determine whether to terminate, modify or continue the district."* It further states *"if the local governing body determines that a review is unnecessary, it shall set the year in which the next review shall occur."* This is interpreted to mean that the Board of

Supervisors has the authority to discuss the disposition and renew the qualifying districts without the recommendation of the advisory committee and the planning commission; however, if the Board feels that a review is necessary, the normal process, inclusive of a public hearing, shall be required.

If you have any questions or comments regarding this information, please contact me at (434) 591-1910 x 1061, or at brobinson@fluvannacounty.org.

Attachments:

- A. Resolution renewing AFD for an additional ten (10) year period



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 04-2020

A RESOLUTION TO AUTHORIZE RENEWAL OF THE GLENARVON FARM AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR PERIOD TO EXPIRE NOVEMBER 17, 2029

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Courts Building at 4:00 p.m. on the 8th day of January 2020, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Glenarvon Farm Agricultural/Forestal District on November 17, 1999 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Glenarvon Farm Agricultural/Forestal District on October 7, 2009; and

WHEREAS, the district expired on November 17, 2019; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Glenarvon Farm Agricultural/Forestal District and advised them that the approved district would expire on November 17, 2019 and inquired whether the owners desired that the property remain in or be removed from the district.

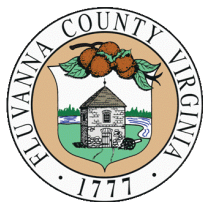
NOW, THEREFORE BE IT RESOLVED on this 8th day of January 2020 that the Fluvanna County Board of Supervisors hereby renews the Glenarvon Farm Agricultural/Forestal District for an additional ten-year period to expire on November 17, 2029.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 8th day of January, 2020;

	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



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 04-2020

A RESOLUTION TO AUTHORIZE RENEWAL OF THE GLENARVON FARM AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR PERIOD TO EXPIRE NOVEMBER 17, 2029

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Courts Building at 4:00 p.m. on the 8th day of January 2020, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Glenarvon Farm Agricultural/Forestal District on November 17, 1999 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Glenarvon Farm Agricultural/Forestal District on October 7, 2009; and

WHEREAS, the district expired on November 17, 2019; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Glenarvon Farm Agricultural/Forestal District and advised them that the approved district would expire on November 17, 2019 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 8th day of January 2020 that the Fluvanna County Board of Supervisors hereby renews the Glenarvon Farm Agricultural/Forestal District for an additional ten-year period to expire on November 17, 2029.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 8th day of January, 2020;

	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:	January 8, 2020				
AGENDA TITLE:	Second Amendment Sanctuary Resolution – Attorney General Opinion				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
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:	N/A				
DISCUSSION:	Second Amendment Sanctuary Resolution – Attorney General Opinion				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Attorney General Opinion				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



COMMONWEALTH of VIRGINIA

Office of the Attorney General

Mark R. Herring
Attorney General

202 North Ninth Street
Richmond, Virginia 23219
804-786-2071
Fax 804-786-1991
Virginia Relay Services
800-828-1120
7-1-1

December 19, 2019

The Honorable Jerrauld C. Jones
Member, Virginia House of Delegates
Post Office Box 2892
Norfolk, Virginia 23501

Dear Delegate Jones:

I am responding to your request for an official advisory opinion in accordance with § 2.2-505 of the Code of Virginia.

Issues Presented

You have “request[ed] a formal opinion” on the “recent actions taken by more than twenty localities across the Commonwealth” to declare themselves exempt from any new gun safety laws that the General Assembly may enact in the future,¹ specifically, (1) Do the resolutions adopted by these localities have any legal effect? (2) May localities or local officials (including local constitutional officers) nullify or opt out of state laws duly enacted by the General Assembly?

Background

As your letter notes, “recurring incidents of gun violence” continue to plague the Commonwealth of Virginia.² The scale of the gun violence epidemic is staggering: over 10,000 Virginians have been killed by a gun since 2007.³ Virginians also have been the victims of several mass shootings, including the 2019 tragedy in Virginia Beach.⁴

Gun violence prevention has been the subject of a vigorous public debate for many years. This debate included a special session of the General Assembly that the Governor convened in July 2019 but

¹ Letter from Delegate Jay Jones to Mark R. Herring, Attorney General of Virginia (Dec. 2, 2019).

² *Id.*

³ VIRGINIA DEP'T OF HEALTH, OFFICE OF THE CHIEF MEDICAL EXAMINER, ANNUAL REPORT 2017, (Apr. 2019) at 231, available at <http://www.vdh.virginia.gov/content/uploads/sites/18/2019/04/Annual-Report-2017.pdf>; VIRGINIA DEP'T OF HEALTH, OFFICE OF THE CHIEF MEDICAL EXAMINER, *Table 25: One Hundred Thirteen Selected Causes of Resident Deaths by ICD Tenth Revision Codes by Age, Race, and Sex: Virginia 2018*, available at http://www.vdh.virginia.gov/HealthStats/documents/pdf/death_2-25_2018.pdf.

⁴ Steve Almasy & Rebekah Riess, *At Least 12 Dead After Disgruntled Employee Opens Fire at Virginia Beach Municipal Center*, CNN, <https://www.cnn.com/2019/05/31/us/virginia-beach-shooting/index.html> (last updated June 1, 2019).

was adjourned without action.⁵ Issues related to gun safety were also a central issue in Virginia's recent legislative elections. Following those elections, the Governor has promised to work with legislative leaders to enact certain gun safety measures—such as universal background checks—once the General Assembly convenes in January 2020.⁶ In response to the upcoming General Assembly session, some localities have adopted resolutions declaring that they intend to opt out of any gun violence prevention measure that may be adopted.⁷

Applicable Law

The Virginia Constitution, the Code of Virginia, and established common law doctrines all bear on these questions.

First, the Constitution of Virginia provides that all local authority is subject to the control of the General Assembly. For example, Article VII, Section 2 of the Constitution provides that “[t]he General Assembly shall provide by general law for the . . . powers . . . of counties, cities, towns, and regional governments.”⁸

Second, the Code of Virginia establishes the supremacy of state law over local ordinances and policies. Section 1-248 provides:

The Constitution and laws of the United States and of the Commonwealth shall be supreme. Any ordinance, resolution, bylaw, rule, regulation, or order of any governing body or any corporation, board, or number of persons shall not be inconsistent with the Constitution and laws of the United States or of the Commonwealth.⁹

As the Virginia Supreme Court has explained, because local authority is subordinate to state law, “local ordinances must conform to and not be in conflict with the public policy of the State as embodied in its statutes.”¹⁰

Third, established common law doctrines specifically limit the authority of local governments. Virginia follows the Dillon Rule, which provides that local governments may exercise “only those powers expressly granted by the General Assembly, those necessarily or fairly implied therefrom, and those that are essential and indispensable.”¹¹ The Dillon Rule is one of strict construction: “[I]f there is a reasonable doubt whether legislative power exists, the doubt must be resolved against the local governing body.”¹² Thus, when a Virginia locality seeks to take any action, the Dillon Rule applies “to determine in the first

⁵ Cameron Thompson & Gabrielle Harmon & CNN Wire, *Virginia Republicans End Governor Northam's Special Session on Gun Violence One Hour After It Starts*, WTVR (July 9, 2019), <https://wtvr.com/2019/07/09/gun-violence-special-session-ends/>.

⁶ Gregory S. Schneider, *In Virginia, and Elsewhere, Gun Supporters Prepare to Defy New Laws*, WASH. POST (Nov. 23, 2019), https://www.washingtonpost.com/local/virginia-politics/in-virginia-and-elsewhere-gun-supporters-prepare-to-defy-new-laws/2019/11/23/4a95fcc2-0c86-11ea-bd9d-c628fd48b3a0_story.html.

⁷ Examples of these resolutions are attached hereto as Exhibit 1.

⁸ VA. CONST. art. VII, § 2; *see also* 2 A.E. DICK HOWARD, COMMENTARIES ON THE CONSTITUTION OF VIRGINIA 803–05 (1974) (“Central to [Article VII, Section 2] is the idea of the General Assembly’s power to control local government.”); *id.* at 829 (noting that the Constitution of Virginia “makes no attempt to spell out [the] duties or compensation” of local constitutional officers and that “[t]he General Assembly is authorized to fix these either by general law or by special act”).

⁹ VA. CODE ANN. § 1-248 (2017).

¹⁰ *King v. Arlington Cty.*, 195 Va. 1084, 1090, 81 S.E.2d 587, 591 (1954).

¹¹ *Richmond v. Confrere Club of Richmond, Virginia, Inc.*, 239 Va. 77, 79, 387 S.E.2d 471, 473 (1990).

¹² *Marble Techs., Inc. v. City of Hampton*, 279 Va. 409, 417, 690 S.E.2d 84, 88 (2010).

instance, from express words or by implication, whether a power exists at all.”¹³ If a locality cannot identify a reasonably specific source of delegated authority, “the inquiry is at an end” and the act in question is unauthorized.¹⁴

Discussion

These constitutional, statutory, and common law doctrines establish that these resolutions neither have the force of law nor authorize localities or local constitutional officials to refuse to follow or decline to enforce gun violence prevention measures enacted by the General Assembly.

1. By their own terms, these resolutions have no legal effect. Although the resolutions typically contain several “Whereas” clauses, the “be it resolved” clauses generally do not purport to take any concrete action.¹⁵ Instead, the operative clauses: (a) “express[]” the “intent” of the locality’s Board of Supervisors “to uphold the Second Amendment rights of [the county’s] citizens,” (b) “express[]” the Board’s “intent that public funds of the [c]ounty not be used to restrict the Second Amendment rights of the [county’s] citizens,” and (c) “declare[]” the Board’s “intent to oppose” any “infringement” or “restrictions” of their residents’ Second Amendment rights using “such legal means [as] may be expedient, including without limitation, court action.”¹⁶ These general statements do not direct or require any specific result, and any suggestion of potential future action is entirely speculative.

2. In any event, all localities, local constitutional officers, and other local officials are obligated to follow duly enacted state laws. As described above, both the Virginia Constitution and the Code of Virginia specifically establish the supremacy of laws passed by the General Assembly over local ordinances and policies,¹⁷ and “[i]t is well settled that when a statute and an ordinance conflict, the statute must prevail.”¹⁸ Nor have localities been delegated any authority—either express or implied—to exempt themselves (or anyone else) from gun violence prevention statutes.¹⁹ Absent such delegation, under the Dillon Rule, “the inquiry is at an end.”²⁰

It also bears emphasis that neither local governments nor local constitutional officers have the authority to declare state statutes unconstitutional or decline to follow them on that basis. “All actions of the General Assembly are presumed to be constitutional.”²¹ Furthermore, it has long “been the indisputable and clear function *of the courts*, federal and state, to pass upon the constitutionality of

¹³ *Commonwealth v. Cty. Bd. of Arlington Cty.*, 217 Va. 558, 575, 232 S.E.2d 30, 41 (1977).

¹⁴ *See id.*; *see also* *Sinclair v. New Cingular Wireless PCS, LLC*, 283 Va. 567, 576, 727 S.E.2d 40, 44 (2012) (“In considering whether a local governing body had authority to enact an ordinance, there is no presumption that it is valid; if no delegation from the legislature can be found to authorize its enactment, it is void.”).

¹⁵ *See* Exhibit 1.

¹⁶ *Id.* at 2, 4, 5, 6.

¹⁷ VA. CODE ANN. § 1-248.

¹⁸ *Covel v. Town of Vienna*, 280 Va. 151, 162, 694 S.E.2d 609, 616 (2010).

¹⁹ In fact, Virginia law currently provides that localities are prohibited from “adopt[ing] or enforce[ing] any ordinance, resolution or motion . . . governing the purchase, possession, transfer, ownership, carrying, storage or transporting of firearms, ammunition, or components or combination thereof other than those expressly authorized by statute.” VA. CODE ANN. § 15.2-915(A) (2018).

²⁰ *Commonwealth v. Cty. Bd. of Arlington*, 217 Va. at 575, 232 S.E.2d at 41.

²¹ *Hess v. Snyder Hunt Corp.*, 240 Va. 49, 52, 392 S.E.2d 817, 820 (1990); *see also* *Montgomery Cty. v. Virginia Dep’t of Rail & Pub. Transp.*, 282 Va. 422, 435, 719 S.E.2d 294, 300 (2011) (emphasizing that “[t]here is, indeed, no stronger presumption known to the law”).

legislative acts.”²² It follows from these well-established principles that all localities and local constitutional officers are required to comply with all laws enacted by the General Assembly unless and until those laws are repealed by the legislature or invalidated by the judiciary.²³

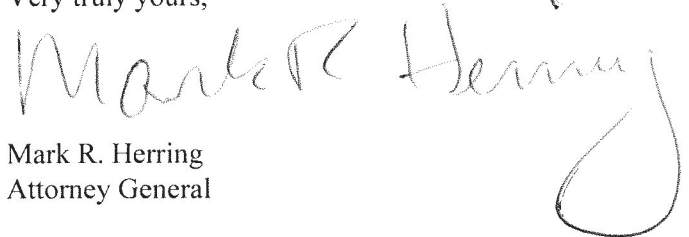
Nor may localities or local constitutional officers decline to enforce laws enacted by the General Assembly on the theory that requiring them to do so would “commandeer” local resources. Although the United States Supreme Court has held that “the Federal Government may not compel *the States* to implement . . . *federal* regulatory programs,”²⁴ that doctrine derives from the specific limitations on Congress’s legislative powers and the “residuary and inviolable sovereignty” retained by the states in our federal system.²⁵ In contrast, “the Constitution of Virginia is not a grant of legislative power to the General Assembly,”²⁶ and, unlike Congress, “[t]he authority of the General Assembly shall extend to all subjects of legislation” not specifically “forbidden or restricted” by the State Constitution.²⁷ And neither the Federal Constitution nor Virginia law recognizes any “anti-commandeering” principle that allows localities or local constitutional officers to refuse to participate in the enforcement of state law.²⁸

Conclusion

It is my opinion that these resolutions have no legal effect. It is my further opinion that localities and local constitutional officers cannot nullify state laws and must comply with gun violence prevention measures that the General Assembly may enact.

With kindest regards, I am,

Very truly yours,



Mark R. Herring
Attorney General

²² *Wise v. Bigger*, 79 Va. 269, 273 (1884) (emphasis added); *see also* *Marbury v. Madison*, 5 U.S. (1 Cranch) 137, 177 (1803) (“It is emphatically the province and duty of the judicial department to say what the law is.”).

²³ *See Freeman v. Commonwealth*, 65 Va. App. 407, 421–22, 778 S.E.2d 519, 526 (2015) (stating that “[p]olice [officers] are charged to enforce laws until and unless they are declared unconstitutional” and that “[s]ociety would be ill-served if its police officers took it upon themselves to determine which laws are and which are not constitutionally entitled to enforcement” (quoting *Michigan v. DeFillippo*, 443 U.S. 31, 38 (1979))); 2014 Op. Va. Att’y Gen. 73, 75, 76 (concluding “that a Clerk has no authority by which to make independent determinations respecting the constitutionality of statutes” because “the interpretation of the federal and state constitutions is a discretionary duty for the judicial branch and thus outside [a Clerk’s] authority”); *see also* 2007 Op. Va. Att’y Gen. 30, 31 n.8 (citing cases for the proposition that administrative agencies have no power to determine the constitutional validity of statutes).

²⁴ *Printz v. United States*, 521 U.S. 898, 925 (1997) (emphasis added).

²⁵ *Id.* at 919 (quoting *THE FEDERALIST* No. 39, at 245 (J. Madison)); *see* *Murphy v. Nat’l Collegiate Athletic Ass’n*, 138 S. Ct. 1461, 1475 (2018) (noting that, under the Federal Constitution, Congress may not “issue orders directly to the States”)

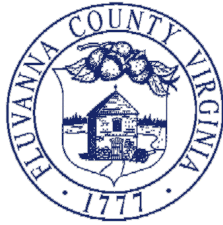
²⁶ *FFW Enterprises v. Fairfax Cty.*, 280 Va. 583, 593, 701 S.E.2d 795, 801 (2010) (internal quotation marks and citations omitted).

²⁷ VA. CONST. art. IV, § 14.

²⁸ *See, e.g., Williams v. Mayor & City Council of Baltimore*, 289 U.S. 36, 40 (1933) (“A municipal corporation, created by a state for the better ordering of government, has no privileges or immunities under the [F]ederal [C]onstitution which it may invoke in opposition to the will of its creator.” (collecting cases)).

**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 type="checkbox"/>	Building Inspections Report
<input checked="" type="checkbox"/>	VDOT Monthly Report & 2020 Resurfacing List
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	



COUNTY OF FLUVANNA

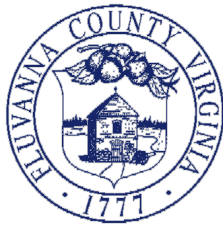
"Responsive & Responsible Government"

BOS2020-01-08 p.109/122
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: January 8, 2020
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

FY19 Year End Audited Total Unassigned Fund Balance:	\$16,632,750
Unassigned Fund Balance – 12% Target Per Policy:	\$9,125,690
Unassigned Fund Balance – Excess Above Policy Target:	\$7,507,060
Less: FY20 Zion Crossroads Water Project	-\$3,000,000
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
Less: FY20 Support 56 Water Rescue Truck – 11.04.19	-\$83,000
Less: FY20 Self Contained Breathing Apparatus Funding – 11.04.19	-\$618,000
Less: FY20 Water Distribution System Optimization Study – 11.20.19	-\$22,366
Less: FY19-20 County Carryover Request – 12.4.19	-\$40,635
Less: FY19-20 Schools Carryover Request – 12.4.19	-250,000
Current FY20 Unassigned Fund Balance – Excess Above Policy Target:	\$3,014,239



COUNTY OF FLUVANNA

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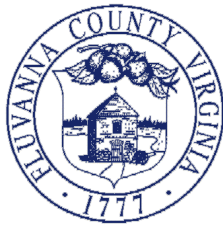
BOS2020-01-08 p.111/122
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: January 8, 2020
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 – 09.18.19	-\$28,500
Available:	\$122,259



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MEMORANDUM

BOS2020-01-08 p.113/122
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(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

Date: January 8, 2020
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
Less: Additional excavation & material for ADA Trail erosion repair – 10.16.19	-\$4,983
Less: John Deere Backhoe/Bobcat Mini Excavator Repair – 10.16.19	-\$14,000
Less: E911 UPS Battery Replacement – 11.06.19	-\$16,600
Less: Treasurer's Office Front Lobby Concrete Floor – 11.06.19	-\$18,663
FY20 Available:	\$312,692

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
Less: FCHS Turf Inspection and Leveling – 11.06.19	-\$9,800
FY20 Available:	\$395,349

Culpeper District, Louisa Residency

Fluvanna County Monthly Report: January 2020

Fluvanna Mileage, Structures

PRIMARY MILES	SECONDARY MILES	STRUCTURES	TOTAL MILES
102.34	598.62	75	700.96

Fatal Accidents

DATE	LOCATION	ALCOHOL	RESTRAINT
1/22/19	Route 656	No	Yes
<p>*Of the 819 fatalities in VA in 2018, 126 were related to distracted driving and 298 were motor vehicle occupants not wearing a seatbelt.</p> <p>**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.</p>			

[Link to Smart Scale Information](#)

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

SmartScale Round 4 Key Dates:

- November 6, 2019, Project Development Workshop
- February 2020, Project Review
- March 1 - April 1, 2020, Pre-application Deadline
- August 3, 2020, Application Deadline



Projects:

PROJECT	LAST MILESTONE	NEXT MILESTONE	AD DATE
Route 53 Safety improvements at Route 618, Roundabout, (UPC:96938)	Pre Advertisement Conference (Aug 2019)	Pre-Construction Meeting	*Awarded
Route 680 – Rural Rustic (UPC:107558)	CN Completed		
Route 629 Bridge Replacement (UPC 104848)	CN Completed		
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	Floodplain Analysis	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
6	9.74	12.27	From Rt. 640 (Haden Martin Rd) to Rt. 650 (Mountain Hill Rd)	2.53	Center
15	10.23	21.58	From Rt. 673 (Bethel Church Rd) to Rt. 250 (Richmond Rd) (Exclude 35mph zone within town limits)	11.35	Center
53	0	2.41	From Albemarle County Line to Rt. 636 (Garden Ln/Nahor Manor Rd)	2.41	Center
53	0	4.77	From Albemarle County Line to Rt. 600 (S. Boston Rd)	4.77	Edge
*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. **Edge line rumble strips studies show that single vehicle run-off-road fatal and injury crashes can be reduced by nearly 29%.					

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. Please review the routes listed and let us know if you have any questions or concerns.

Traffic Engineering

Studies under Review:

- Route 250 speed study, from Route 631 to Route 15
- Route 53 High School Speed Limit Reduction
- Rt. 633, 1079 N.Boston Rd – Chevrons/Curve Warning Signage + edge line consideration

Completed Studies:

- Route 53 shoulder safety improvements (proximity 4800 block +/-); Curve warning signs installed
- 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
- Route 15 at Route 644 Speed Study; Not Warranted
- Centerline Marking on Rt. 613, Bybees Church Rd; Approved, Installation Summer 2020

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
- Digital Speed Display Signs (ongoing)

Area Land Use

Fluvanna County Plan/Plat Reviews - Received November - December 2019							
Project Name	Routes/Address	Submission Type	VDOT Contact	VDOT Received Date	Locality Due Date	VDOT Comment Date	Status
Sun Tribe Solar LLC/Carysbrook Elementary	15-Carysbrook Elementary School	Preliminary Plan,	John Wilson	11/11/2019	11/14/2019	11/14/2019	Review Complete - Acceptable
Mechanical Building Solutions	15-TMP 5-9-2	Preliminary Plan,	John Wilson	11/11/2019	11/14/2019	11/14/2019	Review Complete - Revision Required
Village Oaks Townhomes	618-TMP 9-A-14C	Preliminary Plan,	John Wilson	11/11/2019	11/14/2019	11/14/2019	Review Complete - Acceptable
Tractor Supply Co	600-TMP 18-A-53	Preliminary Plan,	John Wilson	11/11/2019	11/14/2019	11/14/2019	Review Complete - Acceptable
Greenberry's Final Site Plan	1021-Zion Station Road	Site Plan,	Mark Wood	11/13/2019	12/27/2019	11/22/2019	Review Complete - Acceptable
The Higdon Property	646-84 Radicel Cir Scottsville Va	Easement Plat,	Mark Wood	11/21/2019	1/3/2020	12/2/2019	Review Complete - Acceptable
Village Oaks Phase 1B&2 Final Plat	618-Lake Monticello Rd	Final Plat Review,	Mark Wood	11/18/2019	1/2/2020		Review Underway
Mechanical Building Solutions	15-TMP 5-9-2	Preliminary Plan,	John Wilson	12/5/2019	12/12/2019	12/11/2019	Review Complete - Acceptable
Foothills Irrigation	250-End of Zion Station Rd, Lot 4	Preliminary Plan,	John Wilson	12/5/2019	12/12/2019	12/11/2019	Review Complete - Acceptable
2428 Richmond Road LLC	250-2428 Richmond Road	Rezoning, Preliminary Plan,	John Wilson	12/5/2019	12/12/2019	12/11/2019	Review Complete - Acceptable
250 West LC Minor Subdivision	609-TMP 42-A-20	Preliminary Plat Review,	Mark Wood	12/6/2019	1/20/2020		Review Underway
Joseph & Ann Ayers Family Subdivision	656-TMP 59-A-78	Final Plat Review,	Mark Wood	12/6/2019	1/20/2020		Review Underway
Boundary & Easement Adjustment Plat Derry, Whetstone & Webb Parcels	624-TMP 52-17-2, 3, & 5	Preliminary Plat Review,	Mark Wood	12/10/2019	1/24/2020		Review Underway

- Zions Crossroads Small Area Plan in review

Maintenance Activities

VDOT crews in Palmyra and Zion Crossroads Area HQ have responded to **306** Work Orders in FY20. Top actives have been dead animal removal and fallen tree/limb clearing.

BOS Manual:

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

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



Culpeper District

Louisa Residency

Fluvanna County 2020 Pavement Resurfacing

Route	Name	From	To	Pavement Resurfacing	Cost	District
608	Rising Sun Rd	Rt. 663, Georges Mill Rd	Rt. 601, Venable Rd	Surface Treatment	\$38,206	Columbia
608	Barnaby Rd	Rt. 632, Ridge Rd	Rt. 613, Bybees Church Rd	Surface Treatment	\$21,289	Columbia
612	Winnsville Dr	Rt. 15, James Madison Hwy	Rt. 6, West River Rd	Surface Treatment	\$22,886	Fork Union
624	Gale Hill Rd	Rt. 656, Bremono Rd	Rt. 6, East River Rd	Surface Treatment	\$13,092	Fork Union
625	Oak Hill Ln	Rt. 601, Courthouse Rd	End State Maintenance	Surface Treatment	\$8,126	Fork Union
625	Oak Creek Rd	Rt. 601, Courthouse Rd	Rt. 678, Jackson Rd	Surface Treatment	\$8,744	Columbia
628	Evergreen Church Rd	Rt. 608, Rising Sun Rd	End State Maintenance	Surface Treatment	\$10,846	Columbia
631	Hunters Lodge Rd	Rt. 15, James Madison Hwy	Rt. 613, Bybees Church Rd	Surface Treatment	\$41,232	Columbia
635	Cannery Ln	Rt. 15, James Madison Hwy	End State Maintenance	Surface Treatment	\$7,825	Fork Union
650	Mountain Hill Rd	Rt. 6, West River Rd	Rt. 640, Shores Rd	Surface Treatment	\$61,997	Fork Union
651	Thessalonina Rd	Rt. 6, West River Rd	End State Maintenance	Surface Treatment	\$17,350	Fork Union
682	Little Mountain Rd	Rt. 649, Central Plains Rd	End State Maintenance	Surface Treatment	\$11,794	Fork Union
683	Rockfish Run Rd	Rt. 6, West River Rd	End State Maintenance	Surface Treatment	\$11,538	Fork Union
685	Colemans Ln	Rt. 659, Stage Junction Rd	End State Maintenance	Surface Treatment	\$4,869	Fork Union
689	Edgecomb Rd	Rt. 250, Richmond Rd	Rt. 615, Zion Rd	Surface Treatment	\$5,085	Columbia
693	Bluebird Ln	Rt. 639, Long Acre Rd	End State Maintenance	Surface Treatment	\$8,078	Cunningham
696	Deerfield Rd	Rt. 607, Bybee Rd	Rt. 626, Mallory Rd	Surface Treatment	\$38,372	Columbia
705	Cohasset Cir	Rt. 6, West River Rd	Rt. 6, West River Rd	Surface Treatment	\$5,846	Fork Union
706	Aldridge Ln	Rt. 669, Kidds Dairy Rd	End State Maintenance	Surface Treatment	\$10,935	Cunningham
713	Bowles Town Ln	Rt. 15, James Madison Hwy	End State Maintenance	Surface Treatment	\$4,514	Fork Union
1016	Larkspur Rd	Rt. 633, North Boston Rd	End State Maintenance	Surface Treatment	\$6,103	Palmyra
1017	Indigo Ln	Rt. 1016, Larkspur Rd	End State Maintenance	Surface Treatment	\$4,203	Palmyra
1018	Partridge Berry Ln	Rt. 1017, Indigo Ln	End State Maintenance	Surface Treatment	\$1,827	Palmyra
1019	Trillium Ln	Rt. 1017, Indigo Ln	End State Maintenance	Surface Treatment	\$2,619	Palmyra
1040	Broken Island Rd	Rt. 600, South Boston Rd	End State Maintenance	Surface Treatment	\$28,259	Palmyra
1041	Honeysuckle Ct	Rt. 1040, Broken Island Rd	End State Maintenance	Surface Treatment	\$1,118	Palmyra
1042	Whispering Pines Ln	Rt. 1040, Broken Island Rd	End State Maintenance	Surface Treatment	\$1,972	Palmyra
1043	Queen Annes Ct	Rt. 1042, Whispering Pines Ln	End State Maintenance	Surface Treatment	\$942	Palmyra
1044	Blue Bell Ln	Rt. 1040, Broken Island Rd	End State Maintenance	Surface Treatment	\$1,260	Palmyra
1045	Red Bud Ct	Rt. 1040, Broken Island Rd	End State Maintenance	Surface Treatment	\$810	Palmyra
1070	Antioch Springs Ln	Rt. 761, Branch Rd	End State Maintenance	Surface Treatment	\$7,753	Cunningham
1071	Glebe Ln	Rt. 1070, Antioch Springs Ln	End State Maintenance	Surface Treatment	\$8,554	Cunningham
1072	Fallen Oak Way	Rt. 1070, Antioch Springs Ln	End State Maintenance	Surface Treatment	\$1,908	Cunningham
1073	Blackberry Ct	Rt. 1070, Antioch Springs Ln	End State Maintenance	Surface Treatment	\$1,607	Cunningham

*Indicates routes that have been identified for advanced notice

