



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Morris Room, Fluvanna County Administration Building

May 5, 2021 at 4:00 pm

Due to the continuing Public Health Emergency, Board of Supervisors Meetings continue to meet with modifications. **Physical (in-person) access to meetings has been suspended.** Those wishing to participate via Zoom may call Fluvanna Clerk to the Board, Caitlin Solis, at (434) 591-1910 or email her at: csolis@fluvannacounty.org no later than 1 hour prior to the meeting or may go to FluvannaCounty.org to find the Zoom link on the Board of Supervisors meeting page.

TAB	AGENDA ITEMS
1	CALL TO ORDER
2	PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
3	ADOPTION OF AGENDA
4	COUNTY ADMINISTRATOR'S REPORT
5	PUBLIC COMMENTS #1 (5 minutes each)
6	PUBLIC HEARING
7	ACTION MATTERS
A	Regional Cigarette Tax Board – Resolution of Interest – Eric Dahl, County Administrator
B	Proclaiming May Community Action Month – Michael Onorio, Americorp Volunteer, MACAA
C	Purchase of Fluvanna TMP 51 A 138 and 51-A-139 – Eric M. Dahl, County Administrator
7A	APPOINTMENTS
D	Board, Commission, and Committee Appointments – Caitlin Solis, Clerk to the Board
8	PRESENTATIONS (normally not to exceed 10 minutes each)
E	Colonial Circle – Coves at Monticello Affordable Workforce Housing – Eric Dahl, County Administrator or Douglas Miles, Director of Community Development
F	Sheriff's Office Training Summary– Major David Wells, Sheriff Eric Hess
9	CONSENT AGENDA
G	Minutes of April 21, 2021 – Caitlin Solis, Clerk to the Board of Supervisors
H	Resolution Recognizing Matthew Covington Gresham - Eagle Scout – Caitlin Solis, Clerk to the Board of Supervisors
I	FY21 DEQ ZXR West Waterline Supplemental Appropriation – Liz McIver, Management Analyst
J	ZXR Construction Services PA#8 – Cyndi Toler, Purchasing Officer
K	AG Dillard Change Order # 6 – Cyndi Toler, Purchasing Officer
L	Adams Creek Agricultural/Forestral District Review and Renewal – Jason Overstreet, Senior Planner
10	UNFINISHED BUSINESS
M	Redistricting 2021 Update – Eric Dahl, County Administrator
11	NEW BUSINESS

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

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

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

14 – ADJOURN



County Administrator Review

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

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

PLEDGE OF ALLEGIANCE

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

GENERAL RULES OF ORDER

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

RULES OF PROCEDURE FOR PUBLIC HEARINGS

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

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

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

TAB A

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	Regional Cigarette Tax Board – Resolution of Interest				
MOTION(s):	I move the Board of Supervisors adopt a Resolution in Participating in Regional Cigarette Tax Administration, 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):	Kelly Belanger Harris, Assistant County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	<p>The Thomas Jefferson Planning District Commission (TJPDC) would like to gauge interest from localities both within and outside of the TJPDC boundaries in establishing and participating in a regional cigarette tax board. Virginia counties are authorized, July 1, 2021, to enact a local cigarette tax of up to 40 cents per pack (on top of the state tax of 60 cents per pack). In recent months, TJPDC staff have held several informational meetings with its members about the possibility and feasibility of establishing a regional entity to administer this tax on behalf of its localities. Such a regional board likely would be modeled on the Northern Virginia Cigarette Tax Board that serves 19 localities in that part of the state. Knowing the number of localities that may be interested will better inform our efforts to plan and shape what such a board might look like and how it would function, as well as projected local revenues and expenses. TJPDC seeks input from localities by the end of May 2021.</p>				
FISCAL IMPACT:	None.				
POLICY IMPACT:	None.				
LEGISLATIVE HISTORY:	SB 1326, adopted by the 2021 General Assembly, March 11, 2021; amends and reenacts Article 7 of Chapter 38 of Title 58.1 of the Code of Virginia.				
ENCLOSURES:	<ul style="list-style-type: none"> • Draft Resolution of Interest • Memo from David Blount, Deputy Director, TJPDC 				

	<ul style="list-style-type: none"> Background Materials (§ 58.1-3830. (Effective until July 1, 2021) Local taxes not prohibited; use of dual die or stamp to evidence payment of both county, city, or town and state tax on cigarettes) 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				

Code of Virginia
 Title 58.1. Taxation
 Subtitle III. Local Taxes
 Chapter 38. Miscellaneous Taxes
 Article 7. Cigarette Tax

§ 58.1-3830. (Effective until July 1, 2021) Local taxes not prohibited; use of dual die or stamp to evidence payment of both county, city, or town and state tax on cigarettes

A. No provision of Chapter 10 (§ [58.1-1000](#) et seq.) of this title shall be construed to deprive counties, cities and towns of the right to levy taxes upon the sale or use of cigarettes, provided such county, city or town had such power prior to January 1, 1977. The governing body of any county, city or town which levies a cigarette tax and permits the use of meter impressions or stamps to evidence its payment may authorize an officer of the county, city or town or joint enforcement authority to enter into an arrangement with the Department of Taxation under which a tobacco wholesaler who so desires may use a dual die or stamp to evidence the payment of both the county, city, or town tax, and the state tax, and the Department is hereby authorized to enter into such an arrangement. The procedure under such an arrangement shall be such as may be agreed upon by and between the authorized county, city, town or joint enforcement authority officer and the Department.

B. Any county cigarette tax imposed shall not apply within the limits of any town located in such county where such town now, or hereafter, imposes a town cigarette tax. However, if the governing body of any such town shall provide that a county cigarette tax, as well as the town cigarette tax, shall apply within the limits of such town, then such cigarette tax may be imposed by the county within such town.

Code 1950, § 58-757.27; 1960, c. 392, § 27; 1962, c. 473; 1977, c. 595; 1984, c. 675.

This section has more than one version with varying effective dates. Scroll down to see all versions.

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

§ 58.1-3830. (Effective July 1, 2021) Local cigarette taxes authorized; use of dual die or stamp to evidence payment

A. Any county, city, or town is authorized to levy taxes upon the sale or use of cigarettes. The governing body of any county, city, or town that levies a cigarette tax and permits the use of meter impressions or stamps to evidence its payment may authorize an officer of the county, city, or town or joint enforcement authority to enter into an arrangement with the Department of Taxation under which a tobacco wholesaler who so desires may use a dual die or stamp to evidence the payment of both the county, city, or town tax, and the state tax, and the Department is hereby authorized to enter into such an arrangement. The procedure under such an arrangement shall be such as may be agreed upon by and between the authorized county, city, town or joint enforcement authority officer and the Department.

B. Any county cigarette tax imposed shall not apply within the limits of any town located in such county where such town now, or hereafter, imposes a town cigarette tax. However, if the governing body of any such town shall provide that a county cigarette tax, as well as the town cigarette tax, shall apply within the limits of such town, then such cigarette tax may be imposed by the county within such town.

C. The maximum tax rate imposed by a locality on cigarettes pursuant to the provisions of this section shall be as follows:

1. If such locality is (i) a city or town that, on January 1, 2020, had in effect a rate not exceeding two cents (\$0.02) per cigarette sold or (ii) a county, then the maximum rate shall be two cents (\$0.02) per cigarette sold.

2. If such locality is a city or town that, on January 1, 2020, had in effect a rate exceeding two cents (\$0.02) per cigarette sold, then the maximum rate shall be the rate in effect on January 1, 2020.

Code 1950, § 58-757.27; 1960, c. 392, § 27; 1962, c. 473; 1977, c. 595; 1984, c. 675; 2020, cc. [1214](#), [1263](#).

This section has more than one version with varying effective dates. Scroll down to see all versions.

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

CHAPTER 61

An Act to amend and reenact § 58.1-3830 of the Code of Virginia and to amend the Code of Virginia by adding in Article 7 of Chapter 38 of Title 58.1 a section numbered 58.1-3832.1, relating to local cigarette taxes; regional cigarette tax boards.

[S 1326]

Approved March 11, 2021

Be it enacted by the General Assembly of Virginia:

1. That § 58.1-3830 of the Code of Virginia is amended and reenacted and that the Code of Virginia is amended by adding in Article 7 of Chapter 38 of Title 58.1 a section numbered 58.1-3832.1 as follows:

§ 58.1-3830. Local cigarette taxes authorized; use of dual die or stamp to evidence payment.

A. Any ~~county, city, or town~~ *locality* is authorized to levy taxes upon the sale or use of cigarettes. The governing body of any ~~county, city, or town~~ *locality* that levies a cigarette tax and permits the use of meter impressions or stamps to evidence its payment may authorize an officer of the ~~county, city, or town~~ *local* or joint enforcement authority to enter into an arrangement with the Department of Taxation under which a tobacco wholesaler who so desires may use a dual die or stamp to evidence the payment of both the ~~county, city, or town~~ *local* tax, and the state tax, and the Department is hereby authorized to enter into such an arrangement. The procedure under such an arrangement shall be such as may be agreed upon by and between the authorized ~~county, city, town~~ *local* or joint enforcement authority officer and the Department.

B. Any county cigarette tax imposed shall not apply within the limits of any town located in such county where such town now, or hereafter, imposes a town cigarette tax. However, if the governing body of any such town shall provide that a county cigarette tax, as well as the town cigarette tax, shall apply within the limits of such town, then such cigarette tax may be imposed by the county within such town.

C. The maximum tax rate imposed by a locality on cigarettes pursuant to the provisions of this section shall be as follows:

1. If such locality is (i) a city or town that, on January 1, 2020, had in effect a rate not exceeding two cents (\$0.02) per cigarette sold or (ii) a county, then the maximum rate shall be two cents (\$0.02) per cigarette sold.

2. If such locality is a city or town that, on January 1, 2020, had in effect a rate exceeding two cents (\$0.02) per cigarette sold, then the maximum rate shall be the rate in effect on January 1, 2020.

§ 58.1-3832.1. Regional cigarette tax boards.

A. As used in this section:

"Member locality" means a locality that elects to become a member of a regional cigarette tax board and have its local cigarette tax administered by the board.

"Region" means the group of localities for which the regional cigarette tax board administers local cigarette taxes.

"Regional cigarette tax board" means a board established by a group of at least six member localities pursuant to their powers under this article, Chapter 13 (§ 15.2-1300 et seq.) of Title 15.2, and the Regional Cooperation Act (§ 15.2-4200 et seq.), with the purpose of administering local cigarette taxes on a regional basis subject to the provisions of this section.

B. A regional cigarette tax board shall have the following duties:

1. Providing for the use of a uniform meter impression or stamp as evidence of payment of any local cigarette tax within the region.

2. Entering into an arrangement, on behalf of or in cooperation with its member localities, with the Department pursuant to the provisions of subsection A of § 58.1-3830, for the use of a dual die or stamp as evidence of payment of any applicable local and state tax.

3. Providing a single point of contact for a stamping agent authorized under this article or Chapter 10 (§ 58.1-1000) to remit local cigarette taxes due to any member locality.

4. Providing a discount to a stamping agent as compensation for accounting for the tax due under this article. The discount shall be in the amount of two percent of the tax otherwise due.

5. Distributing any local cigarette taxes collected by the board to the appropriate member locality.

6. Enforcing all local cigarette tax ordinances within the region.

7. Promoting uniformity of cigarette tax ordinances among its member localities.

8. To the extent possible, encouraging uniformity of cigarette tax rates among its member localities.

9. Accomplishing any other purpose that helps promote the uniform administration of local cigarette taxes throughout the region.

2. That the Northern Virginia Cigarette Tax Board shall be considered a regional cigarette tax board for purposes of this act.
3. That it is the policy of the Commonwealth that, where practical, local cigarette stamping and tax collection is encouraged to be accomplished through regional cigarette tax boards modeled on the Northern Virginia Cigarette Tax Board. Recognizing that the current system of stamping and tax collection is antiquated and places a burden on wholesalers and distributors, the Department of Taxation shall establish a task force to develop methods for modernizing the system and shall provide assistance as appropriate to localities seeking new regional cigarette tax boards. The task force shall include local government representatives, local commissioners of the revenue, cigarette wholesalers and distributors, and representatives of the Northern Virginia Cigarette Tax Board. The task force shall submit its recommendations to the Virginia General Assembly by November 1, 2021.

MOUNT ROGERS AREA CIGARETTE TAX AGREEMENT

This Agreement, dated the ____ day of _____, 2021 is entered into by and between

- 1) The City of Galax, Virginia;
- 2) The County of Carroll, Virginia;
- 3) The County of Grayson, Virginia;
- 4) The County of Wythe, Virginia;
- 5) The Town of Hillsville, Virginia;
- 6) The Town of Independence, Virginia;
- 7) The County of Smyth, Virginia;
- 8) The County of Bland, Virginia;
- 9) The County of Washington, Virginia;
- 10) The Town of Rural Retreat, Virginia
- 11) The Town of Wytheville, Virginia

or any two or more of the foregoing, and provides as follows:

WHEREAS, the parties hereto (the "Member Jurisdictions") desire to enter into an Agreement for the purpose of the establishment of the Mount Rogers Cigarette Tax Board (the "Board") for the joint administration, collection, and enforcement of their respective Cigarette Tax Ordinances pursuant to the provisions of these ordinances and § 15.2-1300 and §§ 58.1-3830, *et. seq.*, of the Code of Virginia, 1950, as amended.

NOW, THEREFORE, the parties hereby enter into the following agreement.

1. NAME AND DURATION

The Board shall be called the Mount Rogers Cigarette Tax Board. Its duration shall be perpetual, subject to the provisions of Paragraph 8 herein.

2. MEMBERSHIP AND VOTING POWERS

The Board shall be composed of one representative from each jurisdiction currently named herein and one representative from those jurisdictions later added with the consent of the Board in conformity with Section 10. The chief administrative officer of each of the member jurisdictions (County Administrator, City Manager or Town Manager, as applicable) shall constitute that jurisdiction's Board representative, and such officer may designate an alternate to attend meetings and vote in his or her place by written notice delivered to the Board Chair prior to the meeting at which the alternate will attend. A majority of the representatives from the member jurisdictions shall constitute a quorum for transaction of business. Action of the Board shall be by majority vote of those present and voting, with the exception of adding new members to the Board, which shall require the approval by the majority of the entire Board membership. In all matters, each jurisdiction shall be entitled to only one vote.

3. OFFICERS AND MEETINGS

Each year, the Board shall elect a Chair, Vice-Chair, and Secretary/Treasurer, who shall serve for a term of one (1) year, unless removed by majority action of the Board. The aforementioned officers shall be chosen from the members of the Board, and shall be empowered to sign in the name of the Board on all legal documents, including bank deposits and withdrawals. The Board shall meet from time to time as needed, and shall meet at least quarterly, however, additional meetings may be called at any time by action of the Chair or upon the request of three (3) or more members by submitting such request to the Chair in writing.

The Board may adopt bylaws, procedural rules and other policies to regulate its affairs not inconsistent with this Agreement. Minutes shall be kept for all meetings in conformity with the Virginia Freedom of Information Act.

4. POWERS OF THE BOARD

The Board shall be delegated the following powers from the member jurisdictions:

- a. The power to assess, collect and disburse the cigarette taxes levied by and for each member jurisdiction;
- b. The power to audit the sale or use of cigarettes within each member jurisdiction;
- c. The power to provide information to the appropriate law enforcement agencies of the affected member jurisdictions for the purpose of prosecution of criminal violations of the member jurisdiction's cigarette tax laws and ordinances;
- d. The power to hire, supervise, discharge and manage an Administrator to oversee the day-to-day operations of the Board;
- e. The power to establish and manage general operating funds to ensure proper funding of Board operations on an ongoing basis;
- f. The power to employ auditors for review of the Board's finances, and employ accountants, legal counsel, and other advisors as the Board deems necessary or advisable to discharge its' duties;
- g. The power to designate one or more depository bank or banks for tax funds collected;

- h. The power to contract with one or more member jurisdictions for provision of administrative, fiscal and personnel services;
- i. The power to hold and convey personal property. The Board shall have no power to hold or convey real property;
- j. The power to enter into contracts, including without limitation the power to enter into contracts with public bodies for the availability and provision of office and storage space, office and other equipment, and for the use of motor vehicles;
- k. The power to hire, supervise and discharge such other employees as the Board may deem necessary or expedient to carry out its duties and powers;
- l. The power to contract for benefits for Board employees;
- m. Any other powers granted to the Board by other provisions of this Agreement, by the respective local ordinances of the member jurisdictions, and by the Code of Virginia (1950), as amended.

5. LIABILITY INSURANCE

The Board is hereby authorized and directed to maintain insurance coverage appropriate to the nature of the Board's operations. General liability insurance shall be maintained through a commercial general liability policy in limits of not less than One Million Dollars (\$1,000,000) the Board shall maintain worker's compensation coverage in at least the statutorily required minimum amounts.

6. ADMINISTRATOR

The Board shall appoint an Administrator, who shall be responsible for the normal, day-to-day operations of the Board in administration of the Cigarette Tax Ordinances adopted by each of the member jurisdictions. The Administrator shall serve at the pleasure of the Board and under such terms and conditions of employment as the Board shall deem appropriate, which may include the power of the Administrator to hire, train, discipline and discharge subordinate employees as needed to carry into effect the purposes and duties of the Board, contingent upon creation by the Board of such subordinate positions. The Administrator shall act as the chief employee of the Board, and shall answer to and be under the supervision of the Board. The Administrator shall attend Board meetings and report to the Board on expenditures of the Board, projected revenues, and other matters relevant to the efficient administration of the Board. The Board may adopt such contracting and purchasing policies as it may deem appropriate, consistent with the Virginia Public Procurement Act and other applicable laws and regulations, and delegate to the Administrator the authority and responsibility for administration thereof. The duties of the Administrator shall include, but are not limited to the following:

- a. Preparation of annual administrative cost estimates;
- b. Reporting to the Board with recommendations as to the creation of employment positions needed to carry into effect the purposes and duties of the Board;
- c. Hiring, management, evaluation, training, discipline and discharge of employees in such employment positions created by the Board;
- d. Contracting, with the approval of the Board, for equipment, supplies, employee health and retirement benefits and other benefits as approved by the Board;
- e. Preparation of such other reports as the Board may require;

- f. Review and authorization of disbursements from Board accounts, including without limitation regular disbursements of tax revenue from member jurisdictions.

7. COLLECTION OF THE CIGARETTE TAX

The cigarette tax shall be assessed and collected according to the respective ordinances and according to the rules, regulations and procedures adopted by the Board.

8. DISBURSEMENT OF RECEIPTS, MANAGEMENT OF FUNDS

- a. Disbursements shall be made to each member jurisdiction on a monthly basis. Prior to disbursement to member jurisdictions, expenses for the applicable period shall be deducted from total revenues and allocated to the jurisdictions proportionately based upon the number of taxable packs of cigarettes reported within the jurisdiction during the period as compared to the total number of taxable packs of cigarettes reported in all the member jurisdictions. The disbursement to each member jurisdiction shall be determined by the tax rate of the jurisdiction multiplied by the taxable packs of cigarettes reported within the jurisdiction, plus interest and penalties assessed within the jurisdiction in question, plus the jurisdiction's proportional share of all other revenues, less discounts and proportional expenses.
- b. The Board shall adopt an annual budget and provide a copy thereof to each of the member jurisdictions. The Board shall establish an operating fund, taking into account the anticipated revenues and expenditures for each year.
- c. All monies shall be deposited in the name of the Mount Rogers Cigarette Tax Board. All checks drawn on Board accounts shall require the signature of the Administrator and at least one Board Officer.

9. TERMINATION

- a. In the event any member jurisdiction decides, by ordinance, to terminate its participation in the Board, notice thereof shall be given to the Board no fewer than sixty (60) days prior to the effective date of such termination. The terminating jurisdiction shall receive within thirty (30) days of the effective date of termination its proportionate share of total revenues less its proportionate share of expenses, operating fund, and depreciated value of tangible personal property owned by the Board. The representative of such terminating jurisdiction shall cease to be a member of the Board as of the effective date of the termination and thereafter the terminating jurisdiction shall have no rights to participate in the business or operations of the Board, and the terminating jurisdiction shall thereafter have sole rights and responsibility for collection and enforcement of its local cigarette tax.

- b. In the event the number of member jurisdictions is less than two (2) in number, the Board shall dissolve and cease to exist. In such event, the Board, prior to dissolution, shall liquidate all assets and disburse the proceeds to each member jurisdiction that has not previously received a payment pursuant to Paragraph 9(a). Such distribution shall be proportionate to the number of taxable packs of cigarettes reported in the jurisdiction in question during the preceding twelve (12) months as compared to the taxable packs of cigarettes reported in the preceding twelve (12) months in all jurisdictions constituting the Board at the time of dissolution.

10. IMPLEMENTATION

Each member jurisdiction shall by ordinance signify its desire and agreement to become a member of the Board and its acceptance of the provisions of this Agreement.

This Agreement shall become effective upon the adoption of such ordinances and execution of this agreement by any two (2) of the jurisdictions below, and thereafter any jurisdiction named below may join as a member upon the adoption of such ordinance and execution by its authorized representative, and upon payment of any shared expenses as may be determined by the Board. Upon such execution and payment, this agreement shall become operative as to the jurisdiction in question.

Jurisdictions other than those named below may be added to the Board by upon agreement of a majority of the Board, and upon adoption of an ordinance by the governing body of the jurisdiction to be added, execution of this Agreement, and payment into the Board of any shared expenses as may be determined by the Board.

MOUNT ROGERS CIGARETTE TAX BOARD AGREEMENT SIGNATURE PAGE.

The City of Galax, Virginia

Signature

Printed Name

Title

The County of Grayson, Virginia

Signature

Printed Name

Title

The County of Smyth, Virginia

Signature

Printed Name

Title

The County of Carroll, Virginia

Signature

Printed Name

Title

The County of Bland, Virginia

Signature

Printed Name

Title

The County of Wythe, Virginia

Signature

Printed Name

Title

SIGNATURES CONTINUED ON FOLLOWING PAGE

**MOUNT ROGERS CIGARETTE TAX BOARD AGREEMENT SIGNATURE PAGE
(contd.)**

The Town of Hillsville, Virginia

Signature

Printed Name

Title

The Town of Independence, Virginia

Signature

Printed Name

Title

The Town of Rural Retreat, Virginia

Signature

Printed Name

Title

The Town of Wytheville, Virginia

Signature

Printed Name

Title

The County of Washington, Virginia

Signature

Printed Name

Title

MEMO

To: Certain Chief Elected Officials and Administrative Officers
From: David Blount, Deputy Director
Date: April 12, 2021
Re: Interest in Regional Cigarette Tax Board

As you are aware, Virginia counties are authorized, effective this coming July 1, to enact a local cigarette tax of up to 40 cents per pack (on top of the state tax of 60 cents per pack). In recent months, TJPDC staff have held several informational meetings with its members about the possibility and feasibility of establishing a regional entity to administer this tax on behalf of its localities. Additional meetings of a smaller working group have been occurring as well.

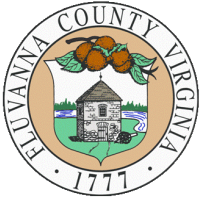
At this time, the TJPDC would like to gauge interest from localities both within and outside of our boundaries as to establishing and participating in a regional cigarette tax board, to be modeled on the Northern Virginia Cigarette Tax Board that serves 19 localities in that part of the state. This communication includes a “resolution of interest” for your local governing body to consider adopting and returning to the TJPDC. Knowing the number of localities that have interest in this endeavor will better inform our efforts to plan and shape what such a board will look like, how it might function and to project local revenues and expenses.

It is our hope that any action to be taken by your local governing body occur by the end of May, while the additional work described above continues, with a legal framework for a board and its administration taking shape in the summer. The target for having a fully-functioning board and administrative effort in place would be January 1, 2022.

Recommendation: The TJPDC recommends that your locality and its governing body consider adopting the enclosed resolution and returning it to the TJPDC by the end of May. The resolution simply expresses interesting in participating in such a regional administrative effort and discussions to that end. Any action to formally commit to becoming part of such a board would come later upon a request to enter into a formal memorandum of agreement establishing the regional board.

Thank you for your consideration.

cc: Local Finance staff
 Local Commissioners of Revenue



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 12-2021

A RESOLUTION IN PARTICIPATING IN REGIONAL CIGARETTE TAX ADMINISTRATION

WHEREAS, the 2020 General Assembly approved, and the governor signed into law, legislation that allows Virginia counties to enact a local cigarette tax of up to 40 cents per pack, effective July 1, 2021; and

WHEREAS, SB 1326, adopted by the 2021 General Assembly and signed into law by the governor, encourages local cigarette stamping and tax collection through regional cigarette tax boards; and

WHEREAS, the bill defines a "regional cigarette tax board" as one established by a group of at least six member localities, pursuant to their authority under the joint exercise of powers (§ 15.2-1300 et seq.) and Regional Cooperation Act (§ 15.2-4200 et seq.) provisions of the Code of Virginia; and

WHEREAS, the Thomas Jefferson Planning District Commission (TJPDC) was duly established in 1972 pursuant to the Code of Virginia; and

WHEREAS, a key part of the mission of the TJPDC is to lead development of solutions for the region's critical issues by helping member governments identify such issues and finding collaborative approaches to address them; and

WHEREAS, the TJPDC staff, in discussion with its member localities, has been examining how a regional cigarette tax board could function in the broader Central Virginia region; and

WHEREAS, the establishment of a regional cigarette tax board would promote the uniform administration of local cigarette taxes throughout the region for those localities desiring to participate in such a board;

NOW THEREFORE BE IT RESOLVED, that the Fluvanna County Board of Supervisors expresses its interest in participating in a regional cigarette tax board being pursued by the TJPDC; and

BE IT FURTHER RESOLVED, that the Fluvanna County Board of Supervisors authorizes the County Administrator to proceed with participating in discussions with the TJPDC and other localities in the broader region on the formation of a regional cigarette tax board; and

BE IT FURTHER RESOLVED, that any decision by the Fluvanna County Board of Supervisors to become a member of any regional cigarette tax board so established must be approved by the Fluvanna County Board of Supervisors.

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

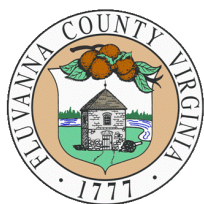
Attest:

John M. Sheridan, Chair
Fluvanna County Board of Supervisors

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

TAB B

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	Proclaiming May Community Action Month				
MOTION(s):	I move the Board of Supervisors approve the Proclamation, “Proclaiming May 2021 Community Action Month,” as presented.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Kelly Belanger Harris, Assistant County Administrator				
PRESENTER(S):	Sarah Hanks, MACAA Executive Director, & Michael Onorio, Americorp Volunteer, MACAA				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	MACAA will be provide a presentation in recognition of Community Action Awareness month that will be taking place in May.				
FISCAL IMPACT:	None				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Proclamation, “Proclaiming May 2021 Community Action Month”				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



BOARD OF SUPERVISORS

County of Fluvanna

Palmyra, Virginia

PROCLAMATION 03 - 2021

PROCLAIMING MAY 2021 COMMUNITY ACTION MONTH

WHEREAS, Community Action connects individuals and families to approaches that help them succeed and promotes community-wide solutions to challenges throughout our cities, suburbs, and rural areas; and

WHEREAS, Community Action builds and promote economic stability as an essential aspect of enabling and enhancing stronger communities, which in turn promotes self-sufficiency, ensuring that all Americans can live in dignity; and

WHEREAS, Community Action connects millions of children and families to greater opportunity, transforming their lives and making our communities — and our nation — stronger; and

WHEREAS, Community Action serves 99% of America's counties in rural, suburban, and urban communities, offering life-changing services that create pathways to prosperity by connecting families to job training, affordable housing, utility assistance for seniors, promoting community-wide solutions and sharing expertise; and

WHEREAS, Community Action will continue to implement innovative programs that create a greater chance at success for everyone, will continue to focus on a broader range of community challenges to ignite economic growth and ensure all families can benefit, and will continue to be a voice for the disenfranchised.

NOW, THEREFORE, the Fluvanna County Board of Supervisors does hereby proclaim May 2021 as Community Action Month in recognition of the hard work and dedication of the Monticello Area Community Action Agency.

Passed and adopted this 5th day of May, 2021.

John M. Sheridan. Chair
Fluvanna County Board of Supervisors

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

TAB C

Meeting Date:	May 5, 2021				
AGENDA TITLE:	Purchase of Fluvanna TMP 51 A 138 and 51 A 139				
MOTION(s):	<p>Motion #1: I move to accept the deeds of conveyance of Fluvanna tax map parcels 51 A 138 for \$27,000.00 and 51 A 139 for \$18,000.00 from Henry D. Wells and others, subject to approval of the form of all documents by the County Attorney. I further move to authorize the County Administrator to execute the deeds to evidence such acceptance and to authorize such actions and execute any other documents he deems necessary or appropriate in connection with the purchase, all containing such terms as may be approved by the County Administrator.</p> <p>Motion #2: I move the Board of Supervisors approve a supplemental appropriation of \$30,000.00 from the Unassigned Fund Balance for the purchase of Fork Union parcels 51 A 138 and 51 A 139.</p>				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Eric M. Dahl, County Administrator				
PRESENTER(S):	Eric M. Dahl, County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Routine				
DISCUSSION:	<p>This is an acquisition of two parcels of approximately 15 acres and 10 acres respectively of unimproved land adjoining the land previously purchased from Robert Shelton and other existing County property in Fork Union behind the Fluvanna Community Center.</p> <p>The purchase price of both properties was \$45,000.00, but the County received a \$15,000.00 credit for attorneys' fees and costs for clearing titles to the properties. Actual cash to close for the County is \$30,000.00.</p>				
FISCAL IMPACT:	Purchase price is \$45,000.00.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				

ENCLOSURES:	<ul style="list-style-type: none"> Proposed deeds. 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X			

Prepared by and return to:
 Donna R. DeLoria, Esq. (VSB #34133)
 Deputy Fluvanna County Attorney
 414 East Jefferson Street
 Charlottesville, VA 22902

Tax Map: 51 A 139

Assessed Value: \$45,000.00
 Consideration: \$18,000.00

Title Insurance Underwriter for this Instrument: N/A

This deed is exempt from recordation tax and Clerk's fee pursuant to Virginia Code §§58.1-811(A)(3), 17.1-266 and 17.1-279(E)

THIS DEED made this 28th day of April, 2021, by and between **HENRY D. WELLS**, **LUCY C. WELLS**, **CLIFFORD L. WELLS**, **STEWART WELLS**, **JUANITA WELLS**, **PRISCILLA WELLS-GIST**, **KATHLEEN WELLS JACKSON**, hereinafter referred to as the Grantors, and the **BOARD OF SUPERVISORS OF FLUVANNA COUNTY, VIRGINIA** (also to be indexed as **COUNTY OF FLUVANNA**), a political subdivision of the Commonwealth of Virginia, hereinafter referred to as the Grantee, whose address is: P. O. Box 540, Palmyra, VA 22963;

W I T N E S S E T H :

THAT, FOR AND IN CONSIDERATION of the sum of EIGHTEEN THOUSAND AND 00/100 DOLLARS (\$18,000.00), cash in hand paid, the receipt and sufficiency of which is hereby acknowledged, the Grantors do hereby GRANT, BARGAIN, SELL, and CONVEY, with GENERAL WARRANTY and ENGLISH COVENANTS OF TITLE, unto the Grantee, the following described property, to-wit:

All that certain tract or parcel of land, with the improvements thereon and the appurtenances thereto belonging, lying and being situate in the County of Fluvanna, Fork Union Magisterial District, State of Virginia, on the east branch of Cary's Creek, about one mile below the Village of Fork Union, containing ten (10) acres, more or less, adjoining the lands now or formerly owned by William Haden and others; being the same property conveyed to Clifford Earl Wells, by deed from

Charles G. Page, single, dated September 18, 1946, recorded June 29, 1948, in the Clerk's Office of the Circuit Court of Fluvanna County, Virginia, in Deed Book 38, page 473. Title to said property was confirmed to be vested in the Grantors by Order of the Circuit Court of Fluvanna County, Virginia, entered January 22, 2021, recorded in the Clerk's Office of the Circuit Court of Fluvanna County, Virginia, as Instrument No. 210000408.

The property hereby conveyed is subject to any and all easements, restrictions, reservations, and conditions contained in duly recorded deeds, plats, and other instruments constituting constructive notice in the chain of title to the property hereby conveyed which have not expired by a time limitation contained therein or have not otherwise become ineffective.

The signature of Eric M. Dahl, County Administrator, is affixed hereto on behalf of the Grantee to evidence acceptance of this Deed by the Grantee, in accordance with Virginia Code Section 15.2-1803 (1950, as amended).

[Signature pages follow.]

WITNESS the following duly authorized signatures and seals:

_____(SEAL)
HENRY D. WELLS

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021,
by Henry D. Wells.

Notary Public

[SEAL]

My commission expires:

Notary registration number:

_____(SEAL)
LUCY C. WELLS

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021,
by Lucy C. Wells.

Notary Public

[SEAL]

My commission expires:
Notary registration number:

_____(SEAL)
CLIFFORD L. WELLS

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021,
by Clifford L. Wells.

Notary Public

[SEAL]

My commission expires:
Notary registration number:

_____(SEAL)
STEWART WELLS

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021,
by Stewart Wells.

Notary Public

[SEAL]

My commission expires:
Notary registration number:

_____(SEAL)
JUANITA WELLS

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021,
by Juanita Wells.

Notary Public

[SEAL]

My commission expires:
Notary registration number:

_____(SEAL)
PRISCILLA WELLS-GIST

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021,
by Priscilla Wells-Gist.

Notary Public

[SEAL]

My commission expires:
Notary registration number:

_____(SEAL)
KATHLEEN WELLS JACKSON

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021,
by Kathleen Wells Jackson.

Notary Public

[SEAL]

My commission expires:
Notary registration number:

THE BOARD OF SUPERVISORS OF
FLUVANNA COUNTY, VIRGINIA

By: _____ (Seal)
Eric M. Dahl, County Administrator

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by Eric M. Dahl, County Administrator, on behalf of the Board of Supervisors of Fluvanna County, Virginia, a political subdivision of the Commonwealth of Virginia.

Notary Public

[SEAL]

My commission expires:
Notary registration number:

Approved as to form:

Fluvanna County Attorney

Prepared by and return to:
 Donna R. DeLoria, Esq. (VSB #34133)
 Deputy Fluvanna County Attorney
 414 East Jefferson Street
 Charlottesville, VA 22902

Tax Map: 51 A 138
 Assessed Value: \$67,500.00
 Consideration: \$27,000.00

Title Insurance Underwriter for this Instrument: N/A

This deed is exempt from recordation tax and Clerk's fee pursuant to Virginia Code §§58.1-811(A)(3), 17.1-266 and 17.1-279(E)

THIS DEED made this 28th day of April, 2021, by and between **HENRY D. WELLS** and **LUCY C. WELLS**, hereinafter referred to as the Grantors, and the **BOARD OF SUPERVISORS OF FLUVANNA COUNTY, VIRGINIA** (also to be indexed as **COUNTY OF FLUVANNA**), a political subdivision of the Commonwealth of Virginia, hereinafter referred to as the Grantee, whose address is: P. O. Box 540, Palmyra, VA 22963;

W I T N E S S E T H :

THAT, FOR AND IN CONSIDERATION of the sum of TWENTY-SEVEN THOUSAND AND 00/100 DOLLARS (\$27,000.00), cash in hand paid, the receipt and sufficiency of which is hereby acknowledged, the Grantors do hereby GRANT, BARGAIN, SELL, and CONVEY, with GENERAL WARRANTY and ENGLISH COVENANTS OF TITLE, unto the Grantee, the following described property, to-wit:

All that certain tract or parcel of land, with the improvements thereon and the appurtenances thereto belonging, containing fifteen (15) acres, more or less, adjoining the lands now or formerly of George W. Snead and others being a part of the tract of land purchased by Benj. W. Snead, deceased, of Peter A. Bashaw, deceased; being the same property conveyed to Andrew Haden and Jennie Hampton, by Deed from John P. Snead, and Sallie, his wife, dated August 28, 1886, recorded September __, 1886, in the Clerk's Office of the Circuit Court of Fluvanna County, Virginia, in Deed Book 25(OS), page 148; described by current numbering as Fluvanna County Tax Map parcel 51 A 138. Title to said property was confirmed to be vested in the Grantors by Order of the Circuit Court of Fluvanna County,

Virginia, entered January 22, 2021, recorded in the Clerk's Office of the Circuit Court of Fluvanna County, Virginia, as Instrument No. 210000409.

The property hereby conveyed is subject to any and all easements, restrictions, reservations, and conditions contained in duly recorded deeds, plats, and other instruments constituting constructive notice in the chain of title to the property hereby conveyed which have not expired by a time limitation contained therein or have not otherwise become ineffective.

The signature of Eric M. Dahl, County Administrator, is affixed hereto on behalf of the Grantee to evidence acceptance of this Deed by the Grantee, in accordance with Virginia Code Section 15.2-1803 (1950, as amended).

[Signature pages follow.]

WITNESS the following duly authorized signatures and seals:

_____(SEAL)
HENRY D. WELLS

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021,
by Henry D. Wells.

Notary Public

[SEAL]

My commission expires:

Notary registration number:

_____(SEAL)
LUCY C. WELLS

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021,
by Lucy C. Wells.

Notary Public

[SEAL]

My commission expires:
Notary registration number:

THE BOARD OF SUPERVISORS OF
FLUVANNA COUNTY, VIRGINIA

By: _____ (Seal)
Eric M. Dahl, County Administrator

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by Eric M. Dahl, County Administrator, on behalf of the Board of Supervisors of Fluvanna County, Virginia, a political subdivision of the Commonwealth of Virginia.

Notary Public

[SEAL]

My commission expires:
Notary registration number:

Approved as to form:

Fluvanna County Attorney

FLUVANNA COUNTY BOARD OF SUPERVISORS
BCC APPOINTMENTS STAFF REPORT

TAB D

MEETING DATE:	May 5, 2021		
AGENDA TITLE:	Board, Commission, and Committee Appointments		
MOTION:	I move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s):		
Board/Commission/Committee	Appointees	Begins Term	Ends Term
JAUNT Board – Fluvanna County Representative		May 5, 2021	June 30, 2022
Parks and Recreation Advisory Board (RAB) – At-large Position		May 5, 2021	June 30, 2022
Agricultural-Forestal District Advisory Council – Land Use Position		May 5, 2021	July 31, 2024

BCC VACANCIES AND APPLICANTS				
BCC Vacancies	Applicants	Appt	District	Current BCC Appointments / Other Notes
JAUNT Board	Leslie Woodfolk	Appt	Cunningham	
JAUNT Board	Pamela Bevins	Appt	Palmyra	
Parks and Recreation Advisory Board (RAB) – Community Member Position	Jon Bishop Larson	Appt	Fork Union	
Agricultural-Forestal District Advisory Council – Land Use Position	Marc L. Imhoff	Appt	Palmyra	
DISCUSSION:	<ul style="list-style-type: none"> - JAUNT Board- Fluvanna County Representative is an unexpired term beginning July 1, 2019 and ending June 30, 2022. - Parks and Recreation Advisory Board (RAB) – At-large Position is an unexpired term beginning July 1, 2019 and ending June 30, 2022 - Agricultural-Forestal District Advisory Council – Land Use Position is an unexpired term that began August 1, 2020 and ends July 31, 2024. 			
ENCLOSURES:	Candidate Applications			



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name: Leslie Woodfolk		Election <input type="checkbox"/> Columbia <input checked="" type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other	
Mailing Address (including City, State, & ZIP) 362 Jefferson Drive Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 52	Cell Phone – preferred? 434-960-5398	Home Phone – preferred?	Email lesliehaskins46@icloud.com
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience.): General studies fluvanna county high school Piedmont community college Charlottesville va American national college Charlottesville va			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Church member			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I love my county and want to give back to the community and I would like to see more growth in the county			
<p>Applicants are considered as vacancies occur and your application will be kept on file for three years.</p> <p>Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.</p> <p>Submit by email (clerk@fluvannacounty.org) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963</p> <p>By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.</p>			
Applicant's Signature Leslie Woodfolk		Date 4-20-2021	

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

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

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

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

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



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name: Pamela Bevins		Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input checked="" type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other	
Mailing Address (including City, State, & ZIP) 12 Seminole Trail, Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 10	Cell Phone – preferred? 203-988-7781	Home Phone – preferred? 434-591-6622	Email pambevins@yahoo.com
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience.): BS Education 1974 MS School Psychology. 1982 Teacher gr. 5 in Connecticut. 30 years			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Was member of Fluvanna Triad since 2015; President for two years. Was member of FPA in Fluvanna Sub for Fluvanna MOW Volunteer at Monticello's Historic Plants 5 years OE Fluvanna			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Class 10 of Fluvanna Leadership program; currently on FLAG			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: Want to help those in need.			
<p>Applicants are considered as vacancies occur and your application will be kept on file for three years.</p> <p>Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.</p> <p>Submit by email (clerk@fluvannacounty.org) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963</p> <p>By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.</p>			
Applicant's Signature Pamela Bevins		Date 4-27-2021	

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

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

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

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

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



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name: Jon Bishop Larson		Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input checked="" type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other	
Mailing Address (including City, State, & ZIP) P.O. Box 185 Fork Union, VA 23055		Physical Address (if different) 84 Arbor Lane # 5 Fork Union, VA 2055	
Years Lived in Fluvanna 4	Cell Phone – preferred? 814-404-6688	Home Phone – preferred?	Email jonblarson@gmail.com
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience.): B.S. University of Alabama - Sports Fitness Management *Resume also in folder			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: 8 year member of USA Swimming's National Disability Committee (2012-2020) 15+ year member of San Diego Swimming and Mid Atlantic Swimming (LSC's) Board of Directors in many various positions (1992-2017) Member of VISAA Swimming subcommittee on developing			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): member Fluvanna County Republican Committee (2020-current).			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: Very interest in helping maximize potential for recreational activities. I have always specialized in aquatic sports (30+ years) but also have experience with disabled athletes.			
Applicants are considered as vacancies occur and your application will be kept on file for three years. Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Submit by email (clerk@fluvannacounty.org) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963 By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.			
Applicant's Signature Jon B. Larson		Date 4-20-2021	

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

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

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

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

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

Jon Larson

P.O. Box 185, Fork Union, VA 23055, Cell: 814-404-6688, jonblarson@gmail.com

SUMMARY OF ACCOMPLISHMENTS

Swimming Coach/ Aquatic Director/ Program Coordinator

- Over 30 years of coaching experience with a proven track record on improving athlete performance and building programs to a higher competitive level.
- Successful at establishing a positive, enriching environment for student-athletes of all ability levels including Olympic Trial qualifiers, Big 10 Conference Champions, National Age Group record holder, several PIAA State High School Champions, VISAA State Champion and a bronze medalist in the London Paralympics.
- Extensive experience in aquatic programming and pool management (Certified Pool Operator)
- Long-time active Board Member in local LSC (Local Swim Committee) and committee member of National USA Swimming committee.
- Qualified Meet Director for large USA Swimming invitationals as well as college and high school dual meets.

EDUCATION

University of Alabama • Tuscaloosa, Alabama

B.S., Sports Fitness Management

WORK EXPERIENCE

Fork Union Military Academy • Fork Union, VA

2017 to Present

Aquatic Director/ Head Swim Coach

- Schedule, design and implement all workouts throughout the entire school year. Coordinate the competition schedule with the Athletic Director.
- Oversee all activities and operations related to the Estes Aquatic Center including routine maintenance, operations and pool cleaning, Conduct and evaluate water testing. Order chemicals and pool supplies as needed. Arrange major maintenance with FUMA crew or outside vendors/contractors.
- Coordinate all rental groups, by updating contracts, scheduling time and ensuring building access prior to group, and that facility is secure after group.
- Supervise and coordinate diving coach and assistant coach to assure all training groups are covered.
- Attend all Virginia Swimming (USA Swimming LSC) meetings and act as a delegate to the National USAS Convention. Also attend all VISAA Swim meetings.
- Schedule hours for cadets and staff and ensure lifeguards are present. Provide proficiency tests for cadets.
- Produce an estimated yearly budget for the Aquatic Center and Swimming teams and work with the school CFO to assure budgets are being met.

Emmaus Aquatic Club • Emmaus, PA

2009 to 2017

Head Swimming Coach/ CEO

- Responsible for all aspects of the year-round USA Swimming program, including the hiring and supervising of all coaches, set training schedules, construct and run workouts for senior-level swimmers. Ensured that team website was current and accurate. Construct each season's meet schedule and compile all entries and submit to meet hosts.
- Administrated the pool management business by calculating bids, authoring contracts and facilitate communication with all property managers. Also, regularly tested water chemistry and added various chemicals to assure water balance.
- Oversee the EMAC facility (25m outdoor swim club). Manage all maintenance issues, assist with inspections, renovation projects and assist in grounds-keeping. Stock snack bar, order chemicals and assist with lifeguard training and scheduling.
- Responsible for designing policies and procedures for the SwimAmerica lesson program and ensure all needed resources were available to lesson coordinator.
- Reported to the Board of Directors on a monthly basis with all matters pertaining to EMAC at scheduled Board meetings.

Freedom High School • Bethlehem, PA

2013 to 2017

Head Swimming Coach

- Responsible for all activities which includes, coordinating workout and meet schedules with Athletic Director, hiring and supervising assistant coaches.
- Oversee team website and responsible for communications to all athletes and families.
- Construct and implement daily workouts as well as produce dual meet lineups and entries.
- Prepare facility for all hosted dual meets including all timing system computers, printers and hardware.
- Attend all school athletic functions including departmental, booster-club, parent board meetings as well as signing ceremonies and banquets.

Penn State University • University Park, PA

2006 to 2008

Assistant Swimming Coach

- Planned and directed daily workouts for the middle-distance training group, or implemented workouts as directed by Head Coach.
- Coordinated all travel for PSU Swimming including arranging flights, hotels, ground transportation, catered meals, dispersing per diem.
- Responsible for maintaining team database, submitting meet entries using Hy-Tek Team Manager.
- Assisted in recruitment of prospective student-athletes and coordinating campus visits.
- Assisted swim camps by coaching workouts, filming and analyzing technique and supervising campers 24 hours/day.

Penn State University • University Park, PA

11/1996 to 8/2006

Pool Coordinator/Program Director

- Acted as Assistant Aquatic Director for all matters pertaining to the facility.
- Responsible for directing all aquatic programs such as the year-round competitive program (Penn State Aquatics), Aquacise, Masters swimming, Diving and Lessons.
- Designed and implemented daily workouts for Senior-level swimmers in the age group training program. Supervised and scheduled coaches for younger training groups. Also, supervised aquacise instructors as well as hiring and overseeing lesson instructors.
- Acted as Meet Director for all Penn State varsity dual meets and invitationals as well as assisting in hosting the PIAA State High School Championships.

Big Cat Aquatics •State College, PA

1996 to 2006

Head Swimming Coach

- Responsible for all activities associated with this year-round USA Swimming competitive team. Duties included designing each season's competitive schedule, work with facility managers, vendors, and the LSC to schedule meets.
- Attended all meets as well as scheduled assistant coaches for meets. Arranged all travel needs for team-travel meets.
- Acted as Meet Director for all hosted meets (college and club).
- Team included multiple Sectional Champions, Jr National, National and Olympic Trial qualifiers, PIAA State Champions and a National Age Group record holder.

University of Alabama •Tuscaloosa, AL

2/1986 to 6/1989

Assistant Swimming Coach

- Responsible for designing and implementing daily workouts for middle distance training group.
- Assisted in recruiting of prospective student-athletes including coordinating on-campus recruit visits.
- Responsible for performing anthropometric measurements (blood lactate testing) and preparing reports for Head Coach

LICENSES AND CERTIFICATIONS

Life-Member-Coach •USA Swimming

Coach Member •National Interscholastic Swimming Coaches Association

Lifeguard Instructor •American Red Cross •9/2019

Certified Pool Operator •National Swimming Pool Federation.

PROFESSIONAL AFFILIATIONS

Member- National Disability Committee •USA Swimming •1/2013 to 12/2020

Member - Travel Fund and Tech Planning Committees •Middle Atlantic Swimming •2006 to 2017

Member- Technical Planning Committee •Eastern Zone Swimming •2014 to 2017

Chairman - Senior Committee •Middle Atlantic Swimming •2011 to 2017

Chairman - Age Group Committee •Middle Atlantic Swimming •2006 to 2008

HONORS AND AWARDS

Athletics Hall of Fame Inductee •Freedom High School •Bethlehem, PA •2017

Coach of the Year •Middle Atlantic Swimming •New Castle, DE

Coach of The Year •San Diego/ Imperial Swimming •San Diego, CA

REFERENCES

Available upon request



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name: Marc L. Imhoff		Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input checked="" type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other	
Mailing Address (including City, State, & ZIP) 581 Paynes Mill Road, Troy, VA 22974		Physical Address (if different)	
Years Lived in Fluvanna 10	Cell Phone – preferred? 301-221-8513	Home Phone – preferred? 434-2440817	Email marcimhoff@comcast.net
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience.): MARC L. IMHOFF is a visiting research scientist with the University of Maryland's Earth System Science Interdisciplinary Center concentrating on the use of Earth observations, models, and tools for addressing sustainability and the human enterprise. He spent three decades as a principal scientific investigator, science team leader, and project scientist for satellite missions and programs at NASA's Goddard Space Flight Center, focusing on the development of satellite technology for making observations of biogeochemical cycles and human dimensions of global environmental change. Dr. Imhoff led scientific research projects as a science team member for Landsat-4, the Space Shuttle Imaging Radar -B mission with JPL, and NASA's Earth Observing System satellites. He pioneered the use of the Defense Meteorological Satellite Program's DMSP "nighttime city lights data" to address a broad range of landcover measurements and quantitative estimates of human impacts including urban heat islands and impacts on life-critical functions of the biosphere. Dr. Imhoff led the development of a low-frequency radar sensor system with DARPA which flew on NASA aircraft in Central America and worked with the engineering directorate on a low-light sensor to replace DMSP. Dr. Imhoff was Project Scientist for the Earth System Science Pathfinder 3 and for the EOS-AM1 Flagship Earth Science Mission - Terra. As mission project scientist, Dr. Imhoff was responsible for interacting with all aspects of mission execution including science, engineering, mission operations and budget justification. After leaving NASA, Dr. Imhoff served as deputy director and interim director of Pacific Northwest National Laboratory's Joint Global Change Research Institute supporting the development of integrated assessment models for climate change and energy policy. Dr. Imhoff was a Sigma Xi Distinguished Lecturer and received both the Robert H. Goddard Exceptional Achievement Award for Science and NASA's Outstanding Leadership Medal. Dr. Imhoff holds a B.S. in geography and an M.S. in agronomy from the Pennsylvania State University and a Ph.D. in biological sciences from Stanford University			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: None in Fluvanna County			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Chair of Sigma Xi Distinguished Lecturer Committee			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: As an expert in land use and land cover with respect to ecology and climate change I want to be sure that land owners are properly represented in this context. Agriculture and forestry are POSITIVE uses of the land with respect to both economic and climate change considerations. As an owner of 47 acres of forest land and my association with Fluvanna County Master Gardeners, I want the agricultural and forestal uses of the land properly represented in the increasingly political interpretation of climate change and other environmental law. My 32 years with NASA and 2 years with DOE as a chief scientist puts me in a unique position to represent land owners in this changing political environment. I have degrees in Geology, Soils Science, and Biology			
Applicants are considered as vacancies occur and your application will be kept on file for three years. Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Submit by email (clerk@fluvannacounty.org) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963 By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.			
Applicant's Signature Marc L. Imhoff		Date 4-23-2021	

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

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

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

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

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

MARC L. IMHOFF, Ph.D.

email: marcimhoff@comcast.net

CURRENT POSITION

Visiting Senior Research Scientist – University of Maryland/Earth System Science Interdisciplinary Center (ESSIC)

Senior researcher investigating the use of advanced technology (Earth observations, remote sensing, statistical data, and models) to understand the interactions between the human enterprise and Earth's biological and climate systems including; the effect of climate change on the carbon cycle (and other biogeochemical cycles), ecosystems and agriculture, and urban heat islands, energy demand, and human health.

PREVIOUS POSITIONS

Deputy Director and Scientist at Pacific Northwest National Laboratory's Joint Global Change Research Institute (JGCRI)

Responsible for enabling advancement of Integrated Assessment Modeling to explore the interactions of human and Earth systems and assess impacts of climate on energy, water availability, food security, and policy and their socioeconomic implications. Areas of focus: 1) analyses of policy and technology choices for climate change adaptation and mitigation, 2) assessment of climate risks and vulnerabilities for national and international demography and security, and 3) water resources availability and use for development, energy, and food. Major sponsors of these studies are Department of State, Department of Energy, Department of Defense and the Strategic Multilayer Assessment (SMA), National Aeronautics and Space Administration and the private sector.

Project Scientist for TERRA - NASA Earth Observing System AM-1 Mission. NASA's Goddard Space Flight Center (NASA/GSFC)

Lead scientist and international science team chair for NASA's Terra Earth Observing System satellite, an active on-orbit satellite mission consisting of five instruments and science teams generating over 70 different Earth system science products for the oceans, atmosphere and land surface. Coordinated science and data acquisition for the Terra instruments and ensured that the mission met or exceeded the scientific and operational goals. Served as Proposal Team Leader, justifying mission continuation and managing the annual budget required for flight operations, scientific research and data analyses.

**Project Scientist - Earth System Science Pathfinder Program (ESSP)
NASA/GSFC**

Responsible for supporting the scientific steering and selection of new Earth Observation missions in the third phase of the program including definition of science requirements during the formulation of the announcement of opportunity at NASA Headquarters. Supported the selection and guidance of review panels and the preparation of mission recommendations to the Associate Administrator of NASA's Office of Earth Science. Aquarius, Orbiting Carbon Observatory (OCO), and the Soil Moisture Active Passive Mission (SMAP) were selected as new missions.

Project Science Team Leader for Laser-based (Lidar) Biomass Monitoring Mission, NASA/GSFC.

Led the development of a Decadal Survey Mission proposal to the National Research Council for a laser-based vegetation canopy measurement mission. The document became the basis for one of the lead Decadal Survey Missions selected by NASA.

**Principal Scientific Investigator on Research and Development Projects
NASA/GSFC**

Lead investigator on numerous projects developing new Earth Observation sensors and using data to address Earth System Science priorities. Responsible for development of proposals, planning and execution. All of the projects were extramurally competed and some included international expeditionary components. Selected projects are:

- **Satellite-based Global Assessment of Food Security and Vulnerability.** Led development of a satellite-based methodology for estimating human use of NPP carbon-based products (food and fuel) on the basis of planetary supply and demand. Research incorporated satellite and statistical data to model rates of NPP demand versus supply, and estimated impact as a function of population, consumption level or affluence, and technology.
- **Global Urbanization Land Cover Change and Impacts.** As science team member on NASA's Land Use Land Cover Change Program, led studies characterizing the impact of urbanization on agriculture and biodiversity. Co-developer of stable night-time "City Lights" satellite imagery from DMSP/OLS to map urban areas and estimate population.
- **Deep Penetration Radar - VHF and Radar Sensor Development.** Led the development of long-wavelength Very High Frequency radar sensor designed to penetrate vegetation and soil for measuring above and below ground biomass of dense forests for carbon accounting on land. The first of its kind, this sensor pushed forward our potential capability for using radar for

this purpose. Also led a joint DARPA-NASA experiment developing techniques for using the new instrument with Lidar sensors, and managed aircraft-based deployments of the sensor on multi-engine aircraft in the US and Central America.

- **Principal Investigator and Shuttle Imaging Radar-B Science Team Member with JPL.** Successfully designed and implemented an international science investigation and expedition, including aircraft and ship deployment, for the detection of malaria vector breeding habitats, flood hazard evaluation, and vegetation canopy penetration in the Ganges River Delta using synthetic aperture radar imaging systems deployed on the space shuttle.

International and National-Level Policy Experience. As a NASA consultant, participated in a number of efforts supplying technical input to policy formulation and treaties.

- **Environmental Treaty Compliance.** MEDEA team member and contributor to a publication series clarifying the role of remote sensing in environmental treaty compliance verification for the National Intelligence Council.
- **ISRSE Working Group II Chairman.** Led assessment of remote sensing technologies to assist in the implementation of the **Kyoto Protocol**. Organized conference sessions evaluating available and potential technologies for estimating deforestation/afforestation and carbon stored in above ground biomass.
- **Panelist - National Academy of Sciences NPOESS evaluation.** Served as land panel Co-Chair for the evaluation of the NPOESS mission capability to address long-term data record requirements of the science community in the face of Nunn-McCurdy mandated restructuring of the program.

EMPLOYMENT HISTORY

- Present – University of Maryland’s Earth System Science Interdisciplinary Center.
- 2012-2014: Pacific Northwest National Laboratory’s Joint Global Change Research Institute.
- 1980- 2012: National Aeronautics and Space Administration / Goddard Space Flight Center, Greenbelt, MD, USA.

EDUCATION

Ph.D. - Stanford University, Biological Sciences, 1993, Stanford, CA.

M.S. - The Pennsylvania State University, Agronomy, 1980, University Park, PA.

B.S. - The Pennsylvania State University, Geography, 1977, University Park, PA.

HONORS/AWARDS

- ❖ NASA Outstanding Leadership Medal – 2010
- ❖ Robert H. Goddard Exceptional Achievement Award for Science - 2009
- ❖ Sigma Xi – Distinguished Lecturer – 2009
- ❖ American Institute of Aeronautics and Astronautics 2006 Space Systems Award
- ❖ *Certificate of Appreciation Learning and Education Outreach (GLOBE) from the Vice President of the United States* (1995)
- ❖ *NASA/GSFC Inventor of the Year* (1992)
- ❖ *NASA Award for Innovation Achievement* (1990)
- ❖ *NASA/JPL RADAR Science Team Award* (1990)
- ❖ *NASA Manned Space Flight Awareness Award* (1988)

PATENTS: Serial # 07/391896. Technique for deriving surface topographic data beneath vegetation canopies using radar imaging systems.

CURRENT/RECENT COMMITTEES:

Committee on Large Strategic NASA Science Missions: Science Value and Role in a Balanced Portfolio, Space Studies Board, Division on Engineering and Physical Sciences, National Academies of Sciences, Engineering, and Medicine.

Chair - Sigma Xi Distinguished Lecturer Committee, Sigma Xi Scientific Research Honor Society.

SELECTED PUBLICATIONS

Powering Science: NASA's Large Strategic Science Missions (2017), Co-Author/Committee Member, R. L. McNutt and K. Thornton Co-Chairs, Space Studies Board Consensus Report, National Academies of Sciences, Engineering and Medicine, Washington D.C.

The surface urban heat island response to urban expansion: A panel analysis for the conterminous United States (2017), X. M. Li, Y. Y. Zhou, G. R. Asrar, M. Imhoff, X. C. Li, SCIENCE OF THE TOTAL ENVIRONMENT, Vol: 605 Pg : 426-435 DOI: 10.1016/j.scitotenv.2017.06.229

Biogenic Carbon Fluxes From Global Agricultural Production And Consumption (2015), Wolf, J., T. O. West, Y. Le Page, G. P. Kyle, X. Zhang, G. J. Collatz, and M. L. Imhoff, GLOBAL BIOGEOCHEMICAL CYCLES, 29, doi:10.1002/2015GB005119.

Modeling Surface Climate In US Cities Using Simple Biosphere Model SiB2 (2015), P. Zhang, L. Bounoua, K. Thome, R. E. Wolfe, and M. Imhoff, CANADIAN JOURNAL OF REMOTE SENSING, Vol 41(6), pp 525-535, 2015

Impact of Urbanization On US Surface Climate (2015), Lahouari Bounoua, Ping Zhang, Georgy Mostovoy, Kurtis Thome, Jeffrey Masek, Marc Imhoff, Marshall Shepherd, Dale Quattrochi, Joseph Santanello, Julie Silva; ENVIRONMENTAL RESEARCH LETTER, 10, doi:10.1088/1748-9326/10/8/084010.

Mapping Biophysical Parameters for Land Surface Modeling over the Continental US Using MODIS and Landsat (2015), Lahouari Bounoua, Ping Zhang, Kurtis Thome, Jeffrey Masek, Abdelmounaime Safia, Marc L. Imhoff, and Robert E. Wolfe (2015), DATASET PAPERS IN SCIENCE, Article ID 564279, DOI:10.1155/2015/564279, 201

Evapotranspiration trends over the Eastern United States during the 20th century (2015). Ryan J. Kramer, Lahouari Bounoua, Ping Zhang, Robert E. Wolfe, Thomas G. Huntington, Marc L. Imhoff, Kurtis Thome and Genevieve L. Noyce. HYDROLOGY, 2, 93-111, doi:10.3390/hydrology2020093.

Comparison of MODIS Land Surface Temperature and Air Temperature over the Continental USA Meteorological Stations (2014), Ping Zhang, Lahouari Bounoua, Marc L. Imhoff, Robert E. Wolfe & Kurtis Thome. CANADIAN JOURNAL OF REMOTE SENSING, pp. 110-122.

Combining Satellite Data and Models to Assess Vulnerability to Climate Change and its Impact on Food Security in Morocco (2014). Saloua Rochdane, Lahouari Bounoua, Ping Zhang, Marc L. Imhoff, and Mohammed Messouli, SUSTAINABILITY, 6, 1729-1746.

A multi-city analysis of the UHI-influence on warm season rainfall (2013), Manisha Ganeshana, Raghu Murtuguddea, Marc L. Imhoff. URBAN CLIMATE, Volume 6, Dec. 2013, PP: 1-23, (DOI: 10.1016/j.uclim.2013.09.004).

Linking Climate to Incidence of Zoonotic Cutaneous Leishmaniasis (L. major) in Pre-Saharan North Africa (2013), Bounoua L, K Kahime, L Houti, T Blakey, KL Ebi, P Zhang, ML Imhoff, K Thome, C Dudek, SA Sahabi, M Messouli, B Makhoulf, A EI Laamrani, and A Boumezzough. INTERNATIONAL JOURNAL OF ENVIRONMENTAL RESEARCH AND PUBLIC HEALTH, 10(8):3172-3191.

Exploring the influence of impervious surface density and shape on urban heat islands in the northeast United States using MODIS and Landsat (2012), Ping Zhang, Marc L. Imhoff, Lahouari Bounoua, and Robert E. Wolfe. CANADIAN JOURNAL OF REMOTE SENSING Volume 38, No. 4, pp. 441-451.

Bright is the new black-multi-year performance of high-albedo roofs in an urban climate (2012), Gaffin, S. R.; Imhoff, M.; Rosenzweig, C.; et al., ENVIRONMENTAL RESEARCH LETTERS Volume: 7 Issue: 1 Article Number: 014029

Remote Sensing of the Urban Heat Island Effect Across Biomes in the Continental USA (2010), Marc L. Imhoff, Ping Zhang, Robert E. Wolfe, Lahouari Bounoua, REMOTE SENSING OF ENVIRONMENT 114 (2010) 504–513.

Characterizing Urban Heat Island Effect at Global Settlements Using MODIS and Nightlight Products (2010), CANADIAN JOURNAL OF REMOTE SENSING Volume: 36 Issue: 3 Special Issue: SI Pages: 185-196 Published: JUN 2010

Use of NDVI and Land Surface Temperature for Drought Assessment: Merits and Limitations (2010), Arnon Karnieli, Nurit Agam, Rachel T. Pinker, Martha Anderson, Marc L. Imhoff, Garik G. Gutman, Natalya Panov, And Alexander Goldberg, JOURNAL OF CLIMATE, Volume 23, pp 618-633.

Quantifying the negative feedback of vegetation to greenhouse warming: A modeling approach (2010), Bounoua, L.; Hall, F. G.; Sellers, P. J.; et al., GEOPHYSICAL RESEARCH LETTERS Volume: 37 Article Number: L23701.

Remote Sensing of Vegetation 3-D Structure for Biodiversity and Habitat: Review and Implications for Lidar and Radar Spaceborne Missions (2009), K. M. Bergen,¹ S. J. Goetz,² R. O. Dubayah,³ G. M. Henebry,⁴ C. T. Hunsaker,⁵ M. L. Imhoff,⁶ R. F. Nelson,⁶ G. G. Parker,⁷ and V. C. Radeloff, JOURNAL OF GEOPHYSICAL RESEARCH, Vol. 114, G00E06.

An Overview of Terra Mission Results Related to the Carbon Cycle (2009), Marc L. Imhoff et al., GEOGRAPHY COMPASS 3/2 (2009): 536–559, 10.1111/j.1749-8198.2008.00183.x

Impact of Urban Growth on Surface Climate: A Case Study in Oran, Algeria (2009), Bounoua L, Safia A, Masek J, M. L. Imhoff, et al., JOURNAL OF APPLIED METEOROLOGY AND CLIMATOLOGY Vol: 48 Issue: 2 Pages: 217-231.

Investigating RaDAR-LiDAR Synergy in a North Carolina Pine Forest (2007), Nelson RF, Hyde P, Johnson P, Marc Imhoff, et al., REMOTE SENSING OF ENVIRONMENT Volume: 110 Issue: 1 Pages: 98-108 Published: SEP 14 2007

Exploring Global Patterns of Net Primary Production Carbon Supply and Demand Using Satellite Observations And Statistical Data (2006). Imhoff ML and Bounoua L., JOURNAL OF GEOPHYSICAL RESEARCH-ATMOSPHERES, Vol: 111, Issue: D22 Article No.: D22S12.

Global Patterns in Human Consumption of Net Primary Production (2004). Imhoff ML, Bounoua L, Ricketts T, et al., NATURE, Vol: 429, Issue: 6994, Pages: 870-873.

The Consequences of Urban Land Transformation on Net Primary Productivity in the United States (2004). Imhoff ML, Bounoua L, DeFries R, et al., REMOTE SENSING OF ENVIRONMENT Volume: 89 Issue: 4 Pages: 434-443.

A Review Of Remote Sensing Technology In Support Of The Kyoto Protocol (2003), Rosenqvist A, Milne T, Lucas R, Imhoff M, and Dobson C, ENVIRONMENTAL SCIENCE & POLICY, Vol. 6 No. 5, pp: 441-455.

Quantifying Urban Land Use and Impact on Soils in Egypt Using Diurnal Satellite Imagery of the Earth surface (2002), Lawrence WT, Imhoff ML, Kerle N, et al., INTERNATIONAL JOURNAL OF REMOTE SENSING Volume: 23 Issue: 19 Pages: 3921-3937.

A Closer Look at United States and Global Surface Temperature Change (2001), Hansen J, Ruedy R, Sato M, Imhoff M, et al., JOURNAL OF GEOPHYSICAL RESEARCH-ATMOSPHERES, Vol. 106 Issue D20, pp: 23947-23963, OCT 27 2001

Assessing the Impact of Land Conversion to Urban Use on Soils with Different Productivity Levels in the USA (2001). Nizeyimana EL, Petersen GW, Imhoff ML, et al., SOIL SCIENCE SOCIETY OF AMERICA JOURNAL Volume: 65 Issue: 2 Pages: 391-402.

Night-time Lights of the World: 1994-1995 (2001), Elvidge CD, Imhoff ML, Baugh KE, et al., ISPRS JOURNAL OF PHOTOGRAMMETRY AND REMOTE SENSING, Vol.56 Issue 2, pp: 81-99.

A Satellite Survey of the Impact of Urban Sprawl on Agriculture and primary productivity in the United States: Is our style of development sustainable? (2001). Imhoff ML, Lawrence WT, Tucker CJ, et al., Book Series:

TRANSACTIONS OF THE NORTH AMERICAN WILDLIFE AND NATURAL RESOURCES CONFERENCE Pages: 392-404.

The Use of Multisource Satellite and Geospatial Data to Study the Effect of Urbanization on Primary Productivity in the United States (2000), Imhoff ML, Tucker CJ, Lawrence WT, et al., IEEE TRANSACTIONS ON GEOSCIENCE AND REMOTE SENSING, Vol. 38 Issue 6, pp: 2549-2556, NOV 2000.

A Low-Frequency Radar Experiment for Measuring Vegetation Biomass (1998). Imhoff ML, Carson S, Johnson P, IEEE TRANSACTIONS ON GEOSCIENCE AND REMOTE SENSING, Vol. 36 Issue 6, pp: 1988-1991.

A Technique For Using Composite DMSP/OLS "City Lights" Satellite Data to Map Urban Area (1997), Imhoff ML, Lawrence WT, Stutzer DC, et al., REMOTE SENSING OF ENVIRONMENT, Vol. 61 Issue 3, pp: 361-370.

Remotely Sensed Indicators of Habitat Heterogeneity: Use of Synthetic Aperture Radar in Mapping Vegetation Structure and Bird Habitat (1997), Imhoff ML, Sisk TD, Milne A, et al., REMOTE SENSING OF ENVIRONMENT, Vol. 60 Issue 3, pp: 217-227.

Using Nighttime DMSP/OLS Images of City Lights to Estimate the Impact of Urban Land Use on Soil Resources in the United States (1997), Imhoff ML, Lawrence WT, Elvidge CD, et al., *Remote Sensing Of Environment*, Vol. 59 Issue 1, pp: 105-117.

Radar Backscatter and Biomass Saturation: Ramifications for Global Biomass Inventory (1995), Imhoff M L, IEEE TRANSACTIONS ON GEOSCIENCE AND REMOTE SENSING, Vol. 33, No. 2, pp: 510-518, MAR 1995.

A Theoretical Analysis of the Affect Forest Structure on Synthetic Aperture Radar Backscatter and the Remote Sensing of Biomass (1995), Imhoff M L, IEEE TRANSACTIONS ON GEOSCIENCE AND REMOTE SENSING, Vol. 33, No. 2, pp: 341-352, MAR 1995.

Monsoon Flood Boundary Delineation and Damage Assessment Using Space Borne Imaging Radar and Landsat Data (1987), Imhoff ML, et al., PHOTOGRAMMETRIC ENGINEERING AND REMOTE SENSING, Vol. 53 Issue 4, pp: 405-413.

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

TAB E

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	Colonial Circle – Coves at Monticello Affordable Workforce Housing				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Eric Dahl, County Administrator or Douglas Miles, Director of Community Development				
PRESENTER(S):	William Park, Pinnacle Construction & Development Corp.				
RECOMMENDATION:	N/A				
TIMING:	N/A				
DISCUSSION:	<p>Pinnacle Construction & Development Corp. is the proposed developer for the Coves at Monticello, which is the multi-family housing section in Colonial Circle. They are proposing 124 units of Affordable Workforce Housing. This multi-family housing development would be similar to their recently completed Brookdale development (see in Executive Summary pg. 26). Estimated 2 & 3 bedroom rents would range from \$925-\$1500 per month. This project would use 50-70% AMI (Average Median Income), which would be around \$45K-\$65K. As part of being able to provide Affordable Workforce Housing, they are proposing real estate tax financial incentives. They have provided some documents outlining the financial incentives:</p> <ul style="list-style-type: none"> 30-year Financial Incentive to provide Affordable Workforce Housing – This document provides for a current valuation of the multi-family property and a value at stabilization. A 30-year comparison is provided demonstrating the annual real estate taxes assuming that no development occurs at the site vs. development of the 124 unit project with the 15 year financial incentive. The comparison in taxes paid over the 30-year period is \$416,250 vs. \$1,684,314 respectively. An analysis is also included assuming a 2% increase in value annually. Economic Impact of the Project – This document provides an analysis of the economic impact of the project to the County provided by the Housing Forward Virginia website. The conclusions at the bottom demonstrate the jobs created and supported while exhibiting positive fiscal attributes to the County. 				

	<ul style="list-style-type: none"> Comprehensive Plan – This document summarizes the various pages in the Comprehensive Plan discussing the County’s vision for Affordable Housing, growth areas, and economic development. <p>If the Board of Supervisors want to move forward with real estate tax financial incentives for this project, staff will bring back a Performance Agreement similar to the one in the package, subject to County Attorney review.</p>				
FISCAL IMPACT:	Unknown.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	<ul style="list-style-type: none"> Pinnacle Construction Executive Summary 30-year Financial Incentive to provide Affordable Workforce Housing Economic Impact of the Project Fluvanna Comprehensive Plan References Sample Performance Agreement 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				X

PERFORMANCE AGREEMENT

THIS PERFORMANCE AGREEMENT made and entered into this ____ day of _____, 2017, by and between the **ECONOMIC DEVELOPMENT AUTHORITY OF ALBEMARLE COUNTY, VIRGINIA**, (“the EDA”) **BROOKDALE PARTNERS LP**, a Virginia limited partnership (the “Developer”), and **ALBEMARLE COUNTY, VIRGINIA**, a political subdivision of the Commonwealth of Virginia (the “County”).

WHEREAS, the Developer intends to develop affordable housing at Albemarle County Parcel Number 07600-00-00-046C1, located on Country Green Road, Albemarle County, Virginia, in substantial conformance with the Initial Site Plan application number SDP201700003 approved by the County on March 20, 2017 (the “Project”); and

WHEREAS, the Albemarle County Board of Supervisors (“Board of Supervisors”) desires to promote and encourage affordable quality housing for all income levels in the County of Albemarle, Virginia pursuant to Objective 6 of Chapter 9 in the Albemarle County Comprehensive Plan; and

WHEREAS, on September 6, 2017, the Board of Supervisors adopted a Resolution expressing the County’s commitment to support the development of affordable housing by agreeing to provide the Project with semi-annual grants through the EDA based on a certain percentage of the taxes paid by the Developer due to the increased real estate assessment; and

WHEREAS, the EDA desires to promote and encourage the economic development and vitality of the County and assist in providing affordable quality housing in the County by agreeing to provide the Developer with any grants submitted to the EDA by the County to support the development of affordable housing in the County; and

WHEREAS, the Board of Directors of the EDA approved a Resolution on _____, agreeing to the terms of this Agreement and authorized the Chairman of the EDA to sign this Agreement on behalf of the EDA; and

WHEREAS, the Board of Supervisors approved a Resolution on _____, agreeing to the terms of this Agreement and authorized the County Executive to sign this Agreement on behalf of the County.

NOW, THEREFORE, in consideration of the mutual promises, covenants and obligations herein contained, and other good and valuable consideration, the parties agree as follows:

1. The Developer agrees to the following:

(a) The Developer agrees to develop the Project in substantial conformity with the Initial Site Plan application number SDP201700003 approved by the County on March 20, 2017. The Developer specifically agrees to develop at least eighty-four (84) units reserved for households with incomes less than 60% Area Median Income (AMI). As recommended by County Planning staff during the Initial Site Plan process, the Developer intends to utilize Density Bonus provisions in the Albemarle County Code (Section 18.4.3) to develop up to ninety-six (96) units reserved for households with incomes less than 60% Area Median Income (AMI) to be shown in a Final Site Plan application. This Performance Agreement shall apply to all affordable units developed pursuant to an approved Final Site Plan. The Developer shall certify annually to the County Executive that these affordable housing uses are continuing with respect to the Project.

(b) The Developer shall obtain site plan and building permit approval from the County to construct at least eighty-four (84) residences at the Project. The Developer shall certify to the County it has been awarded Federal Low Income Housing Tax Credits eligible for affordable housing development and has obtained approval from a reputable financial institution agreeing to finance the construction of the buildings and appurtenant site improvements.

(c) The Developer agrees to begin construction of the Project within One Hundred Eighty (180) days of obtaining building permit approval, subject to force majeure events or written agreement of the parties extending such time period.

(d) The Developer shall substantially complete the construction of the Project in substantial accordance with the approved conceptual elevation and site plan and obtain the required certificate of occupancy (which may be a temporary certificate of occupancy) for the first building within thirty-six (36) months from the date construction begins, subject to force majeure events or written agreement of the parties extending such time period.

(e) The Developer agrees to continuously operate and to maintain the Project during the term of this Agreement and be responsible for all maintenance, taxes, insurance and other costs associated with the Project. If the use of the Project changes during the term of this Agreement, the Performance Incentive will no longer be provided. If any County taxes on the Project are delinquent during the term of this Agreement, the Performance Incentive will not be provided until the delinquency is satisfied.

2. The County agrees to the following:

(a) The County agrees to provide to the EDA funding for a Performance Incentive Grant (the "Grant") over a time period commencing with the first real estate tax bill that is based on an increased assessment of the property due to development of the Project which is billed after a certificate of occupancy (which may be a temporary certificate of occupancy) for the Project is issued and ending nineteen (19) years from the date of issuance of the final certificate occupancy for the Project. The Performance Incentive Grant shall be as follows:

(i) Commencing on the date of issuance of the first tax bill reflecting an increased assessment arising out of the development of the Project after issuance of a certificate of occupancy (which may be a temporary certificate of occupancy) for Project and through 15 years after the issuance of the final certificate occupancy for the Project, the annual grant shall be based on 100% of real estate taxes paid on the tax increment (the amount of future increases in the real estate tax assessment above the existing assessment) (the "Tax Increment") of the property owned by the Developer and comprising the Project (Albemarle County Tax Parcel Number 07600-00-00-046C1), which shall be determined annually by subtracting (i) the stipulated current assessed value of the property of \$1,057,800 from (ii) the future assessed value of the property based upon a re-assessment of the property arising out of development of the Project (as determined by the Albemarle County Commissioner of the Revenue on an annual basis).

(ii) In year 16, the Grant shall be based on 80% of the real estate taxes paid on the Tax Increment. In year 17, the Grant shall be based on 60% of the real estate taxes paid on the Tax Increment. In year 18, the Grant shall be based on 40% of the real estate taxes paid on the Tax Increment. In year 19, the Grant shall be based on 20% of the real estate taxes paid on the Tax Increment.

(b) The County shall provide to the EDA the required funding for the Grant semi-annually subject to the terms and conditions of this Agreement. The County shall provide the EDA the required funding for the Grant within fifteen (15) days after the Developer has paid the full amount of the assessed County real estate taxes due for the applicable half of the year.

(c) The Grant shall commence with the first real estate tax bill issued that is based on an increased assessment of the property due to development of the Project after the issuance of a certificate of occupancy (which may be a temporary certificate of occupancy) for the Project. The Grant shall continue to be paid for a period of nineteen (19) years from the date of issuance of the final certificate occupancy for the Project.

3. The EDA Agrees to the following:

(a) Subject to the Developer performing each and all of its obligations under this Agreement, the EDA agrees to, on a semi-annual basis, and within fifteen (15) days of receipt of the semi-annual Grant funding from the County, to disburse the Grant funding proceeds to the Developer consistent with the terms and conditions of this Agreement as requested by the County.

(b) The EDA shall have no obligation to the Developer to provide the Grant if the County does not first provide the EDA with the funds. The EDA's only obligation to the Developer is to provide the Developer with the Grant funds that were provided to the EDA by the County.

4. This Agreement shall be governed by, construed, interpreted and the rights of the parties determined in accordance with the applicable laws of the United States and the Commonwealth of Virginia. The venue for any dispute between the parties relating to this Performance Agreement shall be exclusively state courts of competent jurisdiction in Albemarle County, Virginia or the United States District Court, Western District of Virginia, Charlottesville, Virginia.

5. Notice and other correspondence regarding this Agreement shall be hand delivered or mailed through the U.S. Mail or by national overnight carrier to the following addresses, or to such other or additional addresses as the parties may designate in writing:

EDA: Albemarle County Economic Development Authority
Attention: Chair
401 McIntire Road
Charlottesville, VA 22902

Developer: Brookdale Partners LP
Attention: William Park
1821 Avon Street Extended, Suite 200
Charlottesville, VA 22902

County: Albemarle County Executive's Office
Attention: County Executive
401 McIntire Road
Charlottesville, VA 22902

6. This Agreement shall inure to the benefit of any party acquiring the Project, without the written consent of the EDA or the County so long as the new entity expressly assumes the obligations herein and remains fully liable under this Agreement.

7. Each party shall execute and deliver, or cause to be executed and delivered, any and all instruments, documents and conveyances, and take any and all action as shall be necessary or convenient, required to vest in each party all rights, interests and benefits intended to be conferred in and under this Agreement.

8. This Agreement may be executed in Counterparts, each one of which, when all parties have signed, may be conformed and shall constitute an original document.

9. This Agreement shall be binding on the parties, their respective successors and assigns.

10. This agreement shall be subject to an annual appropriation by the Board of Supervisors. Failure by the Board of Supervisors to appropriate the Grant shall terminate this Performance Agreement with no further obligation upon the part of either party. Notwithstanding the foregoing to the contrary, provided the Developer pays the full amount of assessed real estate taxes due, the County shall fund the Grant as set forth in this Agreement.

11. This Performance Agreement may be amended by the mutual written consent of all three parties.

12. This Agreement is the full and complete agreement between the parties and no amendment or modification can be made to this Agreement unless and until it is reduced to writing and executed and delivered by all parties.

WITNESS the following signatures and seals.

DEVELOPER:

**BROOKDALE PARTNERS LP,
a Virginia limited partnership**

By: BROOKDALE LLC,
a Virginia limited liability company, its General Partner

By: BLUESTONE LAND, L.L.C.,
a Virginia limited liability company, its Manager

By: _____
William N. Park, Manager

COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF _____:

The foregoing instrument was acknowledged before me this ____ day of _____,
_____ by William N. Park, Manager of Bluestone Land, L.L.C., a Virginia limited liability
company, in its capacity as the Manager of Brookdale LLC, a Virginia limited liability company,
the General Partner of Brookdale Partners LP, on behalf of the partnership.

Notary Public
My Commission Expires: _____

Registration Number: _____

SIGNATURES CONTINUE ON THE FOLLOWING PAGE

**ECONOMIC DEVELOPMENT AUTHORITY
OF ALBEMARLE COUNTY, VIRGINIA**

W. Rod Gentry, Chair

COMMONWEALTH OF VIRGINIA
CITY OF CHARLOTTESVILLE:

The foregoing instrument was acknowledged before me this ____ day of _____,
2018 by W. Rod Gentry, Chair, on behalf of the Economic Development Authority of Albemarle
County, Virginia.

Notary Public

My Commission Expires: _____

Registration number: _____

COUNTY OF ALBEMARLE, VIRGINIA

Jeffrey B. Richardson
County Executive

COMMONWEALTH OF VIRGINIA
CITY OF CHARLOTTESVILLE:

The foregoing instrument was acknowledged before me this ____ day of _____,
2018 by Jeffrey B. Richardson, County Executive, on behalf of the County of Albemarle,
Virginia, Grantee.

Notary Public

My Commission Expires: _____

Registration number: _____

Approved as to form:

County Attorney



Executive Summary



William N. Park, President

Richard A. Park, Vice President

Pinnacle Construction & Development Corporation

1821 Avon St. Suite 200, Charlottesville VA 22902

T: 434-979-2900 ext. 114

E: wpark@pinnacleconstructionva.com

<http://www.pinnacleconstructionva.com/>

CONTENTS

ABOUT US	3
OUR TEAM	4
OUR AWARDS	5
OUR AFFILIATED COMPANIES	6
OUR FINANCIAL PARTNERS	8
DEVELOPMENT PROJECTS	9
TESTIMONIALS	11
OUR PORTFOLIO	15

ABOUT US



We are a group of vertically integrated companies providing development, construction, and management of multi-family and commercial real estate projects. From multifamily and commercial properties to mixed use, historic, senior living and medical facilities, Pinnacle Construction and Development Corporation's portfolio paints a portrait of professional **integrity, skill, and results.**

In an age of increasing challenges, considering a Virginia construction project can be a nearly overwhelming proposition. Pinnacle Construction has developed a multitude of proprietary construction project delivery systems that overcome the complexities of construction to meet project needs. Construction procedures, actions, event scheduling, contractual relations and virtually every step in building design and construction is planned for under our project delivery systems, providing an efficient and effective completion of each step while facilitating a smooth and seamless transition to the next.

We bring a strong design and real estate development background that enhances project value through the efficient and effective transfer of design, financing and entitlement processes. Our success is evidenced in the state and national awards we have received for achieving building construction and development excellence.

Bringing key parties together is the fundamental concept behind integrated decision making. Unlike traditional linear decision-making, this integrated approach promotes a more efficient control of time, quality, skill, safety and cost. Everyone is on the same page with the same understanding from day one: That's integrated decision-making that gets results.



Service with integrity from start to finish: [welcome to Pinnacle Construction.](#)

OUR TEAM

William Park and Richard Park are the co-owners of Pinnacle Construction & Development Corporation, Park Properties Management Company LLC, Bluestone Land, L.L.C., and Bluestone Capital Advisors, L.L.C. With over 25 years' experience in real estate development and property management, William and Richard have significant experience and knowledge in the development, construction, and management of commercial and multi-family residential real estate projects throughout Virginia. Types of projects include, but are not limited to, the adaptive reuse of historic structures into multi-family and mixed-use developments, new construction multi-family, senior housing, custom residential, commercial office, health service facilities, industrial flex space, and commercial land development. **Our successful projects include nearly 3000 residential units, consisting of over 3,300,000 square feet, and valued at over \$400,000,000.** William and Richard have developed a distinct expertise in projects that utilize Federal and State tax credit incentives and have partnered with a number of Lenders, Syndicators, Housing Authorities, Corporations and Universities on real estate projects utilizing creative financing solutions to facilitate the development process.



William N. Park

President

Affiliations and Memberships

- VHDA Rental Advisory Board
- Virginia Tech Program in Real Estate: Chair, Industry Board and Property Management Board Member.
- Associated General Contractors-Piedmont Chapter, Past President
- Virginia Council of Affordable Housing, Past President
- Charlottesville Urban Design Committee, Past Member
- Free Enterprise Forum, Board Member
- Elder, Olivet Presbyterian Church



Richard A. Park

Vice President

Affiliations and Memberships

- American Society of Landscape Architects
- Associated General Contractors of America, Past President AGCVA Piedmont District
- Construction Specifications Institute
- National Association of Homebuilders
- Central Virginia Apprenticeship Council, Board Member

CERTIFICATIONS/ AFFILIATIONS

VA Contractor's License # 2701 038245A
Member, Associated General Contractors of Virginia
Virginia Housing Development Authority Multi-Family Advisory Board
Construction Specifications Institute
Council for Affordable and Rural Housing
National Trust for Historic Preservation
Member, National Association of Homebuilders
Board Member, Mid-Atlantic Affordable Housing Management Association
Board Member, Blue Ridge Apartment Council


OUR AWARDS



In recognition of our skills and commitment to quality services, Pinnacle Construction and its affiliates have been awarded the following:

- ❖ 2011 EarthCraft Virginia: Affordable Housing Developer of the Year
 - ❖ 2011 Governor's Housing Award: Best Mixed Use/Mixed Income Project [Wilsondale] Hampton, VA
 - ❖ 2010 Harrisonburg Downtown Renaissance: Design Excellence Award for New Construction [Colonnade]
 - ❖ 2010 EarthCraft Virginia: *Nomination* Multifamily New Construction Project of the Year [Colonnade]
 - ❖ 2006-2014 AGC Certificate of Commendation for Excellent Safety Record
(Zero Incidence Rate 10,000 to 50,000 work hours)
 - ❖ 2003 National Association of Housing and Redevelopment Officials' Award of Merit
 - ❖ 2002 National Association of Housing and Redevelopment Officials' Award of Merit
 - ❖ 1995 National Association of Home Builder's Renaissance Award
 - ❖ 1993 National Association of Home Builder's Renaissance Award
 - ❖ 1993 Governor's Housing Award: Maple Manor, Chase City, VA
 - ❖ 1993 Farmer's Home Administration Section 515 Development of the Year Award
 - ❖ Congressman L.F. Payne's Innovation in Affordable Housing Award
-

OUR AFFILIATED COMPANIES

 PINNACLE CONSTRUCTION & DEVELOPMENT CORPORATION	BLUESTONE LAND, L.L.C.
<p>Pinnacle Construction & Development Corporation, a Virginia Class A general contractor, and its affiliate companies have significant experience and knowledge in the development, construction, and management of commercial real estate projects throughout Virginia. With nearly one-half of a billion dollars in real estate development, types of projects have included: the adaptive reuse of historic structures into multi-family and mixed-use developments; new construction multi-family; senior housing; residential construction; commercial office; health service facilities; industrial flex space; and commercial land development.</p> <p>Pinnacle Construction & Development Corporation was founded in 1991 on the premise that a vertically integrated real estate development firm can enhance the value of any client's project by offering a single source which can guide a real estate project from idea to reality as a successful income producing asset. This is accomplished by efficiently and effectively managing the diverse and fluid nature of real estate development along each step of the development, construction, and management process. This philosophy becomes apparent upon review of Pinnacle's references and projects which have garnered numerous State and National Awards for excellence in development and construction.</p> <p>Pinnacle's affiliate companies, Bluestone Land, L.L.C. and Park Properties Management Co., L.L.C., are commercial development and property management firms respectively, with projects throughout the Commonwealth. Their experience as Owners, Developers, and Asset Managers compliments Pinnacle's construction knowledge and enables us to provide third party Owners or joint venture partners with a turn-key solution for each project. The solution is accomplished by providing a feasibility analysis, construction solution and marketing plan with the flexibility to adapt to changing conditions throughout the process.</p> <p>Through the years, Pinnacle has developed a distinct expertise in projects that utilize Federal and State tax credit incentives, specifically: the Federal and State Low Income Housing Tax Credit Program, Federal and State Historic Tax Credit Program and State Enterprise Zone Credit Program. Pinnacle has partnered with a number of Lenders, Syndicators, Housing Authorities, Corporations and Universities on real estate projects utilizing creative financing solutions to facilitate the development process.</p> <p>Pinnacle and its affiliates have been leaders in sustainable and affordable multifamily design, development and construction. Our recent projects, which have been certified as meeting EarthCraft standards, reflect our commitment to energy-efficient construction.</p> <p>Principals: William N. Park and Richard A. Park</p>	<p>Bluestone Land, L.L.C., is a real estate development company located in Charlottesville, VA, and has been providing real estate development services since 1997.</p> <p>Bluestone's experience as an owner and developer of real estate compliments Pinnacle's construction experience, Park Properties' asset management capabilities and expertise, and Advisors' financial deal structuring to provide turn-key solutions for real estate projects. Over the years, Bluestone has developed an expertise in complex and creative financial transactions through the use of taxable and tax-exempt bonds, and Federal and State Low-Income Housing and Historic tax credits.</p> <p>Services provided:</p> <ul style="list-style-type: none"> ○ Provide development site selection ○ Coordinate rezoning and site plan approvals ○ Coordinate and review required third party reports, i.e. environmental assessments, geotechnical analysis, traffic studies, market studies, and appraisals ○ Coordinate Department of Historic Resources Applications and Nomination for Listing on the National Register of Historic Places ○ Land entitlement process ○ Prepare applications to secure construction and permanent financing from various private and governmental sources ○ Prepare Reservation and Allocation Applications for Low-Income Housing Tax Credits ○ Acquire syndication proceeds through the sale of Federal Low-Income and Historic Tax Credits ○ Coordinate architectural, engineering, landscape architectural and interior design ○ Coordinate Cost Certifications and Audits ○ Represent the development before neighborhood associations and Architectural Review Boards <p>Principals: William N. Park and Richard A. Park</p>



Established in 1989, Park Properties Management Company is a full service management company that specializes in multi-family, affordable and conventional housing, commercial property management, condominium management and single family homes. Currently, Park manages over 35 entities throughout the Commonwealth of Virginia, with annual gross income values topping over 30 million.

Since its incorporation, Park has demonstrated its strengths in regional markets and has shown that disciplined growth along with a process-driven approach to all aspects of property management equals high performance results.

Each team member is dedicated to our proactive attitude toward customer service. Our organizational strength comes from our experienced senior management team that consists of four regional managers, a director, and a comptroller.

The Park Advantage includes:

- Superior Customer/Resident Ratings
- Superior Affordable Compliance Monitoring
- Financial Management with Streamlined Systems for Efficiency and Compliance
- Ancillary Revenue and Receivable Procedures
- Asset Risk Management – REAC Scores Average 96
- Innovate Approach to Affordable Housing – Taking Conventional Concepts and Applying them to Affordable Housing
- Highly Trained and Motivated Site and Field Staff
- Technologically Advanced Maintenance Services
- Inventory Management System and Bulk Purchasing Program
- Real-time Performance Analytics
- Diverse Portfolio
- VHDA Certified Management Agent

Principals: William N. Park and Richard A. Park

Senior Vice President: Alice A. Fletcher



Bluestone Capital Advisors, L.L.C. is a Virginia Housing Development Authority Participating Mortgage Banker.

Bluestone Capital Advisors provides comprehensive mortgage banking solutions from underwriting, investment analysis to valuation, pricing, sizing, deal process management and closing for all affiliate projects in addition to those for third party clients.

The ability to provide mortgage banking services to clients is yet another way in our team and our affiliates can offer a turn-key solution to affordable housing development.

Principals: William N. Park and Richard A. Park

OUR FINANCIAL PARTNERS

We are proud to have partnered with premier banking and financial institutions for successful development of our projects.

- ▲ BB&T BANK/BB&T CAPITAL MARKETS
- ▲ BERKADIA COMMERCIAL MORTGAGE
- ▲ XENITH BANK
- ▲ UNION BANK
- ▲ MIDDLEBURG BANK
- ▲ GRANDBRIDGE REAL ESTATE CAPITAL
- ▲ VIRGINIA COMMUNITY CAPITAL
- ▲ COMMONWEALTH COMMERCIAL PARTNERS
- ▲ THE ARCAND COMPANY
- ▲ PNC MULTI-FAMILY CAPITAL
- ▲ RAYMOND JAMES FINANCIAL
- ▲ CAPITAL ONE
- ▲ FRANKLIN CAPITAL GROUP
- ▲ WACHOVIA BANK
- ▲ BANK OF AMERICA
- ▲ UNITED BANK
- ▲ SOUTH STATE BANK
- ▲ C&F BANK
- ▲ REGIONS BANK
- ▲ FANNIE MAE
- ▲ THE RICHMAN GROUP
- ▲ SECOND BANK & TRUST
- ▲ NATIONAL EQUITY FUND, INC.
- ▲ LONGWOOD UNIVERSITY REAL ESTATE FOUNDATION
- ▲ USDA RURAL DEVELOPMENT
- ▲ VIRGINIA HOUSING DEVELOPMENT AUTHORITY
- ▲ RICHMOND REDEVELOPMENT & HOUSING AUTHORITY
- ▲ ROANOKE REDEVELOPMENT & HOUSING AUTHORITY
- ▲ LYNCHBURG REDEVELOPMENT & HOUSING AUTHORITY
- ▲ LOCAL INITIATIVES SUPPORT CORPORATION
- ▲ DEPARTMENT OF HOUSING & URBAN DEVELOPMENT (HUD)

DEVELOPMENT PROJECTS

Project Name	Type	Units	Square Footage	Fair Market Value
Pinnacle Place Flex	OFFICE	5	17,410	\$1,950,000
Boydton Office	OFFICE	1	5,851	\$720,000
Mt. Run Apartments	MULTIFAMILY	50	36,804	\$2,700,000
Brunswick Village Apts	MULTIFAMILY	48	44,536	\$3,100,000
The Vistas Apartments	MULTIFAMILY	176	169,362	\$10,850,000
Big Sky Apartments	MULTIFAMILY	135	151,368	\$11,975,000
Greens at Northridge	MULTIFAMILY	108	114,252	\$8,200,000
Meadows at Northridge	MULTIFAMILY	50	37,480	\$3,000,000
Grand Vistas	MULTIFAMILY	104	137,680	\$10,750,000
Parc Crest	MULTIFAMILY	44	35,600	\$2,900,000
Maple Manor Apts	MULTIFAMILY	26	18,200	\$1,837,223
Cannery Row Apts	MULTIFAMILY	9	8,500	\$770,000
Poplar Forest I	MULTIFAMILY	72	65,180	\$4,086,033
Poplar Forest II	MULTIFAMILY	66	68,205	\$5,328,900
Wilsondale Mixed Use	MIXED USE	60	75,702	\$8,500,000
Wilsondale Workforce	MULTIFAMILY	150	165,702	\$22,000,000
Colonnade Mixed Use	MIXED USE	6	28,282	\$5,375,000
Colonnade Workforce	MULTIFAMILY	60	60,498	\$7,100,000
Landings at Weyers Cave	MULTIFAMILY	84	92,880	\$5,100,000
Treesdale	MULTIFAMILY	88	99,560	\$7,880,000
Round Hill Meadows	MULTIFAMILY	60	64,433	\$5,500,000
Round Hill Meadows Place	MULTIFAMILY	40	54,920	\$3,800,000
Windigrove Apartments	MULTIFAMILY	146	336,019	\$19,613,095
Windigrove II Apartments	MULTIFAMILY	88	116,616	\$12,257,683
Highlands at Huckleberry Ridge	MULTIFAMILY	248	356,123	\$36,600,056
700 Garthfield Lane	SINGLE FAMILY	1	4,500	\$800,000
Gateway Business Park	LAND	8 lots/22.5 ac		\$3,348,000
Willis Farm - 110 acres	SINGLE FAMILY	1		\$375,000
Vistas Commercial Land	LAND	2 lots/2 ac		\$500,000
Poplar Forest Residential Land	LAND	35 lots		\$700,000
Poplar Forest Multi-family Land	LAND	60 units		\$500,000
Highlands Residential Land	LAND	80 townhouse lots		\$4,000,000
Gateway Assisted Living	ASSISTED LIVING	76	87,526	\$31,360,000
Big Sky II Apartments	MULTIFAMILY	114	165,619	\$14,782,140
The Lofts at Meadowcreek	MULTIFAMILY	65	84,580	\$12,731,242
The Lofts at Jubal Square	MULTIFAMILY	140	204,404	\$20,771,476

The Vue	MULTIFAMILY	126	124,605	\$23,560,000
Fieldstone Senior	MULTIFAMILY	60	54,430	\$2,500,000
Fieldstone Family	MULTIFAMILY	84	88,800	\$7,323,742
Highlands II	MULTIFAMILY	140	213,344	\$21,885,298
Preston Lake	MULTIFAMILY	144	149,494	\$21,950,000
Brookdale	MULTIFAMILY	96	117,650	\$19,973,466
Windigrove III	MULTIFAMILY	120	121,980	\$17,709,164
Washington Landing	MULTIFAMILY	192	368,198	\$42,780,000
Gateway Senior Apartments	MULTIFAMILY	80	88,157	\$16,250,000
Total		3423	4,234,445	\$465,912,518

TESTIMONIALS



515 Main Street
Farmville, Virginia 23909
tel: 434.495.2086
fax: 434.495.2959
m: 711



December 28, 2006

To Whom It May Concern:

In the summer of 2004, Pinnacle Construction of Charlottesville, Virginia made a proposal to Longwood University for a mixed use retail/residential complex that would help to relax the ever growing pressure for residential student housing here in Farmville. In June of that year, the Longwood University Real Estate Foundation was created to enter into a development agreement to build what has become known as MidTown Square. Built on a 5.5 acre site right across Main Street from Longwood's campus, this mixed use property is a most welcome addition to both the downtown corporate citizenry and to the University student body. Design for "MidTown Square" began in November of 2004 and the buildings are now complete. The 408 student bedrooms are fully occupied and the retail space on the ground floor of the project is currently leasing up.

Without the tireless efforts of Pinnacle Construction and its President William Park, this project would never have happened in such a timely fashion, especially in light of the very aggressive timeline that had to be followed. We couldn't be more pleased with the project or with our relationship with Mr. Park and his staff. The Real Estate Foundation looks forward to other future projects in partnership with Pinnacle Construction/Park Properties.

Sincerely,

A handwritten signature in black ink, reading "Ken Copeland".

Ken Copeland, Executive Director
Longwood University Real Estate Foundation, Inc.

Wilson Trailer Court, LLC
Stan Wilson
111 Creekview Lane
Hampton, VA 23669

November 15, 2016

To Whom It May Concern:

With reference to Pinnacle Construction & Development and Park Properties Management Co., I am writing to share my experiences and give a very positive recommendation regarding their abilities and performance in constructing and managing the Wikondale Apartments and Mixed Use Development in Hampton, VA.

When deciding upon potential developers for my family's properties, I first met William Park in 2008 and we immediately formed a friendship based on a mutual understanding of shared success. I appreciated his candor and his willingness for our family to share in the life of the development – and our partnership was easily created. To this date our experience has been outstanding, and as I drive past our project daily I know I selected the right team as partners.

William and his brother Richard, along with their team of seasoned professionals, successfully transformed a mobile home park and adjacent under-utilized properties into a mixed-use and mixed income development – ultimately winning the 2011 Governor's Housing Conference Best Mixed Use/Mixed Income Award. During this process, William successfully received Low Income Housing Tax Credits in a very competitive pool, handled all other financial arrangements and syndication, resolved complex development issues with the City and coordinated all of the design professionals and the legal team. All the while, Richard was managing construction and development at a rapid pace with critical deadlines and a tight schedule – all on budget.

I found both William and Richard to be very experienced, reliable and honest. They were accessible and attentive to my concerns and to our family needs. Communication was open and easy. Handling all decisions with efficiency and a proactive attitude, their attention to detail and quality workmanship clearly contributed to our award winning results. Given the opportunity, I would certainly enter into another partnership or development with this highly organized team.

Yours Truly,



Stan Wilson

John G. Grover

800 Semmes Ave. Unit 904
Richmond VA 23224

November 15, 2016

To Whom It May Concern:

This letter comes to you as a strong recommendation for William Park and Richard Park and their affiliated real estate development, construction, and property management companies. In 2004, I partnered with William and Richard for the development and construction of Big Sky apartments in Staunton, Virginia. William and Richard worked through challenging construction conditions, and Big Sky has set a high standard as a successful luxury apartment development. The property management team has kept the occupancy at high levels, and Big Sky is a financial success. Based on my experience with William and Richard, I was eager to continue our partnership with Big Sky -Phase II and Jubal Square apartments in Winchester, Virginia. Both projects are currently under construction, and are within the expected budget.

I have found William and Richard to be the most reliable business partners I have ever had. William and Richard are both proactive and involved in all aspects of the projects. William excels in managing complex real estate development with localities, planners, engineers, and architects while managing financial arrangements with lenders, syndicators, and investors. William has a track record of creating accurate revenue projections. Richard leads the construction team in design, life cycle cost analysis, quality and safe building practices with attention to detail and the budget.

One advantage to partnering with William and Richard is that they are the decision makers for the entire project. As owners, developers, and the general contractor, there is no wasted time gathering a team to resolve an issue. This results in a savings of time, effort, and money.

William and Richard are among the most driven real estate professionals I have ever met. But they are also loyal, honest, and accessible.

Your next real estate venture will find great success if you take on William and Richard as your business partners. I would be more than happy to give you more details if you would like. Call me at 804-357-9128 or email me at Jgr1958@aol.com.

Sincerely,

John Grover



Marsh & McLennan Agency LLC
4900 Libbie Mill East Boulevard, Suite 100
Richmond, Virginia 23230
Main +1 804 780 0611
Fax +1 804 788 8944
www.mma-midatlantic.com

April 3, 2020

Berkadia
Mr. Matthew T. Sato
Vice President – FHA Senior Underwriter
707 East Main Street, Suite 1300
Richmond, VA 23219

RE: Pinnacle Construction & Development Corporation
Project: Washington Landing

Dear Mr. Sato:

Pinnacle Construction & Development Corporation (PCDC) is a highly regarded and valued client of Marsh & McLennan Agency, LLC. We handle the contract bonding requirements of PCDC through Federal Insurance Company (Chubb), which is listed on the United States Department of Treasury, Federal Register, and Circular 570 and is licensed to transact business in the Commonwealth of Virginia. Chubb is one of the leading bonding companies in the country and has an "A++" Best Rating. We have committed to provide PCDC with \$100,000,000 aggregate capacity in payment and performance bonds with a single project limit of \$50,000,000.

We are prepared to provide performance and payment bonds, subject to the normal underwriting conditions at the time of award. This includes, but is not limited to work on hand, contract terms, bond forms, profitability and bid spread.

We have found their management to be seasoned, mature and proactive. Their abilities to manage the preconstruction and construction process and finance their operation are as good as any in the business. We recommend this contractor highly. If I can be of further assistance please feel free to contact me directly.

Kindest Regards,

C. Hunter Bendall, Jr.

C. Hunter Bendall, Jr.
Attorney in Fact
Federal Insurance Company


A Marsh & McLennan Agency LLC Company

OUR PORTFOLIO-Historic Adaptive Re-Use



MAPLE MANOR

Chase City, VA

Completed 1992

Historic Adaptive Re-Use

26 Affordable Senior Apartments

Total Development Cost - \$1.6 Million



ONE EAST BROAD ST

Richmond, VA

Completed 1999

Historic Adaptive Re-Use

19 Luxury Apartments

6,500 Square Feet of Commercial & Retail Space

Total Development Cost - \$1.8 Million



CANNERY ROW

Chase City, VA

Completed 1999

Historic Adaptive Re-Use

9 Affordable Apartments

Total Development Cost - \$765,000



MAURY SCHOOL APARTMENTS

Richmond, VA

Completed 2002

Historic Adaptive Re-Use

45 Affordable Senior Apartments

Total Development Cost - \$3.5 Million

OUR PORTFOLIO-Historic Adaptive Re-Use



8 JEFFERSON PL/NORFOLK & WESTERN

Richmond, VA

Completed 2002

Historic Adaptive Re-Use

88 Luxury Apartments

Total Development Cost - \$9.0 Million



FOURTH & GRACE

Richmond, VA

Completed 2001

Historic Adaptive Re-Use

Mixed Income Development

52 Affordable Apartments; 6 Luxury Apartments

6,000 s.f. Commercial Space

Total Development Cost - \$5.15 Million

OUR PORTFOLIO-Commercial/Mixed-Use



PINNACLE PLACE

Charlottesville, VA

Completed 2000

Company Headquarters

17,000 s.f. Flexible Commercial space



IMANI MEWS & RETAIL CENTER

Richmond, VA

Completed 2005

68 Affordable Apartments

25,000 Square Feet of Retail Space

Total Development Cost - \$7.0 Million



MID TOWN SQUARE

Farmville, VA

Completed 2006

420 Student Beds- Longwood University

44,000 Square Feet of Retail & Commercial Space

Total Development Cost - \$25.0 Million



COLONNADE AT ROCKTOWN

Harrisonburg, VA

Completed 2010

Mixed Use/Mixed Income Development

60 Affordable Apartments

6 Luxury Apartments

24,000 s.f. Retail & Commercial Space

Total Development Cost - \$10.0 Million

OUR PORTFOLIO- Commercial/Mixed-Use



WILSONDALE

Hampton, VA

Completed 2011

Mixed Use/Mixed Income Development

150 Affordable Apartments

60 Luxury Apartments

11,000 s.f. Retail & Commercial Space

Total Development Cost - \$25.0 Million

OUR PORTFOLIO-Senior Living



THE MEADOWS AT NORTHRIDGE

Culpeper, VA

Completed 2005

50 Affordable Senior Apartments

Total Development Cost - \$3.7 Million



MOFFETT MANOR

Warrenton, VA

Completed 2007

98 Affordable Senior Apartments

Total Development Cost - \$10.5 Million



MOUNTAIN RUN

Culpeper, VA

Completed: 1999

50 Senior and Family Affordable Apartments

Total Development Cost: \$3 million



PARC CREST

Farmville, VA

Completed 2008

44 Affordable Senior Apartments

Total Development Cost - \$4.3 Million

OUR PORTFOLIO-Senior Living



GATEWAY ASSISTED LIVING FACILITY

Fishersville, VA

Completed: 2020

55 Assisted Living Apartments

21 Memory Care Apartments

Total Development Cost: \$ 15.1 million



FIELDSTONE

Blacksburg, VA

Completed: 2018

60 Senior Affordable Apartments

84 Affordable Apartments Tax Exempt Bond Financing

Total Development Cost: \$20.1 million



GATEWAY SENIOR APARTMENTS

Fishersville, VA

Under Construction

80 Senior Affordable Apartments

Total Development Cost: \$16.25 million

OUR PORTFOLIO-Multifamily



POPLAR FOREST
Farmville, VA
Completed 1999
138 Luxury Apartments
Total Development Cost - \$7.0 Million



VISTAS AT DREAMING CREEK
Lynchburg, VA
Completed 2001
Mixed Income Development
76 Affordable Apartments
100 Luxury Apartments
Total Development Cost: \$12.0 Million



BRUNSWICK VILLAGE
Lawrenceville, VA
Completed 2002
48 Affordable Apartments
Total Development Cost - \$3.1 Million



THE GREENS AT NORTHRIDGE
Culpeper, VA
Completed 2005
108 Affordable Apartments
Total Development Cost: \$8.8 Million

OUR PORTFOLIO-Multifamily



BIG SKY
Staunton, VA
Completed 2006
135 Luxury Apartments
Total Development Cost - \$16 Million



GRAND VISTAS
Lynchburg, VA
Completed 2008
104 Luxury Apartments
Total Development Cost - \$9.0 Million



COLONNADE AT ROCKTOWN
Harrisonburg, VA
Completed 2010
Mixed Use/Mixed Income Development
60 Affordable Apartments
6 Luxury Apartments
24,000 s.f. Retail & Commercial Space
Total Development Cost - \$10.0 Million



WILSONDALE
Hampton, VA
Completed 2011
Mixed Use/Mixed Income Development
150 Affordable Apartments
60 Luxury Apartments
11,000 s.f. Retail & Commercial Space
Total Development Cost - \$25.0 Million

OUR PORTFOLIO-Multifamily



LANDINGS AT WEYERS CAVE

Weyers Cave, VA

Completed 2011

84 Affordable Apartments and Community Center

Total Development Cost - \$11.9 Million



TREESDALE

Charlottesville, VA

Completed 2011

88 Affordable Apartments and Community Center

Total Development Cost - \$13.75 Million



ROUND HILL MEADOWS

Orange, VA

Completed 2014

Mixed Income Development

60 Affordable Apartments

40 Luxury Apartments

Total Development Cost - \$10.9 Million



WINDIGROVE

Waynesboro, VA

Completed 2014

234 Luxury Apartments in 2 Phases

Total Development Cost - \$26.9 Million

OUR PORTFOLIO-Multifamily



HIGHLANDS AT HUCKLEBERRY RIDGE

Blacksburg, VA

Completed 2014

244 Luxury Apartments

Total Development Cost - \$31.2 Million



BIG SKY II

Staunton, VA

Completed 2017

114 Luxury Apartments

Total Development Cost - \$12.5 Million



JUBAL SQUARE

Winchester, VA

Completed 2018

140 Luxury Apartments

Total Development Cost- \$20 Million



LOFTS AT MEADOWCREEK

Charlottesville, VA

Completed 2020

65 Luxury Apartments

Total Development Cost- \$20 Million

OUR PORTFOLIO-Multifamily



FIELDSTONE

Blacksburg, VA

Completed: 2018

60 Senior Affordable Apartments

84 Affordable Apartments Tax Exempt Bond Financing

Total Development Cost: \$20.1 million



THE VUE

Crozet, VA

Completed: 2020

126 Luxury Apartments

Total Development Cost: \$ 23.5 million



HIGHLANDS AT HUCKLEBERRY RIDGE II

Blacksburg, VA

Completed 2019

140 Luxury Apartments

Total Development Cost: \$ 21.8 million



WINDIGROVE III

Waynesboro, VA

Under construction

Anticipated completion date: Fall 2021

120 Luxury Apartments

Total Development Cost - \$16.9 Million

OUR PORTFOLIO-Multifamily



BROOKDALE

Charlottesville, VA

Completed: 2020

96 Affordable Apartments

Tax Exempt Bond Financing

Total Development Cost: \$ 17.2 million



PRESTON LAKE APARTMENTS

Harrisonburg, VA

Under construction

Anticipated completion date: Summer 2021

144 Luxury Apartments

Total Development Cost: \$ 21.9 million



WASHINGTON LANDING APARTMENTS

Charles Town, West Virginia

Under construction

Anticipated completion date: Spring 2023

192 Luxury Apartments

Total Development Cost: \$ 42.7 million

Contact:

William N. Park, President

Richard A. Park, Vice President

Pinnacle Construction & Development Corporation

1821 Avon St. Suite 200, Charlottesville VA 22902

T: 434-979-2900 ext. 114

E: wpark@pinnacleconstructionva.com

<http://www.pinnacleconstructionva.com/>

30-Year Financial Incentive Analysis for Fluvanna County Worforce Housing - Coves at Monticello

Units: 124
 Est. Value/Unit: \$99,000
 \$12,276,000 Estimated Value

	Current Valuation	Est. Valuation at Stabilization	Difference
	\$1,500,000	\$12,276,000	\$10,776,000
Taxes \$0.925/100	\$13,875	\$113,553	\$99,678

Tax Rate: 0.925

Estimated Annual Financial Incentive: \$99,678

Annual Increase in Value: 2.00%

**	Existing No Development	Proposed 124 units		15 YR with 20% increase in Years 16-20
Year	RE Tax Payment	RE Tax Payment		Prorata Incentive
1	\$13,875	\$13,875		\$99,678
2	\$13,875	\$13,875		\$99,678
3	\$13,875	\$13,875		\$99,678
4	\$13,875	\$13,875		\$99,678
5	\$13,875	\$13,875		\$99,678
6	\$13,875	\$13,875		\$99,678
7	\$13,875	\$13,875		\$99,678
8	\$13,875	\$13,875		\$99,678
9	\$13,875	\$13,875		\$99,678
10	\$13,875	\$13,875		\$99,678
11	\$13,875	\$13,875		\$99,678
12	\$13,875	\$13,875		\$99,678
13	\$13,875	\$13,875		\$99,678
14	\$13,875	\$13,875		\$99,678
15	\$13,875	\$13,875		\$99,678
16	\$13,875	\$22,711	20%	\$90,842
17	\$13,875	\$45,421	40%	\$68,132
18	\$13,875	\$68,132	60%	\$45,421
19	\$13,875	\$90,842	80%	\$22,711
20	\$13,875	\$113,553	100%	\$0
21	\$13,875	\$113,553		\$0
22	\$13,875	\$113,553		\$0
23	\$13,875	\$113,553		\$0
24	\$13,875	\$113,553		\$0
25	\$13,875	\$113,553		\$0
26	\$13,875	\$113,553		\$0
27	\$13,875	\$113,553		\$0
28	\$13,875	\$113,553		\$0
29	\$13,875	\$113,553		\$0
30	\$13,875	\$113,553		\$0
	\$416,250	\$1,684,314		\$1,722,276

Assessed Value	Annual RE Tax Payment	Additional Taxes due to Increase in Value	Orig. Incentive plus Additional \$\$ due to inc. in Value	Tax Payments to Fluv. Co.
\$12,276,000	\$113,553	\$0	\$99,678	\$13,875
\$12,521,520	\$115,824	\$2,271	\$101,949	\$13,875
\$12,771,950	\$118,141	\$4,588	\$104,266	\$13,875
\$13,027,389	\$120,503	\$6,950	\$106,628	\$13,875
\$13,287,937	\$122,913	\$9,360	\$109,038	\$13,875
\$13,553,696	\$125,372	\$11,819	\$111,497	\$13,875
\$13,824,770	\$127,879	\$14,326	\$114,004	\$13,875
\$14,101,265	\$130,437	\$16,884	\$116,562	\$13,875
\$14,383,291	\$133,045	\$19,492	\$119,170	\$13,875
\$14,670,956	\$135,706	\$22,153	\$121,831	\$13,875
\$14,964,375	\$138,420	\$24,867	\$124,545	\$13,875
\$15,263,663	\$141,189	\$27,636	\$127,314	\$13,875
\$15,568,936	\$144,013	\$30,460	\$130,138	\$13,875
\$15,880,315	\$146,893	\$33,340	\$133,018	\$13,875
\$16,197,921	\$149,831	\$36,278	\$135,956	\$13,875
\$16,521,880	\$152,827	\$39,274	\$138,117	\$22,711
\$16,852,317	\$155,884	\$42,331	\$140,463	\$45,421
\$17,189,364	\$159,002	\$45,449	\$90,870	\$68,132
\$17,533,151	\$162,182	\$48,629	\$71,339	\$90,842
\$17,883,814	\$165,425	\$51,872	\$0	\$165,425
\$18,241,490	\$168,734	\$55,181	\$0	\$168,734
\$18,606,320	\$172,108	\$58,555	\$0	\$172,108
\$18,978,446	\$175,551	\$61,998	\$0	\$175,551
\$19,358,015	\$179,062	\$65,509	\$0	\$179,062
\$19,745,176	\$182,643	\$69,090	\$0	\$182,643
\$20,140,079	\$186,296	\$72,743	\$0	\$186,296
\$20,542,881	\$190,022	\$76,469	\$0	\$190,022
\$20,953,738	\$193,822	\$80,269	\$0	\$193,822
\$21,372,813	\$197,699	\$84,146	\$0	\$197,699
\$21,800,269	\$201,652	\$88,099	\$0	\$201,652
			\$2,158,383	\$2,448,244

** Assumes level value and tax rate over 30 year period
 for illustration purposes.

Housing Virginia New Construction Economic ImpactsSource: <https://housingforwardva.org/toolkits/sourcebook/residential-new-construction-economic-impact-calculator/>
[ABOUT](#) / [TOOLS & RESOURCES](#) / [EVENTS](#) / [CONTACT US](#) /

County/Independent City where home(s) are proposed to be built:

Fluvanna County

Type of building*:

Multifamily Mid Rise (4-7 Story)

Total number of units:

124

unit(s).

Average square feet per unit:

1098

sq.ft.

Anticipated Construction Cost: If you would like to use your own construction cost estimate, enter it here. Only include new construction cost (this figure should not include land value, permitting costs, etc.; leave blank if unknown):

21082000

Estimated Construction Cost**: \$21,082,000.00

Economic Impact***

Short Term		Long Term	
Estimated Job Creation:	283.38	Estimated Jobs Supported:	10.59
Estimated Gross Fiscal Revenues:	\$874,912.48	Estimated Gross Fiscal Revenues†:	\$327,180.48
Estimated Local Economic Growth:	\$18,657,570.00	Estimated Local Economic Growth:	\$1,310,600.49

Fluvanna County Comprehensive Plan

https://www.fluvannacounty.org/sites/default/files/fileattachments/planning_amp_zoning/page/4601/2015_comp_plan

Page 5	Fluvanna County's Comprehensive Plan is divided into twelve interconnected subjects. On Page 5, it notes "the plan sets forth a vision for each, describes the existing conditions regarding that issue, and recommends a course of action with specific goals and implementation strategies."
Page 5	Chapter 2 maps Fluvanna County's future form, mindful of the residents' individual property rights and the community's development goals.
Page 5	Chapter 5 addresses visions for "Economic Development" in Fluvanna County. It notes "economic development is essential to a sustainable Fluvanna County" and the chapter reinforces the "growth-area concept and sets forth the strategy for implementing the community planning areas".
Page 6	Chapter 8 discusses plans for "Housing" in Fluvanna County. "To remain sustainable and livable, the community needs diverse and affordable housing . Affordable housing serves homes making 80 percent or less of the area median income (AMI). Rent or mortgage plus utilities also must not exceed 30 percent of monthly gross income."
Page 6	Chapter 9 details considerations for "Human Services" in Fluvanna County. It notes that "human service needs, particularly for low-and-moderate families, are related to affordable housing , and demand for services in Fluvanna County continues to rise."
Page 29	Page 29 states "six areas - Lake Monticello (Rivanna), Palmyra, Zion Crossroads, Scottsville, Fork Union, and Columbia - are designated growth areas established pursuant to the Code of Virginia (Section §15.2-2223.1). These areas are also referred to as Community Planning Areas, or CPAs." The development parcel for Colonial Circle is located in Fluvanna County's "Palmyra" Community Planning Area.
Page 39	The Community Element Matrix provided on Page 39 shows two particular configurations of development best-suited for multifamily usage: Village and Rural Cluster. In both of these developments, the usage mix is targeted for 25-50% multifamily residential; the highest proportionate usage of multifamily for any of the development configurations.
Page 40	On page 39, the plan notes that "affordable housing and workforce housing are vital to the community" and that "many affordable homes will be...multifamily structures." Presently, no multifamily apartments - affordable or market-rate - are available in Fluvanna County on the scale of what has been conceived with Colonial Circle. Additionally, density incentives are supported for affordable housing in five of the six Community Planning Areas (Zion Crossroads, Rivanna, Palmyra, Fork Union, Scottsville).
Page 55	One of the recommendations for the Palmyra Community Planning Area is the guidance of village-scaled development. This section specifically notes Palmyra's desired role in "fostering village-scaled developments that include a mix of building types... including affordable housing ." Palmyra is one of two Community Planning Areas in Fluvanna County with an explicit recommendation to support the creation of affordable housing .
Page 119	Chapter 8 provides a definition of affordable housing in Fluvanna County. "Affordable housing is defined as housing which costs less than 30 percent (of) the monthly gross incomes of residents whose household incomes are 80 percent or less of the area median income." It also notes that "the addition of multifamily units to the housing mix would increase Fluvanna's housing options and availability."
Page 121	Chapter 8 notes that "Fluvanna County is outperformed by its neighbors in terms of the provision of affordable housing" . It specifically highlights that "partnerships are critical to the effective provision of affordable housing and local government action in collaboration with developers...makes for stronger, more cohesive, and more sustainable housing programs."
Page 130	Chapter 9 describes that "affordable home ownership is a continuing and increasing concern as the cost of homes continues to rise much faster than household incomes". It also describes that "Fluvanna County needs a variety of affordable housing opportunities for...rentals."
Page 161	The Comprehensive Plan culminates with "Implementation Goals and Strategies" starting on Page 155. On Page 161, in reference to Chapter 5 and the "Economic Development" of Fluvanna, Community Development, Planning Commission, and Staff are tasked with the ongoing work of "offering incentives for building mixed-income housing, with an emphasis of workforce and affordable housing , in the community planning areas to maximize the use of existing transportation corridors". On Page 163, in reference to Chapter 8 and the "Housing" of Fluvanna, the plan tasks the Planning Commission and Staff with "providing a variety of well-planned housing choices", including "a mix of housing types and densities in individual developments (single and multifamily) as appropriate for area and existing or planned infrastructure", as well as "housing suited to the needs of senior populations - particularly within the community planning areas."

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

TAB F

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	Deputy Sheriff Training Summary				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Sheriff Eric Hess & Major David Wells				
PRESENTER(S):	Sheriff Eric Hess & Major David Wells				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	<ul style="list-style-type: none"> - The Sheriff's Office will present basic and ongoing training summary for Deputy Sheriff's. 				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	N/A				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

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

TAB G

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors April 21, 2021 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday, April 21, 2021, 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 April 21, 2021.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
April 21, 2021
Regular Meeting 7:00pm

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

ABSENT: None.

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

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE
At 7:02pm, Chair Sheridan called to order the Regular Meeting April 14, 2021.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

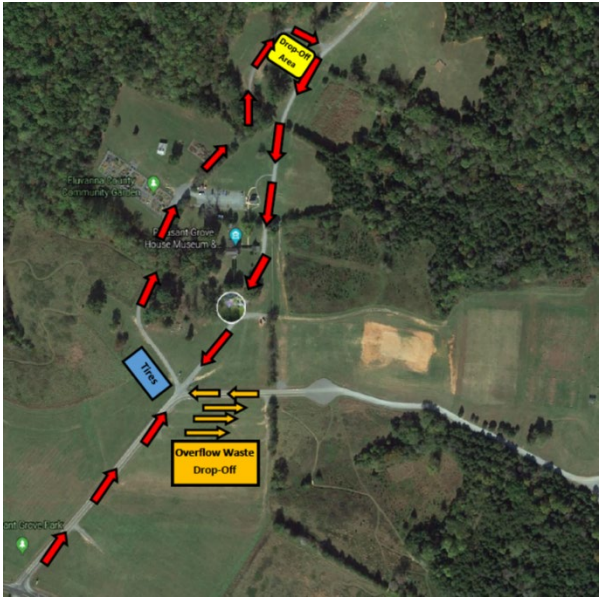
3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the April 21, 2021 Regular Meeting of the Board of Supervisors.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR’S REPORT
Mr. Dahl reported on the following topics:

- Announcements and Updates:**
- Drive-thru Rabies Clinic
- Saturday, April 24, 2021
 - From 9:00 am to 12:00pm
 - Fluvanna County High School
 - 1918 Thomas Jefferson Hwy, Palmyra, VA 22963
 - \$10 CASH ONLY donation to FSPCA
 - Pre-registration form must be picked up at FSPCA, FCSO, or <https://fspca.org> filled out, and returned PRIOR to rabies clinic

- Announcements and Updates
- Fluvanna County Tire Drop Off and Hazardous Waste Collection
 - Saturday, April 24 from 10am-2pm at Pleasant Grove Park
 - No commercial vehicles, no moving trucks, no trailers
 - Safe disposal of:
 - old tires (limit 12 per person and must be off rims, no tractor or big rig tires)
 - Gasoline
 - Paints
 - Thinners
 - Solvents
 - Lightbulbs



- Dominion Energy Bremono Power Station Project Open House
- Dominion Energy has filed a rezoning application for an adjacent parcel to the Bremono Power Station. The rezoning and companion Special Use Permit (SUP) is to build a lined landfill to deposit the residual coal ash from the plant. This is federally and state regulated process.
 - Dominion Energy will be holding an open house information session on April 29, 2021 from 6-7:30 pm at the Fluvanna Community Center in Fork Union.
 - Dominion Energy has a website for this project: www.DominionEnergy.com/BremonoCCR or you can email BremonoCCR@dominionenergy.com.

- National Crime Victims’ Rights Week
- Every year, millions of Americans are affected by crime.

- April 18–24, 2021 is National Crime Victims’ Rights Week, a time to commemorate the progress achieved, raise awareness of victims’ rights and services, and stand with our families, neighbors, friends, and colleagues whose lives have been forever altered by crime.
- If you are a victim of crime in Fluvanna County, please call the Victim/Witness Assistance Program at 591-1985 to learn about rights and services available to you.”

Spotlight on Business

Small Business Week 2021

- Fluvanna will celebrate Small Business Week May 2-8.
- Postcards are going to all listed businesses on BuyFromFluvanna.org.
- FromFluvanna.org/SBW will have resources for residents and businesses alike.

Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Apr 28	7:00 PM	BOS Special Meeting - TBD - Adopt FY22 Budget & CY21 Tax Rate	Library
Wed	May 5	4:00 PM	BOS Regular Meeting	Library
Wed	May 19	7:00 PM	BOS Regular Meeting	Library

5 - PUBLIC COMMENTS #1

At 7:08pm Chair Sheridan opened the first round of Public Comments.

- Overton McGhee, 924 Courthouse Road, spoke against selling office space on the court green once the New Administration Building is built.
- Haden Parrish, 429 Main Street, thanked the Board for passing Resolution 19-2020 last year and asked them to amend the Resolution to change the word “death” to “murder.”

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:14pm.

6 - PUBLIC HEARING

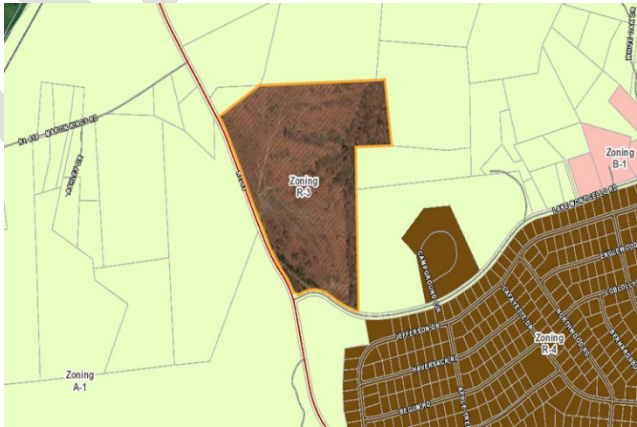
SUP 20:03 Steven L. & Codie C. Peters – Douglas Miles, Community Development Director

A Special Use Permit request in the R-3, Residential Planned Community District to permit both car wash and gas station uses with respect to 60.9 +/- acres of Tax Map 8, Section A, Parcel A14A. The property is located on the northeast corner of the intersection of Thomas Jefferson Parkway (Route 53) and Lake Monticello Road. The subject parcel is within the Rivanna Community Planning Area and the Palmyra Election District.

Site Location:



R-3 Residential Planned Community:



Colonial Circle - Aerial Map Location:



Colonial Circle R-3 Planned Community:

- The Neighborhood Convenience Retail Store proposed is a by-right use in the R-3 District and would serve the Colonial Circle Planned Community and the surrounding community
- Special Use Permit for Commercial Car Wash and Gas Station which allows for gasoline and diesel fuel sales and the installation of Electric Vehicle charging stations as well

Recommended SUP Conditions:

- Site Development Plan Submittal for proposed use
- Site shall be screened from view on the premises
- Site Lighting shall illuminate only this premises
- Site Noises shall be in compliance with Sheriff
- Site shall be maintained in neat and orderly manner
- Site may be inspected by County and State Staff
- The Board of Supervisors may revoke the SUP due to lack of site compliance with these SUP conditions

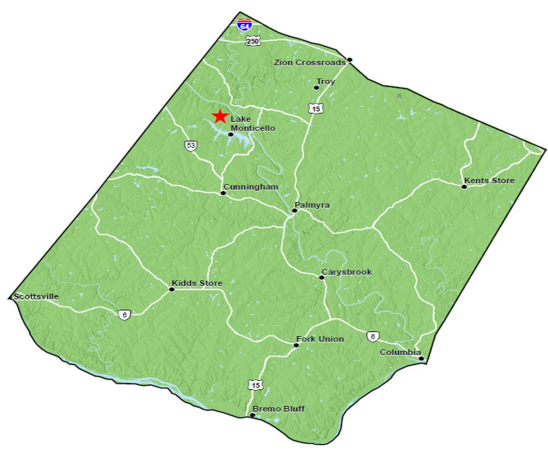
At 7:28pm, Chair Sheridan opened the Public Hearing. With no one wishing to speak, Chair Sheridan closed Public Comments at 7:28pm.

MOTION:	Approve SUP 20:03, a request to permit both car wash and gas station uses with respect to 60.9 +/- acres of Tax Map 8 Section A Parcel A14A, subject to the seven (7) conditions listed in the staff report.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

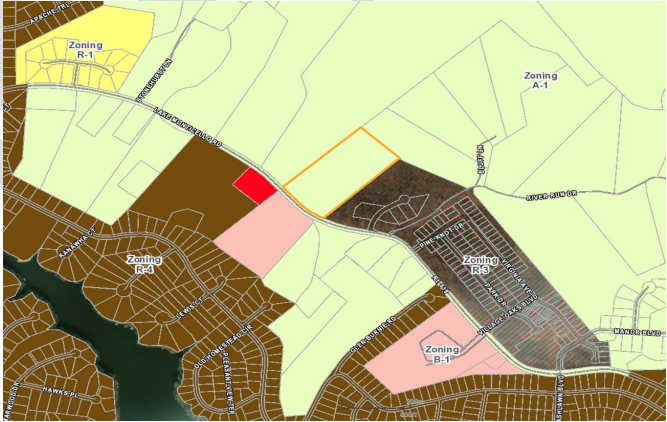
ZMP 21:01 Christian & Associates Excavating – Douglas Miles, Community Development Director

A Conditional Rezoning from A-1, Agricultural, General to the B-1, Business, General District on 14 +/- acres of Tax Map 9 Section A Parcel 12A. The property is located on the north line of Lake Monticello Road and 0.1 miles west of River Run Road. The subject parcel is within the Rivanna Community Planning Area and the Palmyra Election District.

Site Location:



Rezone from A-1 to B-1 with an SUP:



Christian & Associates Excavating- Aerial Map Location



Christian Conditional Rezoning Proffers

- The Applicant has proffered out B-1 uses:

the higher B-1, General Business land uses include Automobile repair service; RV sales; Fast food restaurants; Neighborhood retail C-stores; Dance Halls; commercial kennels; adult entertainment establishments; and other similar land uses that are not suitable along this neighborhood commercial use corridor

At 7:44pm, Chair Sheridan opened the Public Hearing. With no one wishing to speak, Chair Sheridan closed Public Comments at 7:44pm.

MOTION:	Approve ZMP 21:01, a request to amend the Fluvanna County Zoning Map on Tax Map 9 Section A Parcel 12A to rezone from A-1 Agricultural, General to B-1, Business, General and subject to the proffers dated March 19, 2021.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

SUP 21:01 Christian & Associates Excavating – Douglas Miles, Community Development Director

A Special Use Permit request in the B-1, Business, General District to permit a contractor’s storage yard with respect to 14 +/- acres of Tax Map 9 Section A Parcel 12A. The property is located on the north line of Lake Monticello Road and 0.1 miles west of River Run Road. The subject parcel is within the Rivanna Community Planning Area and the Palmyra Election District.

Recommended SUP Conditions

- Site Development Plan Submittal for proposed use
- Site shall be screened from view on the premises
- Site Lighting shall illuminate only this premises
- Site Noises shall be in compliance with Sheriff
- Site shall be maintained in neat and orderly manner
- Site may be inspected by County and State Staff
- The Board of Supervisors may revoke the SUP due to lack of site compliance with these SUP conditions

At 7:44pm, Chair Sheridan opened the Public Hearing. With no one wishing to speak, Chair Sheridan closed Public Comments at 7:44pm.

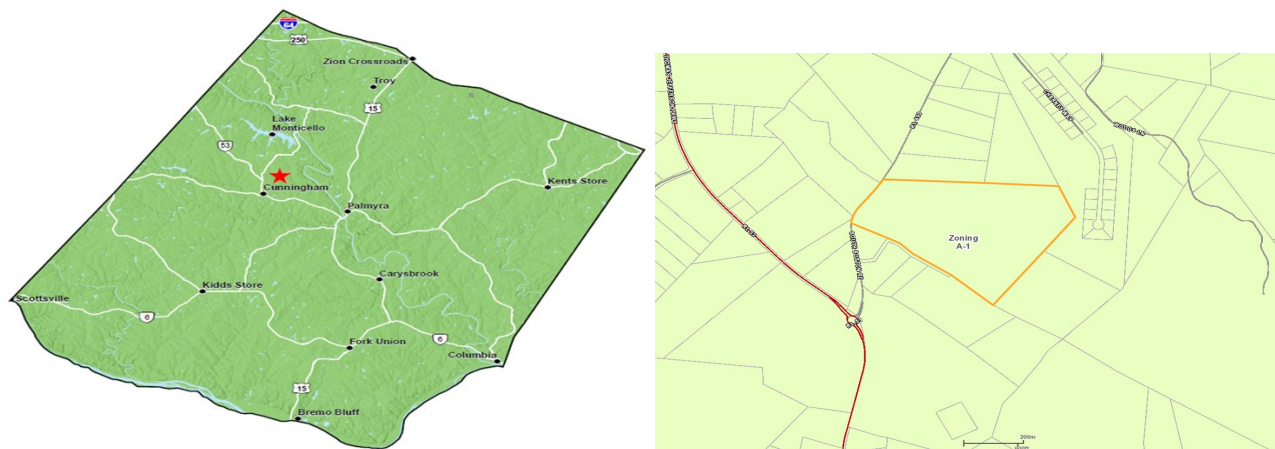
MOTION:	Approve SUP 21:01, a request to construct a contractor’s storage yard on Tax Map 9 Section A Parcel 12A subject to the seven (7) conditions within the staff report.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

SUP 20:04 Cunningham Solar, LLC – Douglas Miles, Community Development Director

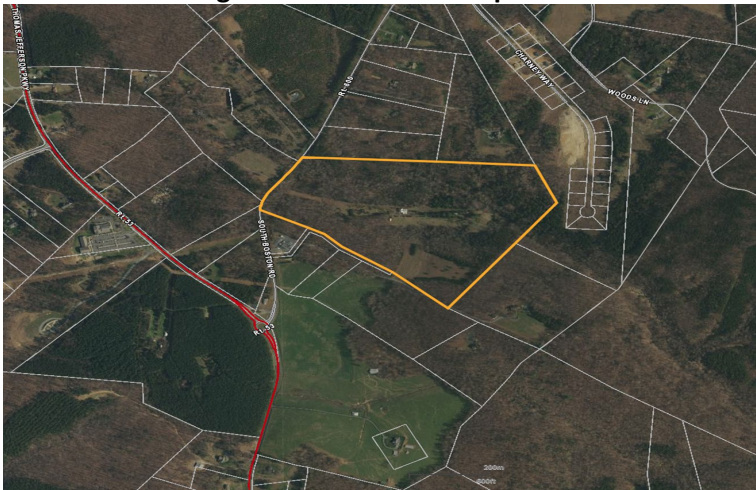
A request for a Special Use Permit in the A-1, Agricultural, General District to construct a utility, major use (solar energy facility) on 62.4 +/- acres, Tax Map 18 Section A Parcel 44. The property is located on the east side of South Boston Road (SR 600) approximately 0.2 miles north of its intersection with Thomas Jefferson Parkway (Route 53). The subject parcel is within the Rivanna Community Planning Area and the Fork Union and Palmyra Election Districts.

Site Location:

A-1, General Agricultural Zoning:



Cunningham Solar - Aerial Map Location:



Cunningham Solar – Comp Plan Goals

Rivanna Community Planning Area is for designated growth in the 2015 Comp Plan

- Green Infrastructure and Energy Efficiency where clean energy helps support planning
- Preservation of the wetlands on the rear portion of this property; wildlife corridors integrated to lessen the environmental site impacts and the preservation of farmland

Recommended SUP Conditions

- Special Use Permit for a 5 MW Major Utility use
- No pile driving and site deliveries on Sundays
- Construction Traffic Management Plan condition
- On Site Parking and Staging Plan condition
- Construction Mitigation Plan for dust and smoke
- Fifty (50) foot Setback from public right-of-ways
- Twenty-Five (25) foot Buffer for site screening
- Fire Chief Notification and public safety training
- Decommissioning Plan for solar energy removal

At 8:12pm, Chair Sheridan opened the Public Hearing. With no one wishing to speak, Chair Sheridan closed Public Comments at 8:13pm.

MOTION:	Approve SUP 20:04, a request to construct a major utility (solar energy facility) on Tax Map 18 Section A Parcel 44, subject to the nine (9) conditions within the staff report.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Public Hearing for A Temporary Ordinance for the Postponement of Penalty and Interest on the First Half Taxes of 2021 – Eric Dahl, County Administrator

Postponement of Penalty and Interest:

- This temporary ordinance is meant to ease the financial burden of residents and businesses during the coronavirus pandemic.
- This ordinance is designed to be temporary in nature and therefore will only apply to the payment of the first half 2021 taxes.
- It extends the time at which penalty and interest will be imposed until June 30 but not beyond.
- It does NOT extend the time for payment of taxes beyond June 5, merely suspending the penalty and interest. It will expire according to its terms after June 30.
- Since it is temporary in nature, it is not intended to be set out in the County Code.

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS as follows:

WHEREAS the Commonwealth of Virginia and the County of Fluvanna are currently subject to a pandemic infection of the virus commonly known as COVID 19; and

WHEREAS the citizens of Fluvanna County have been greatly inconvenienced by the consequences of the said pandemic, including a significant disruption of their lives and economic activities; and

WHEREAS it is anticipated that such inconveniences will not be remedied prior to the date due for payment of real and tangible personal property taxes on June 5, 2021, as required by County Code Section 20-1-2; and

WHEREAS the Board of Supervisors has determined that, it is appropriate to postpone the imposition of penalty and interest for late payment of such taxes until June 30, 2021;

NOW THEREFORE BE IT ORDAINED

- (1) that the penalty and interest provisions for failing to pay real estate and tangible personal property taxes on June 5, 2021, as set out in Chapter 20, Article 1, Sec. 2.1, of the Fluvanna County Code shall not apply to the payment of such taxes made after December 5, 2020, but not later than June 30, 2021: provided that
- payment of such taxes after June 30, 2021, shall thereafter be subject to the penalty and interest
- provisions as set out in Chapter 20, Article 1, Sec. 2.1.
- (2) The foregoing amendment shall expire and shall be of no further effect after June 30, 2021.

At 8:22pm, Chair Sheridan opened the Public Hearing. With no one wishing to speak, Chair Sheridan closed Public Comments at 8:22pm.

MOTION:	Approve "A TEMPORARY ORDINANCE TO PROVIDE FOR CERTAIN RELIEF FROM PENALTY AND INTEREST FOR LATE PAYMENT OF TAXES FOR THE FIRST HALF OF 2021."				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7 - ACTION MATTERS

Fiscal Year 2022 Operations Budget and Tax Rates – Liz McIver, Management Analyst

FY22 Budget Highlights

- Budget totals \$110,600,979
 - Real Estate tax rate of \$0.884 (Equalized Tax Rate \$0.865)(FY21 - \$0.925)
 - Results in a tax increase of 2.19% for the average homeowner.
 - No change to the Personal Property tax rate (Remains at \$4.35 per \$100 of assessed value)
 - No change to the Business and Public Utility Personal Property tax rates (Remains at \$2.90 per \$100 of assessed value)
 - No change to the Machinery & Tools tax rate (Remains at \$1.90)
- Overall increase in total County expenditures by \$30.9 million, a 38.7% increase from the FY21 amended budget
 - Largest Increases:
 - Capital Improvements Plan: \$25.0 million (Debt Issuance)
 - Debt Service: \$1.6 million (Use of Fund Balance FY22-24)
 - Schools: \$2.5 million (\$1.9 million offset by state/fed and \$600K County)
 - Dept. of Social Services: \$216K (New Position and increases offset by state/fed)
 - Sheriff's Office: \$157K (Court Deputy and Admin position)
 - E911: \$277K (Implement Emergency Medical Dispatch (EMD) and 2 positions)
 - Fire and Rescue: \$93K (Ops increase and volunteer incentives)
 - Emergency Management: \$272K (convert 2nd contract crew ambulance to 24/7)
 - COLA & Health Insurance: \$505K - 5% COLA for all County staff (\$170K offset by state/fed) and \$107K health Insurance increase.

New Positions

Position	Department	Notes
Included in FY2022 Budget (planned for July 2021)		
CSA Program Asst.	CSA	New PT Position
Park Maintenance Worker	P&R	New PT Position
Communications Team Lead	E-911	New FT Position
Communications Officer	E-911	New FT Position
Utility Technician (w/license)	Public Utilities	New FT Position
Desk Services Administrative	Sheriff's Office	New FT Position
Court Deputy	Sheriff's Office	New FT Position
Accountant	Finance	New FT Position
Children's Program Specialist	Library	Position Upgrade
Not Included in FY2022 Budget (planned for July 2021)		
Grounds Maintenance Worker I	Facilities	New FT Position
Project Manager	Public Works	New FT Position

MOTION:	Adopt the resolution entitled "A Resolution to Adopt the FY22 Operations Budget, Set the Tax Rates and Appropriate Funds."				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Fiscal Year 2022 – 2026 Capital Improvements Plan – Liz Mclver, Management Analyst
\$25 Million Capital Projects

- 30 Year Term
 - \$5,476,560 - New County Administration Building
 - \$7,364,400 - New Dept. of Social Services Building
 - \$1,642,356 - Renovate Old Admin Building to Courts
 - \$2,016,684 - Renovate Old DSS Building to Various Uses (P&R and PW)
- 20 Year Term
 - \$1,250,000 - Abrams
 - \$1,500,000 - Carysbrook HVAC
 - \$685,000 - Parks & Rec PG Field Lights
- 10 Year Term
 - Fire & Rescue \$2,971,000 (items in red included)
 - \$710,000 - Engine 20 plus tools and equipment to make it fully functional (Fork Union), built in 1993 (carried over from FY20 Request)
 - \$0 - Ambulance 49 (Palmyra) built in 2011 (*Funded with FB in FY20 currently on hold)
 - \$484,000 - Tanker 10 (Palmyra) built in 1999
 - \$200,000 - Attack-20 (Fork Union), built in 2001
 - \$96,000 - Response 5 (LMVRS), built in 2003
 - \$71,000 - Car-1 (Chief-1), built in in 2008 (carried over from FY21 Request)
 - \$100,000 - Ambulance 553 (LMVRS), built in 2009
 - \$299,000 - Ambulance 554 (LMVRS), built in 2013
 - \$71,000 - Car-30 (Kent's Store), built in 2009
 - \$1,300,000 - Tower Ladder 53 (LMVFD), built in 1993 (\$1,700,000)
 - \$100,000 - Heart Monitor Replacement
- 10 Year Term
 - \$1,021,000 - Buses (10)
 - \$93,000 - PW Equipment Shed
 - \$355,000 – PW/Utilities Major Equip.
- 7 Year Term
 - \$300,000 - Sheriff's Vehicles (7)
 - \$325,000 - County Vehicles (6)
- Items not included
 - \$75,000 - Secure Sally Port

- \$75,000 - School Safety Vestibules
- \$175,000 - Middle School Annex Floor & Bleachers
- \$75,000 - School Transport Vehicles

MOTION:	Adopt the resolution entitled “Adoption of the FY2022-2026 Capital Improvements Plan.”				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7A – BOARDS AND COMMISSIONS

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s): <ul style="list-style-type: none">➤ James River Water Authority, Mark Dunning, Term April 19, 2021, through April 18, 2025.➤ Fluvanna Partnership for Aging, Joan T. Talley, Term April 21, 2021, through December 31, 2023.➤ Parks and Recreation Advisory Board (RAB) - Community Member, Raghvendra Singh, Term April 21, 2021 through June 30, 2022.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

8 - PRESENTATIONS

None.

9 - CONSENT AGENDA

The following items were discussed before approval:

P- *Accounts Payable Report for March 2021*

The following items were approved under the Consent Agenda for April 21, 2020:

Minutes of April 7, 2021 – Caitlin Solis, Clerk to the Board

Minutes of April 14, 2021 – Caitlin Solis, Clerk to the Board

FY21 Animal Friendly Supplemental Appropriation – Liz McIver – Management Analyst

FY21 3rd Quarter Voluntary Contributions – Liz McIver, Management Analyst

FY21 Facilities Department Insurance Claim –2012 Ford F-250 VIN# 4087 – Liz McIver, Management Analyst

FY21 Facilities Department Insurance Claim –2015 GMC Savannah VIN# 2486 – Liz McIver, Management Analyst

FY21 Sheriff Department Insurance Claim – 2019 Dodge Charger VIN# 2558 – Liz McIver, Management Analyst

Accounts Payable Report for March 2021 – Liz McIver, Management Analyst

Fair Housing Month Proclamation – Eric Dahl, County Administrator

MOTION:	Approve the consent agenda, for the April 21, 2021 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for March 2021, in the amount of \$2,518,168.55.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - UNFINISHED BUSINESS

Redistricting Update 2021 – Eric Dahl, County Administrator & Kelly Belanger Harris, Assistant County Administrator

Redistricting – Requirements and Considerations

- Article VII, Section 5 of the Constitution of Virginia requires any locality that conducts elections by district to change its district boundaries every 10 years in the year ending in one.
 - The County must redistrict in 2021
- Virginia Code 24.2-304.1 Section C. states “For the purposes of redistricting and reapportioning representation in 2021 and every 10 years thereafter, the governing body of a county, city, or town shall use the most recent decennial population figures for such county, city, or town from the United States Bureau of the Census, as adjusted by the Division of Legislative Services pursuant to § 24.2-314”.
 - 2020 census data is currently not available and is not projected to be available until September 2021.
 - The only census data currently available is the 2010.

- Virginia Code 24.2-314, Population data; reallocation of prison population, Section 1. “A person incarcerated in a federal, state, or local correctional facility whose address at the time of incarceration was located within the Commonwealth shall be deemed to reside at such address”.
 - Fluvanna must now remove the roughly ~1,000 Fluvanna Women’s Correctional Center population from it 2021 redistricting numbers.

Option #1

- **Redistrict Prior to June 8th Filing Date.**
 - Per Article VII, Section 5 of the Constitution of Virginia, Fluvanna must redistrict in 2021, but it does not specify when.
 - Per Virginia Code 24.2-304.1, the most recent decennial population figures must be used.
 - 2010 census data is the most recent decennial population figures available (26,591 - 2010 census population).
 - Per Virginia Code 24.2-314, the incarcerated population would need to be removed. (~1,000)
 - The districts would have to be reallocated, since the Columbia district is losing ~1,000 from the prison population.
 - Time is of the essence with this option, since this requires an ordinance change, which also requires a public hearing and 2 weeks of advertising for the public hearing.
 - The Board of Supervisors would need to call a Special Meeting on April 28, 2021 to authorize staff to advertise for a Public Hearing
 - Staff and the Redistricting Committee would need to meet to configure the reallocated district based upon the above criteria for the April 28, 2021 meeting.
 - To meet timing requirements, the Board of Supervisors would hold a Public Hearing on the May 19, 2021 regular meeting.
 - Staff would need to hold community meetings on the new redrawn districts between April 28th and May 19th.
 - As stated, it is possible that actual 2020 census data could still be received in 2021.
 - With the unknown changes or legislation from the Commonwealth due to the 2021 census data, it is also possible that the County could have to redistrict again next year.

Option #2

- **Wait for the 2021 Census Data to come out in September 2021 and still redistrict in 2021.**
 - This would meet Article VII, Section 5 of the Constitution of Virginia, for Fluvanna to redistrict in 2021.
 - The County would still need to determine district numbers, reallocate districts, hold public hearings and make ordinance changes prior to the end of calendar year 2021.
 - It is highly possible that this would not be accomplished prior 60 days before the General Election in November.
 - Any local elections would be based on the current 5 districts.

Option #3

- **Wait for the 2021 Census Data to come out in September 2021 and if it does not, the County could still redistrict based upon the criteria under option #1 above.**
 - This would meet Article VII, Section 5 of the Constitution of Virginia, for Fluvanna to redistrict in 2021.
 - The County would still need to determine district numbers, reallocate districts, hold public hearings and make ordinance changes prior to the end of calendar year 2021 based upon 2010 census data, with the prison population removed.
 - It is highly possible that this would not be accomplished prior 60 days before the General Election in November.
 - Any local elections would be based on the current five districts.
 - The County Attorney, County Administration and the Registrar recommend this option.

➤ After some discussion, the Board of Supervisors decided to select Option #3-Wait for 2021 Census Data to come out in September.

11 - NEW BUSINESS

-Mrs. Booker asked the Board to consider changing Resolution 19-2020 to say “murder” instead of “death.” After a lengthy discussion, the Board decided not to amend the Resolution now and to wait pending final legal outcome.

-The Board directed Staff to hang resolution 19-2020 in a public location such as the Administration Building.

12 - PUBLIC COMMENTS #2

At 9:40pm, Chair Sheridan opened the second round of Public Comments. With no one wishing to speak, Chair Sheridan closed the second round of Public Comments at 9:40pm.

13 - CLOSED MEETING

MOTION:	At 9:41pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6, & A.8 of the Code of
----------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------

	Virginia, 1950, as amended, for the purpose of discussing Investment of Funds, and Legal Matters.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 10:31pm, 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:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Resolution for Transfer of Fire Truck

MOTION:	Approve the resolution entitled “A Resolution to Transfer the Kents Store Spartan Fire Truck to Cartersville Volunteer Fire Department” Transferring surplus property used by Kents Store Fire to Cartersville Volunteer Fire Department for the amount of \$20,000;				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Abstain	No
RESULT:	4-1-1				

-The Board of Supervisors decided to cancel the board meeting on April 28, 2021.

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, April 21, 2021 at 10:32pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion				Second
VOTE:	Yes	Yes	No	Yes	Yes
RESULT:	4-1				

ATTEST: FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

PROCLAMATION 02 - 2020

FAIR HOUSING MONTH PROCLAMATION

WHEREAS, The Fair Housing Act, enacted on April 11, 1968, enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and

WHEREAS, The Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, national origin, and disability, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

WHEREAS, Fluvanna County is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all; and

WHEREAS, Our social fabric, the economy, health, and environment are strengthened in diverse, inclusive communities; and

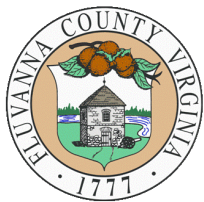
WHEREAS, More than fifty years after the passage of the Fair Housing Act, discrimination persists, and many communities remain segregated; and

WHEREAS, Acts of housing discrimination and barriers to equal housing opportunity are repugnant to a common sense of decency and fairness.

NOW, THEREFORE BE IT RESOLVED, the Fluvanna County Board of Supervisors does hereby **PROCLAIM** the month of April, 2021 as Fair Housing Month in the County of Fluvanna and as an inclusive community committed to fair housing, and to promoting appropriate activities by private and public entities to provide and advocate for equal housing opportunities for all residents and prospective residents of Fluvanna County.

Passed and adopted this 14th day of April 2021.

John M. Sheridan
Chair, Board of Supervisors



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 10-2021

**A RESOLUTION TO ADOPT THE FY22 OPERATIONS BUDGET,
SET THE TAX RATES AND APPROPRIATE FUNDS**

WHEREAS, it is the responsibility of the Fluvanna County Board of Supervisors to approve and control the County’s fiscal plan for FY22; and,

WHEREAS, the Board of Supervisors has received numerous staff reports; received comments from residents at a duly advertised public hearing on April 14, 2021; and has reviewed each request for funding;

NOW, THEREFORE, BE IT RESOLVED by the Fluvanna County Board of Supervisors this 21st day of April 2021, that the Fluvanna County budget totaling **\$110,600,979** is adopted and the tax rates for FY22, the period July 1, 2021 through June 30, 2022, are set as given below:

COUNTY TAX RATES	
Real Estate	\$0.884 per \$100 of assessed value
Mobile Homes	\$0.884 per \$100 of assessed value
Public Service Corps.	\$0.884 per \$100 of assessed value
Personal Property (Residential)	\$4.35 per \$100 of assessed value
Personal Property (Business)	\$2.90 per \$100 of assessed value
Personal Property (Public Utilities)	\$2.90 per \$100 of assessed value
Machinery & Tools	\$1.90 per \$100 of assessed value

BE IT FURTHER RESOLVED that the Board of Supervisors does hereby budget and appropriate to the COUNTY OPERATING BUDGET the following revenues and expenditures; this appropriation is also conditioned on the understanding that, with regard to the operating budget for the School system, revenues received from the Commonwealth will be expended prior to local dollars:

GOVERNMENTAL REVENUES	
Local	\$47,407,608
State	32,357,556
Federal	<u>3,559,342</u>
TOTAL	\$83,324,506

GOVERNMENTAL EXPENDITURES	
General Government Administration	\$ 3,036,447
Judicial Administration	1,234,176
Public Safety	9,507,116
Public Works	2,686,841
Health and Welfare	6,724,865
Education	44,948,630
Parks and Recreation	1,084,623
Community Development	1,227,394
Non-Departmental	888,238
Debt Service	<u>10,608,096</u>
TOTAL	\$ 81,946,426

BE IT FURTHER RESOLVED that for budgeting and accounting purposes, the adopted budget revenues and expenditures for the Capital Improvements fund are set as follows:

Capital Fund Revenues*	
Local Use of General Fund Balance	\$ 0
Grants	100,000
Proceeds from Indebtedness	<u>25,000,000</u>

TOTAL	\$25,100,000
Capital Fund Expenditures	
Community Services	\$685,000
Public Works	17,573,000
Public Safety	3,271,000
Schools	<u>3,971,000</u>
TOTAL	\$ 25,500,000

*Capital fund revenues are supplemented by transfers from the General Fund.

FINALLY BE IT RESOLVED that for budgeting and accounting purposes the adopted budget revenues and expenditures for the Enterprise funds are set as follows:

	Expenditures	Revenues
School Food Service	\$1,597,046	\$1,597,046
Fork Union Sanitary District	408,645	408,645
Palmyra Sewer*	266,992	25,000
ZXR**	<u>881,870</u>	<u>145,782</u>
TOTAL	\$3,154,553	\$2,176,473

**Utility fund & ZXR revenues are supplemented by transfers from the General Fund.

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 21st day of April, 2021;

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

Attest:

John M. Sheridan, Chairman



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 11-2021

A RESOLUTION TO ADOPT THE FY22-26 CAPITAL IMPROVEMENTS PLAN

At a meeting of the Fluvanna County Board of Supervisors held in the Fluvanna County Administration Building at 7:00 PM on Wednesday, April 21, 2021, the following resolution was adopted by the Board of Supervisors, the vote being as shown below and recorded in the minutes of the meeting.

WHEREAS, it is the responsibility of the Fluvanna County Board of Supervisors to approve the County’s Capital Improvements Plan; and,

WHEREAS, the Capital Improvements Plan recommends the initiation and completion of numerous capital projects based upon staff recommendations and citizen input; and,

WHEREAS, the Board of Supervisors held a public hearing on the proposed Capital Improvements Plan on April 14, 2021; and,

WHEREAS, the Board of Supervisors has approved the FY2022 Capital Improvements Budget as part of the overall Fluvanna County Budget;

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors that the FY 2022-2026 Capital Improvements Plan hereby be approved.

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 21st day of April, 2021;

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

Attest:

John M. Sheridan, Chair
Fluvanna County Board of Supervisors



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 12-2021

**A RESOLUTION TO TRANSFER THE KENTS STORE SPARTAN FIRE TRUCK TO
CARTERSVILLE VOLUNTEER FIRE DEPARTMENT**

WHEREAS, Fluvanna County (“Fluvanna”) has right, title, and interest, in and to the following personal property: 1992 Spartan Truck Vehicle Identification Number 4S7PT9S07NC005949 (the “Fire Truck”) currently stored at the Kents Store Fire Department, 51 Kents Store Way, Kents Store, VA 23084; and

WHEREAS, Fluvanna has identified the Fire Truck as surplus property and wishes to sale, gift or dispose of the Fire Truck; and

WHEREAS, the Cartersville Volunteer Fire Department (“Cartersville”), a Virginia association or other organization furnishing voluntary firefighting services, whose address is 2298 Cartersville Road, Cartersville, VA 23027, wishes to purchase the fire truck for the agreed price of \$20,000.00 (the “Purchase Price”); and

WHEREAS, the Fluvanna County Board of Supervisors wishes to transfer the Fire Truck to Cartersville for the Purchase Price pursuant to the terms set forth in the Bill of Sale and Purchase Agreement attached hereto as Exhibit 1 and incorporated herein by reference; and

WHEREAS, pursuant to Virginia Code 15.2-953, Fluvanna may make gifts and donations of personal property to any association or other organization furnishing voluntary firefighting services such as Cartersville, and to the extent the fair market value of the Fire Truck exceeds the Purchase Price such excess is a gift and donation of the Fire Truck as personal property pursuant to Virginia Code 15.2-953;

NOW, THEREFORE, BE IT RESOLVED by the Fluvanna County Board of Supervisors, the Fire Truck shall be transferred to Cartersville for the Purchase Price and pursuant to the terms set forth in the Bill of Sale and Purchase Agreement attached hereto as Exhibit 1 and to the extent the fair market value of the Fire Truck exceeds the Purchase Price, the excess value is approved as a gift and donation of personal property to Cartersville pursuant to Virginia Code 15.2-953; and

IT IS FURTHER RESOLVED AND ORDERED that the County Administrator shall coordinate with Cartersville on a mutually agreeable Closing date and at Closing after receiving the Purchase Price shall deliver the Bill of Sale and Purchase Agreement and take any further actions required thereunder or which the County Administrator deems necessary or appropriate to effectuate such agreement after approval as to form by the County Attorney.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors of Fluvanna County on this 21st day of April 2021.

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

John M. Sheridan, Chair
Fluvanna County Board of Supervisors

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

TAB H

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	Resolution Recognizing Matthew Covington Gresham – Eagle Scout				
MOTION(s):	I move the Fluvanna County Board of Supervisors adopt the resolution entitled “Recognizing Matthew Covington Gresham for Award of Eagle Scout Status.”				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		XX			
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:	Approve				
TIMING:	Routine				
DISCUSSION:	Matthew has completed all requirements and has been examined by an Eagle Scout Board of Review and deemed worthy of the Eagle Scout Award.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Resolution Recognizing Matthew Covington Gresham for Award of Eagle Scout Status				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	N/A	N/A	N/A	N/A	N/A



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 13 - 2021

A RESOLUTION RECOGNIZING TYLER SEAL AWARD OF EAGLE SCOUT STATUS

The Fluvanna County Board of Supervisors adopted the following resolution on Wednesday, February 19, 2020:

WHEREAS, the Boy Scouts of America was incorporated by Mr. William D. Boyce on February 8, 1910; and

WHEREAS, the Boy Scouts of America was founded to promote citizenship, training, personal development and fitness of individuals; and

WHEREAS, Matthew Covington Gresham has completed all the requirements for becoming an Eagle Scout; and

WHEREAS, Matthew has been examined by an Eagle Scout Board of Review and deemed worthy of the Eagle Scout award; and

WHEREAS, Boy Scout Troop 154 will be convening an Eagle Scout Court of Honor on May 8, 2021 at 2:00 p.m. at Lake Christian Church, Palmyra, Virginia; and

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

NOW, THEREFORE BE IT RESOLVED that the Fluvanna County Board of Supervisors joins Matthew's family and friends in congratulating him on his achievements, the award of Eagle Scout status and acknowledges the good fortune of the County to have such an outstanding young man as one of its citizens.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a regular meeting of the Board held on the 5th of May, 2021, by the following vote:

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

Attest:

John M. Sheridan, Chair
Board of Supervisors

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

TAB I

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	FY21 ZXR West Waterline DEQ Supplemental Appropriation				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$200,000 to the FY21 Zion Crossroads budget for funds received from Commonwealth of Virginia Department of Environmental Quality (DEQ).				
STRATEGIC INITIATIVE?	Yes X	No	If yes, list initiative(s):		
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda X	Other
STAFF CONTACT(S):	Liz McIver, Management Analyst				
PRESENTER(S):	Liz McIver, Management Analyst				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine				
DISCUSSION:	<ul style="list-style-type: none"> On July 1, 2020 the Board approved an Interagency Contract between DEQ and Fluvanna County for the Zion Crossroads West Waterline Extension engineering costs reimbursement not-to-exceed \$200,000. This project extension helps to provide a reliable water source to County residents who have had their properties contaminated by a petroleum leak and advances a Phase 2 component earlier with the assistance of DEQ. The estimated cost of the waterline extension will be \$1,500,000. The contract period shall continue through a period not-to-exceed June 30, 2021. These funds are requisitioned quarterly from DEQ to cover engineering expenses for the West Waterline extension. DEQ will reimburse a total of \$1,000,000 for this project - \$200,000 for engineering costs and \$800,000 for construction costs. 				
FISCAL IMPACT:	Approval will allow finance to increase FY21 Zion Crossroads revenues and expenditures by \$200,000.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance X	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB J

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	ZXR Construction Services PA#8				
MOTION(s):	I move the Board of Supervisors approve Project Agreement #8 between Fluvanna County and Dewberry Engineers Inc. for additional services associated with Zion Crossroads Water & Sewer lines– Construction Administration and Inspection Services year 3 totaling \$69,250.00, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		C9
	X				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Cyndi Toler, Purchasing Officer				
PRESENTER(S):	Cyndi Toler, Purchasing Officer				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	<ul style="list-style-type: none"> • Due to delays in construction, an additional four (4) months of construction are anticipated for this project for a total of twenty-eight (28) months of construction. • This proposal covers services through an additional four (4) months of construction (end of July 2021). Should the duration of the construction contract change, Dewberry's fee for construction administration and inspection will be modified accordingly. • Project Agreement #8 with Dewberry Engineers Inc. is required to complete Construction Inspection and Construction Administration for the Zion Crossroads Water & Sewer Lines • Construction Administration <ul style="list-style-type: none"> ○ Review and approve all shop drawings, equipment drawings, and material standards submitted by the CONTRACTOR and provide copies of each to the OWNER. ○ Furnish consulting services during construction to answer any construction or contractual problems and determine that the work is proceeding in accordance with contract documents. ○ Visit the site during construction, once per month after the monthly progress meeting, reviewing the work in detail with the CONTRACTOR and inspector. ○ Review and approve monthly and final payments to the CONTRACTOR. Attend monthly progress/pay request meetings to discuss the status of the work. • Construction Inspection <ul style="list-style-type: none"> ○ For construction inspection services for the water and sewer system, provide construction inspection to monitor the Contractor's work and verify compliance with the contract documents. We have based our proposal on the understanding that one (1) inspector will be needed on a full-time basis (40 hours per week). 				
FISCAL IMPACT:	Budgeted in the ZXR Project				

POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Project Agreement #8				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X	X		

This Project Agreement #8 and Agreement Amendment (the Project Agreement”) made this ____ day of _____, 201____, between Fluvanna County, Virginia (the “County”), a political subdivision of the Commonwealth of Virginia, and Dewberry Engineers Inc. (the “Consultant”), a New York corporation authorized to transact business in Virginia, is an addendum to that TERM CONTRACT BETWEEN COUNTY AND ARCHITECT/ENGINEER FOR PROFESSIONAL SERVICES dated the 31st day of October, 2018 (including all exhibits, and as modified by any amendments or addendums thereto the “Agreement”). All defined terms in the Agreement shall have the same meaning in this Project Agreement unless the context used herein requires otherwise.

Whereas, pursuant to the Agreement the County shall issue written task orders to the Consultant as services are needed;

Whereas, the Consultant submitted a detailed Summary of its proposals “RE: Zion Crossroads Water and Sewer System, RFP#2015-03; and RFP 2019-01 (as to Construction Phase Year 3 services only), Professional Engineering Services Scope of Work and Fee Proposal Summary” for the Construction Phase Year 1, Construction Phase Year 2 and Construction Year Phase 3 services based on revised designs and a revised Project schedule in a letter to the County dated December 13, 2018, revised by that letter dated March 5, 2020, further revised by that letter dated August 18, 2020, and which was further revised by that letter dated April 12, 2021 attached hereto as **Exhibit 1 (the “Summary Letter”)** and made a material part hereof;

Whereas, the County desires that the Consultant complete the work set forth in the Summary Letter as “Construction Phase Year 3: (24 to 28 months)”, as more specifically detailed in a letter dated April 12, 2021 “RE: Zion Crossroads Water and Sewer System, Construction Services Scope of Work and Fee Proposal – Year 3” based on delays in construction and a revised Project schedule attached hereto as **Exhibit 2 (the “Services Letter”)** and made a material part hereof, and as described in the Agreement (the services described in the Summary Letter, Services Letter, and Agreement described in this paragraph are collectively referred to as the “Task Order”); and

Whereas, the Consultant desires to accept the Task Order and complete all work and services necessary and related thereto.

For good and valuable consideration, the parties hereby agree as follows:

ARTICLE I: THE AGREEMENT

The foregoing recitations are incorporated by reference into this Project Agreement.

This Project Agreement is an addendum to and made a material part of the Agreement. The parties hereto agree that except as specifically and expressly modified hereby that Agreement remains in full force and effect and the provisions of the Agreement are incorporated herein and are a material part hereof.

ARTICLE II: TASK ORDER

Consultant shall provide all work and services as needed and necessary or desired to complete Services on the Task Order consistent with all provisions of this Project Agreement, Exhibit 1 and the Agreement.

The County's project manager for technical inquiries relating to this Project Agreement shall be:

Mr. Eric Dahl
Deputy County Administrator/Director of Finance
132 Main Street
Palmyra, VA 22963
Phone: (434) 591-1930
E-mail: edahl@fluvannacounty.org

Billing inquiries should be directed to Cyndi Toler, Purchasing Officer, whose contact information appears below in Article VI.

ARTICLE III: EXHIBITS AND RESOLVING CONFLICTS

The rights and duties of the County and Consultant applicable to the County's projects under this Project Agreement are set forth in the following Agreement Documents:

- (i) This Project Agreement;
- (ii) Exhibit 1 hereto;
- (iii) The Agreement including exhibits thereto; and
- (iv) The County of Fluvanna General Terms Conditions and Instructions to Bidders and Contractors, being a portion of Attachment 1 which is attached to and a part of the Agreement.

In addition, this Task Order is related to the Zion Crossroads Water and Sewer Line System and the work provided by Consultant under that TERM AGREEMENT FOR PROFESSIONAL SERVICES dated the 12th day of November, 2015 between the County and Consultant (the "RFP 2015-03 Contract"). The terms, requirements and provisions of that RFP 2015-03 Contract are incorporated herein by reference as a material part of this Project Agreement and the work on the Task Order shall in all respects consistent with the terms, requirements, and provisions of the RFP 2015-03 Contract, except that the pricing as set forth in the Agreement shall control.

Whenever possible, the terms of the above Agreement Documents shall be read together, however in the event of a conflict, the order of preference above shall govern which Agreement Document will control. In other words, (i) shall control over (ii) to (iii) above, and (ii) shall control over (iii). For purposes of a conflict, RFP 2015-03 Contract shall be item "(v)" and shall be treated as one of the "Agreement Documents".

ARTICLE IV: FEES

The Consultant shall receive up to a not to exceed total of TWENTY-SEVEN THOUSAND SIX HUNDRED FIFTY AND NO/100 (\$27,650.00) for that portion of the Services described as the construction administration services and set forth in Exhibit 2 hereto (being a “subtask”); based on actual time worked; and which shall be payable by the County MONTHLY based on actual time worked upon proper invoice by the Consultant as described herein.

The Consultant shall receive up to a not to exceed total of FORTY-ONE THOUSAND SIX HUNDRED AND NO/100 (\$41,600.00); based on actual time worked; for that portion of the Services described as the construction inspection services and set forth in Exhibit 2 hereto (being a 2nd “subtask”); and which shall be payable by the County MONTHLY based on actual time worked upon proper invoice by the Consultant as described herein.

The flat fees are not-to exceed amounts. The hourly fees up to the not-to-exceed total per task shall be payable by the County upon proper invoice by the Consultant as described herein. The Consultant shall submit invoices to the County monthly for services actually rendered on each subtask and upon final completion. The invoice shall describe the services rendered to date with specificity. The Consultant will be paid within forty-five (45) days of receipt of a valid invoice following final acceptance of all work by the County. No invoice may be provided by the Consultant to the County until the items or services purchased have been delivered to, inspected by and accepted by the County. In no event shall the fees invoiced or due under this Project Agreement exceed \$69,250.00 total. In no event shall the final payments be made until the Project and Task Order are fully completed to the sole satisfaction of the County. Notwithstanding anything to the contrary contained in Exhibit 1 or 2 hereto, the Consultant shall be paid the lower of the hourly rate for the title/type of person actually performing the work set forth in Exhibit 2 hereto or the hourly rate set forth in Exhibit 3 to the Term Contract between County and Architect/Engineer for Professional Services dated October 31, 2018; up to the not-to-exceed flat fees for the Task Order Services. The actual hourly fees charged by the Contactor for the Services will be based on the rates set forth on Exhibit 3 to the Agreement and will vary based upon the person completing the Services (for example, \$60 per hour for “Surveyor I”, etc.). No subcontractors are authorized to complete Services on this Task Order.

The County shall be billed for increments of an hour based on Consultant’s standard procedure except as otherwise required by the Agreement.

The fee includes all fees, costs and charges of any kind to perform all the services and work, including supplying at its own cost and expense any necessary tools, equipment or materials, necessary or desirable for completion of the task specified.

ARTICLE V: TERM

Consultant shall with due diligence and dispatch assiduously pursue this Task Order to completion, and the services on the Task Order shall continue for the 3rd year of construction of the water and sewer line defined as follows: beginning at the End of Year 2 on April 1, 2021, and continuing until July 31, 2021, or until all work on the Task Order is complete and accepted by the

County. Notwithstanding the foregoing, the Consultant must complete all work on this Task Order to the sole satisfaction of the County by September 30, 2021.

ARTICLE VI: MISCELLANEOUS

As appropriate to the context, the singular will include the plural and vice versa, and reference to one gender will include the others. This Project Agreement may be executed in one or more counterparts, each of which will be considered the Project Agreement for all purposes of proof. In addition to allowing electronic signatures upon an electronic copy of this Project Agreement, as provided by Virginia law, facsimile signatures upon any signature page will be considered to be original signatures. This Project Agreement contains the entire understanding of the parties with respect to the subject matter hereof and is to be modified only by a writing signed by the parties to this Project Agreement. This Project Agreement will be binding upon and inure to the benefit of the respective parties and their successors. This Project Agreement is not assignable by either party, except by operation of law. The legal address for the County and for the Consultant and the addresses for delivery of Notices and other documents related to the administration of this Project Agreement are as follows:

County:

ATTN: Cyndi Toler, Purchasing Officer
Fluvanna County
P.O. Box 540
Palmyra, VA 22963
Telephone (434) 591-1930
FAX (434) 591-1911

Consultant:

Dewberry Engineers Inc.
ATTN: Richard Kincheloe
4805 Lake Brook Drive, Suite 200
Glen Allen, VA 23060
Telephone: (804) 290-7957
Facsimile: (804) 290-7928

Any party may substitute another address for the one set forth above by giving a notice in the manner required. Any notice given by mail will be deemed to be received on the fifth (5th) day after deposit in the United States mail. Any notice given by hand will be deemed to be received when delivered. Notice by courier will be deemed to have been received on the date shown on any certificate of delivery.

[Signature page to follow.]

In witness whereof the undersigned duly authorized representatives have executed this Project Agreement on the dates set forth beside their respective signatures.

Consultant:
Dewberry Engineers Inc.

County:
Fluvanna County

By: _____	Date: _____	By: _____	Date: _____
Name: _____		Name: _____	
Title: _____		Title: _____	

Approved as to form:

By: _____
Fluvanna County Attorney, by Kristina M. Hofmann, Assistant Fluvanna County Attorney



Dewberry Engineers Inc.
4805 Lake Brook Drive, Suite 200
Glen Allen, VA 23060

804.290.7957
804.290.7928 fax
www.dewberry.com

April 12, 2021

Mr. Eric Dahl
County Administrator
County of Fluvanna
132 Main Street
Palmyra, Virginia 22963

VIA E-MAIL

**RE: Zion Crossroads Water and Sewer System
Construction Services Scope of Work and Fee Proposal – Year 3**

Dear Mr. Dahl:

Dewberry Engineers Inc. (Dewberry) is pleased to submit our proposal to provide professional engineering services for construction administration and construction inspection services required for the Zion Crossroads Water and Sewer project for the next four (4) months of construction through the end of July 2021. Dewberry's Project Understanding, Scope of Services, and Fee have been developed based on our discussions with the County. The Work will be performed in accordance with the Term Agreement for Professional Engineering Services, executed October 31, 2018.

PROJECT UNDERSTANDING

Dewberry understands that Fluvanna County (OWNER) is seeking construction administration services and construction inspection services for the Zion Crossroads Water and Sewer System Project. Construction began in March 2019 and the original construction duration was anticipated to be eighteen (18) months. Due to delays in construction, an additional six (6) months of construction were originally anticipated for this project for a total of twenty-four (24) months of construction. Additional delays have occurred, and this proposal covers an additional four (4) months of services through the end of July 2021. If additional delays in construction occur beyond this anticipated timeframe, then additional construction administration and inspection may be provided under a separate proposal.

SCOPE OF SERVICES

1. Construction Administration

- 1.1 Review and approve all shop drawings, equipment drawings, and material standards submitted by the CONTRACTOR and provide copies of each to the OWNER.
- 1.2 Furnish consulting services during construction to answer any construction or contractual problems and determine that the work is proceeding in accordance with contract documents.
- 1.3 Visit the site during construction, once per month after the monthly progress meeting, reviewing the work in detail with the CONTRACTOR and inspector.

Mr. Eric Dahl
 Zion Crossroads Water and Sewer System
 Construction Services Scope of Work and Fee Proposal – Year 3
 April 12, 2021
 Page 2 of 3

- 1.4 Review and approve monthly and final payments to the CONTRACTOR. Attend monthly progress/pay request meetings to discuss the status of the work.

2. Construction Inspection

- 2.1 For construction inspection services for the water and sewer system, provide construction inspection to monitor the Contractor's work and verify compliance with the contract documents. We have based our proposal on the understanding that one (1) inspector will be needed on a full-time basis (40 hours per week).

FEE

Dewberry's not to exceed fee for these services is broken out by task as follows. A copy of our man-hour breakout estimate is included as Attachment A.

Construction Phase Services:

1. Construction Administration.....	\$27,650
2. Construction Inspection.....	\$41,600
TOTAL FOR ALL SERVICES – Year 3	\$69,250

CLARIFICATIONS

This proposal covers services through an additional four (4) months of construction (end of July 2021). Should the duration of the construction contract change, Dewberry's fee for construction administration and inspection will be modified accordingly.

EXCLUSIONS

The following services are specifically excluded from the scope of services, but could be provided by Dewberry as additional services if authorized in writing by the OWNER.

1. Services resulting from significant changes in the general scope, extent or character of the project or its design including, changes in size, complexity, schedule, character of construction or method of financing; and revising previously accepted studies, reports, design documents or Contract Documents when such revisions are required by changes in laws, rules, regulations, ordinances, codes or orders enacted subsequent to their preparation, or are due to any other causes beyond Dewberry's control.
2. Preparing to serve or serving as a consultant or witness for OWNER in any litigation, arbitration or other legal or administrative proceeding involving the Project.
3. Additional or extended services during construction resulting from significant delays, changes or price increases occurring as a direct or indirect result of the CONTRACTOR's material, equipment, labor or energy shortages, work damaged by fire or other causes during construction, a significant amount of defective or neglected work of any CONTRACTOR, acceleration of the schedule involving services beyond normal working hours, and default by any CONTRACTOR.

Mr. Eric Dahl
Zion Crossroads Water and Sewer System
Construction Services Scope of Work and Fee Proposal – Year 3
April 12, 2021
Page 3 of 3

TERMS AND CONDITIONS

If this proposal meets with your approval, please provide an executed purchase order in accordance with the Term Agreement for Professional Engineering Services, executed October 31, 2018. Receipt of the executed purchase order will serve as our authorization to proceed.

We look forward to the opportunity to serve Fluvanna County on this project. If you have any questions regarding our proposal, or if you require any additional information, please feel free to contact us.

Sincerely,

Dewberry Engineers Inc.

A handwritten signature in blue ink, appearing to read 'Danylo A. Villhauer', with a long horizontal flourish extending to the right.

Danylo A. Villhauer, PE
Associate Vice President

Attachment A: Manpower and Fee Estimate Breakout

Q:\PROPOSAL\2021\Fluvanna County\2021.04.12 Zion xroads ConA and Inspection scope and fee proposal.docx

FLUVANNA COUNTY

ZION CROSSROADS WATER AND SEWERY SYSTEM CONSTRUCTION SERVICES

BOS2021-05-05 p.147/180

FEE ESTIMATE FOR CONSTRUCTION SERVICES - YEAR 3

APRIL 12, 2021

APRIL 12, 2021	HOURS DEDICATED TO SUBTASK											TOTAL COST
	PROJECT TASKS	CONTRACT MANAGER	PROJECT MANAGER	PROJECT ENGINEER	STAFF ENGINEER	DESIGNER	CADD TECHNICIAN	ADMIN PROF	SURVEYOR	SURVEY PARTY	CONST INSPECTOR	
		205.00	160.00	140.00	110.00	100.00	85.00	60.00	120.00	150.00	65.00	
1. Construction Administration												
Shop drawing review (1.1)			4									
Consulting during construction - 4 month duration (1.2)		8	128									
Monthly site visits (1 per month) - 4 month duration (1.3)		1	16									
Monthly progress meetings (1 per month) - 4 month duration (1.4)		1	12									
Subtotal (Item 1)		10	160	0	0	0	0	0	0	0	0	\$0
												\$27,650
2. Construction Inspection												
Full-time construction inspection (up to 640 hours)											640	
Subtotal (Item 2)		0	0	0	0	0	0	0	0	0	640	\$0
												\$41,600
GRAND TOTAL FOR ALL SERVICES		10	160	0	0	0	0	0	0	0	640	\$0
												\$69,250



Dewberry Engineers Inc.
4805 Lake Brook Drive, Suite 200
Glen Allen, VA 23060

804.290.7957
804.290.7928 fax
www.dewberry.com

April 12, 2021

Mr. Eric Dahl
County Administrator
County of Fluvanna
132 Main Street
Palmyra, Virginia 22963

VIA E-MAIL

**RE: Zion Crossroads Water and Sewer System
RFP 2015-03; and RFP 2019-01 (as to Construction Phase Year 3 services only)
Professional Engineering Services Scope of Work and Fee Proposal Summary**

Dear Mr. Dahl:

The following is a summary of the proposals that were submitted to you for approval that include Engineering, Design, Bidding, Construction Administration, and Construction Inspection Services for the following projects:

- Zion Crossroads Water and Sewer System
- Zion Crossroads Elevated Water Storage Tank
- Zion Crossroads Water Booster Pump Station & Waste Water Pump Station

Engineering, Design, Bidding

1. PER Validation	\$22,550
2. Geotechnical Engineering for Water and Sewer Lines	\$49,800
3. Environmental Investigation and Permitting Services – Entire Project	\$25,210
4. Utility Designation along Route 250 and at the Women’s Prison	\$57,530
5. Water and Sewer Lines – Preliminary Design (through 65%)	\$64,380
6. Water and Sewer Lines – Final Design	\$47,870
7. Water and Sewer Lines – Bidding Services	\$6,640
8. Elevated Water Storage Tank - Design	\$86,865
9. Elevated Water Storage Tank – Bidding Services	\$6,640
10. Water Booster Station - Design	\$54,475
11. Water Booster Station – Bidding Services	\$3,020
12. Sewage Pump Station - Design	\$69,885
13. Sewage Pump Station – Bidding Services	\$3,020
SUBTOTAL – Engineering, Design, Bidding (Lump Sum).....	\$497,885

Construction Phase Year 1 (0 to 12 months)

14. Water and Sewer Lines – Construction Administration (Lump Sum) (PA 12).....	\$62,510
15. Water and Sewer Lines – Construction Inspection (Time and Materials) (PA 13).....	\$99,125
15a. Change Order #1 to PA 13.....	\$32,500
16. Elevated Water Storage Tank – Const. Admin. (LS) & Inspection (T&M) (PA 14).....	\$98,440
16a. Change Order #1 to PA 14.....	(\$13,000)
17. WBPS and WWPS – Construction Administration (Lump Sum) (PA 15)	\$99,630
17a. WBPS and WWPS – Construction Administration (Lump Sum) (Special PA16A).....	\$43,860
(moved Year 2 construction administration services to Year 1 because project ahead of sch.)	

Mr. Eric Dahl
 Zion Crossroads Water and Sewer System
 Construction Administration and Inspection Services Proposal Summary
 April 12, 2021
 Page 2 of 3

18. WBPS and WWPS – Construction Inspection (Time and Materials) (PA 16)	\$99,450
18a. Change Order #1 to PA 16.....	(\$19,500)
SUBTOTAL – Construction Phase Year 1 (Lump Sum and Time and Materials)	\$503,015

Construction Phase Year 2 (12 to 18 months)

19. Water and Sewer Lines – Construction Administration (Lump Sum)	\$41,860
*no change from December 13, 2018 quote	
20. Water and Sewer Lines – Construction Inspection (TM) Change Order #2.....	\$62,400
*decrease in cost of \$15,600 from December 13, 2018 quote of \$78,000	
21. Elevated Water Storage Tank – Const. Admin. (LS) & Inspection (TM) Change Order #2....	\$17,460
*additional cost not reflected in December 13, 2018 quote	
22. WBPS and WWPS – Construction Administration (Lump Sum) Change Order #2.....	\$11,950
*NOTE: In the December 13, 2018 quote the Cost of Year 2 PA16A WBPS and WWPS – Construction Administration was \$68,520.00. Per PA16A construction administration services for year 2 totaling \$43,860.00 were moved into year 1 as the project was ahead of schedule and no construction administration services were anticipated to be needed in year 2. Per PA16 if construction administration services were needed in Year 2 they could not exceed a total cost of \$24,660.00; this complies with that not-to-exceed amount. The total is still less than the original quote from December 13, 2018, but more than anticipated by PA16A.	
23. WBPS and WWPS – Construction Inspection (Time and Materials) Change Order #2.....	\$20,800
*additional cost not reflected in December 13, 2018 quote	
SUBTOTAL – Construction Phase Year 2 (Lump Sum and Time and Materials)	\$154,470***

***NOTE: Shows a savings from the December 13, 2018 quote of \$33,910 (total for Year 2 Construction Services was \$188,380 under the December 13, 2018 quote). However, \$43,860 in costs were moved to year 1 (see note under #22 above). **The new total cost if you add back in the services moved to Year 1 by PA16A is \$198,330.00; an increase of \$9,950.** This increase is due to delays in construction of the elevated water storage tank and water booster pump station beyond the anticipated construction timeframe.

Construction Phase Year 2 Part 2 (18 to 24 months)

24. Water and Sewer Lines – Const. Admin. & Inspection (Hourly Not to Exceed).....	\$112,280
------------------------------------------------------------------------------------	-----------

Construction Phase Year 3 (24 months to 28 months) - under Term Contract pursuant to RFP 2019-01 dated 10-31-2018

25. Water and Sewer Lines – Const. Admin. & Inspection (Hourly Not to Exceed).....	\$69,250
------------------------------------------------------------------------------------	----------

GRAND TOTAL FOR ALL SERVICES**\$1,336,900**

*Mr. Eric Dahl
Zion Crossroads Water and Sewer System
Construction Administration and Inspection Services Proposal Summary
April 12, 2021
Page 3 of 3*

If you have any questions regarding this letter, or if you require any additional information, please feel free to contact us.

Sincerely,

Dewberry Engineers Inc.



Danylo A. Villhauer, PE
Associate Vice President

Q:\PROPOSAL\2021\Fluvanna County\2021.04.12 Zion xroads ConA and Inspection Summary Year 3.docx

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

TAB K

MEETING DATE:	May 5, 2021					
AGENDA TITLE:	AG Dillard Change Order # 6					
MOTION(s):	I move the Board of Supervisors approve the Zion Crossroads Water and Sewer Change Order #6 with AG Dillard with an Increase in cost of \$3,549.00, and authorize the County Administrator to execute the Change Order, subject to approval as to form by the County Attorney.					
STRATEGIC INITIATIVE?	Yes x	No	If yes, list initiative(s):			C9
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda X	Other	
STAFF CONTACT(S):	Cyndi Toler, Purchasing Officer					
PRESENTER(S):	Cyndi Toler, Purchasing Officer					
RECOMMENDATION:	Approval					
TIMING:	Routine					
DISCUSSION:	<ul style="list-style-type: none"> The following were design and construction changes that became necessary in order to continue work on the waterline and forced main <ul style="list-style-type: none"> Relocation of fire hydrant near WA84+75 					
FISCAL IMPACT:	An Increase contract cost of \$3,549.00 covered in ZXR Budget					
POLICY IMPACT:	Na					
LEGISLATIVE HISTORY:	Na					
ENCLOSURES:	Zion Crossroads Water and Sewer Change Order #6					
REVIEWS COMPLETED:	Legal x	Finance	Purchasing x	HR	Other	

Change Order**No. 6**Date of Issuance: 4/29/21 Effective Date: _____

Project: Zion Crossroads Water and Sewer System	Owner: Fluvanna County	Owner's Contract No.: 2018-03
Contract: Zion Crossroads Water and Sewer System	Date of Contract: 02/11/2019	
Contractor: A.G. Dillard, Inc.	Engineer's Project No.: 50078861	

The Contract Documents are modified as follows upon execution of this Change Order:**Description:**

Relocation of fire hydrant near WA84+75

-see Note and Contractor's Change Order 006 breakdown dated 4-28-2021, both attached hereto and incorporated herein as Attachments (list documents supporting change): material parts hereto.

AG Dillard Change Order 6 Breakdown

CHANGE IN CONTRACT PRICE:**CHANGE IN CONTRACT TIMES:**

Original Contract Price:

Original Contract Times: ☐ Working days ☒ Calendar daysSubstantial completion Phase 1 (days): 360Substantial completion Phase 2 (days): 540Ready for final payment (days): 600*Contractor* \$ 4,993,625.43Increase/Decrease from previously approved Change Orders No. 01 to No. 05:Increase/Decrease from previously approved Change Orders No. 01 to No. 05:Substantial completion Phase 1 (days): 61Substantial completion Phase 2 (days): 36Ready for final payment (days): 36*County* \$ 201,281.04

Contract Price prior to this Change Order:

Contract Times prior to this Change Order:

Substantial completion Phase 1 (days): 421Substantial completion Phase 2 (days): 576Ready for final payment (days): 636*engineer* \$ 5,194,906.47

Increase/Decrease of this Change Order:

Increase/Decrease of this Change Order:

Substantial completion Phase 1 (days): 3Substantial completion Phase 2 (days): 3Ready for final payment (days): 3\$ 3,549.00 *see Note

Contract Price incorporating this Change Order:

Contract Times with all approved Change Orders:

Substantial completion Phase 1 (days): 424Substantial completion Phase 2 (days): 579Ready for final payment (days): 639\$ 5,198,455.47

RECOMMENDED:

By: ML

Engineer (Authorized Signature)

Date: 4/29/2021

ACCEPTED:

By: _____

Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____

Contractor (Authorized Signature)

Date: _____

Approved as to Form:

Kristina M. Hofmann

Kristina M. Hofmann, Assistant
Flavanna County Attorney

A.G. Dillard, Inc.
P.O. Box 7427
Charlottesville, VA 22906
Pho: (434) 977-3750
Cell: (434) 989-0044
Fax: (434) 979-8026
www.agdillard.com



Wednesday, April 28, 2021

Job: Zions Crossroads Water and Sewer Systems

CO: 006

Days Requested: 2.75 Days

Cost: \$3,549.00

WA+84.75
contractor
county
Engineer

Change Order 006 - Move Hydrant @ WB+84.75				2.75	Days Added	\$ 3,549.00
Item	Quantity	LF	Hours	Days	Unit Cost	\$ -
FHA Install				1.875		
Backhoe			6		\$ 136.00	\$ 816.00
Foreman			9		\$ 65.00	\$ 585.00
Concrete Thrust Block	1				\$ 205.00	\$ 205.00
6" 90° Bend	1				\$ 175.00	\$ 175.00
6" Waterline		20			\$ 55.00	\$ 1,100.00
Demo FHA				0.875		
Backhoe			3		\$ 136.00	\$ 408.00
Foreman			4		\$ 65.00	\$ 260.00

Thank you for the opportunity to work on this project. Please call me at 434-977-3750 if you have questions, or sign approving this change to the contract in order to authorize AG Dillard to proceed as noted.

Aproved Change by AG Dillard

By: _____

Name Joshua W. Rector

Title Vice President of Business Development

Date _____

Aproved Change by Contract Owner/Agent

By: _____

Name _____

Title _____

Date _____

NOTE: Contractor will receive a not-to-exceed fee of \$3,549.00 for that work in Change Order No. 6 described as "Relocation of fire hydrant near WA84+75" ("Work"); actual fee based on actual hours worked up to such not-to-exceed fee. In no event shall the costs for the Work exceed \$3,549.00 and the Contractor agrees to complete the Work for such not-to-exceed total even if the fees for the time worked exceeds such amount. If the work on the Work is completed for less than the not-to-exceed total, then the Contractor will only invoice the County for such lower amount based on the actual time worked at the hourly rates set forth on their breakdown dated April 28, 2021 attached hereto. Contractor shall charge in increments for the portion of an hour actually worked. Increments must be broken down to at least a $\frac{1}{4}$ hour or the standard billing increment of the Contractor if less than $\frac{1}{4}$ hour. The not-to-exceed fee includes all fees, materials, costs and charges of any kind to perform all the services and work, including supplying at its own cost and expense any necessary or desirable tools, equipment or materials, for completion of Work.

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB L

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	Adams Creek Agricultural/Forestal District Review and Renewal				
MOTION(s):	I move to renew the Adams Creek Agricultural/Forestal District, which consists of 9 parcels totaling 557.577 acres, for an additional 10 year period, expiring on May 16, 2031.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Jason Overstreet, Senior Planner				
PRESENTER(S):	Jason Overstreet, Senior Planner				
RECOMMENDATION:	Approval				
TIMING:	Immediate decision requested				
DISCUSSION:	Request to renew the Adams Creek 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 Adams Creek Agricultural/Forestal District on May 16, 2001.</p> <p>The Board of Supervisors approved the renewal of the Adams Creek Agricultural/Forestal District on April 6, 2011.</p> <p>The district will expire on May 16, 2021 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

Memo

To: Fluvanna County Board of Supervisors

From: Jason Overstreet, Senior Planner

Date: April 26, 2021

Re: Adams Creek 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 May 16, 2021. 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 are four (9) parcels that comprise the Adams Creek Agricultural/Forestal District. No responses were received from any of the parcel owners indicating their desire to withdraw. Therefore, it is the recommendation of the Planning Department that the Board of Supervisors renew the Adams Creek Agricultural/Forestal District for an additional ten (10) year period.

The Adams Creek District will consist of the following property owners and tax parcels after renewal:

OWNER	TAX PARCEL #	ACREAGE	RECEIVED FORM
ADAMS CREEK LAND TRUST	46 A 14	328.173	
ADAMS, ERIC	46 A 8	10	
CARTER, BRUCE T	46 A 1A	36	x
CARTER, BRUCE T ET AL	46 3 1	41.9	x
CARTER, BRUCE T ET AL	46 A 8D	0.205	x
CARTER, BRUCE T.	46 3 3	34.575	x
CARTER, WALTER H JR & JUDITH G	46 A 14A	24.57	x
SCHUMAKER, GLENN WALKER	46 A 8F	2.324	
SCHUMAKER, GLENN WALKER	46 A 9	79.83	
TOTAL		557.577	

The 2015 Comprehensive Plan designates this area of Fluvanna County as within the Rural Residential 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 joverstreet@fluvannacounty.org.

Attachments:

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



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. xx-2021

A RESOLUTION TO AUTHORIZE RENEWAL OF THE ADAMS CREEK AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR PERIOD TO EXPIRE MAY 16, 2031

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Library at 4:00 p.m. on the 5th day of May 2021, 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 Adams Creek Agricultural/Forestal District on May 16, 2001 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Adams Creek Agricultural/Forestal District on April 6, 2011; and

WHEREAS, the district will expire on May 16, 2021; 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 Adams Creek Agricultural/Forestal District and advised them that the approved district would expire on May 16, 2021 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 5th day of May 2021 that the Fluvanna County Board of Supervisors hereby renews the Adams Creek Agricultural/Forestal District for an additional ten-year period to expire on May 16, 2031.

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 5th day of May, 2021;

	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

Memo

To: Fluvanna County Board of Supervisors

From: Jason Overstreet, Senior Planner

Date: April 26, 2021

Re: Agricultural/Forestal District Review and Renewal

There are currently 19 Agricultural/Forestal Districts in Fluvanna County covering approximately 17,104 acres. Upon renewal of the Adams Creek AFD on today's agenda, sixteen districts will have been renewed. There will be one district due for review in 2022 (Union Mills) and two districts due for review in 2023 (Bourne Tract and Bowlesville). The current list of AFDs is included on page two of this memo.

FLUVANNA COUNTY AGRICULTURAL AND FORESTAL DISTRICTS					
DISTRICT NAME	PLANNING AREA(S)	APPROVAL DATE	REVIEW PERIOD	REVIEW DATE	ACREAGE
Adams Creek	Rural Residential	6-Apr-2011	10 years	16-May-2021	557.674
Bourne Tract	Rural Preservation	2-Sep-2015	8 years	1-Aug-2023	282.078
Bowlesville	Rural Preservation	1-Apr-2015	8 years	1-Aug-2023	690.930
Bremo Recess	Rural Preservation	17-Feb-2021	10 years	17-Jan-2031	359.670
Byrd Creek	Rural Preservation	7-Aug-2019	10 years	21-Jul-2029	690.391
Carysbrook	Rural Preservation	7-Aug-2019	10 years	21-Jul-2029	1366.722
Cunningham Acres	Rural Residential & Rivanna/Lake Monticello	8-Jan-2020	10 years	17-Nov-2029	366.951
Dobby Creek	Rural Residential	17-Feb-2021	10 years	17-Jan-2031	393.160
Glenarvon Farm	Rural Preservation	8-Jan-2020	10 years	17-Nov-2029	1871.000
Granite Hills	Rural Preservation	7-Aug-2019	10 years	4-Aug-2029	771.970
Kidds Store	Rural Residential & Rural Preservation	19-Feb-2020	10 years	15-Dec-2029	1327.261
Lower Bremo	Rural Preservation	17-Feb-2021	10 years	17-Jan-2031	800.377
North 640	Rural Preservation	22-Jan-2020	10 years	17-Nov-2029	2369.946
Poorhouse	Rural Residential	19-Feb-2020	10 years	19-Jan-2030	494.875
Shepherds	Rural Preservation	6-Nov-2020	10 years	15-Nov-2030	706.531
Shores-Hardware	Rural Preservation	17-Feb-2021	10 years	17-Jan-2031	967.080
Stage Junction	Rural Preservation	20-May-2021	10 years	7-Jun-2030	759.934
Union Mills	Rural Preservation	2-May-2012	10 years	15-May-2022	324.752
Upper Bremo	Rural Preservation	9/16/2020	10 years	20-Sep-2030	1851.781
Total Acreage					16,953.083
% of Total County Acreage in Ag/For Districts*					9.909%
*Total Acreage of Fluvanna County is 182,510 acres.					



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 14-2021

A RESOLUTION TO AUTHORIZE RENEWAL OF THE ADAMS CREEK AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR PERIOD TO EXPIRE MAY 16, 2031

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Library at 4:00 p.m. on the 5th day of May 2021, 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 Adams Creek Agricultural/Forestal District on May 16, 2001 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Adams Creek Agricultural/Forestal District on April 6, 2011; and

WHEREAS, the district will expire on May 16, 2021; 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 Adams Creek Agricultural/Forestal District and advised them that the approved district would expire on May 16, 2021 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 5th day of May 2021 that the Fluvanna County Board of Supervisors hereby renews the Adams Creek Agricultural/Forestal District for an additional ten-year period to expire on May 16, 2031.

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 5th day of May, 2021;

	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 M

MEETING DATE:	May 5, 2021				
AGENDA TITLE:	Redistricting 2021 Update				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		XX			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
					XX
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	N/A				
TIMING:	N/A				
DISCUSSION:	<p>The County Attorney, County Administration and the Registrar met April 16, 2021 to discuss Redistricting in 2021, following the Board of Supervisors guidance to look into 5 districts. After further review by the County Attorney of relevant case law and like opinion by the Attorney General, strict interpretation of the Constitution of Virginia, Code of Virginia and guidance from the Department of Elections, it has been determined that the Board of Supervisors have 3 options for their consideration. After further review, the 5 District Scenario 1 presented to the Board of Supervisors on April 14, 2021 is not a viable option. To understand the options, it is important to understand the law guiding the options.</p> <p>Requirements and considerations for the 3 redistricting options are as follows:</p> <ul style="list-style-type: none"> Article VII, Section 5 of the Constitution of Virginia requires any locality that conducts elections by district to change its district boundaries every 10 years in the year ending in one. <ul style="list-style-type: none"> The County <u>must</u> redistrict in 2021 Virginia Code 24.2-304.1 Section C. states “For the purposes of redistricting and reapportioning representation in 2021 and every 10 years thereafter, the governing body of a county, city, or town shall use the most recent decennial population figures for such county, city, or town from the United States Bureau of the Census, as adjusted by the Division of Legislative Services pursuant to § 24.2-314”. 				

- 2020 census data is currently not available and is not projected to be available until September 2021.
- The only census data currently available is the 2010.
- Virginia Code 24.2-314, Population data; reallocation of prison population, Section 1. "A person incarcerated in a federal, state, or local correctional facility whose address at the time of incarceration was located within the Commonwealth shall be deemed to reside at such address".
 - Fluvanna must now remove the roughly ~1,000 Fluvanna Women's Correctional Center population from its 2021 redistricting numbers.

3 options for consideration:

1. Redistrict Prior to June 8th Filing Date.

- a. Per Article VII, Section 5 of the Constitution of Virginia, Fluvanna must redistrict in 2021, but it does not specify when.
- b. Per Virginia Code 24.2-304.1, the most recent decennial population figures must be used.
 - i. 2010 census data is the most recent decennial population figures available (26,591 - 2010 census population).
- c. Per Virginia Code 24.2-314, the incarcerated population would need to be removed. (~1,000)
 - i. The districts would have to be reallocated, since the Columbia district is losing ~1,000 from the prison population.
- d. Time is of the essence with this option, since this requires an ordinance change, which also requires a public hearing and 2 weeks of advertising for the public hearing.
 - i. The Board of Supervisors would need to call a Special Meeting on April 28, 2021 to authorize staff to advertise for a Public Hearing
 - ii. Staff and the Redistricting Committee would need to meet to configure the reallocated district based upon the above criteria for the April 28, 2021 meeting.
 - iii. To meet timing requirements, the Board of Supervisors would hold a Public Hearing on the May 19, 2021 regular meeting.
 - iv. Staff would need to hold community meetings on the new redrawn districts between April 28th and May 19th.
- e. As stated, it is possible that actual 2020 census data could still be received in 2021.
- f. With the unknown changes or legislation from the Commonwealth due to the 2021 census data, it is also possible that the County could have to redistrict again next year.

2. Wait for the 2021 Census Data to come out in September 2021 and still redistrict in 2021.

- a. This would meet Article VII, Section 5 of the Constitution of Virginia, for Fluvanna to redistrict in 2021.

	<p>b. The County would still need to determine district numbers, reallocate districts, hold public hearings and make ordinances changes prior to the end of calendar year 2021.</p> <p>c. It is highly possible that this would not be accomplished prior 60 days before the General Election in November.</p> <p>d. Any local elections would be based on the current 5 districts.</p> <p>3. Wait for the 2021 Census Data to come out in September 2021 and if it does not, the County could still redistrict based upon the criteria under option #1 above.</p> <p>a. This would meet Article VII, Section 5 of the Constitution of Virginia, for Fluvanna to redistrict in 2021.</p> <p>b. The County would still need to determine district numbers, reallocate districts, hold public hearings and make ordinances changes prior to the end of calendar year 2021 based upon 2010 census data, with the prison population removed.</p> <p>c. It is highly possible that this would not be accomplished prior 60 days before the General Election in November.</p> <p>d. Any local elections would be based on the current 5 districts.</p> <p>e. <u>The County Attorney, County Administration and the Registrar recommend this option.</u></p> <p>This same issue effects many localities (some with prison populations), there are many unknowns at this point and law affecting this very issue could be forth coming in the months to come.</p>				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	See discussion section above.				
ENCLOSURES:	Guide to Local Redistricting for 2021				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				X

FLUVANNA COUNTY BOARD OF SUPERVISORS MEETING PACKAGE ATTACHMENTS

Incl?	Item
<input checked="" type="checkbox"/>	BOS Contingency Balance Report
<input type="checkbox"/>	Building Inspections Report
<input checked="" type="checkbox"/>	Capital Reserve Balances Memo
<input type="checkbox"/>	CARES Fund Balance Memo
<input type="checkbox"/>	Fluvanna County Bank Balance and Investment Report
<input checked="" type="checkbox"/>	Unassigned Fund Balance Report
<input type="checkbox"/>	VDOT Monthly Report & 2020 Resurfacing List
<input checked="" type="checkbox"/>	CARES Act Memo to Localities - 1st Round
<input checked="" type="checkbox"/>	CARES Act Memo to Localities - 2nd Round
<input checked="" type="checkbox"/>	Updated CARES Act US Treasury Guidance
<input type="checkbox"/>	

MEMORANDUM

Date: May 05, 2021
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: FY21 BOS Contingency Balance

The FY21 BOS Contingency line balance is as follows:

Beginning Original Budget:	\$150,000
Less: Registrar's Office Relocation – 07.01.20	-\$20,000
Less: Fire & Rescue Fleet Study – 08.05.20	-\$1,112
Less: Registrar's Office Relocation – 08.19.20	-\$5,400
Less: Fluvanna Hiring Event – 11.04.20	-\$2,000
Less: Drug Court County Match – 12.02.20	-\$45,000
Less: Fork Union Training Building Design – 01.20.21	-\$22,460
Available:	\$54,028

MEMORANDUM

Date: May 05, 2021
From: Liz McIver, Management Analyst
To: Board of Supervisors
Subject: FY21 Capital Reserve Balances

The FY21 Capital Reserve account balances are as follows:

County Capital Reserve:

FY21 Budget Allocation:	\$200,000
FY20 Carryover	\$267,970
Total FY21 Budget:	\$467,970
Add: FY20 Closed CRM Projects -06-26-20	\$11,308
Less: SCADA System Room HVAC – 07.01.20	-\$30,300
Less: Public Safety Building HVAC – 07.01.20	-\$9,325
Less: Carysbrook Gym Heating System Replacement – 12.17.20	-\$34,347
Less: FUSD Roof Replacement - 01.06.21	-\$5,700
Less: HVAC Unit Replacement at The Old Stone Jail – 02.03.21	-\$3,166
Less: Replacement Roof for Pleasant Grove Summer Kitchen – 02.03.21	-\$11,200
Less: Lektriever Filing System Repair – 03.17.21	-\$3,723
Add: FY21 Closed CRM Projects – 03.30.21	\$5,568
FY21 Available:	\$387,085

Schools Capital Reserve:

FY21 Budget Allocation:	\$200,000
FY20 Carryover	\$224,903
Total FY21 Budget:	\$424,903
Less: FCHS Compressor Replacement – 07.01.20	-\$6,000
Less: FCHS HVAC Condenser Replacement – 08.05.20	-\$24,000
Less: FCHS Cooling Tower – 08.19.20	-\$10,975
Add: Closed CRM Projects -09.24.20	\$1,231
Less: Two Bus Engine Replacements – 03.17.21	-50,000
Less: Central Elementary Asphalt Repair – 04.07.21	-5,000
FY21 Available:	\$330,159

MEMORANDUM

Date: May 05, 2021
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

FY20 Year End Audited Total Unassigned Fund Balance:	\$19,939,645
Unassigned Fund Balance – 12% Target Per Policy:	\$9,522,851
Unassigned Fund Balance – Excess Above Policy Target:	\$10,416,794
Add: FY21 Reassessment Budget Transfer	\$66,515
Less: FY20-21 County Carryover Request – 11.04.20	-\$153,447
Less: FY20-21 Schools Carryover Request – 11.04.20	-\$400,000
Less: FY20-21 Sheriff’s Office Volunteer Funds Carryover – 11.18.20	-\$3,575
Less: FY21 Fork Union Property Site Development – 01.20.21	-\$111,360
Less: FY20-21 Broadband Grant Carryover Request – 02.03.21	-\$375,000
Less: FY21 Admin Building Basement Remodel Prep Work – 03.03.21	-\$60,794
Less: FY20-FY21 Automatic Carryovers	-\$56,625
Less: FY22 CIP – 04.21.21	-\$1,676,569
Current Unassigned Fund Balance	\$7,645,939

