



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Fluvanna County Library,
214 Commons Blvd. Palmyra, VA 22963
June 1, 2022 at 5:00 pm

TAB	AGENDA ITEMS
1	CALL TO ORDER
2	PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
3	ADOPTION OF AGENDA
4	COUNTY ADMINISTRATOR'S REPORT
5	PUBLIC COMMENTS #1 (5 minutes each)
6	PUBLIC HEARING
7	ACTION MATTERS
A	Fluvanna County Arts Council Memorandum of Understanding – Kelly Harris, Assistant County Administrator
7A	APPOINTMENTS
B	Board, Commission, and Committee Appointments – Eric Dahl, County Administrator
8	PRESENTATIONS (normally not to exceed 10 minutes each)
C	Thomas Jefferson Planning District Commission Regional Hazard Mitigation Plan Update – Ian S. Baxter, MPP, Planner II TJPDC
D	Sheriff's Office Firing Range Improvements – Reserve Deputy Mel Sheridan & Sheriff Eric Hess, Sheriff's Office
E	Children's Services Act Semi-Annual Report – Bryan Moeller, CSA Coordinator
F	Pleasant Grove Park Light Poles/Fixtures Donation from UVA – Aaron Spitzer, Director of Parks and Recreation
G	Noise Control Ordinance Amendment Discussion – Major David Wells, Sheriff's Office & Fred Payne, County Attorney
9	CONSENT AGENDA
H	Minutes of May 18, 2022 – Caitlin Solis, Clerk to the Board
I	Personnel Policy Update - Donna Snow, Director of Human Resources
J	FY22 Circuit Court Preservation Funds Supplemental Appropriations - Tori Melton, Management Analyst
K	FY22 ARPA Municipal Utility Funds Supplemental Appropriation - Tori Melton, Management Analyst
L	FY22 CARES Act Supplemental Appropriation - Tori Melton, Management Analyst
M	FY22 – 51 Kents Store Way Insurance Claim - Tori Melton, Management Analyst
N	FY22 Department of Social Services Share of the Cost Allocation Funds - Tori Melton, Management Analyst

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10 – UNFINISHED BUSINESS

TBD

11 – NEW BUSINESS

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

14 – ADJOURN



County Administrator Review

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

PLEDGE OF ALLEGIANCE

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

GENERAL RULES OF ORDER

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

RULES OF PROCEDURE FOR PUBLIC HEARINGS

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

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

TAB A

Meeting Date:	June 1, 2022				
AGENDA TITLE:	Memorandum of Agreement Between of the County of Fluvanna And the Fluvanna County Arts Council				
MOTION(s):	I move Board of Supervisors approve the Memorandum of Agreement between the County of Fluvanna and the Fluvanna County Arts Council for space sharing and management of the Carysbrook Performing Arts Center, and authorize the County Administrator to execute the agreement, subject to approval as to form by the County Attorney.				
TIED TO STRATEGIC INITIATIVES?	Yes	No	If yes, list initiative(s):		
		x			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Kelly Harris, Assistant County Administrator				
PRESENTER(S):	Kelly Harris, Assistant County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Routine				
DISCUSSION:	<ul style="list-style-type: none"> • The Fluvanna County Arts Council has been in an agreement with the County regarding the use of the Carysbrook Performing Arts Center since at least 1994. • The MOA was last updated in 2008. • Subsequent to a proposal from the Arts Council to expand offerings at the Performing Arts Center and to assume more control over the scheduling of the space, staff began a review of the existing agreement. • COVID restrictions forced relocation of Planning Commission and Board of Supervisors meetings from the Fluvanna County Courthouse in March 2020. The Board of Supervisors and Planning Commission then moved to the Morris Room of the County Administration Building until May 2020 when further indoor gathering limits required a move to a larger space. From May 2020 until September 2021 the Planning Commission and the Board of Supervisors met in the Fluvanna County Library. In October 2021, the annual Library Book Sale eliminated the availability of the meeting rooms. At the same time, public hearings for both the Planning Commission and the Board of Supervisors required meeting in a larger space to accommodate anticipated resident attendance at the meetings. • During COVID restrictions, the Arts Council canceled all indoor performances and activities. • In October 2021, the Board of Supervisors and the Planning Commission began using the Performing Arts Center for public meetings. During COVID restrictions, this was not problematic, however, as restrictions have lifted 				

	<p>and COVID cases have decreased the Arts Council has sought ways to once again offer in-person performances in the Performing Arts Center.</p> <ul style="list-style-type: none"> • Two problems to be solved: <ul style="list-style-type: none"> ○ The Board of Supervisors and the Planning Commission need a long-term meeting space. ○ The Fluvanna County Arts Council needs an available space to offer activities to the community. <p>The proposed Memorandum of Agreement offers a compromise agreement to share the Performing Arts Center and provide management of the space for community art offerings.</p>				
FISCAL IMPACT:	None				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	Agreements in 1996, 1999, 2008				
ENCLOSURES:	Draft Memorandum of Agreement between the County of Fluvanna and the Fluvanna County Arts Council				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX				XX

MEMORANDUM OF AGREEMENT
BY AND BETWEEN THE COUNTY OF FLUVANNA AND THE FLUVANNA COUNTY ARTS
COUNCIL, INC.

This Memorandum of Agreement ("MOA") is made and entered into on the ___ day of _____, 2022 (the "Effective Date") by and among the County of Fluvanna (the "County"), a political subdivision of the Commonwealth of Virginia, and the Fluvanna County Arts Council, Inc., ("FCAC"), a Virginia non-stock corporation. The County and FCAC are referred to collectively herein as "Parties" and each individually as a "Party".

This MOA is intended to outline the terms of a limited revocable license granted by the County to FCAC for use of portions of the Carysbrook Performing Arts Center, located at 8880 James Madison Highway, Fork Union, VA (hereinafter, "CPAC") and further to outline the roles and responsibilities of the Parties for the care, maintenance, and preservation of CPAC.

The Parties both desire to promote the furtherance of the arts and events for community enjoyment and enrichment in Fluvanna County. The Parties desire to preserve the condition and appearance of CPAC and to ensure that the facility will be used safely and kept in a condition that allows for its maximum use; and therefore, this MOA also sets forth limitations for use of CPAC by FCAC.

Now therefore, for the mutual consideration contained herein, the Parties hereby agree as follows:

I. BACKGROUND; STATEMENT OF PURPOSE; REPRESENTATIONS AND WARRANTIES.

- A. Whereas, FCAC represents and warrants that throughout the Term of this MOA it is and will remain a 501(c)(3) tax-exempt non-profit public charity able to receive tax deductible donations pursuant to a current IRS determination. From time to time, upon request FCAC will provide the County with a copy of its current IRS determination.
- B. Whereas, FCAC represents and warrants that throughout the Term of this MOA it is and will remain a Virginia non-stock corporation in good standing.
- C. Whereas, FCAC's primary non-profit purpose is to foster and promote performing arts and cultural enrichment for the citizens of Fluvanna County, Virginia ("FCAC's Charitable Purpose").
- D. Whereas, for decades the County and the FCAC have had various agreements related to FCAC's use of portions of that building known as CPAC to promote the arts and to support FCAC's Charitable Purpose.
- E. Whereas, the portions of the CPAC building that may be used by FCAC for FCAC's Charitable Purposes and to host the public subject to the limitations contained in this MOA include ONLY: (i) the auditorium including the balcony and tech booth; (ii) the Anderson room; (iii) entry hall; (iv) box office; (v) designated storage rooms; (vi) dressing rooms; and (vii) adjacent restroom (collectively the "Available Space"). The County uses and reserves CPAC including the Available Space: (i) from 8:00 a.m. every Wednesday morning until 4:00 p.m. Thursday afternoon for the 1st and 3rd Wednesdays of each month; and (ii) from 8:00 a.m. on the Tuesday after the 1st Wednesday of each month until 4:00 p.m. of the next day (4:00 p.m. on Wednesday); and (iii) during the months of February-April, from 8:00 a.m. every Wednesday morning until 4:00 p.m. Thursday afternoon and also from 8:00 a.m. on the Tuesday after the 1st Wednesday of each month until 4:00 p.m. of Thursday of the same week;; except that, notwithstanding the foregoing, the County does not reserve the Available Space on such usual days from May 19, 2022, at 4 p.m. through August 3, 2022 at 8 a.m. (hereinafter these reserved times are called the "Reserved Times"). Except as specifically permitted by the County Administrator by e-mail or other writing in advance, **FCAC may not use CPAC, including the Available Space and the Shared Parking, during the Reserved Times.**

F. Whereas, FCAC may also use the shared parking area (“Shared Parking”) which accommodates up to 63 vehicles at any time except during (i) the Reserved Times and (ii) regular working hours of 8 a.m. to 5 p.m. Monday through Friday. Other than the Available Space and the Shared Parking, during those times as set forth herein, no other areas of CPAC may be used by FCAC, its invitees, volunteers, guests, members, agents, representatives, officers, employees, contractors, or licensees (together “FCAC Parties”).

G. Whereas, the County and FCAC desire to continue to provide a performing arts facility for the use and enjoyment of the residents of Fluvanna County and the public and to help promote FCAC’s Charitable Purpose.

H. Whereas, the County and FCAC, recognize the benefits of having a performing arts space located in Fluvanna County, Virginia.

II. TERM AND TERMINATION.

A. All of the rights and privileges granted to FCAC pursuant to this MOA and the Term of this MOA shall immediately terminate (i) upon the breach by FCAC of any representation or warranty contained herein (ii) upon written notice of termination by the County in the event of a breach by FCAC of any term of this MOA; (iii) upon written notice of termination for the County in the event of an emergency or other exigent circumstance.

B. The County may terminate this MOA at any other time upon at least 30 days advance written notice to FCAC.

C. Otherwise, this MOA shall be in effect for one (1) year from the Effective Date (the “Initial Term”) subject to ten (10) additional one (1) year renewals. Such renewals shall be automatic unless either Party gives the other notice of its intention not to renew the terms of this MOA prior to the date of said renewal. The Initial Term together with any renewals until such time as this MOA terminates by its own terms or is earlier terminated as permitted herein is the “Term” of this MOA.

III. COUNTY USE. LICENSE. NO OWNERSHIP.

A. The County uses and reserves CPAC, including the Shared Parking and Available Space, during the Reserved Times. No license for use of CPAC is granted to FCAC for use during such Reserved Times. The Shared Parking is subject to additional use restrictions as otherwise set forth herein. Notwithstanding the foregoing, the County is investigating alternate suitable sites for holding meetings and when an appropriate alternative is found and approved by the County and the County no longer needs CPAC during the Reserved Times, then the County agrees to notify FCAC and an amendment to the MOA shall be negotiated to modify or eliminate the Reserved Times on terms deemed mutually acceptable to both parties.

B. Notwithstanding any other provision of this MOA, in addition to the Reserved Times the County may reserve additional time for use of the Available Space, or portions thereof, from time to time as needed. In the event the County needs to reserve additional time for use of CPAC including the Available Space, unless there is an emergency the County will do so only on days and times the space is not already being used by FCAC as shown in the Shared Events Calendar, as later defined herein. The County is hereby granting FCAC a non-exclusive limited license for use of the Available Space and Shared Parking subject to the limitations, provisions, requirements and agreements of this MOA. This is not a lease. Nothing in this MOA shall be construed to confer rights of possession or ownership rights upon the FCAC.

IV. DEFINITIONS.

A. “FCAC representative” - the one person assigned by the FCAC as the point of contact with regard to use of the facility or scheduling of events.

B. “Repairs”

1. “Major repairs” - shall include items such as structural repairs, roofing repairs, plumbing, exterior painting, electrical work, asphalt repair.
 2. “Minor repairs” - shall include items such as repairing holes in walls, minor interior painting.
- C. “Routine cleaning”: Vacuuming and mopping as necessary, trash removal, and cleaning of the restrooms. Routine cleaning does not include additional cleaning in preparation for or subsequent to a performance or event.

V. MAINTENANCE AND OTHER RESPONSIBILITIES.

A. The FCAC shall provide the County with current contact phone number, current contact email address, etc., of all members of the board of FCAC as well as any acting director. FCAC will designate one FCAC representative as the main point of contact under this MOA. FCAC shall update such information as needed from time to time by sending written notice thereof to the County.

B. During the Term, FCAC shall provide the County with a Certificate of General Liability Insurance, in amounts appropriate for its activities and use of CPAC. FCAC shall maintain adequate general liability insurance applying to the use of CPAC and the activities of FCAC, naming the County as an additional insured. Such insurance shall have a minimum combined single limit of liability of at least One Million Dollars (\$1,000,000); and an aggregate limit of at least Two Million Dollars (\$2,000,000.00). All such policies shall be written to apply to all bodily injury, real property, personal property damage, and personal injury losses. Such policies shall require that the County be notified at least 30 days in advance of any discontinuation or material change in coverage. The appropriate contact information for the County shall be that set forth in the Notices Section XI(A) below.

C. In addition to (B), as it relates to use of CPAC or any uses permitted under this MOA, all FCAC Parties shall be either:

1. Covered under the FCAC’s liability insurance; or,
2. Alternatively, if FCAC requires FCAC Parties to obtain their own insurance, then such FCAC Parties must name the County as an additional insured. Such insurance shall have a minimum combined single limit of liability of at least One Million Dollars (\$1,000,000); and an aggregate limit of at least Two Million Dollars (\$2,000,000.00). All such policies shall be written to apply to all bodily injury, real property, personal property damage, and personal injury losses. Such policies shall require that the County be notified at least 30 days in advance of any discontinuation or material change in coverage. The appropriate contact information for the County shall be that set forth in the Notices Section XI(A) below. Notwithstanding the foregoing, FCAC’s insurance will always cover FCAC Parties who are contracted performers during their stipulated performance times.

D. The County Administrator, or designee, shall be the contact person with regard to day-to-day implementation of this MOA; except that questions about interpretation of this MOA, requests for use by FCAC during any Reserved Times, formal MOA notices (for example and for illustration only, such as notices of breach, termination or requests for modification) to be made under this MOA shall be made in accordance with the “Notice” section XI(A) of this MOA.

E. During the Term, the County and the FCAC shall share the responsibility for maintenance of CPAC. The distribution of duties as listed here shall constitute the responsibilities assumed by each organization.

F. The FCAC shall be responsible for the following at CPAC:

1. Minor repairs. The FCAC will notify the County before performing any repair work; and shall coordinate with the County on the timing of any such work.

2. Cleaning, if required, before and after a performance.
 3. Maintaining a calendar detailing all meetings and events scheduled at CPAC by space (the “Shared Events Calendar”). A separate calendar shall be maintained for the Auditorium and the Anderson room. The County must have the ability to modify the Shared Events Calendar. The Reserved Times shall be shown on the Shared Events calendar as “Reserved for County Use”. The County may reserve additional use of CPAC, including the Available Space, at any time, from time to time, by updating the Shared Events Calendar or notifying FCAC. Except in the event of an emergency, the County will only reserve additional use of CPAC at times when it is not reserved for use for events by FCAC. FCAC may include pending events in the Shared Events Calendar for actual anticipated FCAC events while negotiations are pending related to such event. On the Shared Events Calendar, FCAC will include the note “pending” and show pending events in a different color than confirmed events and will delete pending events that fall through in a timely manner. FCAC may include pending in process events during negotiations as well as regularly scheduled events in the Shared Events Calendar even though performers or exact nature of event not yet confirmed so long as FCAC does so in good faith with an actual intent to host such event.
 4. Submitting all requests for Major repairs via the online "Maintenance Request" which can be found at: <https://service.fluvannacounty.org/>.
 5. Repairs requiring emergency attention will immediately be brought to the attention of the Director of Public works by phone – 434-591-1925.
 6. FCAC will maintain the following at its sole cost and expense: all of its Inventory, equipment and furnishings, stage lights, sound system, intercom system, dressing room furnishings, seating, carpeting, stage curtains, window drapes, equipment security, piano, box office, and the outdoor sign bearing the Center’s logo (the “Existing Sign”). Notwithstanding the foregoing, if during use of CPAC by the County the County causes any damage to the seating, carpeting, or windows, FCAC will not be responsible for repairing such damage caused by the County if FCAC promptly notifies the County of such damage pursuant to Section XI(A) and the County does not dispute it caused such damage.
- G. As needed, in the County’s sole discretion, the County shall be responsible for the following:
1. Routine cleaning and custodial care
 2. Normal building maintenance
 3. Electrical service
 4. Heating and air-conditioning service
 5. Major repairs
 6. Purchase of materials for major repairs
 7. Payment of utility bills
 8. Fire extinguisher maintenance
 9. Snow removal
- H. If requested by FCAC and pre-approved in advance by the County Administrator, the County may in its discretion choose to purchase materials for minor repairs. Nothing herein obligates the County to pay for the cost of materials for minor repairs and if the County does not preapprove such costs, then FCAC shall be obligated to pay for the materials at its sole cost and expense.
- I. Security

1. Security and safety rules and protocol are the responsibility of the Department of Public Works. No other County agency may issue or loan keys to the CPAC. FCAC and FCAC Parties must follow all rules and regulations issued by the County for use of the CPAC, the Shared Parking, and the Available Space and relating to safety as such may be modified or implemented by the County from time to time.
2. Keys to the CPAC will be issued by the Director of Public Works, or designee, who may exercise any measures necessary to maintain control over the security of the CPAC. The Director of Public Works, or designee, may, among other things, request individuals to verify possession of their key or revoke keys at the Director of Public Works', or designees', sole discretion.
3. Keys are assigned to individuals (not organizations) and are non-transferable.
4. Security related to opening and closing of the facility for FCAC events shall be handled by the FCAC.
5. Security related to opening and closing of the facility for County events shall be the responsibility of the Department of Public Works and/or delegated as applicable.

VI. FACILITY USES.

- A. In addition to the uses of the Available Space and Shared Parking that FCAC may make, the CPAC also provides meeting space for the County, its officers, departments, Board, Committees, and employees, and including without limitation:
 1. The Board of Supervisors;
 2. Constitutional Offices;
 3. Planning Commission;
 4. All departments that report to the Board of Supervisors; and
 5. Parks and Recreation programming.
- B. FCAC will be responsible for opening and closing the building for community meetings or events that are non-County events or meetings.
- C. All stage props and sets must be portable and able to be removed from the stage area no later than Monday evening.

VII. SCHEDULING.

- A. The auditorium, entry hall, box office, storage rooms, dressing rooms, Anderson Room, and adjacent restrooms will be the only available public-use spaces in the building located at 8880 James Madison Highway, Fork Union, VA. Maximum capacities are:
 1. The Auditorium has a capacity of 333 people,
 2. The Anderson Room has a capacity of 70 people, and
 3. Outside of regular work hours (Monday-Friday, 8:00am-5:00pm), the shared parking area will accommodate 63 vehicles (including 3 handicap spaces). These parking spaces may also be used by other community groups who are utilizing the Carysbrook complex.
- B. All other areas of the building located at 8880 James Madison Highway, Fork Union, VA are restricted to County staff.
 1. Pursuant to the Department of Social Services (“DSS”) policies, any visitor entering 8880 James Madison Highway before 4:30pm, Monday – Friday, must comply with DSS policies. All visitors entering CPAC through the public entrances of the building must sign in with Department of Social Services employees.

- a) Public entrances of the building are any and all entrances that do not open directly into the auditorium of the Performing Arts Center.
 - b) Visitors who enter the building via the doors into the auditorium and who will require access the second floor of the building via the elevator are required to sign in with DSS employees.
- C. The County, including without limitation, any and all departments, offices, and the Board of Supervisors, shall have use of the Performing Arts Center from 8:00am Tuesday morning until 5:00pm Thursday afternoon. No use of CPAC may be made by FCAC during these Reserved Times except as specifically permitted by the County Administrator by e-mail or other writing in advance.
- 1. To the extent practicable, the FCAC and the County shall coordinate any reserved dates for special events hosted by the County (such as holiday programs) at the beginning of the County's fiscal year, to be included in the FCAC calendar of events.
 - 2. As events are scheduled, postponed, cancelled, or otherwise modified in any way, FCAC must update the Shared Events Calendar as soon as practicable, but in any event within 24 hours of such modification. FCAC shall be solely responsible for maintaining the accuracy and integrity of the Shared Events Calendar.
- D. Except otherwise set forth in this MOA, FCAC will be responsible for scheduling all events in the Available Space at CPAC.
- 1. The Shared Events Calendar shall be maintained by the FCAC and made available to the County at all times.
 - 2. The FCAC Shared Calendar of Events will be updated in real time, with as much advance notice of scheduled events as practicable given to the County.
- E. Box office fees collected at FCAC events are collected by and the responsibility of FCAC. The County does not charge fees for use of CPAC and does not take a share of any fees charged for events hosted by FCAC. All events hosted by FCAC must conform to the provisions of this MOA and serve FCAC's Charitable Purpose. Without limitation, all fees and charges associated with FCAC bookings shall be the responsibility of the FCAC per their agreement with any performers. Any taxes, charges, or amounts due and owing on account of any fees charged by FCAC or any FCAC Parties, events or activities of FCAC or use of CPAC by FCAC or FCAC Parties shall be the sole responsibility of FCAC.
- F. Except as specifically approved by the County in advance, no other groups may use Available Space. For use by other groups, the Available Space is subject to availability and must be reserved through the FCAC.

VIII. SCHEDULING AND USE OF PLEASANT GROVE PARK

FCAC may reserve the Pole Barn area or other areas of Pleasant Grove for special community events, performances, etc., subject to (i) availability as determined by the Director of Parks and Recreation; (ii) approval by the County; and (iii) subject to those standards, rules, agreements, and applications as are usually required for such use or which are required to protect the interests of the County, as such may be modified from time to time.

IX. OWNERSHIP OF PROPERTY ITEMS.

A. All items of personal property installed as fixtures on the property, regardless of the origin of such property, are the property of the County. Notwithstanding the foregoing, FCAC will be installing an affixed projector system. The County agrees that such projector system is part of FCAC's inventory and may be removed by FCAC at the termination of this MOA. FCAC must repair any damage to the building occasioned by installation or removal of such projector system.

B. All items of personal property that have been purchased by or donated to FCAC and are fully maintained by FCAC are the property of the FCAC. These items are located in the auditorium, storage rooms, box office, and are to be identified on an inventory list maintained by the FCAC, which the FCAC shall update annually and provide to the County. The current Inventory is attached hereto as Attachment A and incorporated herein by reference. FCAC is solely responsible for having adequate insurance on all of its personal property. The County may use FCAC's personal property located or stored at CPAC for any lawful purpose when the County is using any CPAC space. The County agrees to use such personal property of FCAC for its intended purposes only and shall not negligently or willfully damage any personal property of FCAC. In the event FCAC believe any of its personal property has been negligently or willfully damaged by the County, it shall so notify the County Administrator pursuant to Section XI(A) below. If and as specifically communicated by FCAC to the County, FCAC may require County employees or officers making use of any of any specialized systems and equipment owned by FCAC (such as the projector) to be trained by FCAC prior to use. Such training shall be limited in duration and reasonable under the circumstances. FCAC shall not charge the County for providing such training and such training shall occur at a mutually agreeable time.

C. Notwithstanding the foregoing, any items not removed by FCAC from CPAC within thirty (30) days of termination of this MOA shall in the County's option either (i) become abandoned property subject to the use and enjoyment of the County; or (ii) removed and destroyed by the County at FCAC's cost and expense. If the County has expenses related to the removal and destruction of any of FCAC's personal property hereunder, then FCAC will pay such expenses within ten (10) days of notice from the County that such expenses are due and owing.

X. OBLIGATIONS OF FCAC.

A. During the Terms of this MOA, FCAC shall use the Available Space and Parking lot only (i) as specifically permitted under this MOA; (ii) only during the limited times/days permitted under this MOA; (iii) only as specifically disclosed to the County through the Shared Events Calendar; (iv) only for FCAC's Charitable Purposes and subject to all rules, restrictions, limitations and provisions contained in this MOA.

B. FCAC shall not use nor allow or permit CPAC to be used for any other purpose except as specifically provided herein, including for any illegal purposes or in any manner to create any waste, nuisance or trespass, or in any manner violating the County's or FCAC's insurance or which could increase the rate of insurance on CPAC for the County. FCAC shall, at its sole cost and expense, obtain all governmental licenses and permits required to allow FCAC to conduct its permitted uses under this MOA.

C. The County's employees shall have access to the CPAC at all times as the County may require to prepare for or clean up from events, however, repairs, maintenance or other activities which are noise-generating in nature shall not be scheduled at times which are likely to disturb an event scheduled in the Shared Events Calendar.

D. Except for special events pre-approved by the County, FCAC shall schedule events open to the public only during the following times: Thursday 5 p.m. to 11 p.m., Friday through Monday 6 a.m. to 11 p.m., and Tuesday 6 a.m. to 8 a.m. FCAC shall not use CPAC nor allow or permit others to use CPAC in

any manner which violates any applicable laws, ordinances, or regulations. FCAC shall follow all public health and safety requirements, including without limitation any occupancy limitations.

E. Only reasonable use of CPAC and its facilities including without limitation, restrooms, plumbing, system, and fixtures, may be made by FCAC and any FCAC Parties.

F. The term “Hazardous Substances” shall mean pollutants, contaminants, toxic or hazardous wastes, or any other substances, the removal of which is required or the use or storage of which is restricted, prohibited, regulated or penalized by any law relating to pollution or protection of the environment (collectively “Environmental Laws”). FCAC agrees not to use, store, release or dispose of any Hazardous Substance in CPAC, the Shared Parking, or the surrounding property in violation of applicable Environmental Laws or which could cause any adverse environmental condition. Should either party violate this requirement, such party shall promptly remediate any such violation thereof in strict accordance with all applicable Environmental Laws at the violating party’s sole expense.

G. Except for the Existing Sign, FCAC SHALL NOT install any affixed or permanent exterior or interior signage unless as specifically approved by the County in advance. All signage related to FCAC events shall be movable, unaffixed and shall comply with all applicable laws.

XI. GENERAL TERMS.

A. **Notices.** All notices and other communications required or permitted to be given under this MOA shall be in writing and shall be deemed to have been duly given and received if (a) delivered personally (with written confirmation of receipt), (b) on the third day after the date mailed by first-class, registered or certified mail, return receipt requested, postage prepaid, (c) when received by the addressee when sent by next-day or overnight mail or delivery (receipt requested), or (d) when sent by facsimile or e-mail (with confirmation of transmission from the receiving Party or from the receiving Party's system) if sent during normal business hours of the recipient, and on the next business day if sent after normal business hours of the recipient, and shall be given:

1. If to the County: Fluvanna County, c/o: Mr. Eric M. Dahl, County Administrator 132 Main Street, Palmyra, VA 22963, email: edahl@fluvannacounty.org
2. If to FCAC: Fluvanna County Performing Arts Council, Inc., Attn: _____, 265 Turkeysag Trail, Suite 102, Box 210, Palmyra, VA 22963, email: _____

The above shall be the point of contact for all communications related to or arising from this MOA for said individual's respective Party. The notice addresses and point of contact may be updated by a Party providing written notice of the change to all of the other Party.

B. **Amendment.** This MOA may be amended at any time by a writing executed by all of the Parties. This MOA may not be modified, amended, waived, or supplemented except by a written document duly executed by the Parties. A waiver by any party of an obligation at any time does not constitute a waiver of that obligation in the future.

C. **Recitals, Headings, Interpretation, Assignment, Choice-of-Law.** The recitals of this MOA are incorporated herein. All headings are for convenience of reference only and shall not affect the interpretation of this MOA. The invalidity of any portion of this MOA shall not invalidate the remainder of this MOA. This MOA may not be assigned by any Party without written agreement by all of the Parties. This MOA shall be binding on either party’s successors. This MOA shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia without reference to that jurisdiction’s choice-of-law jurisprudence. Exclusive venue for any dispute under this MOA shall be in the courts of the County of Fluvanna, Virginia.

D. **Certification.** FCAC certifies that (1) all representations and warranties made in this MOA are true and correct and (2) all use of CPAC and related facilities shall be only for the specific purpose(s) and

during the limited times described herein. FCAC acknowledges that this MOA is made by the County solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this MOA by the County.

E. **Non-discrimination.** Both parties to this MOA agree not to discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, disability, or age (except where sex or age is a bona fide occupational qualification).

F. **Third Parties.** This MOA is not intended to create and shall not be construed to create any right in any person or entity not a party to this MOA, and no provision of this MOA shall be considered to be for the benefit of any third party.

G. **Destruction.** If CPAC is damaged by fire or other casualty so as to render same, in the opinion of either Party, unusable for its intended purpose, all obligations hereunder regarding the Premises or Parking Garage shall terminate upon written notice to the other Party.

H. **Assignment.** This MOA shall not be assigned by either Party without the prior written consent of the other Party hereto.

I. **Independent Agents.** This MOA is not intended by the Parties to constitute, create, give effect to, or otherwise recognize a joint venture, agency, partnership, or formal business organization of any kind. Each party hereto shall act independent of each other, and neither shall act as an agent of the other for other purposes. Neither Party has the authority to bind the other Party.

J. **Damage to Property.** FCAC agrees to leave CPAC after its or any FCAC Party's use in the same state or condition such property was in prior to the use of such property by such using group. FCAC may not affix, nail, screw, glue or otherwise attach in a permanent or semi-permanent fashion any item, object, or structure to the walls, ceiling, floors, structure or stairs of the CPAC building without the express advance written consent of the County Administrator. If the County believes its property has been wrongfully damaged, it shall provide written notice to FCAC of such damage within thirty (30) days of the discovery of such damage, together with any evidence and reasonable documentation then in its possession to support of any such claim, in order that the Parties may verify the claim and any cost or expenses associated with the claim.

K. **Sovereign Immunity.** Nothing in this MOA shall be deemed a waiver of the sovereign immunity of the County, or of the sovereign immunity of the County, its agents, officers, or employees.

L. **Not a Bailment.** This MOA shall not create a bailee-bailor relationship between the County and FCAC or any FCAC Party.

M. **Restrictions.** It is acknowledged that the primary purpose of the CPAC is use and occupancy by the County, and its Board, officers, agents and employees, to be used for administrative offices of DSS and other government public functions as deemed appropriate by the County. From time to time upon notice to FCAC, the County reserves the right to make reasonable modifications to its rules and regulations during the Term of the MOA. The County may terminate privileges of any person or users found violating the County's security rules and regulations or the provisions of this MOA. The County also reserves the right to deny future and/or repeated access to any individual or group which, through its previous use of CPAC, has adversely impacted the County's ability to meet the core functions of CPAC, or has endangered, damaged, or presented a safety hazard to others or the building or grounds.

N. **Indemnification.** FCAC agrees to indemnify, keep and save harmless the County, its officers, agents, officials, employees and volunteers against any and all claims, claims of injuries, death, damage to property, patent claims, suits, liabilities, judgments, losses, costs and expenses, including but not limited to costs of investigation, all reasonable attorneys' fees (whether or not litigation results), and the cost of any appeal, occurring or arising in connection with the FCAC's, and the FCAC Parties negligence or wrongful acts or omissions in connection with its performance under this MOA and use of the CPAC. FCAC shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses

arising therefrom or incurred in connection therewith; and if any judgment shall be rendered against the County in any such action, FCAC shall, at his or her own expenses, satisfy and discharge the same.

O. **Appropriations.** Notwithstanding any other provision of this MOA, the payment of the County's obligations under any Contract shall be subject to annual appropriations by the Board of Supervisors of the County in each fiscal year of monies sufficient to satisfy the same.

P. **Compliance With Immigration Law.** Pursuant to Virginia Code § 2.2-4311.1, in every contract the following provision applies: FCAC does not, and shall not during the performance of this MOA, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

Q. **Non-Discrimination Assurances.** FCAC shall conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, and § 2.2-4311 of the Virginia Procurement Act:

1. During the performance of this MOA, the FCAC agrees as follows: FCAC will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of FCAC. If applicable, FCAC agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. If applicable, FCAC, in all Solicitations or advertisements for employees placed by or on behalf of FCAC, will state that FCAC is an equal opportunity employer. Notices, advertisements and Solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

2. FCAC shall include the provisions of above in every subcontract or purchase over \$10,000.00 so that the provisions will be binding upon each subcontractor or vendor.

R. **Miscellaneous.** A word importing the masculine or neuter gender only may extend and be applied to females and to corporations as well as males, and vice versa. A word importing the singular number only may extend and be applied to several persons or things as well as to one person or thing; and a word importing the plural number only may extend and be applied to one person or thing, as well as to several persons or things. This MOA may be executed in multiple counterparts each of which shall be deemed an original and together which shall constitute the MOA. This MOA may be executed in duplicate originals, any of which shall be equally authentic. In addition to allowing electronic signatures upon an electronic copy of this MOA, as provided by Virginia law, facsimile signatures upon any signature page will be considered to be original signatures.

IN WITNESS WHEREOF, the Parties hereto agree to the above terms and have caused this Agreement to be executed and sealed in their names by their duly authorized officers.

Fluvanna County:

County's Signature _____ (SEAL)

Date _____

Print Name _____

Print Title _____

Fluvanna County Arts Council, Inc.

FCAC’s Signature _____ (SEAL)

Date _____

Print Name _____

Print Title _____

Approved as to form:

Fluvanna County Attorney

FLUVANNA COUNTY BOARD OF SUPERVISORS
BCC APPOINTMENTS STAFF REPORT

TAB B

MEETING DATE:	June 1, 2022		
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
Community Policy and Management Team (CPMT) – Vendor Rep	Cassandra Winfrey (I) Andre O’Brian Key	7/1/2022	6/30/2024
Economic Development Authority (EDA) – At-Large	Rudy Garcia (I) Curtis Putnam (I) Brian J. Miller Brittany Gray Joshua Bower Peggy Shanklin	7/1/2022	6/30/2026
Economic Development Authority (EDA) – At-Large	Rudy Garcia (I) Curtis Putnam (I) Brian J. Miller Brittany Gray Joshua Bower Peggy Shanklin	7/1/2022	6/30/2026
Economic Development Authority (EDA) – At-Large	Rudy Garcia (I) Curtis Putnam (I) Brian J. Miller Brittany Gray Joshua Bower Peggy Shanklin	7/1/2022	6/30/2026
Piedmont Virginia Community College Board (PVCC) – Citizen Representative	Dr. Fred Lang Edna Harris Ben Shaw Valerie Palamountian Charles Haden Thomas Parrish	7/1/2022	6/30/2026

BCC VACANCIES AND APPLICANTS				
BCC Vacancies	Applicants	Appt	District	Current BCC Appointments / Other Notes
Community Policy and Management Team (CPMT) – Vendor Rep	Cassandra Winfrey	Reappt	Palmyra	Incumbent seeking reappointment. Term beginning July 1, 2022 and ending June 30, 2024.
Community Policy and Management Team (CPMT) – Vendor Rep	Andre O’Brian Key	Appt	Rivanna	Term beginning July 1, 2022 and ending June 30, 2024.
Economic Development Authority (EDA) – At-Large	Rudy Garcia	Reappt	Fork Union	Incumbent seeking reappointment. Term beginning July 1, 2022 and ending June 30, 2026.
Economic Development Authority (EDA) – At-Large	Curtis Putnam	Reappt	Columbia	Incumbent seeking reappointment. Term beginning July 1, 2022 and ending June 30, 2026.
Economic Development Authority (EDA) – At-Large	Brian J. Miller	Appt	Palmyra	Term beginning July 1, 2022 and ending June 30, 2026.
Economic Development Authority (EDA) – At-Large	Brittany Gray	Appt	Palmyra	Term beginning July 1, 2022 and ending June 30, 2026.
Economic Development Authority (EDA) – At-Large	Joshua Bower	Appt	Cunningham	Term beginning July 1, 2022 and ending June 30, 2026.
Economic Development Authority (EDA) – At-Large	Peggy Shanklin	Appt	Palmyra	Term beginning July 1, 2022 and ending June 30, 2026.
Piedmont Virginia Community College Board (PVCC) – Citizen Representative	Dr. Fred Lang	Appt	Cunningham	Term beginning July 1, 2022 and ending June 30, 2026.
Piedmont Virginia Community College Board (PVCC) – Citizen Representative	Edna Harris	Appt	Palmyra	Term beginning July 1, 2022 and ending June 30, 2026.
Piedmont Virginia Community College Board (PVCC) – Citizen Representative	Ben Shaw	Appt	Columbia	Term beginning July 1, 2022 and ending June 30, 2026.
Piedmont Virginia Community College Board (PVCC) – Citizen Representative	Valerie Palamountian	Appt	Cunningham	Term beginning July 1, 2022 and ending June 30, 2026.
Piedmont Virginia Community College Board (PVCC) – Citizen Representative	Charles Haden Thomas Parrish	Appt	Palmyra	Term beginning July 1, 2022 and ending June 30, 2026.

DISCUSSION:	<ul style="list-style-type: none">- Community Policy and Management Team (CPMT) – Vendor Rep – One position available with a term beginning July 1, 2022 and ending June 30, 2024.- Economic Development Authority (EDA) – At-Large – Three positions available with terms beginning July 1, 2022 and ending June 30, 2026.- Piedmont Virginia Community College Board (PVCC) – Citizen Representative – One position available with a term beginning July 1, 2022 and ending June 30, 2026.
ENCLOSURES:	Candidate Applications



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

BOS2022-06-01 p.23/186

Application to Serve on
Boards/Commissions/Committees

Name: Andre O'Brian Key Election District: Rivanna

Mailing Address: 17 Ashton Road City: Palmyra State: VA Zip: 22963

Physical Address: Same City: State: Zip:

Home Phone: Work Phone: Cell Phone: [REDACTED] Fax Phone:

Email: [REDACTED]

Education/Experience/Professional Expertise:

- *Family Treatment Court member (Charlottesville/Albemarle)
- *Advisory member of the Thomas Jefferson Areas Sex Trafficking Task force, Charlottesville, VA
- *Assistant Basketball Coach (Varsity/Boys), Fluvanna County High School
- *BS major in Criminal Justice, minor Business Administration Charleston Southern University, SC
- *Qualified Mental Health Professional
- *Certified as Medication Aide
- *Substitute Teacher. Fluvanna Schools

Civic Activities/Committee Memberships (include other boards/committees/commissions, Fraternal, Business, Church or Social Groups):

: Family Treatment Court (Charlottesville/Albemarle) as of 2018

Interest in Serving on Board/Commission/Committee:

My reasons for wanting to serve Fluvanna is to give back to my community but also further the mission of the CPMT in creating, maintaining and managing a collaborative system of services and funding that is child centered, family focused and community based when addressing the strengths and needs of troubled and at-risk youth and their families.

Resume, education, etc. (optional): andre_key_resume_as_of_4-19-20.pdf

Boards, Commissions, Committees: Community Policy & Management Team (Children's Services)

Signature: Andre Key

**Please indicate on the following sheet all Boards/Commissions/Committees on which you wish to serve:

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

Please submit this form by e-mail or
Return to:
Clerk, Board of Supervisors
P.O. Box 540
Palmyra, VA

4/19/2020

Signature

Date

County of Fluvanna * Post Office Box 540 * Palmyra, VA 22963 * (434)591-1910 * Fax (434)591-1911

This form is available on the Fluvanna County website: www.fluvannacounty.org

- Agricultural/Forestal Advisory Committee:** Consists of four landowners who are engaged in agricultural or forestal production, four other landowners of the County, the Commissioner of the Revenue and a member of the governing body. The committee shall advise the planning commission and the governing body and assist in creating, reviewing, modifying, continuing or terminating districts within the County.
- Board of Zoning Appeals:** Consists of five members, appointed by the Fluvanna County Circuit Court to serve five-year terms. The role of this organization is to hear and decide appeals of the requirements of the Zoning Ordinance or Administrator.
- Board of Building Code Appeals:** Consists of five members appointed by the locality for a specific term established by written policy. This appeals Board hears appeals as authorized by the local governing body.
- Community Policy and Management Team:** Members appointed by the Board with responsibility of implementing the Comprehensive Services Act. Membership includes Community Services Board, Social Services, Health Department, Juvenile Court Services Unit, BOS and local school division and a parent representative; three year term.
- Court Green Committee:** Oversees landscaping and landscaping maintenance needs on the court green, the museum grounds and Confederate Square. It meets at the call of any member or the County Administrator. Its purpose is to provide consensus on significant alterations to the appearance of the court green and its surroundings on matters that often are a matter of taste; three year term.
- Economic Development Authority:** Purpose is to promote industry and develop trade by inducing manufacturing, industrial, governmental, commercial enterprises and institutions of higher learning to locate and remain in the Commonwealth and consist of seven At-Large members; four year term.
- Economic Development Commission:** Ten members, one from each electoral district and four at large. Chartered to support the Board in development planning and economic development issues; four year term.
- Fluvanna County Youth Advisory Council:** Membership consist of interested citizens and representation from local government, agencies and youth-serving organizations, & at least one, but not more than two, citizens under the age of eighteen, with a minimum age of fifteen; members appointed by the Board of Supervisors; serves as liaison between organized groups concerned with youth, specifically the Board of Supervisors and the youth citizens of the county; two year term.
- Fluvanna Partnership for the Aging Committee:** Consists of a representative from each magisterial district, appointed by the Supervisors of the district, and representatives from the following agencies: Social Services, Virginia Extension Services, JABA Case Manager, Senior Center Director, MACAA Director, Fork Union Nursing Home Director, Health Department, and County Administrator's office; four year term.; meets 4th Monday of month at 11:00 am at the Fork Union Rescue squad building.
- Fluvanna Transportation Safety Commission:** Mission Statement is to further transportation safety within Fluvanna County; to increase transportation safety awareness among school age children & adults; and to assist VDOT in selected tasks pertaining to the County. Voting members include one BOS appointee from each voting district and representative of the Board of Supervisors, Fluvanna Schools and the Fluvanna Sheriff's Department; three year term.
- Fork Union Sanitary District Advisory Committee:** Consists of seven voting members who shall be appointed by the Board of Supervisors and must be members of the District's service area. The FUSD Advisory Board shall investigate and be informed on all matters relating to water production and supply in the FUSD and on other matters as the Board of Supervisors request; four year term.
- James River Alcohol Safety Action Program:** Organized and exists pursuant to an agreement for Joint Exercise of Powers entered into among the City of Charlottesville, and the Counties of Albemarle, Fluvanna, Greene, Louisa and Nelson and functions as administrative and fiscal agent for the Program. One person is appointed by the governing body of each participating locality; three year term.
- JAUNT Board:** Two members appointed; JAUNT manages budgets, policies and programs of the corporation's transportation services; three year term. The Board of Directors generally meets at the Charlottesville office.
- Jefferson Area Board for Aging Advisory Council:** Members provide input on the development and administration of JABA's Area Plan, participates in public hearings, represents the interests of older persons, reviews and comments on all community policies, programs and actions affecting the senior citizen's and elder caregivers of Planning District Ten. Each participating jurisdiction shall be represented by two voting members; two year term. The Council meets the first Tuesday of each month from 12:00-1:00 pm.
- Jefferson Area Board for Aging Board of Directors** Meets the third Tuesday of each month. The meeting is usually held at the Center for Adult Rehab and Eldercare in the Alzheimer's Suite unless otherwise notified; two members appointed by the board of Supervisors; two year term.
- Jefferson Area Disability Services Board:** Service area comprises a rural, primarily agricultural area wherein services to persons with physical and/or sensory disabilities are hampered by the relative isolation of clients; consist of one representative appointed by the Board of Supervisors with a three year term.
- Library Board of Trustees:** Consist of seven members, one from each election district and the Library Director as ex-officio; four year term.
- Local Workforce Investment Board:** Consist of a majority of private sector representatives; number of appointments per locality is based on population (Fluvanna has two); three year term.
- Monticello Area Community Action Agency:** Provides services and supplies among local churches, schools, and community organizations for people in crisis situations, or with longer-term needs; four year term; one representative appointed by the Board of Supervisors.
- Parks & Recreation Advisory Board:** Members are appointed by the Board. Three are agency appointed and six are at-large. The Advisory Board provides counsel to the board on community recreation issues, assists department director in determining program priorities and content, and leisure issues in the community; four year term.
- Piedmont Virginia Community College Board:** Local advisory board which is appointed by its participating local jurisdictions; provides a vital link between the college and the community; participates in selection, evaluation and removal of college president; reviews and acts on annual local funds budget as prepared by the president, etc.
- Planning Commission:** The Code of Virginia requires the County to create a local Planning Commission to promote the public health, safety, convenience, and welfare of its citizens, to plan for the orderly development of the community and to develop and update the County's Comprehensive Plan. The role of the Planning Commission is to serve primarily in an advisory capacity to the Board of Supervisors for a four year term; There are two members from the Rivanna Election District, one member each from the Columbia, Cunningham, Fork Union and Palmyra Election District's.
- Region Ten Community Services Board:** A total of 14 members are appointed by the Boards of Supervisors of Albemarle, Fluvanna, Greene, Louisa, and Nelson Counties and the Charlottesville City Council. The board establishes policy and programs to provide mental health, mental retardation, and substance abuse services, and governs the operations of over forty component programs; Fluvanna has one representative with a three year term; meets the 2nd Monday of each month in the evening.
- Regional Jail Board:** The Regional Jail shall be supervised and managed by a board to consist of at least one representative from each political subdivision participating therein who shall be appointed by the local governing body for a two year term.
- Social Services Board:** The board is administrative and is responsible for local policy decisions, discretionary power over local funding, submission of the annual county budget, appointment of the department director and decisions governing optional and local services. The board exercises an interest in all matters pertinent to the local social services; consist of seven members-one from each district and a BOS representative; four year term.
- Southeast Rural Community Assistance Project, Inc.:** One board appointed representative; five year term; meets quarterly for three days throughout the state.
- Thomas Jefferson Emergency Medical Services Council:** One member appointed by the Board to represent the local government. The Board establishes regional EMS protocols, grades and ranks Rescue Squad Assistance Fund applications, develops regional EMS training/continuing education programs, and acts as a liaison between the region and State; two year term.
- Thomas Jefferson Partnership for Economic Development:** Enhances the assistance and information that can be made available to both existing & new businesses interested in investing in the Greater Charlottesville Region; marketing the region & the development opportunities that exist for different types of businesses; and assisting the public sector members of the Partnership to define and improve the "product" that can be offered to prospective companies.
- Thomas Jefferson Planning District Commission:** Two members, at least one of which is a local elected official, are appointed by each of six member jurisdictions. An elected official serves a term coinciding with duration of their locally elected position; terms for citizen members are three years. The purpose of the Commission is to foster regional cooperation, provide a forum for discussion of regional issues, and to plan with local governments for the future of the region. Fluvanna has two representatives with a two year term.

PROFILE

- *Pretrial Program Manager with diverse experience in:
 - Counseling -Management/Supervision -Client Assessment -Drug Screenings
 - Scheduling -Assessments -Budgeting -Communication -Goal setting
- *Football and Basketball coach/referee with diverse experience:
 - Planning -Managing -Coordinating -Player Development
 - Defense -Offense -Special Teams
- *Dedicated professional with a personal commitment to emotional/social development
- *Proven problem solving, organizational, communication and management skills

CREDENTIALS

- *Advisory member of the Thomas Jefferson Areas Sex Trafficking Taskforce. *Charlottesville, VA*
- *Family Treatment Court member (Charlottesville/Albemarle), VA
- *Assistant Basketball Coach (Varsity/Boys), Fluvanna County High School
- *BS major in Criminal Justice, minor Business Administration *Charleston Southern University, SC*
- *Qualified Mental Health Professional
- *Certified as Medication Aide
- *Substitute Teacher, *Fluvanna Schools*
- *Assistant Middle School Football Coach, *Fluvanna Schools*
- *Assistant Middle School Boys Basketball Coach, *Fluvanna Schools*
- *Assistant High School JV Boys Basketball Coach, *Fluvanna Schools*
- *Referee/Coach (Basketball) *Fluvanna Parks & Recreation*
- *Fork Union Military Academy *Post-graduate program*
- *Mentor-Big Brother/Little Buc *Charleston Southern University*
- *4 Time Player of the Week, *Palmetto Touchdown Club, Charleston SC*
- *Captain, Fork Union Military Academy *Post Graduate Football Team*
- *Army Leadership Award
- *Captain, Fluvanna High School Football Team
- *Captain, Fluvanna High School Basketball Team

EXPERIENCE **PLEASE, BE ADVISED THAT THE DATES LISTED BELOW ARE ACCURATELY CONCURRENT**

- 2012 - present* **CEO/CFO, Andre Key's Mentoring Service, Palmyra, VA**
- *Parent coach
 - *Mentor
 - *Personal coach
 - *Personal trainer
 - *Assists families who are experiencing problems by visiting them 2 to 3 times a week to offer technical assistance and emotional support.
 - *Supports parents in acquiring functional parenting and home management skills such as physical/emotional care, appropriate engagement with their children, and implementation of discipline for behavior difficulties and identification of barriers to accomplishing goals.
 - *Supervise visitations and sessions between children and parents to help provide advice and guidance regarding interactions.
- 11/19-present* **Assistant Basketball Coach, Fluvanna County High School, Fluvanna, VA**
- *Encouraging and assisting student-athletes with academic expectations, while working along-side educators
 - *Responsible for the coaching activities sanctioned by the Virginia High School League
 - *Responsible for planning and scheduling a regular program of practice in season.
 - *Coaches individual participants in the skills necessary for excellent achievement in the sport.
 - *Assists in the selection, assignment and evaluation of assistant coaches.

- *Works in collaboration and cooperation with the student activities director and other personnel in recommending the purchase of uniforms, equipment and supplies.
- *Oversees or helps oversee maintenance, safety and cleanliness of uniforms, equipment, supplies and the facility or area to be used.
- *Adhere to all VHSL policies and procedures as well as regulations imposed by the FCPS.
- *Enforces discipline and sportsman like behavior at all times.
- *Responsible for the issuing and collecting of all school properties used.
- *Performs other related duties as required.

8/01-present

- Pretrial Program Manager, OAR (Offender Aid & Restoration), Charlottesville, VA*
- * Promoted to Pretrial program manager overseeing 2 divisions (Charlottesville and Orange), a staff of 3
 - *Formerly a pretrial officer
 - *Trained in motivational interviewing
 - *Order/manage drug tests
 - *Oversee document shredding process
 - *Perform drug screens
 - *Teach MRT classes
 - *Work with the community, courts and other related agencies to assist judicial officers in making initial bond release decisions
 - *Investigate and verify pertinent information that is valuable to court proceedings
 - *Communicate effectively both orally and in writing; investigate, evaluate, and exercise good judgment in decision-making
 - *The ability to work independently or as a team, and efficiently work well under pressure and exercise tact during trying situations
 - *Establish and maintain effective working relationships with everyone involved at all levels including: courts, law enforcement, management and the general public
 - *Conduct investigations to include criminal histories and information verification to assess the client's stability in the community
 - *VCIN/NCIC certified
 - *Recommend eligibility for release into the community to judicial officers
 - *Supervise defendants before/after their court appearances, which includes: substance abuse testing/screening, assessment, treatment, and regular contact with these defendants as recommended by the court
 - *Testify in court

9/11-5/14

- Assistant Coach, Fluvanna County Schools*
- *Assist as a coach, *Fluvanna County Schools Varsity Football Team*
 - *Assistant Coach, *Fluvanna County High School JV Boys Basketball Team*
 - *Assistant Coach, *Fluvanna County Schools Freshman Football Team*
 - *Assistant Coach, *Fluvanna County Middle School Football Team*
 - *Assistant Coach, *Fluvanna County Middle School Boys Basketball Team*

12/07- 2013

- In-home counselor, Empowering Family, Charlottesville, VA*
- *Counsel families with at risk boys between the ages of 7 to 17
 - *Work with families to set goals and plans to help in their rehabilitation process

1/12 - 2013

- Counselor, Elk Hill Farm Charlottesville, VA*
Mentor

7/02-1/12

- Counselor, Ragged Mountain Group Home, Charlottesville, VA*
- *Counsel at risk boys between the ages of 13-17
 - *Teach social skills to assist in their rehabilitation process
 - *Supervise staff and intervene in high-risk situation
 - *Take students on outings to help them better deal with everyday life and interactions
 - *Transport students from school and other locations in a company vehicle

- *Coordinate activities both structural and extra-curricular
- *Participate in group therapy
- *Responsible for medication management
- *Certified as a medication aide
- *Participate in case management services
- *Participate in vocational skills development
- *Help clients to cope with skills development, behavior modification, anger management and independent living skills

12/02-present *Basketball - Referee/Coach, Fluvanna Parks and Recreation, Palmyra, VA*
**Jr. NBA for county leagues*

8/02-10/08 *Strength/Conditioning Coach (All Sports-as of 2005) Assistant Coach/Defensive Coordinator (JV-Football Team), Monticello High School, Charlottesville, VA*
**Guide athletes as they refine their individual athletic and education skills*
**Instill teamwork, good sportsmanship as well as a competitive spirit*
**Select, store, issue, and inventory equipment, materials, and supplies*
**Advise the athlete on proper form and technique in beginning and, later, in advanced exercises attempting to maximize the players' physical potential*
**Evaluate or "scout" the opposing team prior to the competition*
**Manage the team during both practice sessions and competitions*
**Direct team strategy and call specific plays during competition*
**Substitute players for optimum team chemistry and success*
**Assist the Varsity team as requested*

10/99-8/01 *Counselor, Elk Hill Farm Goochland, VA*
Mentor, since 10/05-8/01
**Promoted to Senior Counselor (3/01)*
**Schedule daily activities and outings and other activities to including wilderness trips that lasted for an entire week at a time*
**Family counseling, substitute teaching, and mentoring*
**Administrative duties such as preparing evaluations and up-to date reports*
**Administered medication as needed*
**Tutor clients as needed*

EXTRA-CURRICULAR ACTIVITIES

7/10- 2014 *Volunteer Fluvanna Middle School PTO Fork Union, VA*
**Assist with ongoing school projects to benefit staff and students*
**Co-founder of Man Cave Project*
**Member, Fluvanna Middle School PTO*
**Chair, Fluvanna Middle School PTO Scholarship Committee*
**Member, Fluvanna County Schools Facilities Naming Committee*
**Member, Fluvanna Middle School PTO Mini-grants Committee*
**Member, Fluvanna High School, PAC*

11/05-2/10 *Volunteer Fluvanna Parks and Recreation Fork Union, VA*
**Jr. NBA Basketball Coach (boys/girls) 7-13 years old*
**Referee Jr. NBA Basketball Coach (boys/girls) ages 7- 18 years old*

FURTHER DETAILS PROVIDED UPON REQUEST



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name: Cassandra R. Winfrey		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) Oliver Creek Road Troy VA 22974		Physical Address (if different)		
Years Lived in Fluvanna 5	Cell Phone – preferred? [REDACTED]	Home Phone – preferred?	Email [REDACTED]	
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience.): See attached				
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:				
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates):				
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I would like to provide service in Fluvanna County to address the growing need of children who are having difficulty accessing mental health services. Due to funding cuts from insurance companies and other facilities, children are left without needed services. This extends into their families where parents are not able to access necessary services to be better parents due to lack of funding, limited transportation, and lack of knowledge of services available in the community. As a LPC in Virginia, I desire to make a difference by helping others identify service needs and increasing their access on a community level to preserve the family unit when able to do so.				
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 Cassandra R. Winfrey, MA, LPC		Date 3/15/2020		

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

X	Board, Commission, Committee
	Agricultural/Forestral District Advisory Committee
	Audit Committee
	Board of Equalization (BOE)
	Board of Zoning Appeals (BZA)
	Building Code of Appeals Board
	Central Virginia Regional Jail (CVRJ) Authority
	Columbia Task Force (CARE)
X	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
	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
X	Monticello Area Community Action Agency (MACAA)
	Palmyra Area Revitalization Committee (PARC)
	Parks & Recreation Advisory Board
	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:	3/15/2020	Application Received By: Caitlin Solis
Acknowledgement Sent:		
Renewal Date:		Remarks:
Renewal Date:		
Renewal Date:		
Renewal Date:		

EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provide dates of education and experience.):

HEALTH CONNECT AMERICA, CLINICAL SUPERVISOR
03/2020-PRESENT

Provide supervision to QMHP staff focusing on clinical skill building, assist with daily business duties, and collaborate with schools, parents, families, and other community service agencies to provide services to children/families in the home and in TDT settings.

VALLEY COMMUNITY SERVICES BOARD
11/2015-3/2020

As a Senior Lead Clinician, I have been responsible for the supervision of Therapeutic Day Treatment (TDT) staff (bachelor's level). Also provided supervision of programs (TDT and outpatient) in the school setting. I have provided outpatient counseling (individual and group) and in the moment (crisis/behavior modification/skill building) support to adolescents and children in the school setting. Responsible for maintaining detailed documentation of daily activities and progress of clients. Responsible for development of comprehensive treatment plans and provision of service coordination. Provide assessment for crisis and safety of clients with referral to local CSB and/or emergency room as needed. Provide psychoeducation to clients and families regarding mental health diagnoses, need for treatment, treatment options, and referral for other services. Collaborate with clinical supervisors and other staff/service providers to increase comprehensive care.

COMPASS COUNSELING OF VIRGINIA, CHARLOTTESVILLE, VA
05/2014-11/2015

As an Intensive In-Home Clinician, I provided in home counseling services to families and children/adolescents focusing on development of relationships and boundary setting. Responsible to attend appointments to ensure comprehensive care and communicate with other providers. Provided psychoeducation on boundaries, medications, and relationships to family and client. Provided use of crisis assessment and accompanied clients to hospital for pre-screening as needed, regarding possible need for hospitalization or more intensive services. Kept detailed notes of daily meetings with clients/families to document progress. Provided information to insurance agencies and other funding sources to continue care for clients as needed.

RDP ENTERPRISES, RICHMOND VA
9/2013-5/2014

As a Transitional Living Case Manager, provided case management services to client's aging out of the foster care system. Provided support in independent living skills and encouraged accessing other community based services for mental health, employment, or other need. Provided psychoeducation on medications, life skills, and keeping appointments. Attended appointments with clients to model appropriate communication to increase efficacy of service provided. Provided detailed daily notes to supervisor regarding client progress and continued need of services.

PROFESSIONAL QUALIFICATIONS:

VA LPC current license

Provision of DSM-5 diagnoses and identifying necessary services as well as communicating to identify funding sources with other community services

EDUCATION:

LIBERTY UNIVERSITY, LYNCHBURG VIRGINIA

General coursework for both a BS (Psychology) and MA (Professional Counseling) in developmental, adolescent, family, and other branches of psychology. Graduated with a GPA of 3.5 for BS and 3.14 for MA.

Master's Degree awarded September 2015.



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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. Before completing the application, please review the membership requirements for the Board, Commission, or Committee for which you are interested. Applicants who do not meet membership requirements will not be put forward for consideration.

Name: Rudy L. Garcia	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
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): See Resume	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: See Resume	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): See Resume	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I have been serving the county in some capacity since 2012. I currently am Treasurer of the Chamber of Commerce. Continuing to serve on the Economic Development Authority and as the Citizen Representative to the County Finance Board would be a natural extension that would better allow the Chamber and the EDA to serve their joint constituents.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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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.

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

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee	X	Finance Board		Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council	X	Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
X	Economic Development Authority (EDA)		Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

By signing below you are indicating that you have read and understand the 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.

In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date 4-18-2022	
Mailing Address (including City, State, & ZIP) 802 Rivanna Woods Drive		Physical Address (if different)	
Years Lived in Fluvanna 21	Phone # [REDACTED]	Alternate Phone # [REDACTED]	Email Address [REDACTED]
Office Use Only			
Application Received On:	4-18-22	Application Received By: Leontyne Peck	
Acknowledgement Sent:	4-19-22		
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			



GLOBAL VIEW CAPITAL®
A D V I S O R S

Global View Capital Advisors is a global network of financial service professionals servicing thousands of clients with innovative solutions in an unpredictable world.



Rudy Garcia

Executive Director
802 Rivanna Woods Dr
Fork Union VA 23055
Office: 804-323-3032 x 101
Fax: 804-767-1844
Cell: 850-776-9209
E-mail: rgarcia@gvcaponline.com
Web: gvcaponline.com

At Global View Capital Advisors, our mission is to help design, grow, and protect the personal economies of families from all over the world.

BIOGRAPHY

Rudy has a diverse background of over 30 years of coaching and financial consultation experience that he relies on to work with clients on their personal and business retirement plans.

Rudy grew up in south Florida and spent 18 years living in Key West before joining the US Army and spending the next 22 years serving the country in various assignments in multiple locations across the US, Europe and North Africa. It was while he was in the Army that Rudy fell in love with learning and education and developed a passion for serving others.

He has over 25 years of adult education experience, having served as a trainer educator in the U.S. Army and the Federal Emergency Management Agency. He brings over 26 years of Managerial experience in both the military and federal government, culminating his military career as the Deputy Commandant for the US Army's Quartermaster School's NCO Academy where he oversaw curriculum development and delivery of over 23 courses to over 3000 students annually. Rudy also has experience as a High School French and Spanish Teacher at Fork Union Military Academy. Because of his experience with the Army, FEMA and his own

Master's Program, Rudy is quite familiar and comfortable with distance learning as a delivery medium for training and education classes.

The passion he brings about educating others is built into the way he conducts business. Whether he is meeting with a business owner and providing an evaluation of an employer sponsored retirement plan or with a family discussing the paths they can take to move closer to their ultimate retirement goals, Rudy makes each experience an educational event.

Because of his many years of experience in adult education it was a natural outgrowth for him to adapt those skills to serving the business community; as a result he has been conducting live educational seminars for business owners for the past several years. These skills serve well in the employer sponsored retirement plan arena as he brings his experience to bear on the employee educational plans that are so essential to each plan participant achieving their goals.

Rudy's desire to serve others also manifests itself in his community involvement. He has been involved in service organizations since 1980 when he was the Lion Tamer for the Ft Bliss Lions Club in El Paso, Texas. While stationed in Tunisia in the mid 1990's he was the treasurer for the US Government Employees Recreation

Association and the President of the Tunis American Softball Association. He continued his community service throughout his military career and is still serving his community today as a Board Member for multiple non-profits and trade associations as well as a member of the Rotary Club of Fluvanna County.

Rudy is married to Catherine, who is currently teaching Freshman English at Fork Union Military Academy, and more significantly, is a Retired Command Sergeant Major with 24 years of service in the Criminal Investigation Command of the US Army. Rudy has two children, Edward and Georgia and three grandchildren, Noah, Gabriel and Hannah.

QUALIFICATIONS

Chartered Retirement Plans SpecialistSM

Professional Plan ConsultantTM

Accredited Domestic Partnership AdvisorSM

Owner Rivanna Woods Financial Tax Services

Owner Global View Capital Advisors

MEMBERSHIP ORGANIZATIONS

Director Fluvanna County Economic Development Authority 2018-Present

Member Economic Development and Tourism Advisory Council 2014-2018

Director and President- Prevent Child Abuse Virginia- 2012-Present

Rotary Club of Fluvanna County 2011-Present

Director Fluvanna Chamber of Commerce 2013- Present

Director Retail Merchants Association 2010-Present

Director Youth Life Foundation Richmond 2012-2016

Fluvanna Leadership Development Program Steering Committee 2012-Present

Fluvanna County Finance Board- 2014-Present

Director and Treasurer Goochland Chamber of Commerce- 2007-2013

BUSINESS PHILOSOPHY

My philosophy is relatively simple. I have adopted the filter of the Rotary Four Way Test into all of my business dealings:

First: Is it the Truth

Second: Is it fair to all concerned?

Third: Will it build good will and better friendship?

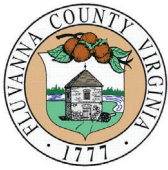
Fourth: Will it be beneficial to all concerned?

I also adhere to the ROTARIAN CODE OF CONDUCT

So As a Rotarian, I will:

1. Act with integrity and high ethical standards in my personal and professional life
2. Deal fairly with others and treat them and their occupations with respect
3. Use my professional skills through Rotary to mentor young people, help those with special needs, and improve people's quality of life in my community and in the world
4. Avoid behavior that reflects adversely on Rotary or other Rotarians

I have found that by following these two "Golden Rules" I am able to deal honestly and fairly with not only my clients, but also everyone I happen to meet during the course of a day.



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name: Brian J. Miller		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) 122 Carriage Hill Road, Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 9	Cell Phone – preferred? [REDACTED]	Home Phone – preferred?	Email [REDACTED]
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provide dates of education and experience.): Graduate of Fluvanna Leadership Development Program 2015 - BS Criminal Justice Administration/Management 2008-Current - Law Enforcement Officer (Virginia Beach Sheriff's Dept, University of Virginia Police Dept, Albemarle County Police Dept).			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): 2008-Current - Calvary Chapel Fluvanna 2019-Current - Lake Monticello Volunteer Rescue Squad			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: Serve the County, be a part of the decision making process for county improvements. Increase and help current and future business development & growth in Fluvanna			
<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><i>By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.</i></p>			
Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	

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)
x	Economic Development Authority (EDA)
X	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
x	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)

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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:	10/22/2020	Application Received By:
Acknowledgement Sent:		
Renewal Date:		Remarks:
Renewal Date:		
Renewal Date:		
Renewal Date:		



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Applicants are considered as vacancies occur and your application will be kept on file for three years.

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Name: Brittany Gray	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
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): Licensed Realtor for 7 years, pre-law student with Liberty University	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: None listed	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): None Listed	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: A local resident of 25 years and studying land and legal development in college, I would love to use my background and passion for the law to be in a position to benefit my community.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board		Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)	X	Planning Commission (PC)
X	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
X	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council	X	Thomas Jefferson Planning District Commission (TJPDC)
X	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
X	Economic Development Authority (EDA)		Library Board of Trustees		
X	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

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In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature Brittany Gray		(Typing name below serves as digital signature) (From File)		Date January 12, 2022
Mailing Address (including City, State, & ZIP) 2 Watts Circle Palmyra, VA 22963			Physical Address (if different)	
Years Lived in Fluvanna 25	Phone # [REDACTED]	Alternate Phone #	Email Address [REDACTED]	
Office Use Only				
Application Received On:	01-12-2022	Application Received By: Leontyne Peck		
Acknowledgement Sent:	01-12-2022			
Renewal Date:		Remarks:		
Renewal Date:				
Renewal Date:				
Renewal Date:				



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Applicants are considered as vacancies occur and your application will be kept on file for three years.

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Name: Curtis Putnam	Election <input checked="" type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): BS Sociology, Minor Chemistry, teaching. 1967-1971 Attended Virginia Economic Development Association (VEDA) events and conferences from 2016 to 2019(no in person events during COVID)	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Fluvanna Economic Development Authority, 2016 to present. Chair EDA, 2019-2021 Fluvanna Partnership on Aging, 2015 to present. Chair 2019-2021 Senior Affordable Housing Steering Committee, 2014	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates):	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I want to return all the good that Fluvanna County has done for me.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board		Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council		Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
X	Economic Development Authority (EDA)		Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

<p>Submit by email (clerk@fluvannacounty.org) or mail to: County of Fluvanna, Attention: 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 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> <p>In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.</p>			
Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Curtis L. Putnam		4-4-2022	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
16408 James Madison Hwy Palmyra, VA 22963			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
21	[REDACTED]		[REDACTED]
Office Use Only			
Application Received On:	4-4-22	Application Received By:	
Acknowledgement Sent:	4-5-22	Leontyne Peck	
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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. Before completing the application, please review the membership requirements for the Board, Commission, or Committee for which you are interested. Applicants who do not meet membership requirements will not be put forward for consideration.

Name: Joshua Bower	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
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): I have an Associates Degree in Architecture from Penn College (1994-96) and a Bachelors Degree in Architecture from Temple University (1996-2002). I am a licensed Architect in Virginia and have been a partner in my firm since 2017. I have been practicing Architecture since 1998.	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: I have served as an elected member of Mount Joy PA Borough Council for 7 years (President Pro-tem for 2 years), Mount Joy PA planning commission for 9 years (chair for 4 years), Mount Joy PA Main Street executive board for 5 years, Building Committee on Main Street Org for 5 years and at Church for over 10 years. I was elected as Judge of Elections for (2) four year terms. I also served on the St Marks UMC leadership team for 6 years and chair for two of those years.	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): I have been a member of Sigma Phi Epsilon Fraternity in college and a member of Rotary International in MOUNTY JOY PA. I am currently a member the American Institute of Architects and of the National CPTED Organization	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: My family and I moved here from Pennsylvania in 2015. When in PA I was fortunate to dedicate some of my personal time to help make the community better through governmental, economic development and spiritual organizations. As out children are now moving onto college, I would like to start seeking opportunities to dedicate some of my personal time to Fluvanna County and its residents	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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2. The Chairperson of the board, commission, or committee shall notify the Clerk to the Board of Supervisors of any absences exceeding this policy.
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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.

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


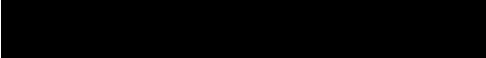
X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board		Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
X	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council	X	Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
X	Economic Development Authority (EDA)		Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

By signing below you are indicating that you have read and understand the 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.

In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i> Joshua Bower		Date 1-13-2022	
Mailing Address (including City, State, & ZIP) 418 Fox Hollow Ln, Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 6	Phone # 	Alternate Phone #	Email Address 

Office Use Only

Application Received On:	1-13-2022	Application Received By:	Leontyne Peck
Acknowledgement Sent:	1-13-2022		
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Peggy Shanklin	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
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): Realtor 2021 Pristine Clean & Domestic Care, LLc 2006-2021 Owner Adelphia Cable Business to Business Sales Executive 2003-2004 Sprint Sales Executive 1999-2003 Value America Vendor Relations Specialist 1997-1999	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Communications and Marketing @ Lake Monticello Current Communications and Marketing Your Fluvanna Women In Business Current Communications and Marketing Fluvanna Farmer's Market Current Lake Monticello Tennis and Pickleball Committee Parents At Lake Monticello (PALM) Lake Monticello Parents many more	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Rotary-member 2021 Lions-associate member 2006-2008 PAC-(Parents at Carysbrook) 2008-2009	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I love my county and I am someone who wants to serve and get things done for the greater good of the community. I now have the time needed to make a difference and serve.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board		Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council		Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
X	Economic Development Authority (EDA)		Library Board of Trustees		
X	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

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Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Peggy Shanklin (from file)		2-24-2022	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
865 Jefferson Drive Lake Monticello, VA 22963			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
21			
Office Use Only			
Application Received On:	2-25-2022	Application Received By:	
Acknowledgement Sent:			
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

**Peggy A. Shanklin
865 Jefferson Drive
Palmyra, VA 22963**



Objective

To serve my community in a capacity that best suits my experience, drive, talent, and personality

Experience

2021-Current

- Earned Gold Level of selling in Brokerage 1st year
- Well known for marketing and advertising talent
- Voted 2nd Favorite Realtor by Rural Va.
- Earned several designations and close to completing GRI

2007-2021

- Built Pristine Clean & Domestic Care, LLC
- Proud to be a top service provider in the area.
- Over 16 employees and A+ BBB rating

2003-2007 Betsy Gunnels Realtor Assistant

- Handled all advertising media, including websites and paper media.
- Communicated with sellers the details of weekly changes.
- Processed reports, found solutions to problems, kept the Realtor apprised of changes.

2000-2003 Sprint Sales/Customer Care

- Communicated with customers to establish or modify communication services.
- Marketed and sold new technological equipment and services.
- Exceeded sales quotas on a consistent basis (average of 145% monthly).
- Processed debit and credit adjustment vouchers for accounts.
- Received inquiries, requests and complaints, meeting each with resolution.

1999-2000 Value America Vendor Relations Administrator

- Assigned various vendors, including Compaq Retail, a major vendor, and up to twenty-seven other vendors
- Ensure all orders were sent and received by the supplier on a daily basis utilizing EDI transmissions, SAP, Seibel, and Excel Spreadsheets.
- Maintained close contact with Merchandisers, Presentation Marketing and Product Changers to ensure store updates were implemented correctly and expediently.
- Ensured all orders were shipped within the allowed time frame. Updated tracking information and kept a clean Aging Report.
- Communicated with members in backordered, delayed, or sold out situations.

Skills:

Proficient with Excel and Word. Experienced with Outlook, Imaging, Seibel, SAP, Spice, EDI, and other company specific programs.

Outside Interests:

Pickleball, mentoring and coaching, reading, health and fitness

Education:

PVCC ongoing, heading for Business Administration

Valley Vo-Tech CNA Certificate

Nash Community College Management Training

CAAR Real Estate

NAR and VAR



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Ben Y. Shaw	Election: <input checked="" type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union
	District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other

EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.):
Please see attached resume.

CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:
None

CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates):
Beulah Baptist Church; member since mid 1990s, currently attend Calvary Church of Fluvanna
American Legion Post 74, member since 2004
VFW Post 1827, member since 2004
Cabell Masonic Lodge, Master Mason since 2017

REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY:
I grew up in Louisa County, and later left both the state and, at times, the country as well. I returned to Virginia for good in 2010 and purposefully chose Fluvanna as my home. I have decades long relationships with residents from one end of the county to another and personally know my elected officials. This county is home and I want it to remain the rich, diverse and welcoming place I found it to be in 2010.
As for my application to the PVCC board, I am a graduate of PVCC and later returned for additional studies - no less than twice. My three sisters are also graduates, as is my wife. I plan for my children to attend as well. PVCC was my first introduction to higher education, effectively prepared me for future endeavors, and where I am still close to some of my old professors. This region's workforce needs are not only growing, but changing as well. I sincerely wish to support the institution's efforts to align with current and future occupational needs as well as future academic challenges. My hope is to fairly represent Fluvanna in the same, on behalf of its employers seeking new staff, parents considering PVCC for their high school graduates, and any lifelong learner wishing to engage with kindred spirits.
In my alternate application for the Economic Development and Tourism Advisory Council, I desire that Fluvanna be viewed more as a place to visit rather than a county or gas station to pass. The county boasts miles of frontage on some of the country's most attractive and historic rivers, miles of trails, a growing agritourism and a wealth of small businesses. These are all fertile ground for the encouragement of future growth, in addition to many as-yet-undiscovered opportunities. As noted above, Fluvanna is home and I am eager to serve my friends and neighbors by balancing careful preservation of what makes Fluvanna unique and growth opportunities that share the county with residents outside the region.

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board	X	Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
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	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
	Economic Development Authority (EDA)		Library Board of Trustees		
X	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

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Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Benjamin Yates Shaw		3-21-2022	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
4608 Venable Rd. Kents Store, VA 23084			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
12	[REDACTED]	[REDACTED]	[REDACTED]
Office Use Only			
Application Received On:	3-21-22	Application Received By:	
Acknowledgement Sent:	3-22-22	Leontyne Peck	
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

BEN Y. SHAW, MPA, MPP, MA, PMP®

4608 Venable Rd.
Kents Store, VA 23084

KEY SKILLS

- Program management, Strategic planning
- Training development and delivery
- Client care coordination, Interagency collaboration

ACADEMIC EDUCATION

- **Masters of Public Administration** (Aug, 2021)
Liberty University Helms School of Government, Lynchburg, VA
- **Masters of Public Policy & Management** (Apr 2020)
University of Pittsburgh Graduate School of Public and International Affairs, Pittsburg, PA
- **Masters of Arts, Management & Leadership** (Dec 2015)
Liberty University. Lynchburg, VA
- **Certificate of Healthcare Administration** (Oct, 2020)
Liberty University. Lynchburg, VA
- **Bachelor of Science, General Biology, Specialization Botany** (May 2001)
Virginia Polytechnic Institute & State University. Blacksburg, VA

EMPLOYMENT EXPERIENCE

- **Virginia Veteran & Family Support Program (VA Dept. of Veterans Services)** (Jun 2010 to present)
 - **Regional Director** (March 2015-Present): Responsible for facilitating clinical and housing-related services for veterans and immediate family members, all operational and administrative oversight for a regional team of 11 direct services staff, and capacity-building both regional and program-wide service relationships. Additional duties include assisting with program strategic planning, development and delivery of internal and public-facing trainings on veteran/military cultural competency and raising awareness to issues such as post-traumatic stress (PTS), traumatic brain injury, post-military readjustment and overall program and agency awareness. Further responsibilities include backup support of three other regional directors, agency representation on various local, state and federal initiatives and policy academies, briefing stakeholder groups and oversight of regional commitments of Virginia Veterans Services Foundation funds. (in regional contract model, management of up to \$1.1 million annual budget.
 - **Regional Coordinator** (July 2013-Mar 2015). Operational oversight for 7 contract community services board staff located regionally, administrative monitoring/processing of all fiscal disbursements, supervisory duties, representing regional director in his/her absence. Development and maintenance of regional network of supportive resources, regional advisory board. Additional responsibility: training, presentations, regional outreach.
 - **Veteran Peer Specialist** (June 2010-Jul 2013). Responsible for direct services for veterans and family members in/around Charlottesville, connection to supportive services, peer support, peer-facilitated support groups, behavioral health services (where applicable), and financial assistance as available. Additional responsibility: training, presentations, regional outreach.
- **Fluvanna Review/Combat Journalist & Writer** (Jul 2009-Jun 2010)
Weekly columnist focusing on pro-troop human interest: (Embedded with US troops in Iraq under USF-I and in Afghanistan under ISAF)
- **United States Marine Corps** (Feb 2003-Jul 2007)
Anti-Tank Guided Missileman (TOW Gunner) (MOS 0352): Final rank: Sergeant (E-5). Final Billets: Convoy Operations Instructor, NCOIC for Course Development, 2nd MARDIV Training Center and Multinational Force West – Advanced Infantry Training Center (Habbaniyah, Iraq). Deployments in support of OIFs II, III, IV, V, and VI.

CERTIFICATIONS

- Project Management Professional (PMP®), Certified through Project Management Institute (PMI) (2018-present)
- EMT-Basic Certification (Virginia Dept. of Health and EMS – VDHEMS) (2008 to present)



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Charles Haden Thomas Parrish	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
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): Resume Attached	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Parks and Recreation Advisory Board (RAB) - Youth Representative - 2012-2014 Comprehensive Plan - Fluvanna County Historic Preservation Advisory Group - 2022- Present	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Resume Attached	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: See Attached	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board	X	Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
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	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
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Applicant's Signature <i>(Typing name below serves as digital signature)</i> Charles Haden Thomas Parrish (from file)		Date 4/28/2022	
Mailing Address (including City, State, & ZIP) P.O. Box 85. Palmyra Va 22963		Physical Address (if different) 429 Main Street Palmyra Va 22963	
Years Lived in Fluvanna 25	Phone # [REDACTED]	Alternate Phone #	Email Address [REDACTED]
Office Use Only			
Application Received On:	2022-05-04	Application Received By:	
Acknowledgement Sent:	2022-05-04	Caitlin Solis	
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

REASONS FOR WANTING TO SERVICE FLUVANNA COUNTY:

I want to serve Fluvanna County as a member of the Piedmont Virginia Community College Board because I am committed to expanding the quantity and deepening the quality of educational opportunities for the residents of our County and region. As an at large member of the Board, appointed by the Fluvanna County Board of Supervisors, I would bring my own experiences and expertise in education to the board and advocate for the best possible education for adult and high school learners in our growing community.

Our community benefits greatly from PVCC's Continuing Adult Education programs and Workforce Services programs which provide wide-ranging training for residents of Fluvanna to change or advance in their chosen professions. In addition to these, the PVCC programs that I am most familiar with are the Occupational and Technical Education programs and the College Transfer Education programs. I served as a College Adviser at Fluvanna County High School where I worked with hundreds of students taking advantage of PVCC's programs, from our accessible Dual Enrollment opportunities to students pursuing employment requiring training in occupational or technical skills needed in our region, to students hoping to continue their education after they earn their Associates Degree. My experience working with these students will bring critical insight to the PVCC Board and assist in enriching and expanding the opportunities that Flucos have benefitted from for nearly 5 decades.

In addition to my experience as a College Adviser here in the community, I have accepted an offer to serve as a School Counselor at Fluvanna County High School. As I begin my career, PVCC will be marking its 50th anniversary of serving students, and I hope to be a part of expanding the opportunities available to the next generation of learners in our community. I've worked with students who have received the necessary occupational certifications at PVCC that allowed them to achieve their first career goals at 18 and 19 years old, as well as students who joined the 4-year Airforce ROTC program at PVCC and finished it after transferring to UVA. I've worked closely with the PVCC Career Coach at the high school, hosted PVCC admissions and financial aid professionals as speakers for student events, and helped plan and chaperone field trips to PVCC's "Choose or Lose" day as well as the Charlottesville Business Innovation Council Tech Tour. I am a member of the American School Counseling Association and a past member of the National College Advising Corps, Americorps, and the Virginia College Access Network, a forum for college access and completion. I am an alum of the Charlottesville-based Virginia College Advising Corps where we often partnered with PVCC departments, and as I graduate from my Masters of Education program this May I am also concluding my coursework in College Access and Career Development.

I will leverage these experiences to benefit the PVCC Board so that the College can continue to grow in the direction that allows for the highest quality services provided to our community, and I will leverage my experience on the board so that Fluvanna's residents know about the opportunities available to them at any stage in life. I have had many direct and adjacent professional experiences with PVCC and each one of them has left me grateful for the College's presence in, and service to, our region. If given the chance, I look forward to contributing to this legacy of education and taking part in crafting the College's direction into one that best provides for our learners in Fluvanna County and in Central Virginia.

EDUCATION

Vanderbilt University, Peabody College – Nashville, TN **August 2020 - May 2022**

- *Master of Education: Human Development Counseling, School Counseling Track*
- *School Counseling Intern: Waverly-Belmont Elementary School; Two Rivers Middle School; Hillsboro High School* – maintained a weekly or bi-weekly caseload of 8-10 students in addition to supporting the school counselor with other counseling or administrative responsibilities. Facilitated an 8 student 10-week eight-grade anxiety small group

The University of Virginia – Charlottesville, VA **August 2014 - May 2018**

- *Bachelor of Arts: African American and African Studies; Sociology*

Fluvanna County Leadership Development Program – Fluvanna County, Va **2013-2014; 2019-2020**

- *Class 11 & 17 Student* - a program to educate citizens about Fluvanna County and the issues and challenges it faces; to prepare its citizens for involvement; and to encourage their participation in keeping Fluvanna a desirable place to live and work

Meriwether Lewis Institute for Civic Leadership – Charlottesville, Va **January 2015 – May 2018**

- *2018 Fellow; Vice President of Student Affairs Intern*
- A fellowship that brings together a diverse cohort of 25 students together for a two-and-a-half-year program to nourish lifelong leadership
- Culminated in a project proposal for a “Student Space Reservation” platform that navigated inter-University politics

Fluvanna County High School – Fluvanna County, Va **May 2014**

- *Student Government Association member*
- *Interact Club President*

RELEVANT EXPERIENCE

Fluvanna County Historic Preservation Advisory Group **2022- Present**

- Advisory Committee to the Fluvanna County Planning Commission on topics of Historic Preservation

Tadpole Land & Trail Conservancy **February 2020 – Present**

- *Chairman* - Lead and represent the Board of Directors of this nonprofit corporation in Central Virginia in achieving the Corporation’s purposes in a manner that respects the natural environment and the ecologically sound use of land and natural resources
- Devoted to preserving and protecting natural ecosystems and wildlife habitats
- Educate the public on issues related to the environment and protection of natural resources
- Provide outdoor educational and recreational opportunities to the public

Farm Bureau Board of Directors **September 2018 - Present**

- *Scholarship Committee Chair* – set criteria for application and coordinate selection of recipients

Office of Housing and Residential Experience, Vanderbilt University – Nashville, TN **August 2020- Present**

- *Graduate Building Manager (Assistantship)* – supervised one of the Quarantine & Isolation dorms during the COVID-19 Pandemic that quarantined and isolated undergraduate residents and protected the broader community
- *Graduate Area Coordinator (Assistantship)* – work with 19 Resident Advisors to oversee and support two Residential Colleges

Virginia College Advising Corps – Charlottesville, VA **July 2018 –May 2020**

- *A joint venture of The University of Virginia and the College Advising Corps and is an AmeriCorps program.*
- *College Advisor at Fluvanna County High School*
- *Summer Facilitator* - helped develop a 4-week intensive training program to provide 40 new and returning advisers relevant information about college advising, admissions, college entrance exams, family engagement, and best practices
- Cultivated productive working relationships with school administrators, counselors, and teachers to promote a college-going culture at Fluvanna County High School
- Counseled one-on-one with 100% of graduating seniors and many underclassmen to find their “best match” post-secondary plans, complete applications, and discuss financial aid applications and resources
- Presented to classrooms of approximately 30 students as well as grade level assemblies with over 300 attendees on the importance of performing well academically, getting involved in extracurricular activities, and post-secondary planning
- Coordinated regular visits from local college and trade school representatives and military recruiters to the high school campus to enhance the visibility of post-secondary options to students
- Organized admissions and financial aid informational events for parents
- Researched, distributed, and organized scholarships for students to apply to
- Collected metrics such as submitted college applications, acceptances, scholarships, and financial-aid applications for a national external evaluation to quantitatively measure outcomes and qualitative results
- Coordinated field trips to allow students to experience college campuses across Virginia and Washington D.C.

Madison House HelpLine – Charlottesville, Va **January 2017-May 2018**

- *Phone Crisis Counselor (volunteer)* – received 30 hours of training to speak with callers on a variety of topics and provide a stable conversation in crisis situations – volunteered an average of 4 hours a week with occasional overnights during an academic year
- *Volunteer Trainer* – led 10-18 new volunteers through their 30-hour training semester, two semesters in a row

Parks and Recreation Advisory Board (RAB)

December 2012 – August 2014

- *Youth Representative*

PROFESSIONAL DEVELOPMENT & MEMBERSHIPS

Eta Delta Chi Chapter of Chi Sigma Iota – Member

February 2021 – Present

- *New Member Relations and Wellness Chair*
- An international honor society that values academic and professional excellence in counseling

American School Counselor Association – Student Member

August 2020- Present

Americorps - Member

July 2018 -May 2020

Virginia College Access Network - Member

September 2018-May 2020

- *2019 & 2020 Conference Attendee*

National College Advising Corps - Member

September 2018- May 2020

- *2018-2019 & 2019-2020 Summit attendee at the national level*

Vanderbilt School Counselor Conference - Attendee

April 2019

Youth Mental Health First Aid – Certification

February 2019

AWARDS & HONORS

Superintendent’s Award for Outstanding Community Member, Fluvanna County Public Schools

May 2019

- Each year, the Superintendent awards one student, teacher,, and community member at graduation

Madison House Volunteer of the Year, University of Virginia

April 2018

- Madison House is an umbrella organization with 22 volunteer programs and 4,296 student volunteers

Superintendent’s Award for Outstanding Student, Fluvanna County Public Schools

May 2014



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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. Before completing the application, please review the membership requirements for the Board, Commission, or Committee for which you are interested. Applicants who do not meet membership requirements will not be put forward for consideration.

Name: Dr. Fred Lang	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
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): 30 years of being an Adjunct Professor for two Universities (University of Phoenix and Bellevue University); 16 years with the Federal Government and the last position was the Chief Learning Officer / Director of Training for the US Department of Commerce in Washington, D.C.; There were 13 bureaus reporting to me along with 46,000 employees. (2000-2012). I was the mentored many young people for their careers. I received a BA from the University of California at Santa Barbara; I received a MPA degree from California State University at Sacramento; and a Doctorate (PhD) from the California Institute of Integral Studies in San Francisco (2000). I still do some consulting and corporate training, but I only take a few contracts each year.	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): My wife and I were in the Fluvanna County Leadership Development Program and I served on the County ETAC committee for about 2 years.	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I am always seeking ways to enable students to seek the best that is within them to achieve their career goals. I have worked with the Federal Government to find new ways to save money while expanding the impact of the learning of their employees.	

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.

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

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board	X	Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council		Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
	Economic Development Authority (EDA)		Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

By signing below you are indicating that you have read and understand the 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.

In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i> Dr. Fred Lang	Date 03/15/2022
---	---------------------------

Mailing Address (including City, State, & ZIP) 542 Country Creek Way Palmyra, VA 22963	Physical Address (if different)
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Years Lived in Fluvanna 10	Phone # [REDACTED]	Alternate Phone # [REDACTED]	Email Address [REDACTED]
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Office Use Only

Application Received On:	3-15-2022	Application Received By:	Leontyne Peck
Acknowledgement Sent:	3-15-2022		
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

FRED M. LANG, PhD



In January of 2017, Dr. Lang was admitted to the faculty of CLD as an intermittent faculty where he is engaged as an instructor in Management Development 1 Leading from the Middle and Management Development 2- Leading Organizations; along with the FHRI course: Effective Writing. Earlier in his career, he delivered management courses to a number of Fortune 500 companies in California's Silicon Valley and was an early online instructor for the University of Phoenix in 1991. He is currently an adjunct "remote" *on-line* professor for Bellevue University (near Omaha, NB) where he teaches in their Leadership Seminar Doctoral Program. In the mid 1990s, he led a remote team who delivered Leadership Training for the IRS for all of the western states. In 2004, he led an OPM team of 25 that designed the first governmentwide SES CDP program. Lang was the Chief Learning Officer, in the Office of the Secretary, for the U.S. Department of Commerce (2004-2012) where he directed the training of the Department's 13 bureaus. While in this position, he and his team designed the courses within Commerce's Leadership Development pipeline including the SES CDP Program. In 2005, he founded and chaired the Federal inter-agency Chief Learning Officer (CLO) Council (2005-2010), whose membership includes the highest-ranking CLOs from Federal Cabinet Agencies. This Council continues to provide advice to the CHCO Council of OPM.

In 2006, he published his first book entitled: *How to Teach in a Virtual Classroom*. After 4 $\frac{1}{2}$ years of research, American Press Publishers published his second book in June 2017 entitled: **Leadership Lessons from Great World Leaders** which is being used in the online doctoral program at Bellevue University. His third book is being co-written by Dr. Lucy Franks whose is on the faculty of Bellevue University. The theme of the book is about **Courageous Women and their Leadership legacies** throughout history, who have excelled in their field. His wife Susan, who is an accomplished artist, provided all of the original sketches for both books. The book is scheduled for publication in early 2022. He and his wife Susan live in the Charlottesville area. They have five adult children and seven grandchildren and an 8-month old cavapoo puppy named: Boomer.



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name: Edna Claressa Harris		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) 2 Holly Circle Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 6	Cell Phone – preferred? [REDACTED]	Home Phone – preferred?	Email [REDACTED]
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provide dates of education and experience.): 05/2010 University of Phoenix, 12/2006 Averett University, Glendale, Arizona Danville, VA Master of Education, Master of Education, Reading Administration and Supervision Specialist 05/2004 Old Dominion University, 05/1991 Saint Paul's College, Norfolk, VA Lawrenceville, VA Endorsement in Specific Learning Disabilities BA Sociology			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: I currently serve on the Habitat for Humanity Selection committee for Fluvanna County, I am also a participant in the Fluvanna Leadership Development Program. I served on the Gang Violence Task Force in Danville, VA			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): I am a member of Alpha Kappa Alpha Sorority, Inc. 1989-present A lifetime member of New Fork Baptist Church 1980-present Delta Kappa Gamma Honor Society 2007-Present			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I would like to put forth the knowledge I have acquired in regards to education, leadership, and families towards assisting on community boards in my hometown of Fluvanna 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 Edna Claressa Harris (from file)		Date 9/26/19	

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
x	Central Virginia Regional Jail (CVRJ) Authority
x	Columbia Task Force (CARE)
x	Community Policy & Management Team (CPMT)
	Economic Development Authority (EDA)
X	Economic Develop. & Tourism Advisory Council (EDTAC)
x	Family Assessment and Planning Team (FAPT)
	Finance Board
x	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
x	Library Board of Trustees
x	Monticello Area Community Action Agency (MACAA)
x	Palmyra Area Revitalization Committee (PARC)
	Parks & Recreation Advisory Board (RAB)
x	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:

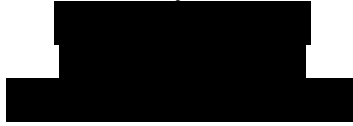
Fluvanna County Board, Committee, and Commission Attendance Policy

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Office Use Only	
Application Received On: 9/26/2019	Application Received By: Caitlin Solis
Acknowledgement Sent:	
Renewal Date:	Remarks:
Renewal Date:	
Renewal Date:	
Renewal Date:	

Edna C. Harris
2 Holly Circle



Professional Profile

- Student-centered educator with experience that spans both special education and inclusive classrooms as well as one-on-one settings, and leadership administrative experience
- Deeply committed to optimizing student success, learning outcomes for preK-12th grade learners
- Creative and resourceful in adapting instructional strategies to meet unique student needs. Design positive approaches and proactive interventions advancing learner engagement; academic achievement; cognitive development; and social, behavioral and communication improvements.
- Strong leadership abilities to observe, plan, and assess best practices to modify instruction, for multicultural classes with multi levels of abilities, and motivate unmotivated learners.
- Lobbyist and advocate for criminal justice reform-First Step Act and Compassionate Release

Education

**05/2010 University of Phoenix,
Glendale, Arizona**
Master of Education,
Administration and Supervision

**12/2006 Averett University,
Danville, VA**
Master of Education, Reading
Specialist

**05/2004 Old Dominion University,
Norfolk, VA**
Endorsement in Specific Learning Disabilities

**05/1991 Saint Paul's College,
Lawrenceville, VA**
BA Sociology

Professional Experience

English Instructor-University of Virginia-Upward Bound, Charlottesville, VA September 2018-Present

I facilitate English instruction for students in grades 10th-12th during Saturday sessions. The students receive support in Standards of Learning, tutoring, college essay writing and college application process, I also assist students in meeting their goals and objectives as outlined in their Individual Education Plans (IEP), and test taking strategies. Currently, I serve students from 11 local high schools. My goal is to ensure their success in and completing a post-secondary education and improving their quality of life and support their efforts to matriculate into a college of their choice through the provision of instruction, tutorial services, and social/academic enrichment activities.

Title 1 Reading Specialist Buford Middle School, Charlottesville, VA
2017-Present

- Work with students who have reading deficiencies
- Work collaboratively with classroom teachers
- Identify reading difficulties in students and provide instruction to effectively address areas of difficulty
- Prepare and deliver instruction appropriate to students in Tier 2
- Complete quarterly data reports monitoring student progress in English
- Present professional learning to staff

Special Education English Collaborative Teacher grades 8-12 Fluvanna County High School.
Palmyra, VA 2014-2017

- Utilize instructional management systems that increase student learning and Maximize time on task
- Develop and implement Individual Educational Plans according to regulations
- Monitor student progress towards achieving goals on the IEP's
- Communicate effectively within the educational community and with parents on a regular basis
- Co-Teach in a collaborative classroom setting

**Title 1 Reading Specialist Clark Elementary School, Charlottesville, VA
2013**

- Work with students who have reading deficiencies
- Work collaboratively with classroom teachers, administrators
- Identify reading difficulties in students and provide instruction to effectively address areas of difficulty
- Develop parent involvement activities for families
- Prepare and deliver instruction appropriate to students in accordance with Federal, Division, and State guidelines
- Complete 9 weeks data reports monitoring student progress in content areas
- Work collaboratively with Title 1 staff

F.A.S.T, IEP Team, and Autism Specialist Danville Public Schools, Central Office-Office of Exceptional Children, Danville, VA 2011-2013

Conduct parent, student, teacher, and agency interviews. Initiate and finalize paperwork related to FAST placements. Actively participate in the Individualized Education Plan process, address regulations and procedural matters, monitor compliance, audit IEP's for grades preschool-12th grade, and serve as a resource and support for personnel working with students with Autism. Assistant to the Director of the Office of Exceptional Children. Comprehensive Service Act (CSA) contact person, develop Individual Family Services Plan (IFSP), serve as a liaison between the community and the school division to develop partnerships to meet the needs of students, parents, staff and community, private day school IEP process and compliance monitoring, and Truancy court representative

School Testing Coordinator Danville Public Schools, Danville, VA 2007-2013

As a School Testing Coordinator (STC) I serve as the point of contact between the school and the DDOT. I maintain the security of test materials, implement SOL test procedures, and providing appropriate training for Examiners, Proctors, and other school personnel involved in the test administration. Read all test administration materials, and inform school staff of testing policies, guidelines, and procedures

Mentor Danville Public Schools, Danville, VA 2005-2013

Offer counsel, provide information, interpret district, state, federal and/or school level policies and practice, serve as a role model, provide support for developing course content, model direct teaching instruction, and act as an advisor to mentees.

Site Facilitator, Kindergarten Readiness Summer Camp Danville Public Schools, Danville, VA/Smart Beginnings, Danville,VA June 2011-July 2011

- Supervised all aspects of the summer kindergarten readiness summer camp including instruction, discipline, and assessments
- Developed supervision plans for buses, breakfast, arrival and dismissal
- Completed reports including attendance, discipline, and student achievement

Lead Tutor/Site Facilitator Total Tutors afterschool program G.L.H. Johnson School, Danville, VA December 2010-April 2011

- Create rosters
- Assign teachers to tutor for afterschool program
- Coordinate transportation with the SES provider
- Report data on pre and post assessments
- Complete reports for attendance, student achievement, and payroll
- Manage office and student dismissal

Title 1 Reading Specialist G.L.H. Johnson School, Danville, VA
2007-2011

- Work with students who have reading deficiencies
- Work collaboratively with classroom teachers
- Identify reading difficulties in students and provide instruction to effectively address areas of difficulty
- Develop parent involvement activities for families
- Prepare and deliver instruction appropriate to students in accordance with Federal, Division, and State guidelines
- Complete 9 weeks data reports monitoring student progress in content areas
- Work collaboratively with Title 1 staff

School Webmaster Danville Public Schools, Danville, VA 2007-2011

Developed the school website, maintained and updated information, complied with the Danville Public Schools district Acceptable Use Policy

Special Education Resource/Inclusion Teacher grades K-5 Danville Public Schools, Danville, VA
1999-2007

- Utilize instructional management systems that increase student learning and Maximize time on task
- Develop and implement Individual Educational Plans according to regulations
- Monitor student progress towards achieving goals on the IEP's
- Communicate effectively within the educational community and with parents on a regular basis
- Maintain and upgrade professional skills
- Perform other job related duties as assigned by the Principal, Special Education Director and Assistant Director

Bridges Specialist Grove Park School, Danville, VA 2003-2006

As a Bridges Lab Specialist I assessed the 26 cognitive abilities and 11 perceptual skills including attention, memory, verbal comprehension, visual sequencing, and auditory sequencing. In the Bridges program, I utilized activities that developed visual, auditory and sensory processing skills to improve students' attention, concentration, focus, phonemic awareness, sequencing, spatial awareness, fine and gross motor coordination

Elementary School Teacher Glenwood Elementary School Danville, VA 1997-1999

- Concentration in 4th grade
- Plan, instruct and assess student performance in all core subject areas
- Interpret data from assessments and apply them to instruction
- Collaborate with parents, grade level teachers and Success For All Coordinator in tracking students progress

Parent Resource Center Coordinator Danville Public Schools, Danville VA 1993-1996

I made home visits to families of Title I students and facilitated workshops utilizing the Parents as Teachers model. Home visits and workshops focused on assisting and modeling strategies for parents to work with their children in becoming stronger learners, while increasing parent-child

interaction, and knowledge of early childhood development and promote positive parenting. I also collaborated with another teacher in developing the Kindergarten Screening Assessment for Danville Public Schools.

References

Eric Johnson, Principal
Hospital Education
434-924-2658
Johnsoe1@charlottesvilleschools.org

Mozell Booker
434-842-3311
mhbooker@mindspring.com

India Brandon
301-318-5654
indiabrandon24@gmail.com



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Valerie Palamountain	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
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): SEE RESUME	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: See Resume	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): See Resume	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: Since retiring in March 2021, I have been looking for ways to give back to the community, not only to Fluvanna County, but to the PVCC community, and to continue to support "my" students. Serving on the Board of PVCC as the Fluvanna County representative is an exceptional opportunity for me. My knowledge and experience of workforce and economic development would be useful to the new president of PVCC, and my knowledge of the programs at PVCC would benefit the children, youth and adults of Fluvanna. I look forward to serving as a member of the PVCC Board.	

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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.

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



X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board	X	Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council		Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
	Economic Development Authority (EDA)		Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

By signing below you are indicating that you have read and understand the 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.

In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i> Valerie Palamountain		Date 3-25-2022	
Mailing Address (including City, State, & ZIP) 17 Fleetwood Drive Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 17	Phone # 	Alternate Phone #	Email Address 

Office Use Only

Application Received On:	3-25-2022	Application Received By:	Leontyne Peck
Acknowledgement Sent:	3-25-2022		
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

Valerie J. Palamountain
17 Fleetwood Drive
Palmyra, VA 22963

SUMMARY

Education Administrator and Project Manager with over 20 years experience in project initiation, planning, scheduling and implementation in a variety of disciplines. Background includes hands on experience in project management in workforce development and training, educational programs, and information technology for private industry, non-profits and public sector. Particular strength in defining goals and the strategy to achieve them. Demonstrated competencies in:

- Team Building
- Strategic Planning and Turnarounds
- Personnel Management
- Facilitation and Presentation Skills
- Process Management
- Consulting and Consultative Sales

PROFESSIONAL EXPERIENCE:

Dean of Workforce Services

Piedmont Virginia Community College, Charlottesville, VA

January 2005 to March 2021

Manage division with a staff of 16 for workforce development programs, including contract training, healthcare, small unmanned aerial systems, commercial drivers license, KidsCollege enrichment programs and community education. Work with regional business and industry including the Piedmont Workforce Network Workforce Investment Board. Lead agency for the One Stop Operator Consortium, a federally funded program from 2008-09. Applied for and secured over \$8 million in grant funding to underwrite the cost of new program development, workforce training and student tuition and fees. Designed and implemented a new viticulture and enology program to promote economic development in the region. Designed and implemented small unmanned aerial system program to train public safety and emergency services personnel. Both programs have been recognized by the Virginia Community College System and the Chancellor, and have gained national and international recognition.

Achievements:

- Developed an innovative approach to teaching workplace readiness skills by using theater arts to teach behavioral changes, and involving employers in the classroom. By its third year, 85% of program participants completed the entire program and earned multiple industry certifications; 77% were placed in employment earning a minimum of \$12.00/hour.
- Designed and implemented a new viticulture & enology program working with industry partners. Classes are held at regional vineyards and wineries with instructors recruited from industry and combine experiential learning with classroom theory. The Viticulture & Enology program was recently recognized as a statewide “best practice” program by the Virginia Community College System and the State Board of Wine for supporting a major growth industry. Applied for and secured grant funding to expand the program to include a training vineyard for our students at Monticello, the home of Thomas Jefferson. The Viticulture & Enology program celebrated its 10th anniversary on March 19, 2015. Over 30 of our students have started wineries in Virginia.

- Initiated the Analyst Boot Camp (ABC) program with regional economic development, government contractors, the military and a third-party training vendor (ATIC) to introduce intelligence analysis training to provide a qualified workforce in the emerging field of intelligence. The Analyst Boot Camp is a post-graduate program; students may receive six graduate credits from AMU towards a Master's degree upon completion of the ABC.
- Applied for and secured \$1.6 million in Federal grant funding to develop a Construction Academy in response to the industry need for entry level workers in carpentry, masonry, plumbing, electrical, landscaping, HVAC and green building.
- Developed and introduced KidsCollege@PVCC Summer Career Academies for students in grades 3-10, which grew from two Academies in 2010 to over 100 Academies at multiple sites in 2017 with over 1600 enrollments. The Career Academies focus on STEM (Science, Technology, Engineering and Math) using problem-based learning techniques.
- Worked with the University of Virginia to develop an entrepreneurship exchange program for Tibetan entrepreneurs. This program, funded annually by the U.S. Department of State, trained twelve Tibetans in entrepreneurship skills in the U.S. As one of the program administrators, I traveled twice to Tibet to observe entrepreneurial opportunities in Western China.
- Was awarded two Fulbright grants to research workforce development practices and curricula in India, and to develop governmental policies for workforce development in Bermuda. In India, my exchange partner was the department head for Electrical Engineering with Jadavpur University, Kolkata and included research at private technical schools, business and industry, the Kolkata Chamber of Commerce, and the government of West Bengal. In Bermuda, I was hosted by the Ministry of Education and Workforce Development.
- Introduced Allied Health curriculum using in-house and third-party vendors. Converted a credit program in Nurse Aide that historically had low enrollment, to a noncredit program with an annual enrollment of 100-120 students.
- Developed relationships with the Chambers of Commerce in the Charlottesville area to offer business courses for small business owners.
- Expanded online training from 30 classes per year to over 700 classes with more than 500 enrollments, generating \$100,000 in revenue annually.
- Introduced Small Engine Repair program that leads to certification by the Equipment & Engine Training Council, and implemented the program at Albemarle-Charlottesville Regional Jail for soon-to-be-released offenders.
- Partnered on multiple regional and Federal grants with sister community colleges.
- Served on the Chancellor's Re-Engineering Task for the Virginia Community College System (2010-2015), representing the Workforce Development divisions for the Community College System.
- Served on the Steering Committee representing the community college Workforce Divisions for the statewide evaluation of an enterprise system for Workforce Development and Continuing Education. This was a five-year project that required significant changes to processes throughout the system.
- Served on the Workforce Development Services Advisory Council from 2005-2020. Chaired the Workforce Development Services Peer Conference from 2006-2008.
- Served on the Presidential Search Committees for Virginia Highlands Community College, 2009, and Lord Fairfax Community College, 2017.

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- Over ten years, Workforce Services at PVCC grew from a marginal program of 1,500 students and gross revenue of \$325,000 to a vibrant and innovative program that serves 6,000 students annually with annual revenues of \$1.8 million.

**Consultant, Community College Workforce Alliance/J. Sargeant Reynolds Community College
Richmond, VA**

March 2021-June 2021

Developed a concept paper, implementation plan, budget and enrollment projections, staffing plan and marketing strategy for noncredit culinary and adult beverage programs at The Kitchens at Reynolds. Programs to be operated by the Community College Workforce Alliance (CCWA) at facilities managed by J. Sargeant Reynolds Community College.

**Director, Center for Business & Industry Training
Bucks County Community College, Newtown, PA**

April 2001 to January 2005

Designed and implemented workforce development programs for regional business and industry, with concentration in healthcare education/career ladders. Applied for and secured grant funding to underwrite the cost of new program development, workforce training and student tuition and fees. During my tenure, the number of students served increased by 450%.

Achievements:

- Developed proposal for a new Practical Nursing program for 50 fulltime students, which was approved by the State Board of Nursing on the first submission. Hired the Director of the Practical Nursing Program. Planned and supervised renovations for the Nursing Skills Lab. Wrote and obtained grants for \$450,000 to offset the cost of initiating the program. Contracted with clinical sites. Partnered with community organizations and trade union for scholarships for all of the students in the first year of the program. The Practical Nursing program was 1,550 hours, non-credit.
- Planned and implemented a two-year Radiography program for 15 fulltime students. Hired the Director of Radiography. Contracted with clinical sites for facilities, instructors and tuition reimbursement for students. The Radiography program is 3,400 hours, non-credit.
- Implemented a blended credit/non-credit IT apprenticeship program at Lockheed Martin for disadvantaged youth from center city Philadelphia, funded by a Federal grant. This program was documented in "Case 12. Community College, University, and Corporate Partnership to Combat Employment Shortages," in *Linking Workforce Development to Economic Development, A Casebook for Community Colleges*, William R. Rothwell and Patrick Gerity, eds., American Association of Community Colleges, 2008.
- Initiated an on-site degree program in Early Childhood Education for Head Start workers in Philadelphia in response to "No Child Left Behind" legislation.
- Implemented WEDnetPA, a statewide program for incumbent worker training.
- Served on the implementation team for a regional consortium of six colleges to offer workforce development programs to business, industry and trade unions. Recruited instructors, developed processes shared by all institutions, and managed program budgets.
- Introduced new processes and procedures, expanded the use of automation, and implemented a professional development plan for each staff member.

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- Managed a staff of 15 permanent employees and four grant-funded employees, and a budget of \$750,000.

Project Management Instructor (September, 2000 to 2005)

Applied my knowledge in business and education to develop and teach a 56-hour project management certificate program in private industry and at the collegiate level. Edited and published *PSSI Methods*, an automated version of the Project Management Institute Body of Knowledge® (PMBOK®), published July, 2003. Revised in 2005.

Achievements:

- Developed course materials, presentation materials, case study and student workbook.
- Developed learning objectives and measurement tools.
- Instructed classes both on-line and in classroom settings.

Project and Process Management Senior Consultant (April, 1996 to March, 2001):

Consulted with clients to market and deliver project and process management consulting and training services for the following firms:

- Project Support Services, Inc., North Hills, PA
- Pcubed, Inc. Ann Arbor, MI
- CorePlan, Inc., Warrington, PA
- Pricewaterhouse Coopers, Chesterbrook, PA

Selected Achievements:

- On-site consultant for Fortune 500 medical device corporation to develop their e-Business strategy, implement project management, and develop their e-Business organization.
- Developed and tested an Artificial Intelligence program for a patient management system for HIV patients to assist the medical community in tracking the patient's diagnosis, treatment program, mutations, drug conflicts, and historical data. From the information, the A.I. recommended new treatment programs, alerted the medical professional to possible conflicts and the severity of the conflict(s), and identified missing or out of date information.

District Manager, AGS Management Systems, Inc.

King of Prussia, PA

April, 1981-April, 1996

Sales and marketing manager for a project management software development and consulting firm with an international clientele. Provided internal technical consulting support for the sales force and distributor network. Represented client interests in new product development. Managed sales territory. Top salesperson in the history of the company with an average sale for new customers of over \$200,000. AGS developed industry-standard project management tools before the introduction of Microsoft Project.

Achievements:

- Achieved and maintained a 50% close ratio in sales.
- Developed sales territories throughout the United States.
- Provided sales and technical support for project and process management tools.

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- Negotiated contracts for products and services.
- Interacted with senior and executive level management in client organizations.
- Introduced new products and services.
- Researched market trends and competitive products for new business development.
- Managed telemarketing operation.
- Developed product marketing, sales and demonstration materials (brochures, presentations, lead tracking information, contact management).
- Developed business-to-business relationships with third-party vendors.
- Trained new sales and marketing staff.
- Conducted seminars on process and project management tools.
- Organized employee buy-out of AGS Management Systems, Inc. when the company went independent in 1994.

EDUCATION:

- Fulbright Specialist at the Ministry of Education and Workforce Development, Bermuda, to develop policy recommendations to address unemployment and underemployment of local workers. Researched possible expansion industries for Bermuda and the impact on education and curricula.
- Fulbright Specialist at Jadavpur University, Kolkata, India, to study workplace development skills for low-skilled adults, February 2015.
- M.S. Education Administration (post-secondary education emphasis), State University of New York at Albany, NY.
- B.A. English, Music Minor, Skidmore College, Saratoga Springs, NY.
- Project Management Graduate Level courses, DeVry University, Fort Washington, PA.

PUBLICATIONS:

- "Case 12. Community College, University, and Corporate Partnership to Combat Employment Shortages," in *Linking Workforce Development to Economic Development, A Casebook for Community Colleges*, William R. Rothwell and Patrick Gerity, eds., American Association of Community Colleges, 2008.
- *PSSI Methods*, a CD of the Project Management Institute Body of Knowledge® (PMBOK®) formatted in a database tool and exported as a project template to Microsoft Project, published July, 2003. ISBN: 097413600X. Revised 2005.

SELECTED PRESENTATIONS:

- RURAL Conference, sponsored by Downs Government Affairs, Smithsonian, The George Washington University, Achieving the Dream, Missouri State and Virginia Community College System, December 5-6, 2017. "Viticulture & Enology Program and Piedmont Virginia Community College."
- Virginia Community College System State Board Annual Meeting, November 14, 2012. "Fast Track: New Solutions for Rapid Credentialing and Employability."
- Virginia Community College System Hire Education Conference, December 7-9, 2011. "Three Weeks in Tibet: Education to Employment."
- Leadership Charlottesville, Education Session Chair and Presentations, 2006 - 2015.
- Leadership Charlottesville, Economic Development Session Presentations, 2010 - 2013.
- LEAD Virginia Alumni Association, "Economic Development in Central Virginia," June 2010.
- Virginia Juvenile Detention Commission, "Career Readiness for Juveniles," August 25, 2008.

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- League for Innovation in the Community College National Conference, March 19-22, 2006. Presentation on the VCCS Institutes of Excellence program.
- National Council for Continuing Education & Training National Conference, October 17-19, 2005. Presentation on the Viticulture & Enology Program at Piedmont Virginia Community College.
- American Association of Community Colleges Workforce Development Institute, January 28-30, 2004 and National Council for Workforce Education National Conference, October 26-28, 2003. Presentation on the Nursing Career / Education Ladder Program at Bucks County Community College.
- WEDnetPA Annual Partners Retreat, April 6-8, 2004. Presentation on Best Practices in WEDnetPA Grant Administration.
- Bucks County Workforce Development Summit, June 9, 2004. Planning committee member for a conference on the needs of business and industry, sponsored by the Bucks County Workforce Investment Board. Facilitated the panel on Healthcare Issues.
- Paper accepted by National Council for Continuing Education & Training (NCCET), October 16-19, 2004, on the Early Childhood Education program to Head Start workers in Philadelphia, PA.
- League for Innovation in the Community College National Conference, October 19-22, 2003. Presentation on the IT Apprenticeship Program at Lockheed Martin Corporation in Partnership with Bucks County Community College.

AWARDS:

- Rotary International District Service Award, 2016.
- Chancellor's Award for the Workforce Services Leader for Expanding Workforce Opportunities, 2011.
- Workforce Investment Board, Commendation for leadership of the One Stop Consortium, 2008.
- LERN Annual Conference on Lifelong Learning, 2006. Viticulture and Enology Program for South African Black Economic Empowerment Program.

PROFESSIONAL ORGANIZATIONS/ASSOCIATIONS:

- Rotary Club (2006-present), President 2015-16 (Albemarle County). Rotary Foundation Chair (Fluvanna County).
- Audubon Society
- Friends of the Presidents, Alumni Association, Skidmore College
- Learning Network Resources (LERN)
- National Council for Continuing Education and Training
- Project Management Institute (former member)
- Virginia Community College System – Workforce Development Services
 - Peer Conference Chair (2006, 2007, 2008)
 - Professional Development Committee Chair (2006-07)

BOARDS AND ADVISORY COUNCILS:

- Fluvanna County Economic Development Authority, 2020-present (Vice Chair).
- Albemarle County Broadband Management Team, 2015-16.
- Albemarle County Rotary, 2006-present. Board member 2007- 2017. President, 2015-16.

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- Fluvanna County Broadband Access Team, 2017.
- Fluvanna County Chamber of Commerce, Board member 2012-21, Vice-Chair 2015-21.
- Child Health Partnership (formerly known as Jefferson Area Children’s Health Improvement Program), Board member 2012 – 2020. Chair 2017-21; Vice Chair 2016-17; Secretary 2014-16.
- Virginia Community College System Re-Engineering Task Force Member representing Workforce Development Services, 2009 – 2015.
- Virginia Community College System Workforce Development Advisory Council, 2005 - 2020.
- Workforce Investment Board, 2005 – 2017; Program Chair 2016-17.
- Charlottesville-Albemarle Chamber of Commerce - Chair of the Education Session for Leadership Charlottesville from 2007 - 2015.
- Lake Monticello Owners’ Association Board of Directors (elected position), 2011-2014, President, 2012-13, 2013-14; Secretary, 2011-12.
- Offender Aid and Restoration - Re-entry Services Committee Member, 2009 - 2020.
- Lake Monticello Owners’ Association Wildlife Committee, 2009-11; 2015-17. Secretary, 2009, 2015-17; Chair 2010-2011.
- Charlottesville-Albemarle Technical Education Center Joint Advisory Council, 2008 - 2015.
- Small Business Development Center Advisory Council, 2008 - 2015.
- Fluvanna County Career and Technical Education Council, 2008 - 2014.
- Smart Beginnings of Fluvanna and Louisa Advisory Council, 2011 - 2014.
- Central Virginia Partnership for Economic Development, Steering Committee, 2006 - 2012.
- Virginia Community College System Virginia Education Wizard Career Development Task Group, 2007-2008.
- Virginia Community College System Presidential Search Committee for Virginia Highlands Community College, 2009; Lord Fairfax Community College, 2017.
- Virginia Workforce Policy Advisory Council, 2012.

RECENT PROFESSIONAL DEVELOPMENT:

- Education2Employment Fellowship Exchange Program, Tibetan Center, University of Virginia, 2010-2020.
- Fulbright Specialist, April 2013-May 2018. Research project at Jadavpur University, Kolkata, India, February 2015; Workforce Development policy advisor, Bermuda, January-February 2018.
- Fluvanna Leadership Development Program, Class 12, 2014.
- LEAD Virginia, Class of 2013.
- LERN Executive Leadership Institute, April 2011.
- The Chair Academy Strategic Leadership, Strengths Finder, March, 2011.
- Virginia SPQA Baldige Criteria for Performance Excellence, 2009.
- National Council for Workforce Education, National Conference, October 18-21, 2008.
- Virginia Council for International Education (VaCIE), Jadavpur University, Kolkata, India, 2007-08.
- Aspen Institute Sector Skills Academy, 2006-2007.
- National Career Pathways Network Annual Conference, October 10-13, 2007.
- Virginia Community College System Administrative and Instructional Leaders Program, 2006.
- National Council for Continuing Education and Training, Leadership Institute, 2006.
- Charlottesville Regional Chamber of Commerce, Leadership Charlottesville, 2006.

KEY SKILLS:

- Excellent project and process management skills.
- Excellent team building and communications skills.
- Excellent organizational, management, supervisory and leadership skills.
- Self-motivated, self-starter with the ability to motivate others.
- Excellent interpersonal, customer relationship and account management skills.
- Excellent writing skills.
- Excellent contract negotiation and fulfillment skills.
- World traveler throughout the United States (all 50 states!), Canada, Europe, Central America, South America, India, Tibet and China.

REFERENCES:

Available upon request.

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

TAB C

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	Thomas Jefferson Planning District Commission Hazard Mitigation Plan				
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):	Debbie Smith, Emergency Management Coordinator				
PRESENTER(S):	Ian S. Baxter, MPP, Planner II, TJPDC				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	TJPDC has been working on the regional Hazard Mitigation Plan update with staff from all localities in the planning district, including Fluvanna staff. They are looking to include and engage the Board of Supervisors prior to a vote on approving and adopting the Hazard Mitigation Plan next year. The Hazard Mitigation Plan update will include the background of the plan, the components, and the mitigation items up to this point and potentially incorporate any feedback they have before sending it on the FEMA and VDEM.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	<ul style="list-style-type: none"> • Hazard Mitigation Goals, Objectives & Action Items • Hazard Mitigation Plan Presentation 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

Hazard Mitigation Goals, Objectives & Action Items: Fluvanna County

Introduction

This document presents detailed information regarding hazard mitigation goals, objectives, and mitigation action items developed for the 2023 update to the Regional Hazard Mitigation Plan. The “Mitigation Strategy” is five broad categories with corresponding goals and objectives. The mitigation strategy was developed through a cooperative effort of the Hazard Mitigation Working Group, consisting primarily of planners and emergency operations coordinators. The overarching goals of the hazard mitigation plan were reviewed and revised from the previous plan update. Those goals and objectives were then reviewed by the public in the Hazard Mitigation Public Workshop held by the TJPDC, which further modified the goals and objectives detailed in the Mitigation Strategy.

Based on the goals and objectives identified through the cooperative planning process of the mitigation strategy, each jurisdiction developed actionable directives or “mitigation action items” to further the Mitigation Strategy before the next Hazard Mitigation Plan update.

Mitigation actions are discrete projects, programs, or policies that are recommended for implementation in this plan. The action items differ from objectives in that they are measurable, have a party responsible for completion, and typically can be completed within a given timeframe. The action items presented in this plan represent the aspirations of the various localities in the region, with the understanding that they may be completed as resources are made available from a variety of sources. Mitigation actions are to be implemented by the lead party, as identified in the plan, often in partnership with other agencies and organizations.

TJPDC staff compiled input from the Working Group into a listing of potential actions organized under each goal and objective. The list was provided to each jurisdiction and used in discussions with Local Emergency Plan Committees (LEPCs) and at Working Group meetings. Each action item in the plan is prioritized as high, moderate, or low to reflect the mitigation value of the action or the urgency it requires. Priorities were determined based on several criteria. Items that were included in the 2018 plan generally maintain the same priority. The online survey asked respondents to prioritize goals and objectives, and this information has been used to prioritize the associated action items. Locality staff considered the severity and urgency of the issue to be addressed, the locality’s capacity to complete the action, and the benefit to be realized compared to the estimated cost of completion. TJPDC staff recommended use of FEMA’s cost-benefit analysis toolkit to ensure that localities were considering factors like number of people affected by hazards, area affected, property damage, loss of life, and injury, as well as economic impacts of inaction or partial action. A broad range of benefits were considered; some actions provide benefits beyond mitigating the impacts of hazards. Localities are acquainted with these types of tradeoffs, and instead of prescribing a specific process that each locality should use after creating mitigation action items, TJPDC staff instead prioritized locality-specific analysis when generating and prioritizing mitigation action items. Localities were encouraged to communicate cross-departmentally to accurately measure costs, timeline, and priority. TJPDC staff encouraged an iterative and collaborative process within each locality, as well as with other localities concerning shared hazards or facilities.

Most jurisdictions chose to roll over actions that were either incomplete, delayed, or modified from the 2018 plan. There were significant revisions of actions’ priorities, lead parties, and/or costs. These changes were primarily a result of localities experiencing significant staff turnover since 2018 and funding constraints. Many localities decided to revise older mitigation action items to supply a more realistic and

achievable set of action items for the next 5 years. Locality staff indicated that revising goals, as well as coordinated efforts to revitalize LEPC meetings and other community engagement opportunities, serves as a realistic and operational foundation for hazard mitigation efforts in the coming years. Some localities added new action items in order to address new goals.

The Mitigation Strategy, corresponding mitigation goals and objectives, and the detailed mitigation action items for the county of Fluvanna are found below.

Mitigation Strategy

Education and Outreach

- **GOAL:** Increase awareness of hazards and encourage action to mitigate the impacts
 - o **OBJECTIVE:** Educate families and individuals on disaster mitigation and preparedness
 - o **OBJECTIVE:** Train key agency staff and volunteer groups in disaster mitigation and preparedness
 - o **OBJECTIVE:** Train staff at schools and residential facilities in disaster mitigation and preparedness
 - o **OBJECTIVE:** Encourage and equip employers to develop emergency action plans

Infrastructure and Buildings

- **GOAL:** Reduce the short and long-term impact of hazard events on buildings and infrastructure
 - o **OBJECTIVE:** Diversify the energy system to provide multiple power source and fuel supply options and promote self-sufficient buildings with multiple energy options
 - o **OBJECTIVE:** Diversify the communications system to provide alternative lines for use during loss of capacity
 - o **OBJECTIVE:** Diversify the transportation system by increasing connectivity and providing modal options
 - o **OBJECTIVE:** Elevate, retrofit and relocate existing structures and facilities in vulnerable locations
 - o **OBJECTIVE:** Construct or upgrade drainage, retention, and diversion elements to lessen the impact of a hazard on an area
 - o **OBJECTIVE:** Protect sensitive areas through conservation practices
 - o **OBJECTIVE:** Ensure that each critical facility has a disaster plan in place

Whole Community

- GOAL: Prepare to meet the immediate functional and access needs of the population during natural hazards
 - o OBJECTIVE: Effectively communicate with and transport people regardless of their language proficiency and physical needs.
 - o OBJECTIVE: Make information available, accessible, and accurate to ensure the entire population can access emergency shelters in a timely manner and have functional needs met, in the event of a natural hazard
-
- o OBJECTIVE: Updating necessary information consistently and through multiple different outlets through the development an emergency information communication plan

Mitigation Capacity

- GOAL: Increase mitigation and adaptation capacity through planning and project implementation
- o OBJECTIVE: Reduce property risks through planning, zoning, ordinances and regulations
- o OBJECTIVE: Incorporate mitigation planning concepts, climate resilience, and vulnerability planning into local plans and ordinances
- o OBJECTIVE: Pursue funding to implement identified mitigation and resilience strategies
- o OBJECTIVE: Encourage proactive management of hazard prone areas, environmental features, or infrastructure

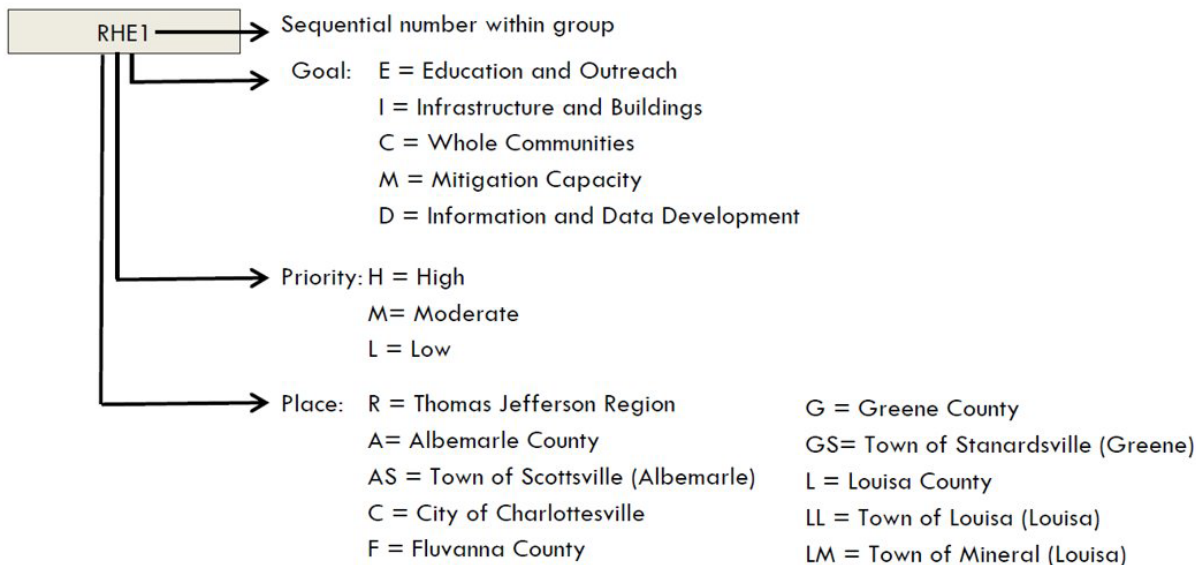
Information and Data Development

- GOAL: Build capacity with information and data development to refine hazard identification and assessment, mitigation targeting and funding identification
- o OBJECTIVE: Identify data and information needs and develop methods to meet these needs
- o OBJECTIVE: Utilize data to ensure proactive targeting of mitigation efforts

Mitigation Actions Key Code

Each mitigation action item is accompanied by an activity code key in the top left corner of the Mitigation Action Items Table. The place or jurisdiction responsible for completing the item, the Mitigation Strategy goal that the mitigation action addresses, and the priority of the mitigation action item are detailed through the activity code key found below.

Activity Code Key



Furthermore, the detailed list of action items includes the supporting goal, hazard to be mitigated, party responsible for implementation, timeframe of implementation, estimated cost, and potential funding sources. Furthermore, all action items are prioritized and listed in order from high, moderate, to low priority.

Mitigation Action Item Description Table

[Activity Code] Mitigation Action: [Jurisdiction]	
Goal:	One of the goal categories listed above that is supported by the action
Action Item Description:	Brief description of action item
Hazard (s):	The hazard(s) the action is intended to mitigate
Lead Party Responsible:	Identify the local agency, department, or organization that is best suited to accomplish the action
Estimated Cost:	An estimate of the costs required to complete the project or continue the project for the course of 5 years; this amount should be estimated until a final dollar amount can be determined
Funding Method:	Potential sources of funds to complete the action, when applicable

Implementation Schedule:	Timeframe for which the action is expected to be completed
Priority	Placement in the order of importance and urgency

Fluvanna's Detailed Mitigation Action Items

FHE1 Mitigation Action: Fluvanna County	
Goal:	Education and Outreach
Action Item Description:	Increase the number of trained emergency responders, both staff and volunteers
Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator
Estimated Cost:	\$3,000
Funding Method:	
Implementation Schedule:	1-3 years
Priority:	High

FHI1 Mitigation Action: Fluvanna County	
Goal:	Infrastructure and Buildings
Action Item Description:	Install new fire hydrants along new JRWA water line
Hazard (s):	Multiple
Lead Party Responsible:	Public Works
Estimated Cost:	\$200,000
Funding Method:	Grants, Fund balance
Implementation Schedule:	1-3 years
Priority:	High

FHC1 Mitigation Action: Fluvanna County	
Goal:	Whole Community
Action Item Description:	Conduct regular disaster response drills in schools, and with staff at Assisted Living Facilities and Nursing Homes
Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator, Schools
Estimated Cost:	Staff time
Funding Method:	n/a
Implementation Schedule:	Annual
Priority:	High

FHC2 Mitigation Action: Fluvanna County	
Goal:	Whole Community
Action Item Description:	Continue and expand the use of citizen alert systems
Hazard (s):	Multiple
Lead Party Responsible:	Public Safety
Estimated Cost:	\$10,000
Funding Method:	
Implementation Schedule:	Ongoing
Priority:	High

FHC3 Mitigation Action: Fluvanna County	
Goal:	Whole Community
Action Item Description:	Implement community notification protocols before, during, and after a disaster event
Hazard (s):	Multiple
Lead Party Responsible:	Public Safety
Estimated Cost:	
Funding Method:	
Implementation Schedule:	1-3 years
Priority:	High

FHM1 Mitigation Action: Fluvanna County	
Goal:	Mitigation Capacity

Action Item Description:	Develop Continuity of Operations Plans (COOP) for locality departments and update the plans annually
Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator
Estimated Cost:	Staff time
Funding Method:	n/a
Implementation Schedule:	3-5 years
Priority:	High

FHM2 Mitigation Action: Fluvanna County	
Goal:	Mitigation Capacity
Action Item Description:	Develop Continuity of Operations Plans (COOP) for locality departments and update the plans annually
Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator
Estimated Cost:	Staff time
Funding Method:	n/a
Implementation Schedule:	3-5 years
Priority:	High

FME1 Mitigation Action: Fluvanna County	
Goal:	Education and Outreach
Action Item Description:	Carry out a targeted educational campaign in subdivisions at high risk for fire impacts
Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator and Fire-Rescue Association
Estimated Cost:	Staff time
Funding Method:	n/a
Implementation Schedule:	Ongoing
Priority:	Moderate

FME2 Mitigation Action: Fluvanna County	
Goal:	Education and Outreach
Action Item Description:	Conduct tabletop exercises for damage assessments

Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator; Public Works; Building Inspections
Estimated Cost:	Staff time
Funding Method:	n/a
Implementation Schedule:	1-3 years
Priority:	Moderate

FME3 Mitigation Action: Fluvanna County	
Goal:	Education and Outreach
Action Item Description:	Bring in experts to conduct in-house staff training in best management practices in hazard mitigation and preparedness
Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator, Public Works, Building Inspections
Estimated Cost:	\$5,000
Funding Method:	grants
Implementation Schedule:	Ongoing
Priority:	Moderate

FLC1 Mitigation Action: Fluvanna County	
Goal:	Whole Community
Action Item Description:	Develop County agreements (possibly with women's prison) for food services for county-supported shelters (including high school)
Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator
Estimated Cost:	Staff time
Funding Method:	n/a
Implementation Schedule:	Ongoing
Priority:	Low

FLC1 Mitigation Action: Fluvanna County	
Goal:	Whole Community
Action Item Description:	Develop County agreements (possibly with women's prison) for food services for county-supported shelters (including high school)

Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator
Estimated Cost:	Staff time
Funding Method:	n/a
Implementation Schedule:	Ongoing
Priority:	Low

FLM1 Mitigation Action: Fluvanna County	
Goal:	Mitigation Capacity
Action Item Description:	Develop evacuation plans for dam breaches from Charlottesville-area dams
Hazard (s):	Multiple
Lead Party Responsible:	Emergency Services Coordinator
Estimated Cost:	Staff time
Funding Method:	n/a
Implementation Schedule:	1-3 years
Priority:	Low

NATURAL HAZARD MITIGATION PLAN UPDATE 2023



Prepared By:
Thomas Jefferson Planning
District Commission

401 East Water Street
Charlottesville, VA 22902
www.tjpd.org | info@tjpd.org |

2023 Update



NATURAL HAZARD MITIGATION PLAN BACKGROUND

- Purpose: Prepare for natural disasters before they occur, thus reducing loss of life, property damage, and disruption of commerce
- Plan is a data driven document based on past historical hazard events and the potential for future events based on historical data
- Plan assesses risks from Natural Hazards
- Incentive: The Federal Emergency Management Agency (FEMA) requires Natural HMPs as a condition for **eligibility** to receive certain mitigation grant program funds and grants.
- Virginia Department of Emergency Management encourages regional Natural Hazard Mitigation Plans to help jurisdictions address issues regionally
- VDEM Maintains a Statewide Hazard Mitigation Plan

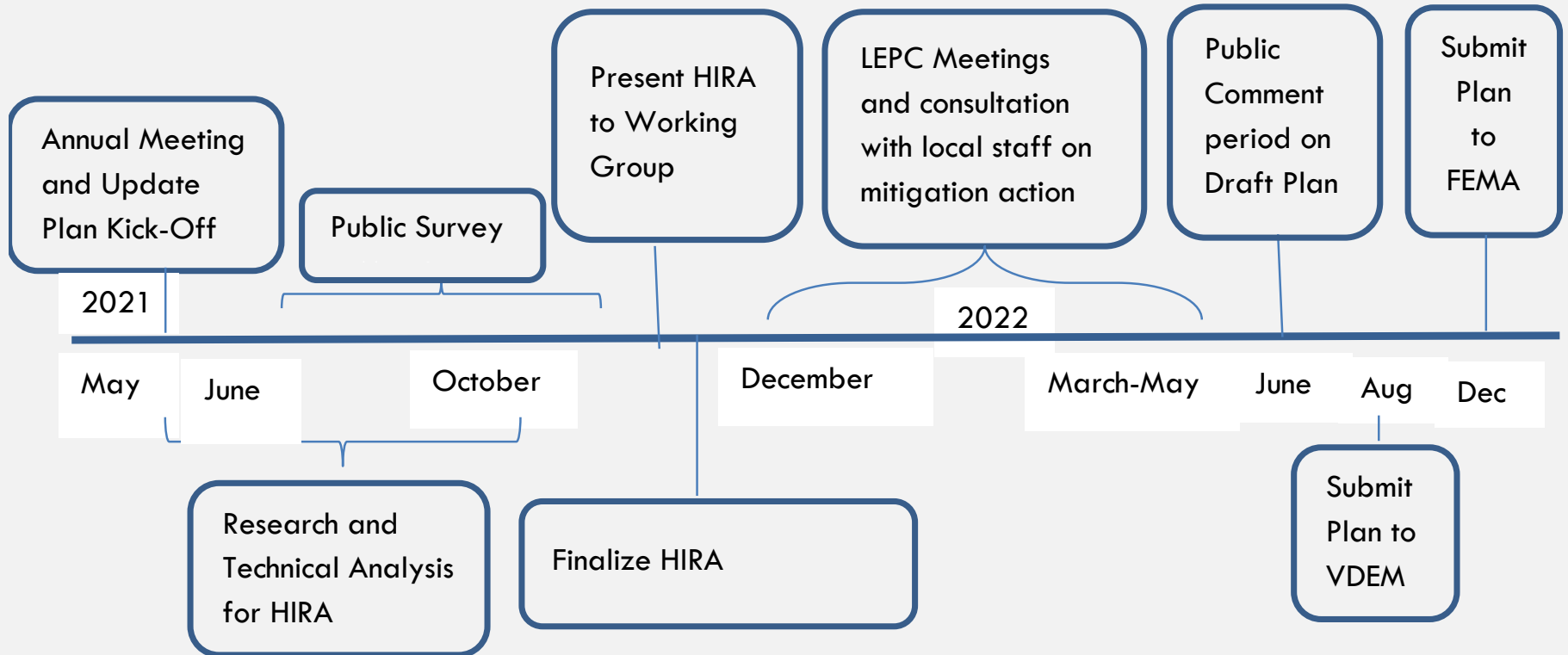
NATURAL HAZARD MITIGATION PLAN DOCUMENT

- **Required Sections:**

1. **Planning Process** – the process through which the plan was developed, including public input
2. **Community Profile** – general information about communities in the planning district
3. **Hazard Identification and Analysis** – general information about potential hazards in the planning district, the historic record of hazard events, and the probability of future events
4. **Vulnerability Assessment** – analysis of the human impact hazards could cause, with estimated potential losses for various hazard scenarios
5. **Capabilities Assessment** – a survey of current local capacity to mitigate natural hazards
6. **Mitigation Strategy** – goals, objectives, and action items selected to mitigate hazards identified in the region

TIMELINE

The following timeline depicts the major points along the process of the plan update:



HAZARD IDENTIFICATION AND RISK ASSESSMENT (HIRA)

- Describes all natural hazards that affect the Planning District and provide an analysis on location, extent, severity, and probability of occurrence
- General descriptions of events
- Data on events such as frequency, duration, severity and financial impact
- Hazards are presented in order of the relative risk they pose to the region
- Hazards are rated based on a risk matrix developed by Kaiser Permanente

HIRA

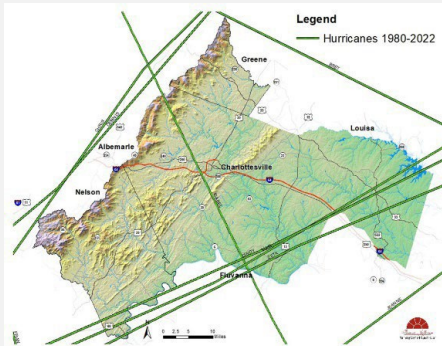
EVENT	PROBABILITY	HUMAN IMPACT	PROPERTY IMPACT	BUSINESS IMPACT	RISK
	<i>Likelihood this will occur</i>	<i>Possibility of death or injury</i>	<i>Physical losses and damages</i>	<i>Interruption of services</i>	<i>Relative threat*</i>
SCORE	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 - 100%
Hurricane/high wind/windstorms	3	2	2	2	74%
Flooding	3	1	2	2	65%
Winter storms/weather	3	1	1	2	56%
Communicable Disease/Pandemic	2	2	1	2	30%
Lightning	2	1	1	1	22%
Wildfire	2	1	1	1	22%
Drought / Extreme Heat	2	1	1	1	22%
Dam Failure	1	2	2	2	22%
Tornado	2	1	1	1	22%
Earthquake	1	1	2	2	19%
Landslide	1	1	1	1	11%
AVERAGE SCORE	1.88	1.37	1.5	1.58	33%

HIRA: Hurricanes, High Wind, Wind Storms & Lightning

Hurricanes, High Wind, Wind Storm

Wind associated with hurricanes, thunderstorms and other weather phenomena poses the most significant risk to area residents. Wind related weather has caused more than \$2 million in property and crop damage. These events have resulted in 85 injuries and 2 deaths since 1995. Significant past wind events include the 2012 Derecho, which caused significant regional damage and was a Federally declared disaster. Wind events caused by thunderstorms can be especially dangerous because they develop quickly. Hurricane related winds tend to have a greater impact in the eastern part of Virginia. Few hurricanes have made a direct hit on the region. Most are downgraded to tropical storms before they reach the planning district. Note: Tornadoes are addressed on a separate poster.

Historic Hurricane Tracks 1980-2008



Hurricane/Tropical Storms 2010-2020

Locality	#	Deaths	Injuries	Property Loss	Crop Damage
Albemarle/Cville (reported with Nelson)	2	0	0	\$ 5,000.00	\$ -
Fluvanna (reported with Louisa)	1	0	0	\$ 36,000.00	\$ -
Greene	1	0	0	\$ 1,000.00	\$ -
Louisa (reported with Fluvanna)	1	0	0	\$ -	\$ -
Nelson (reported with Albemarle)	2		0	\$ 1,000.00	\$ -

Source: National Climate Data Center

Notable Hurricanes in the Planning District

Hurricane	Specific Area	Damage	Year	Cat.
Zeta	All	Heavy rain, localized flooding	Oct 20, 2020	3
Mathew	All	\$30+ million in private + public structure damage, 2 deaths, evacuations, flooding/power outages	De. 18, 2018	5
Florence	All TJPDC localities	\$200 million in damage, heavy rain/flooding/high winds/spawned tornadoes, 3 deaths	Oct. 15, 2018	4
Josquin	All	Rain, localized flooding	Oct 2, 2015	2
Arthur	Fluvanna, Louisa, Albemarle	Power outages, rain, flooding	July 4, 2014	2
Sandy	Nelson, Greene	Power outages, rain, flooding	Oct 29, 2012	3
Cindy	Fluvanna and Louisa Counties	3 deaths in U.S.	July 7, 2005	1
Ivan	Fluvanna and Louisa Counties	Estimated \$18 billion in U.S. damages and 25 deaths	Sept. 18, 2004	5
Isabel	All	Preliminary estimate of over \$4 billion in damages/costs; at least 40 deaths	Sept 18, 2003	5
Floyd	All	Flooding rains and high winds, 4 deaths, over 280,000 customers without electricity, 5,000 homes damaged.	Sep-99	4
Fran	Northwest Greene Co.	\$6.9 billion damage; 37 deaths, loss of electricity was hardest hit.	August-September 1996	3
Agnes	Scottsville (34 feet), Howardsville and Columbia	More than 210,000 people were forced to flee for their lives and 122 were killed.	June 19-24, 1972	1
Camille	Massie Mill, Davis Creek, Scottsville, Howardsville, Schuyler, Columbia, Piney River	114 deaths in Nelson Co alone. Flooding & landslides. \$1.42 billion (unadjusted).	August 1969	5
Hazel	All	Estimated \$1.5 billion in damage	1954	4

High/Strong Wind Events and Thunderstorms with Wind 2010-2020

Locality	#	Death	Injuries	Property Loss	Crop Damage
Albemarle	10	0	0	\$ -	\$ -
Charlottesville	5	0	0	\$ 1,000.00	\$ 50,000.00
Fluvanna	0	0	0	\$ -	\$ -
Greene	6	0	0	\$ -	\$ -
Louisa	2	0	0	\$ 50,000.00	\$ -
Nelson	19	0	0	\$ -	\$ 20,000.00
Region	42	0	0	\$ 51,000	\$ 70,000

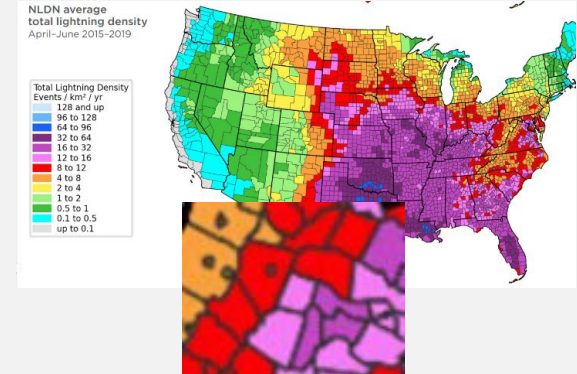
Source: National Climate Data Center (NOAA)

Thunderstorms with Wind 2010-2020

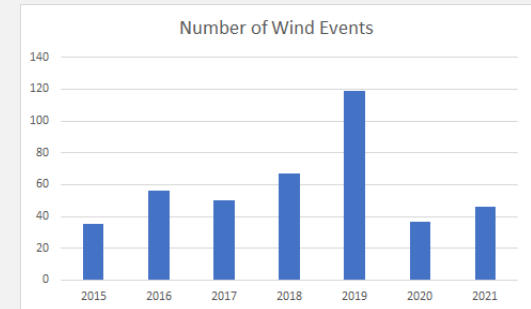
Locality	#	Death	Injuries	Property Loss	Crop Damage
Albemarle	298	0	0	\$ 528,300.00	\$ 24,250.00
Charlottesville	14	0	0	\$ 75,500.00	\$ -
Fluvanna	40	0	0	\$ 390,000.00	\$ -
Greene	59	0	0	\$ 49,500.00	\$ 7,000.00
Louisa	79	0	0	\$ 597,000.00	\$ -
Nelson	103	0	0	\$ 133,500.00	\$ 18,250.00
Region	593	0	0	\$ 1,773,800	\$ 49,500

Source: NCDC, Albemarle Historical Society archived newspapers, HMP working Group

VAISLA Lightning Flash Density/Mile 2015-2019



Number of Wind Events by Year 2015-2021



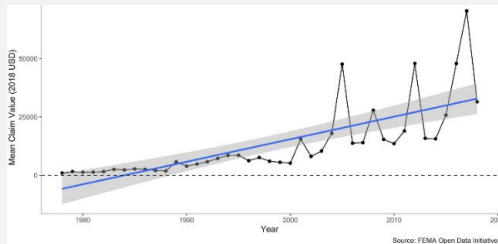
HIRA: FLOODING AND DAM FAILURE

Flooding and Dams

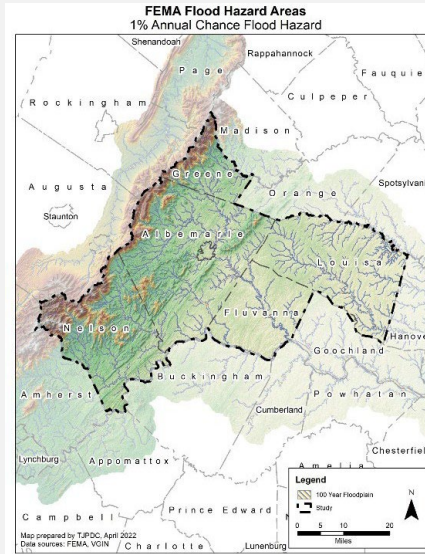
Flooding is considered one of the most significant risks to people and property statewide. Flooding is associated with heavy or extended rain events and may be locally constrained or occur far downstream from a weather event. Riverine flooding occurs along the regions larger river systems like the James or Rivanna Rivers. In the case of riverine flooding the storm event takes place upstream and causes floodwaters to travel downstream. Examples of this kind of flooding can be found in the towns of Scottsville and Columbia. All of which have suffered devastating floods.

Dam failure risk is evaluated based on a dam's hazard potential in terms of its threats to flooding people and property downstream. Dams are categorized into three risk classes low, significant and high. These categories factor in the dam size and the number of people in the floodway. It does not focus on the quality of the structure.

National Annual Flood Loss (mean claim value of flood insurance)



100 Year Floodplain (1% Chance of Flood)



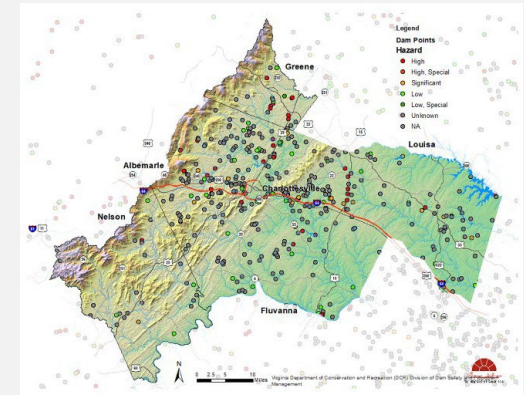
Floods 2010-2021

Summary of Floods, Flood Record 2010-2021

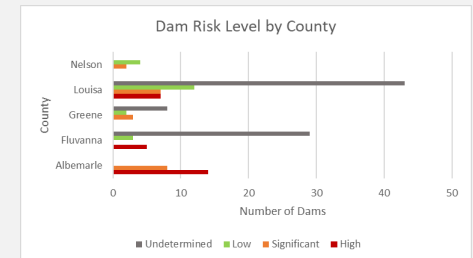
Locality	#	Death	Injuries	Property Loss	Crop Damage
Albemarle	136	1	0	\$50,000.00	\$
Charlottesville	5	0	0	\$	\$
Fluvanna	6	0	0	\$	\$
Greene	79	0	0	\$4,777,000.00	\$312,000.00
Louisa	9	0	0	\$	\$
Nelson	65	0	0	\$30,000.00	\$
Region	300	1	0	\$4,857,000.00	\$312,000.00

Source: National Climate Data Center (NOAA)

Dam Points Across Region



Dam Risk Level by County



HIRA Assessment

EVENT	PROBABILITY	HUMAN IMPACT	PROPERTY IMPACT	BUSINESS IMPACT	RISK
	Likelihood this will occur	Possibility of death or injury	Physical losses and damages	Interruption of services	Relative threat*
SCORE	0-3 NA-High	0-3 NA-High	0-3 NA-High	0-3 NA-High	0 - 100%
Flooding	3	1	2	2	65%
Dam Failure	1	2	2	2	22%

HIRA: WINTER WEATHER

Winter Weather

Winter weather and storms are frequent occurrences in the region. Winter storms frequently cause power outages and disrupt travel in the region. Storms like nor'easter can cause significant snow accumulations, especially in areas at higher elevations. Winter storms frequently cause school closings and interruptions to transit services such as CAT and JAUNT.



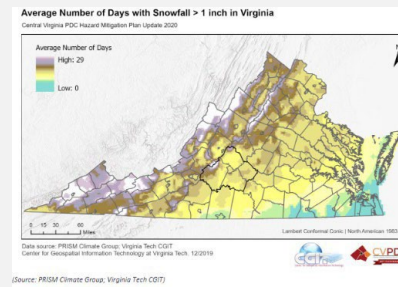
Winter Weather Events by Type 2000-2020

Locality	Blizzard	Cold/Wind Chill	Freezing Fog	Heavy Snow	Ice Storm	Winter Storm	Winter Weather	Frost/Freeze
Albemarle	2	1	1	5	6	37	83	33
Fluvanna				1	3	48	40	3
Greene	2	4		7	7	39	79	34
Louisa				1	3	55	46	3
Nelson	2	2		5	7	34	65	33
Region	6	7	1	19	26	213	313	106

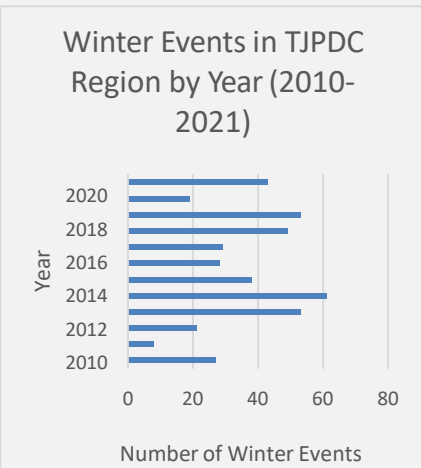
Winter Storm Events 2010-2020

Locality	#	Death	Injuries	Property Damage
Albemarle	10	0	0	\$5,000.00
Charlottesville	17	0	0	\$-
Fluvanna	15	0	0	\$110,000.00
Greene	32	0	0	\$-
Louisa	21	0	0	\$160,000.00
Nelson	25	0	0	\$5,000.00
Region	120	0	0	\$280,000.00

Frequency of Snowfall Events



Total Number of Winter Events by Year



HIRA Assessment

EVENT	PROBABILITY	HUMAN IMPACT	PROPERTY IMPACT	BUSINESS IMPACT	RISK
	Likelihood this will occur	Possibility of death or injury	Physical losses and damages	Interruption of services	Relative threat*
SCORE	0-3 NA-High	0-3 NA-High	0-3 NA-High	0-3 NA-High	0 - 100%
Winter Weather	3	1	1	2	56%

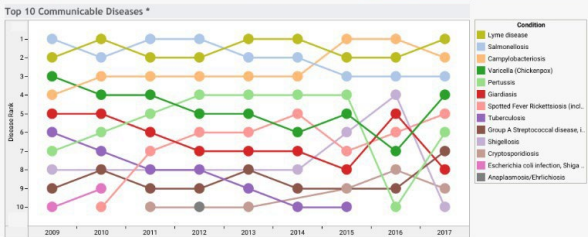
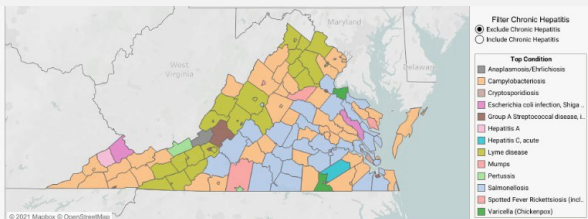
HIRA: COMMUNICABLE DISEASE/PANDEMIC

Communicable Disease/Pandemic

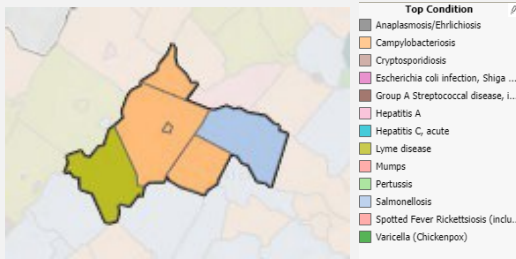
The most common infectious diseases impacting the region prior to Coronavirus were Campylobacteriosis and Salmonella. Both live in the intensities of birds and are spread to humans through consumption of contaminated foods, contact with infected animals, or by drinking contaminated water. Lyme disease is commonly spread through vectors such as ticks.

The Covid-19 pandemic is the leading infectious disease in each locality, surpassing historical data from 2018 on the top reported cases of other contagious diseases. Rather than case rates ranging from 20-60 per 100,000 people, Coronavirus cases have reached 9,000-14,000 cases per 100,000 people in the Thomas Jefferson Planning District Region.

Top Communicable Diseases in Virginia (Excluding Chronic Hepatitis)

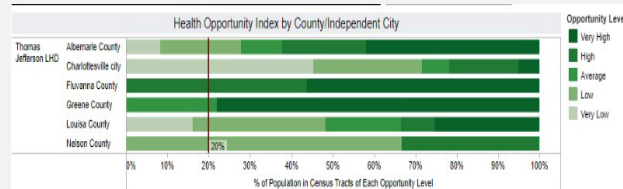


Top Communicable Diseases in TJPDC (Excluding Chronic Hepatitis)



County	Top Condition
Albemarle	Campylobacteriosis was the most frequently reported disease with 25 cases. This equates to a rate of 23.2 cases per 100,000 population.
Fluvanna	Campylobacteriosis was the most frequently reported disease with 11 cases. This equates to a rate of 41.6 cases per 100,000 population
Louisa	Salmonellosis was the most frequently reported disease with 9 cases. This equates to a rate of 25.1 cases per 100,000 population.
Greene	Campylobacteriosis was the most frequently reported disease with 10 cases. This equates to a rate of 51.0 cases per 100,000 population.
Nelson	Lyme disease was the most frequently reported disease with 8 cases. This equates to a rate of 53.5 cases per 100,000 population.
Charlottesville (city)	Campylobacteriosis was the most frequently reported disease with 15 cases. This equates to a rate of 31.2 cases per 100,000 population.

TJPDC Health Opportunity Index



COVID-19 Case Information from 2019-January 2022

Locality	Total Cases	Cases per 100,000	Hospitalizations	Deaths
Albemarle	10,219	9,400	376	118
Charlottesville	6,518	13,546	162	64
Fluvanna	3,415	12,751	133	32
Greene	2,758	13,994	162	47
Louisa	4,410	11,991	175	54
Nelson	1,836	12,375	64	24

HIRA Assessment

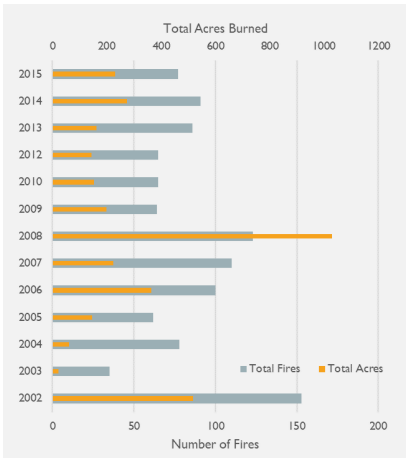
EVENT	PROBABILITY	HUMAN IMPACT	PROPERTY IMPACT	BUSINESS IMPACT	RISK
	Likelihood this will occur	Possibility of death or injury	Physical losses and damages	Interruption of services	Relative threat*
SCORE	0-3 NA-High	0-3 NA-High	0-3 NA-High	0-3 NA-High	0 - 100%
Communicable Disease/Pandemic	2	2	1	2	30%

HIRA: WILDFIRE

Wildfire

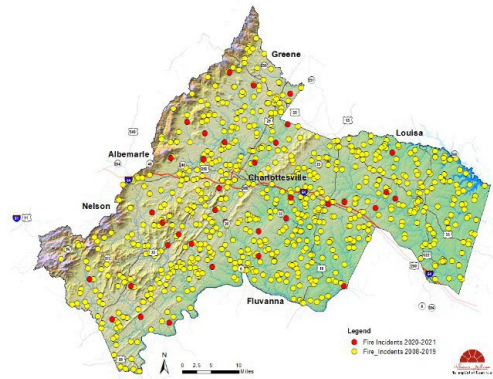
Wildfires are a relatively common occurrence in the rural portions of the PDC. Since 2017 there have been 466 fires that have burned a total of 3,276 acres of land. Most wildfires are small and are quickly brought under control by local firefighters and state Department of Forestry. Frequent causes of blazes are discarded cigarette butts and out-of-control brush pile burning. There have been a number of large notable fires but these have been mostly constrained to Federal Lands. For example, the Rocky Mountain Fire burned portions of Shenandoah National Park in Greene County. People and property are at increased fire risk as more people move into rural areas and extend the urban wildland fringe.

Wildfire Acreage and Number of Events



Hazard Mitigation Plan

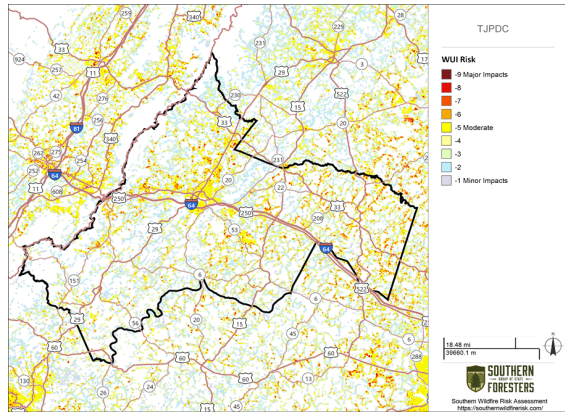
Wildfire Location and Acreage Burned



Wildfire Events 2017-2021

Locality	# Of Fires	Acres
Albemarle	136	1215.9
Fluvanna	98	319.1
Greene	29	31.1
Louisa	130	1298.4
Nelson	63	412.1
TJPDC	466	3276.6

Wildfire Risk Index



Causes of Wildfires 2017-2021



HIRA Assessment

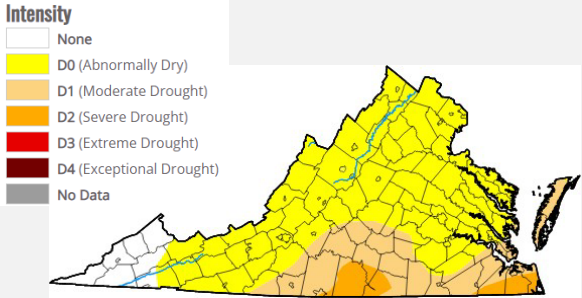
EVENT	PROBABILITY	HUMAN IMPACT	PROPERTY IMPACT	BUSINESS IMPACT	RISK
	Likelihood this will occur	Possibility of death or injury	Physical losses and damages	Interruption of services	Relative threat*
SCORE	0-3 NA-High	0-3 NA-High	0-3 NA-High	0-3 NA-High	0 - 100%
Wildfire	2	1	1	2	22%

HIRA: Temperature Extremes, Drought & Landslides

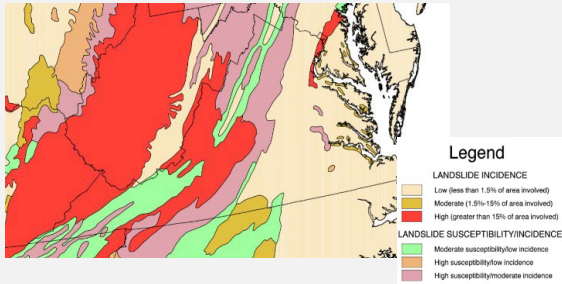
Temperature Extremes and Drought

Temperature extremes are considered to be those temperatures which are 10° above or below a baseline normal temperature. Both extreme cold and heat present hazards to vulnerable populations. The regions lowest recorded temperature was -1° (February, 2015) and the highest was 105° (July 2012). Drought is a natural climatic condition caused by extended periods of limited precipitation. Factors that influence drought severity include a prolonged lack of rainfall, human demands (water withdraws), high winds and low relative humidity (which increases evaporation). Prolonged droughts pose risks to people, agriculture and natural resources. Drought forecasts are produced by the U.S Drought Monitor. According to the USGS the eastern slopes of the Blue Ridge are characterized as having high susceptibility and a low incidence of landslide. Deforestation and the removal of vegetation greatly increase the chance of landslides.

US Drought Monitor (USGS) Snapshot (Dec 20, 2021)



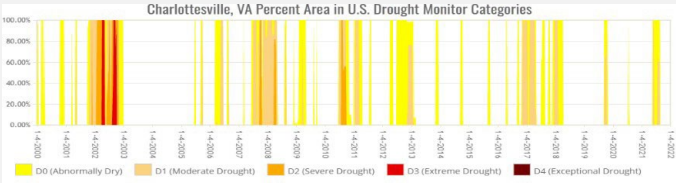
USGS Landslide Overview Map



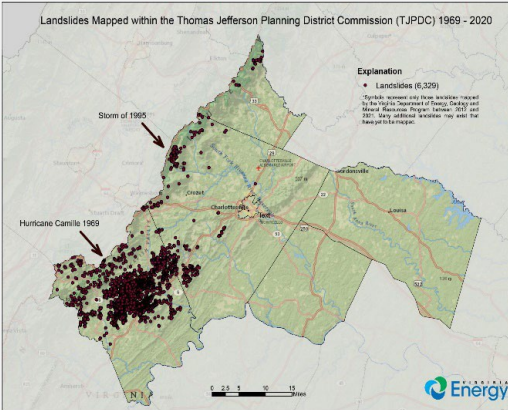
Virginia Monthly High, Low and Average Temperatures



Region Historic Drought based on Percent Area



Landslides in Region from 1969-2020



HIRA Assessment

EVENT	PROBABILITY	HUMAN IMPACT	PROPERTY IMPACT	BUSINESS IMPACT	RISK
	Likelihood this will occur	Possibility of death or injury	Physical losses and damages	Interruption of services	Relative threat*
SCORE	0-3 NA-High	0-3 NA-High	0-3 NA-High	0-3 NA-High	0 - 100%
Drought/Extreme Heat	2	1	1	2	22%
Landslide	1	1	1	1	11%

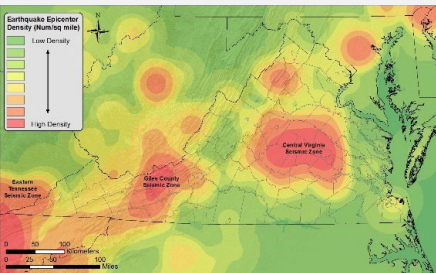
HIRA: TORNADO AND EARTHQUAKE

Tornado and Earthquake

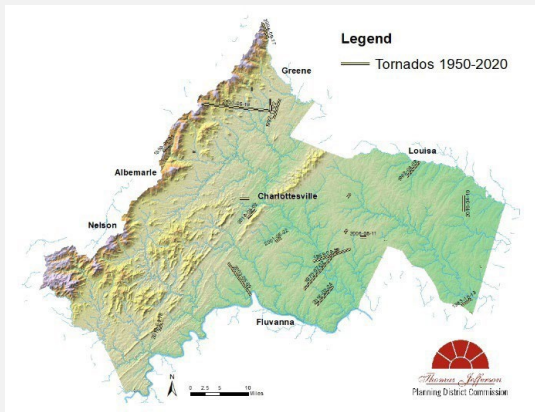
The Region averages about 1 tornado a year. Most tornados experienced in the region are EF0 or EF1 events. However, the exception was a major tornado produced by Tropical Storm Ivy (EF2) which touched down in Fluvanna County. July is the most active month for tornados as it has the most number of thunderstorms. Most storms spawned by these afternoon thunderstorms tend to be weak events (EF0-EF1)

Earthquakes are a relatively rare event in the region with most quakes that do occur being a magnitude 2.5 or less. These quakes are rarely detectable to people and pose little risk to life and property. However, the region has experienced a few major quakes like the August 28, 2011 Mineral earthquake which reached 5.8 magnitude and caused damage to structures throughout the region. Most tremors since the August quake have been small aftershocks which have continued into 2016.

Virginia Earthquake Epicenter Density Tornados 1950-2020



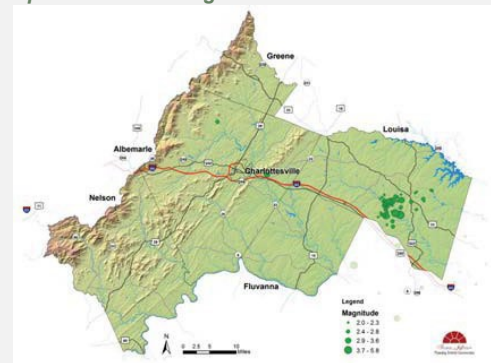
Regional Tornado Tracks



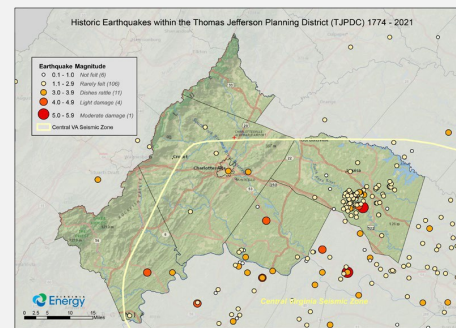
Tornado Record 1920-2020

Class	Property Damage	Date
EF2	\$200,000	4/19/2019
EF0	\$325,000	2/24/2016
EF1	Historic homes damaged in Louisa County	10/9/2011
F1	\$500,000	8/30/2005
F2	\$3,000,000	9/17/2004
F1	\$500,000	5/13/2000
F1	\$250,000	5/5/1989
F3	\$250,000	7/25/1985
F1	\$250,000	10/13/1983
F2	\$250,000	8/9/1962
N/A	11 people died and 4 were injured in Ivy/Mechum's River	1959
N/A	Leveled trees, tore off roofs, smashed buildings in Ivy	1922

2011 Mineral Earthquake Epicenters and Magnitudes



Historic Earthquakes in the TJPCD



HIRA Assessment

EVENT	PROBABILITY	HUMAN IMPACT	PROPERTY IMPACT	BUSINESS IMPACT	RISK
	Likelihood this will occur	Possibility of death or injury	Physical losses and damages	Interruption of services	Relative threat*
SCORE	0-3 NA-High	0-3 NA-High	0-3 NA-High	0-3 NA-High	0 - 100%
Tornado	2	1	1	2	22%
Earthquake	1	1	2	2	19%

HAZARD VULNERABILITY ASSESSMENT DATA SOURCES

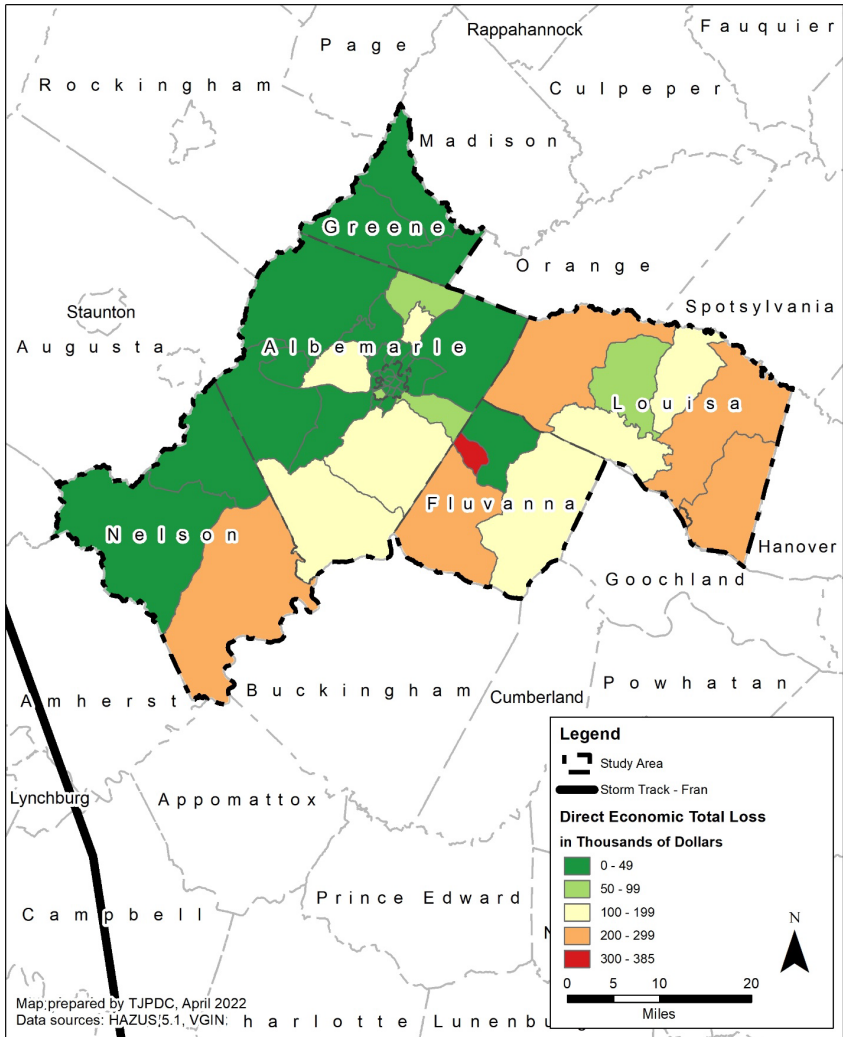
- NCDC @ NOAA
- VA Department of Forestry
- VA Department of Health
- VDEM
- VA DCR
- VA DEQ
- VA Department of Energy
- VDOT
- UVA
- CDC
- NID
- ASCE
- NWS
- USGS
- NASA
- Locality Staff
- Local news
- Published Research Papers

HAZARD VULNERABILITY ASSESSMENT

- Provides an overview and analysis of vulnerability in the Thomas Jefferson Planning District using factors including the HIRA, projected population growth and settlement patterns and the location of existing people and infrastructure
- Utilize Planning tools including FEMA's HAZUS models for Hurricanes, earthquakes and flood and the Wildfire Risk Assessment for wildfires.
- Presents information on expected losses \$\$
- Understand risk based on location

MODELED HURRICANE LOSSES

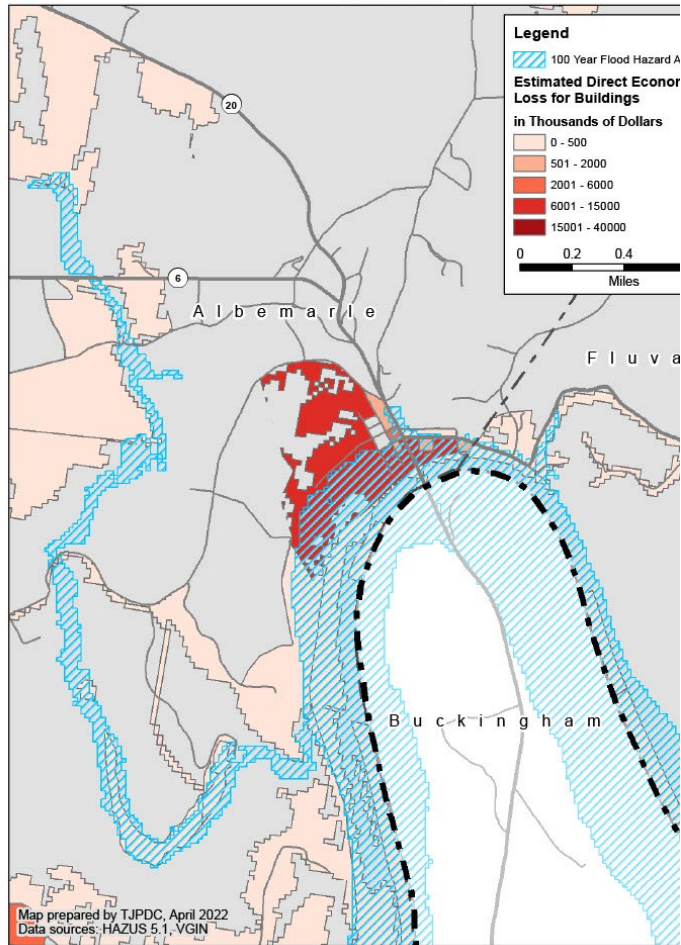
Hurricane Event
Historic Hurricane Fran Model



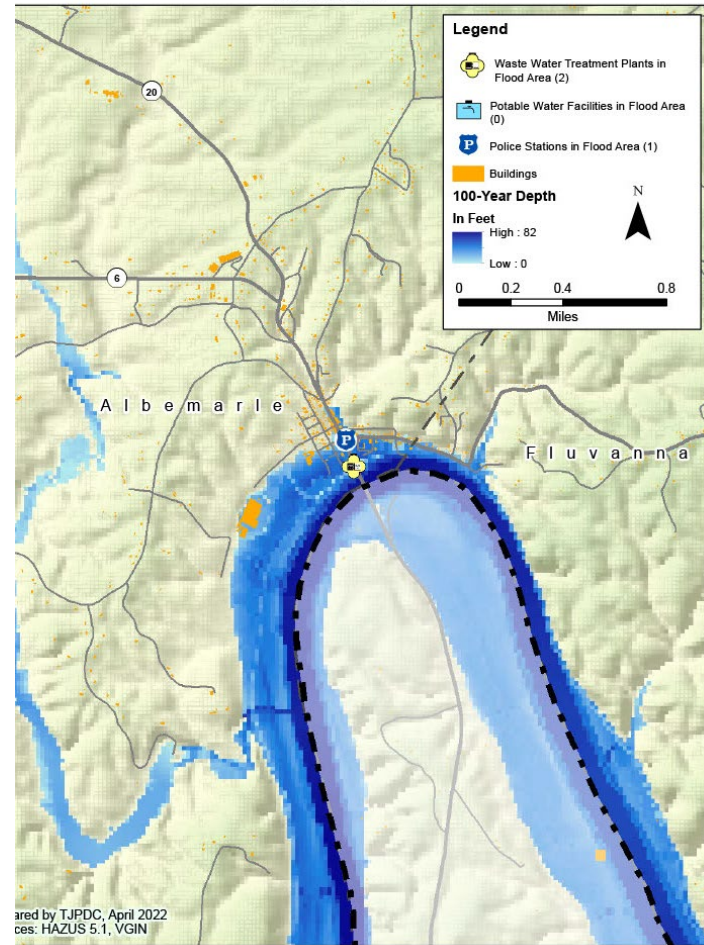
- Expected Economic Losses from Historic Hurricane Event Scenario: Fran (1996)
- Equivalent of an Approximate 200-Year Event

MODELED FLOOD LOSSES – 100 YEAR EVENT (SCOTTSVILLE)

100 Year Flood Event
Scottsville



100 Year Flood Event
Scottsville



WILDFIRE

MITIGATION ACTIONS

[Activity Code] Mitigation Action: [Jurisdiction]

Category:	One of the goal categories listed above that is supported by the action
Action Item (Describe):	Brief description of action item
Hazard (s):	The hazard(s) the action is intended to mitigate
Lead Agency/Department Responsible:	Identify the local agency, department, or organization that is best suited to accomplish the action.
Estimated Cost:	An estimate of the costs required to complete the project or continue the project for the course of 5-years; this amount should be estimated until a final dollar amount can be determined.
Funding Method: (General Revenue, Contingency/Bonds, External Sources, etc.)	Potential sources of funds to complete the action, when applicable
Implementation Schedule:	Timeframe for which the action is expected to be completed
Priority	Placement in the order of importance and urgency

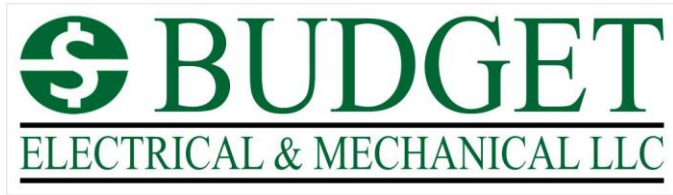
NEXT STEPS

- Public Comment
- Submit to VDEM and FEMA
- Work towards formal adoption by all localities

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

TAB D

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	Sheriff's Office Firing Range Improvements				
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):	Reserve Deputy Mel Sheridan (primary); Sheriff Eric Hess (Secondary)				
PRESENTER(S):	Reserve Deputy Mel Sheridan				
RECOMMENDATION:	Approve				
TIMING:	Routine, but preferably during the month of June 2022.				
DISCUSSION:	<p>FCSO has an excellent Weapons Training Team, they are professional, dedicated, and thorough in every phase of training they conduct both in the classroom and at the firing range. Mandatory in-service weapons training is conducted throughout the year at a range that currently has no electricity or lighting. The Training Team of dedicated professionals strives to provide far more than basic weapons qualification, electricity and lighting would greatly enhance their efforts.</p>				
FISCAL IMPACT:	<p>One-time costs to install electric improvements are around \$6,000, plus Fluvanna County staff time to excavate conduit trenches with County equipment. There would be a nominal ongoing monthly electric cost of no more than \$50/month.</p> <p>If the board chooses to have staff move forward with this request, funding options could either be FY22 Sheriff's Office budget savings, BOS Contingency (FY22 or FY23 depending on timing) or Capital Reserve Maintenance Fund.</p>				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Phase I and II improvement costs; Sample in-service Training Schedule				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			X



Commonwealth of Virginia SWaM Certified Contractor #715907

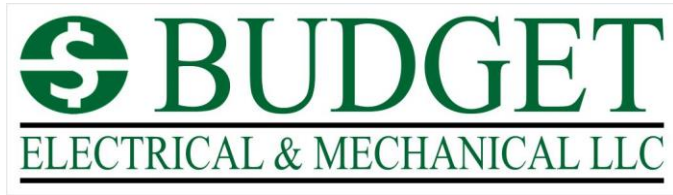
Contractor information

Budget Electrical & Mechanical, LLC
 13610 James Madison Highway
 Palmyra, VA 22963
 (434) 510-7043

BID PROPOSAL: ELECTRICAL
PROJECT: Fluvanna County Shooting Range
Phase: 1 (Sub Panel)
Submitted: 12/22/2021

LABOR		
LABOR TOTAL	\$1360.00	2 days (16 hours)
MATERIAL		
Rigid Allow	\$313.00	Rigid pipe, LB's, & Fittings
Wire Allow	\$1085.00	100amp Feeder USE Cable
Device Allow	\$830.00	Sub Panel (2), all breakers, ground rods, & connectors
Material Subtotal	\$2228.00	
GRAND TOTAL		\$3588.00
		Phase 1 total

Inclusions:	1) General Liability insurance included, blanket policy. No bonding included.
	2) Wire (based on 316 feet), Panels (2), Rigid pipe stub ups, Breakers (all), Ground Rods (2), Ground Lugs, Neutral Lugs, Anti-Short Bushings, Connectors, & Rigid Straps.
Exclusions:	1) Digging of the ditch will be completed by the customer.
	2) Back fill and packing of the ditch will be completed by the customer.
Scope:	<p>*This quote is a not to exceed estimate for the following scope of work:</p> <ul style="list-style-type: none"> -Remove existing 100 amp panel located in the barn and replace with a new functional panel. -Replace broken PVC stub up with Rigid stub up to the panel. -Replace the ground wire that is currently broken at the bottom of the existing panel. -Install all breakers to new panel and reconnect all existing circuits for the barn. -Install approximately 316 feet of 100 amp wire (to accommodate for the length of the ditch wire has to be sized up to 100 amps) to the ditch provided by the customer from the barn to the shooting range building. -Install sub panel to the shooting range building and supply breakers for Phase 2 wiring of the building. -Install 2 ground rods and properly ground the new sub panel at the building. -Install Rigid stub ups on both ends of the wire from the panel to underground.



Commonwealth of Virginia **SWaM Certified Contractor #715907**

Contractor information

Budget Electrical & Mechanical, LLC
 13610 James Madison Highway
 Palmyra, VA 22963
 (434) 510-7043

BID PROPOSAL: ELECTRICAL
PROJECT: Fluvanna County Shooting Range
Phase: 2 (Range Building Electrical)
Submitted: 12/22/2021

LABOR		
	LABOR TOTAL	\$850.00
		1.2 days (10 hours)
MATERIAL		
	Lighting Allow	\$780.00
	Wire Allow	\$370.00
	Device Allow	\$160.00
	PVC Allow	\$185.00
	Material Subtotal	\$1495.00
	GRAND TOTAL	\$2345.00
		Phase 2 total

Inclusions:	1) General Liability insurance included, blanket policy. No bonding included.
	2) Wire, fittings, receptacles, lights, boxes, & wire supports.
Exclusions:	
Scope:	<p>*This quote is a not to exceed estimate for the following scope of work:</p> <ul style="list-style-type: none"> -Install 4 LED flood lights to the shooting range building. -Install 2 damp rated LED 4' light fixtures -Install 2 Quad receptacles (near the door way) -Install 2 single pole switches (1 for flood lights, 1 for 4' LED fixtures)



FLUVANNA COUNTY SHERIFF'S OFFICE

FY 2020 IN-SERVICE TRAINING SCHEDULE

DAY 1 - Classroom

100/min

TIME	COURSE	INSTRUCTOR (S)
0800 – 1200	First Aid	Bishop/Brennan
1200 – 1400	TCCC	Brennan/Bishop
1400 – 1600	De-escalation	Brennan/Peterson
1600 – 1800	Use of Force	Peterson/Custer
1800 – 1900	Taser Refresher	Shiflett
1900 – 2000	Introduction to the Rifle/Maintenance	Custer/Peterson

DAY 2 – Range 6

TIME	COURSE	INSTRUCTOR (S)
0800 – 1000	Safety Brief / 50 Round Pistol Qual Course	Range Cadre
1000 – 1200	Pistol Drills (Warm-Up, Mag Reload, Box, etc)	Range Cadre
1200 – 1400	Rifle Fundamentals, Zero, Rifle Qual	Range Cadre
1600 – 1900	Rifle Drills	Range Cadre
1900 – 1930	Low Light Qual	Range Cadre
1930 – 2000	AAR / Police Call	ALL HANDS

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

TAB E

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	Children’s Services Act Semi-Annual Report				
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):	Bryan Moeller, CSA Coordinator				
PRESENTER(S):	Bryan Moeller, CSA Coordinator				
RECOMMENDATION:	N/A				
TIMING:	N/A				
DISCUSSION:	<ul style="list-style-type: none"> • Review of Purchases of Services from the Children’s Services Act during FY 2022 • Summary of demographics during FY 2022 • Summary of items of interest in FY 2023 • Opportunity for questions from Board of Supervisors 				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	08 - CSA Semi-Annual Report PRESENTATION				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

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

TAB F

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	Pleasant Grove Park Light Poles/Fixtures Donation from UVA				
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):	Aaron Spitzer, Director of Parks and Recreation				
PRESENTER(S):	Aaron Spitzer, Director of Parks and Recreation				
RECOMMENDATION:	Approve				
TIMING:	Current; need to let UVA know by June 2, 2022 if accepting the donation.				
DISCUSSION:	<p>Approved in the FY22 CIP budget was \$685,000 for athletic field lighting at Pleasant Grove Park. I have had initial discussions with Musco Lighting about the upcoming project and they recently came to me and asked if Fluvanna County would be interested in two light poles/fixtures to be donated by UVA.</p> <p>Each light pole will have 12 illuminants on it. The light poles/fixtures are the same type that are currently at the FCHS athletic fields. Each light pole is currently valued at \$35,000/\$40,000. These light poles will however look different from the ones that will be purchased for the soccer and softball field as they are going to be LED. It is planned to put these two donated poles in the "rodeo field" at Pleasant Grove Park.</p> <p>There will be a cost to get the donated light poles/fixtures in the ground and working. The Light-Structure System Precast foundation would have to be purchased for both poles which is around \$10,000 (\$5,000 each) including delivery. There would also be hook-up fees to get the poles lit which will range \$20,000 - \$40,000 depending on if a dedicated panel would be needed. These hook-ups would be done when the other field lighting is completed to save on cost which will hopefully start in November 2022.</p>				
FISCAL IMPACT:	Around \$50,000.00 one-time installation costs, plus daily cost electric costs for illumination.				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Light-Structure System Precast Concrete Base Datasheet and Light-Structure System 5 Easy Pieces Cover Page.				

REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			X



LIGHT POLES/FIXTURES DONATION FROM UVA

Aaron Spitzer, Director of Parks and Recreation

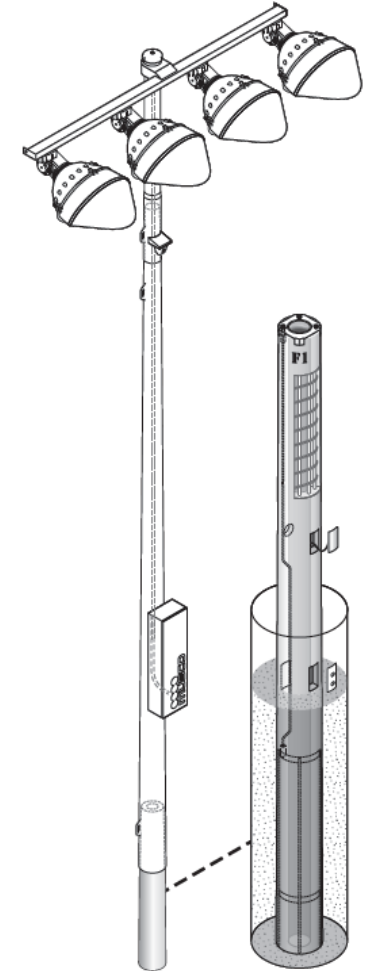
DONATION BACKGROUND

- Musco Lighting approached me around the beginning of May to ask if Fluvanna County would be interested in a set of light poles/fixtures (2) to be donated from UVA. Each light pole/fixture will have 12 illuminates.
- UVA is currently taking the poles/fixtures down in order to put a building in that place and don't have a need for the poles/fixtures at any other location on their grounds.
- Musco Lighting knows that we are in the process of putting up lights at the soccer fields and softball field at Pleasant Grove Park and thought that we may have a need for the poles/fixtures.
- It is my thought to use the donated light poles/fixtures in the "rodeo" field at Pleasant Grove Park to help with having to purchase light towers for events in that area. We normally rent 8 light towers to light that area which cost about \$2,520 (\$315 each).



FINANCIAL COST ASSOCIATED WITH DONATION

- Each light pole/fixture that is to be donated to the County is worth \$35,000 - \$40,000 each which makes to donation worth at least **\$70,000**.
- These poles/fixtures will look like the ones at the FCHS athletic fields (non LED) but will be different than the new lights at the soccer/softball fields (LED).
- The County would need to purchase precast foundations for the poles/fixtures which would cost **\$10,000** (\$5,000 each) including delivery.
- There would also be a cost to connect the poles/fixtures to electricity which would be **\$20,000 - \$30,000** but this would be done when the other lights are installed to cut back on cost. If we were to have to put in an additional dedicated panel box for these poles/fixtures the price would go up to **\$30,000 - \$40,000**.
- Total possible cost for the County to set and hook-up the light poles/fixtures would be **~\$50,000**.



FIELD LIGHTING LAYOUT: FY'22 CIP FUNDS

- Below is the proposed layout for the upcoming athletic field lighting with approved \$685,000 CIP funds. The orange dots represent proposed field lighting with available funds. The red dots show what is not being lit due to funding restraints. The red dotted field is also the field that gets played on the least out of any fields we have. The yellow square represents where the proposed donated lights would go.





QUESTIONS?



HID Light Source

5 Easy Pieces™

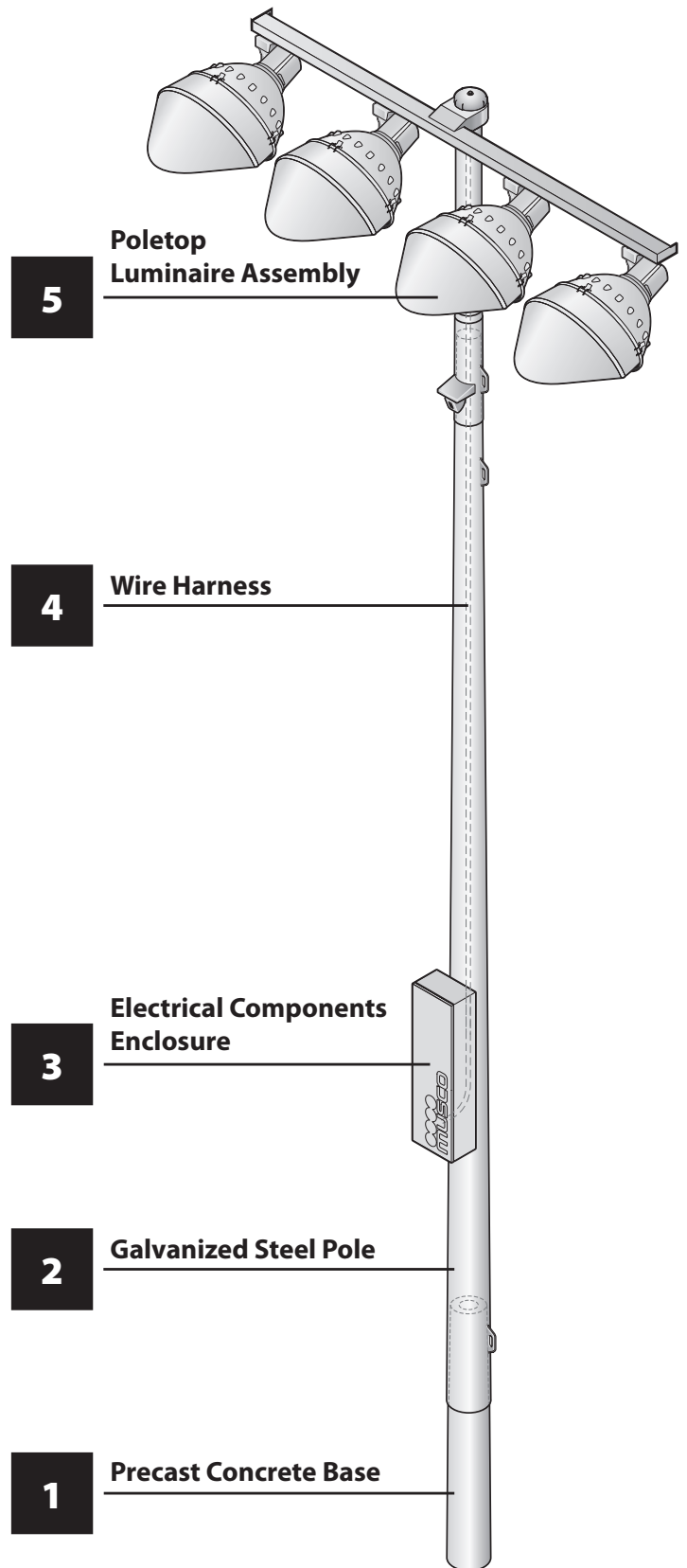
Complete System from Foundation to Poletop

Factory wired, aimed, and tested

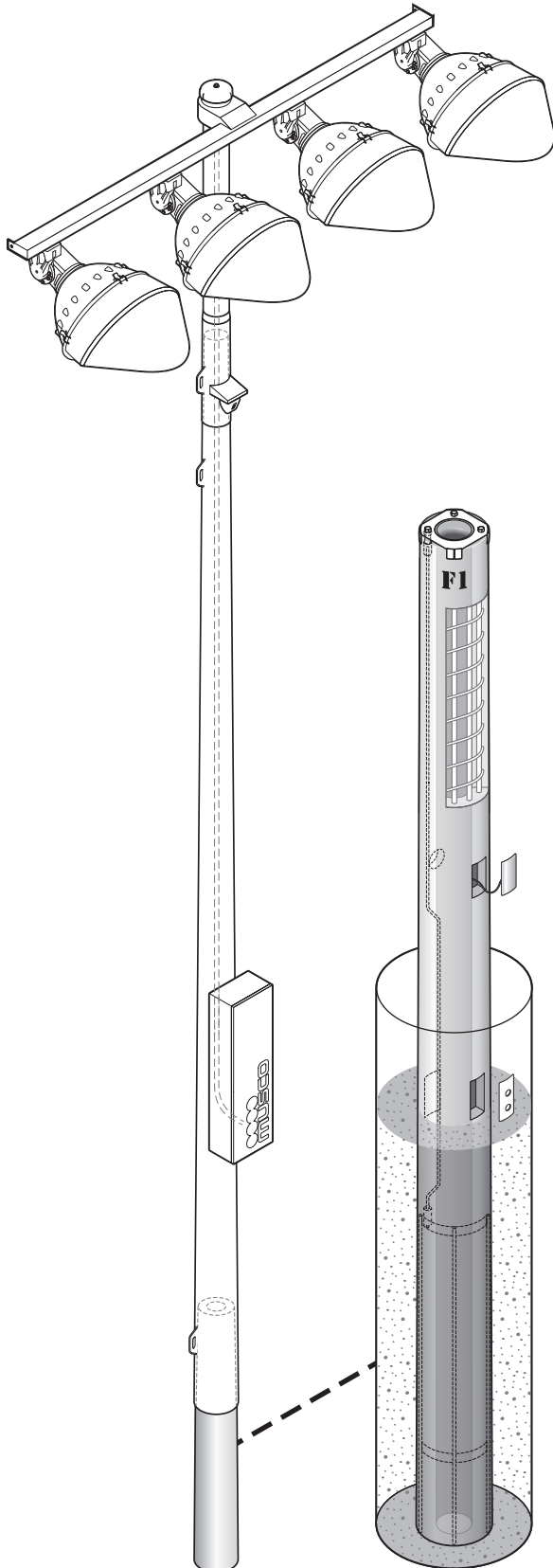
Fast, trouble-free installation

Comprehensive corrosion package

Integrated lightning ground



HID Light Source – Precast Concrete Base



Overview

The precast concrete base is set directly into the ground and backfilled with concrete. The base includes an integrated lightning ground system.

Features

Base

- Set pole on base in 24 hours
- Tapered upper section for slip-fit steel pole
- Access holes for wire entry
- Epoxy coated ends prevent water intrusion
- Lifting hole accepts load-rated steel rod provided by Musco

Integrated Lightning Ground System

- Complies with NFPA 780, UL 96A, and EN 62305 standards when installed per Musco installation instructions
- UL Listed, Class II Lightning Protection, file number E337467
- Tested up to 100 kA by independent laboratory
- Steel pole interfaces with integrated grounding system by means of the pole grounding connector
- 2/0 AWG (cross-sectional area of 67.4 mm²) grounding electrode conductor
- Concrete-encased grounding electrode, 20 ft (6.1 m) total length, ½ in (12.7 mm) diameter

Technical Specifications

Base dimensions vary. For measurements refer to project specific *Foundation and Pole Assembly* drawing.

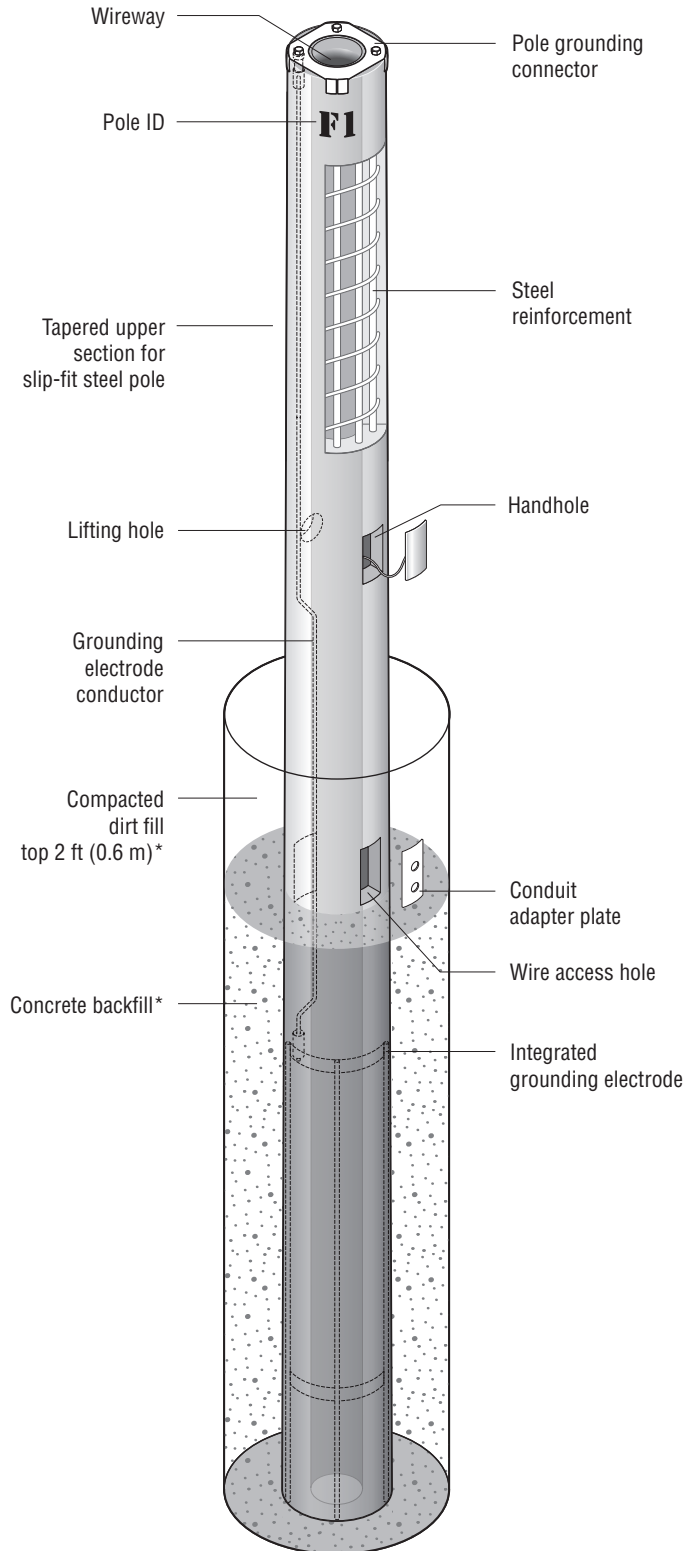
Construction

- Spun concrete construction
- Prestressed vertical strands and steel coil spiral for radial reinforcement throughout base
- Minimum design strength is 9500 lb/in² (65.5 MPa) at 28 days
- Meets ASTM C1804 design requirements

Quality Assurance Tests

- 28-day compressive strength
- Bending moment capacity
- Grounding system continuity

HID Light Source – Precast Concrete Base



*Standard pier foundation shown. Foundation and/or backfill may vary per alternate foundation design.

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

TAB G

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	Noise Control Ordinance Amendment Discussion				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Major David Wells, Fluvanna County Sheriff's Office & Fred Payne, County Attorney				
RECOMMENDATION:	N/A				
TIMING:	Normal				
DISCUSSION:	<p>The current regulations for noise control are found in Chapter 15.1 of the County Code. These provisions were adopted in 2001 and were revised in light of the Virginia Supreme Court's decision in <i>Tanner v. City of Va. Beach</i>, 277 Va. 432 (2009). Among others things, these revisions included provisions for use of sound meters. Since that time, the Sheriff has found that these provisions have made the ordinance practically unenforceable and recommends that the ordinance be again revised to lessen the reliance on the sound meters and refining the other provisions of the ordinance as has been done elsewhere in Virginia. If the Board authorizes the staff to go forward, appropriate provisions will be drafted and brought back to the Board for advertising and public hearing.</p>				
FISCAL IMPACT:	None				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	See above				
ENCLOSURES:	County Code 15.1 – Noise Control				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				X

Chapter 15.1 - NOISE CONTROL¹¹

Footnotes:

--- (1) ---

State Law reference— General powers of counties, see Code of Va., § 15.2-1200.

Sec. 15.1-1. - Purpose and intent.

The Board of Supervisors hereby finds and declares that excessive or unwanted sound is a serious hazard to the public health, safety, welfare, and quality of life, and that the inhabitants of the County have a right to and should be free from an environment of excessive or unwanted sound. Therefore, it is the policy of the County and the purpose and intent of this chapter to prohibit such excessive or unwanted sound as provided herein.

(Ord. 9-19-01)

Sec. 15.1-2. - Administration and enforcement.

The Sheriff is hereby designated the agent of the Board of Supervisors in the administration and enforcement of this chapter. The Sheriff may be assisted in the enforcement of this chapter by employees of the Department of Zoning, the Department of Engineering and Public Works, and other officers and employees of the County.

(Ord. 9-19-01)

Sec. 15.1-3. - Applicability.

This chapter shall apply to sound generated within the County, regardless of whether the complainant or the receiving property is within or without the County. This chapter shall be in addition to any sound or noise regulations set forth in the zoning ordinance.

(Ord. 9-19-01)

Sec. 15.1-4. - Definitions.

The following definitions shall apply to this chapter. The definitions of any sound-related terms not defined herein shall be obtained from the American Standard Acoustical Terminology if defined therein.

- (1) *Emergency operation* . The term *emergency operation* means any emergency service provided by any police, sheriff, fire or fire and rescue department, any ambulance service or any other emergency service requiring a prompt response, and any emergency repair of public facilities or public utilities.
- (2) *Motorcycle*. The term *motorcycle* means any motorized vehicle, whether registered as a motor vehicle or not, designed to travel on not more than three (3) wheels in contact with the ground and any four (4)-wheeled vehicle weighing less than five hundred (500) pounds, excepting riding mowers, farm and lawn tractors.
- (3) *Motor vehicle*. The term *motor vehicle* means any self-propelled device or device designed for self-propulsion, upon or by which any person or property is or may be drawn or transported upon

a road, except devices moved by human power or used exclusively upon stationary wheels or tracks.

- (4) *Noise*. The term *noise* means any sound which is excessive or unwanted, but does not include any sound which is exempt pursuant to Section 15.1-7 of this chapter.
- (5) *Person*. The term *person* means any natural person, association, partnership, corporation or other legal entity.
- (6) *Road*. The term *road* means a public or private thoroughfare which affords access to abutting property.

(Ord. 9-19-01)

Sec. 15.1-5. - Prohibited noise.

It shall be unlawful for any person to create or allow to be created any unreasonably loud, disturbing, raucous or unnecessary noise. Noise of such character, when its intensity and duration is detrimental to the life or health of any person, or which unreasonably disturbs or annoys the quiet, comfort or repose of any person, is hereby prohibited.

(Ord. 9-19-01)

Sec. 15.1-6. - Prohibited acts enumerated.

The following acts are declared to be unreasonably loud, disturbing, raucous or unnecessary noise prohibited by Section 15.1-5 of this chapter, but this enumeration shall not be deemed to be exclusive:

- (A) *Motor vehicle or motorcycle operation*. The operation, or permitting the operation, of any motor vehicle or motorcycle so as to create an unreasonably loud sound resulting from: (i) the removal, alteration or failure to properly maintain its muffler-exhaust or other noise-control equipment; (ii) jackrabbit starts, spinning tires, racing engines, or other operations; or (iii) a refrigeration unit mounted on a motor vehicle.*

***Editor's note**— Authorizing counties to regulate the noise of motor vehicles or motorcycles, see Code of Va., § 15.2-919.

- (B) *Radios, tape players, televisions, musical instruments, sound amplification equipment, and electronic and similar devices*. The operation, or permitting the operation, of any radio, tape player, television, musical instrument, sound amplification equipment, electronic or other similar device in such a manner: (i) as to annoy or disturb the quiet, comfort or repose of any person in a dwelling, hotel or other type of residence, when such device is not operated in or on a motor vehicle; (ii) as to annoy or disturb the quiet, comfort or repose of any person across any real property boundary when such device is operated in or on a motor vehicle which is parked; or (iii) as to be audible by someone of normal hearing, from outside a motor vehicle at a distance of one hundred (100) feet or more, when such device is located within a motor vehicle which is parked or is being operated on a road.
- (C) *Places of public entertainment*. The operation, or permitting the operation, of any radio, television, phonograph, drum, musical instrument, sound amplifier, or similar device which produces, reproduces or amplifies sound in any place of public entertainment in such a manner as to annoy or disturb the quiet, comfort or repose of any person not within the place of public entertainment.
- (D) *Noise near institutions*. The creation of any excessive noise on any street adjacent to any school, institution of learning or court, while such institution is in session, or adjacent to any hospital,

which unreasonably interferes with the workings of such institution or disturbs or unduly annoys patients in the hospital; provided that conspicuous signs are visible in such streets indicating that such street is a school, hospital or court street.

- (E) *Sound level exceeding ambient sound level by 15 decibels* . The creation of sound which causes a fifteen (15) dBA increase in the sound level above the ambient sound level, as measured in accordance with Section 15.1-9 of this chapter.

(Ord. 9-19-01; Ord. 11-18-15)

Sec. 15.1-7. - Exempt sounds.

The following sounds shall not be prohibited by this chapter:

- (A) *Emergency operations* . Sound generated in the performance of emergency operations including, but not limited to, audible signal devices which are employed as warning or alarm signals in case of fire, collision or imminent danger.
- (B) *Silvicultural or agricultural activities* . Sounds generated during lawfully permitted bona fide silvicultural or agricultural activities including, but not limited to, logging activities and sounds caused by livestock.
- (C) *Construction, demolition and/or maintenance activities* . Sounds generated from construction, demolition and/or maintenance activities between 6:00 a.m. and 11:00 p.m.
- (D) *Transient sounds from transportation* . Transient sounds generated by transportation including, but not limited to, public and private airports (except as otherwise regulated), aircraft, railroads and other means of public transit.
- (E) *School and other athletic contests or practices, and other school activities* . Sounds generated from school and other athletic contests or practices, and other school activities, but only if conditions are imposed which regulate the generation of sound including, but not limited to, conditions regulating the hours of the activity and the amplification of sound.
- (F) *Parades, fireworks and similar officially sanctioned events* . Sounds generated from parades, fireworks or other similar events which are officially sanctioned, if required. This exemption shall not apply to private fireworks displays.
- (G) *Yard maintenance activities* . Sounds generated from routine yard maintenance activities including, but not limited to, mowing, trimming, clipping, leaf blowing and snow blowing.
- (H) *Public facilities* . Sounds generated from the operation of a public facility or public use.
- (I) *Warning devices* . Sounds generated by a horn or warning device of a vehicle when used as a warning device, including back-up alarms for trucks and other equipment.
- (J) *Church bells or chimes* . Sounds generated by church bells or chimes.
- (K) *Firearms* . Sounds generated from the lawful discharge of a firearm.
- (L) *Animals* . Sounds generated from animals including, but not limited to, barking dogs.
- (M) *Protected expression* . Any other lawful activity which constitutes protected expression pursuant to the First Amendment of the United States Constitution, but not amplified expression.

(Ord. 9-19-01)

Sec. 15.1-8. - Complaints of noise.

No person shall be charged with a violation of the provisions of Section 15.1-10 of this chapter unless the complainant appears before a magistrate and requests a summons to be issued. However,

when a violation is committed in the presence of the Sheriff, any of his deputies or any other police officer, he shall have the authority to initiate all necessary proceedings.

(Ord. 9-19-01)

Sec. 15.1-9. - Measurement of noise.

(A) *Definitions.* The following definitions shall apply to this chapter. The definitions of any sound-related term not defined herein shall be obtained from the American Standard Terminology if defined therein.

"A" weighted sound level. The term *A weighted sound level* means the sound pressure level in decibels as measured on a sound level meter using the A-weighting network expressed as dB(A) or dBA.

Acoustic calibrator. The term *acoustic calibrator* means an instrument which measures the accuracy of a sound level meter.

Ambient sound. The term *ambient sound* means the sound derived from all sound associated with a given environment, being usually a composite of sounds from many sources.

Daytime. The term *daytime* means that period of a day beginning at 7:00 a.m. and ending at 11:00 p.m., each day of the week.

Decibel. The term *decibel* means a unit for measuring the volume of a sound equal to twenty times the logarithm to the base ten (10) of the ratio of the pressure of the sound measured to the reference pressure, which is twenty (20) micropascals.

Emergency operation. The term *emergency operation* means any emergency service provided by any police, sheriff, fire or fire and rescue department, any ambulance service or any other emergency service requiring a prompt response, and any emergency repair of public facilities or public utilities.

Equivalent sound level (Leq). The term *equivalent sound level* means the average sound level accumulated over a given period of time. The equivalent sound level is the A-weighted sound level corresponding to a steady state sound level containing the same total sound energy as the time varying signal over a given period of time, determined using a sound level meter as set forth in the American National Standards for Sound Level Meters.

Impulse sound. The term *impulse sound* means any sound of short duration with an abrupt onset and rapid decay. This includes but is not limited to explosions, drum beats, drop forge impacts, discharge of firearms and one object striking another.

Nighttime. The term *nighttime* means that period of a day beginning at 11:00 p.m. and ending at 7:00 a.m., each day of the week.

Noise. The term *noise* means any sound which violates the sound level standards of this chapter, but does not include any sound which is exempt pursuant to Section 15.1-7 of this chapter.

Person. The term *person* means any natural person, association, partnership, corporation or other legal entity.

Property line. The term *property line* means an imaginary line along the ground surface which separates the real property owned by one person from another.

Public facility. The term *public facility* means a structure or use which may be publicly or privately owned or operated and which is generally open to the public, and includes but is not limited to schools, libraries, parks, hospitals and uses of a similar character.

Receiving zone. The term *receiving zone* means the zoning classification of the property receiving the noise, as shown on the official zoning maps. For property which is located within another jurisdiction, the zoning administrator shall determine the comparable zoning category, and be guided in making the determination by the actual use of the property. The receiving zones shall include property with the zoning classifications set forth below:

- (a) *Commercial receiving zone* . A commercial receiving zone is property zoned business (B-1), convenience business (BC), the commercial areas of a planned unit development (R-3), and any other commercial zoning district.
- (b) *Industrial receiving zone* . An industrial receiving zone is property zoned light industrial (I-1), highway industrial (I-2), the industrial areas of a planned unit development (R-3), and any other industrial zoning district.
- (c) *Public space or institutional receiving zone* . A public space or institutional receiving zone is property determined by the zoning administrator to be a public facility or an institution.
- (d) *Agricultural and residential receiving zone* . The rural areas and residential receiving zone is that property zoned agricultural (A-1), residential (R-1, R-2, R-3 and R-4) and any other agricultural or residential zoning district.

Sound level meter. The term *sound level meter* means an instrument used for making sound level measurements which meets the requirements of the American National Standards Institute Type II rating.

Source sound level. The term *source sound level* means the equivalent sound level of the source being measured.

Total sound level. The term *total sound level* means the equivalent sound level of the source being measured and ambient sound before correction to determine the source sound level.

- (B) *Procedure for measuring sound.* Each sound meter reading shall be conducted as provided herein:
 - (1) *Instrument of measurement* . Each sound measurement shall be taken only from a sound level meter.
 - (2) *Calibration of sound level meter* . An acoustic calibrator authorized by the manufacturer of the sound level meter shall properly calibrate the sound level meter used for each sound measurement in accordance with procedures specified by the manufacturer. After the initial calibration, the sound level meter shall be calibrated in accordance with procedures, and at regular intervals, as specified by the manufacturer.
 - (3) *Weather conditions* . A windscreen shall be used on the sound level meter when sound measurements are being taken. No outdoor sound measurements shall be taken during rain or during weather conditions in which wind sound is distinguishable from, and is louder to the ear than, the sound source being tested.
 - (4) *Scale* . Each sound measurement shall be expressed in units of the sound level (dBA), in accordance with American National Standards Institute specifications for sound level meters. Each measurement shall be made using the A-weighted scale with fast response, following the manufacturer's instructions and measuring the equivalent sound level. Impulse sounds shall be measured as the maximum reading and not the equivalent sound level.
 - (5) *Place of sound measurement* . Each sound measurement shall be taken no closer to the sound source than the property lines of the receiving zone properties or the property line along which a street fronts. If the property line of a receiving zone property is not readily determinable, the sound measurement shall be taken from any point inside the nearest receiving zone property, or within an occupied structure located on receiving zone property. If the property line abutting a street is not readily determinable, the sound measurement shall be taken from the edge of the pavement which is closest to the source of the sound. Each sound measurement taken of a sound source within a multifamily structure, such as an apartment building, townhouse development and the

like, may be made: (i) within the interior of another residential unit in the same structure or the same development; or (ii) from common areas.

- (6) *Orientation of microphone* . To the extent that it is practical to do so, the microphone of the sound level meter shall be positioned four (4) to five (5) feet above the ground or floor. The orientation recommended by the manufacturer of the sound level meter shall supersede the foregoing orientation if the manufacturer's recommendation conflicts therewith.
- (7) *Duration of measurement* . Each sound measurement shall be taken over a period of five (5) continuous minutes, unless the sound being measured is an impulse sound. If the sound being measured is an impulse sound, each sound measurement shall be taken during the "impulse" or emission of that sound. The zoning administrator shall determine whether a sound is an impulse sound for purposes of determining the duration of the sound measurement.
- (8) *Ambient sound measurement* . The ambient sound shall be measured for each sound measurement as follows:
 - (a) The ambient sound level shall be averaged over a period of time comparable to that for the measurement of the particular sound source being measured.
 - (b) In order to obtain the ambient sound level, the sound source being measured shall be eliminated by the source ceasing its sound-producing activity and the ambient sound level shall be obtained from the same location as that for measuring the source sound level. If the sound from the sound source cannot be eliminated, the ambient sound level shall be measured from an alternative location whose ambient sound level is not affected by the sound source in accordance with the following procedure:
 - (i) The alternative location should be as close as feasible as that for measuring the source sound level, but located so that the sound from the source has as little effect as possible on the ambient sound level measurement. Even if the source sound is audible or is sufficient to raise the sound level above that which would be measured were it inaudible at the alternative location, the reading is sufficient for the purpose of this procedure.
 - (ii) The alternative location chosen must be such that structures in the vicinity are similar in size and distribution, and the local topography is similar in character to the location for the source sound level measurement.
 - (iii) Traffic conditions at the time the ambient sound level is measured must be similar to those at the location for the sound source measurement.
- (9) *Determining source sound level* . Except for new equipment for which the owner provides manufacturer's specifications related to sound levels accepted by the zoning administrator, the sound level from a sound source shall be determined by correcting the total sound level for ambient sound in accordance with the following procedure:
 - (a) Subtract the maximum measured ambient sound level from the minimum measured total sound level.
 - (b) In Row A below, find the sound level difference determined under paragraph (a) and its corresponding correction factor in Row B.

Row A											
Sound Level Difference (Decibels)	0.5	1	2	3	4	5	6	7	8	9	10

Row B Correction Factor (Decibels)	9.6	7	4	3	1.8	1.6	1.2	1.0	0.75	0.6	0.5
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(c) Subtract the value obtained from Row B under paragraph (b) from the minimum measured total sound level to determine the source sound level.

(d) If the difference between the total sound level and the ambient sound level is greater than 10 dBA, no correction is necessary to determine the source sound level.

(C) Maximum sound levels. Except as otherwise expressly provided herein, maximum noise levels from any source shall be as set forth below:

Receiving Zone	Time Period	Noise Level (dBA)
Agricultural and Residential	Daytime	60
	Nighttime	55
Public Space or Institutional	Daytime	60
	Nighttime	55
Commercial	Daytime	65
	Nighttime	65
Industrial	Daytime	70
	Nighttime	70

(Ord. 9-19-01)

Sec. 15.1-10. - Violation and penalty.

Any person who violates any provision of this chapter and/or creates a noise disturbance, shall be deemed to be guilty of a class 1 misdemeanor. The person operating or controlling a sound source shall be guilty of any violation caused by that source. If the sound source cannot be determined, any owner, tenant or resident physically present on the property where the violation is occurring shall be rebuttably presumed to be guilty of the violation.

(Ord. 9-19-01)

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

TAB H

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors May 18, 2022 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday, May 18, 2022, 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:	N/A				
ENCLOSURES:	Draft Minutes for May 18, 2022.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Carysbrook Performing Arts Center
8880 James Madison Hwy, Fork Union, VA 23055
May 18, 2022
Work Session 5:00pm
Regular Meeting 7:00pm**

MEMBERS PRESENT: John M. (Mike) Sheridan, Columbia District, Chair *(entered meeting at 5:07pm)*
Tony O’Brien, Rivanna District, Vice Chair *(entered meeting at 5:37pm)*
Mozell Booker, Fork Union District
Patricia Eager, Palmyra District
Chris Fairchild, Cunningham District

ABSENT: None.

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

FLUVANNA PUBLIC UTILITIES PLANNING WORK SESSION – CALL TO ORDER

At 5:02pm, Supervisor Booker called to order the Work Session of May 18, 2022. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

Richard Kincheloe, PE, Associate, Principal Engineer, gave the Board of Supervisors a high-level overview of the Utility Master Plan including the Fork Union Sanitary District (FUSD) and Palmyra Water System, and the Zion Crossroads Utility System.

After some discussion, the Board entered into closed session.

CLOSED MEETING

MOTION:	At 6:24pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.3, & A.5 of the Code of Virginia, 1950, as amended, for the purpose of discussing Real Estate – Fork Union real estate acquisition, and Prospective Industry – Prospective business.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 7:14pm, 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. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

- *The Board of Supervisors did not discuss A.5 Prospective Industry – Prospective business, and will need to return to closed session later in the meeting.*

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE

At 7:15pm, Chair Sheridan called to order the Regular Meeting of May 18, 2022. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

- *Mr. Dahl requested the addition of discussing the Arts Council MOU, ZTA 21:03, BOS Retreat proposal, and Economic Development strategic goals in unfinished business. Mrs. Booker asked to revisit the AARP Livable Community – Charlottesville Area Alliance agenda item from the May 4, 2022 meeting.*

MOTION:	Accept the Agenda, for the May 18, 2022 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR'S REPORT

None.

5 - PUBLIC COMMENTS #1

At 7:21pm, Chair Sheridan opened the first round of Public Comments.

- Pat Robinette, 1964 Bybees Church Rd, addressed the Board of Supervisors regarding personal property taxes increases.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:24pm.

6 - PUBLIC HEARING

VDOT Secondary Six Year Plan— Scott Thornton, VDOT Residency Administrator presented the FY23 Secondary Six Year Plan.

At 7:26pm, Chair Sheridan opened the Public Hearing. With no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:26pm.

MOTION:	Accept the Resolution for the VDOT Secondary Six-Year Plan (2022/23 through 2027/28) and VDOT Construction Priority List (2022/23) as required by sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ZMP 22:01 Fluvanna County Board of Supervisors – Douglas Miles, Community Development Director

ZMP 22:01 Fluvanna County Board of Supervisors – A request to rezone from A-1, Agricultural, General to the I-1, Industrial, Limited Zoning District of 33.8 +/- acres of Tax Maps 51 Section A Parcels 130, 138 and 139. The subject properties are generally located behind 5725 James Madison Highway (Route 15) and they are in the Fork Union Community Planning Area and in the Fork Union Election District.

2015 Comp Plan – Economic Development

- The Fork Union Community Planning Area seeks to balance land uses and transportation improvements.
- Concentrating industrial development off of primary transportation corridors, such as US Route 15 could significantly enhance Fluvanna County's tax base.
- Fluvanna County's planned public water and sewer improvements along Route 15 provides necessary infrastructure for economic development purposes.

I-1, Light Industrial – Proffered Out Land Uses

Fluvanna County, as applicant, has excluded the following I-1, by right land uses in this application:

Self-storage facilities, Car washes and Solid waste collection facilities

Fluvanna County, as applicant, has excluded the following I-1, by special use permit only land uses:

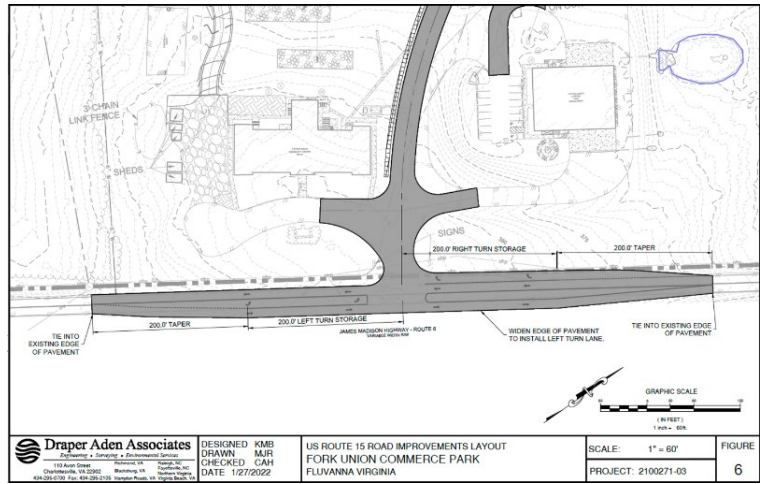
Commercial amusements, Manufactured home sales, Shooting ranges, outdoor and Solid waste material recovery facilities

2015 Comp Plan – Transportation Planning

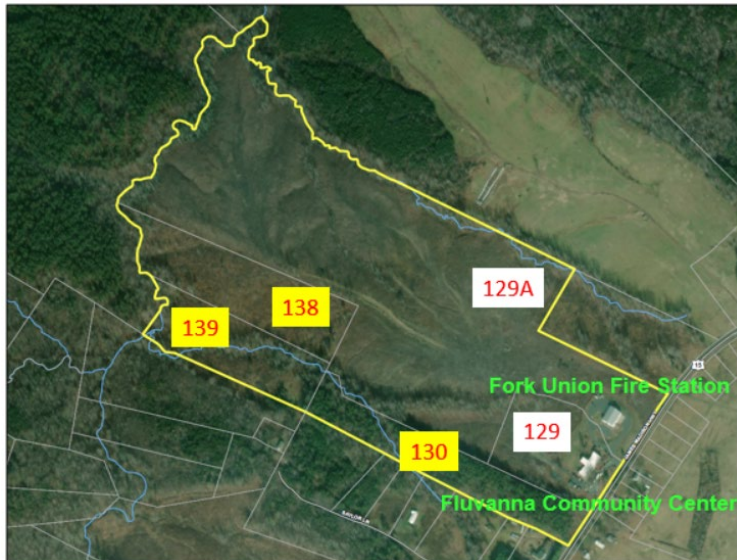
- Fork Union Commerce Park will be on US Route 15 that is classified as a Minor Arterial Road by VDOT.
- The Traffic Impact Study (TIS) completed by EPR calls for left and right turn lanes along Route 15:

"a northbound left-turn lane with 200' of storage with a 200' taper and a southbound right-turn lane with 200' of storage with a 200' taper and extension of the right-turn lane into the proposed, subject property"

Board of Supervisors Minutes
 ZMP 22:01 Fork Union Commerce Park



Fork Union Commerce Park



Fork Union Commerce Park

- The County purchased Tax Map 51-A-130 in 2019
- The County purchased Tax Maps 51-A-138 and 51-A-139 in 2021
- In 2021, the Board of Supervisors authorized staff to move forward with the site development work along with Draper Aden to include:
 - Preliminary Geotechnical Exploration & Report
 - Boundary and Topographic Surveys
 - Phase I Environmental Site Assessment
 - Waters of the US Delineation and Determination
 - Cultural Resources Review
 - Threatened & Endangered Species Review
 - Preliminary Engineering Report
 - Master Plan Development
 - Traffic Impact Analysis (required for rezoning)

Fork Union Commerce Park Summary

- Things for the County to complete next:
 - Rezoning
 - Official name of the park
 - Marketing of the park
 - Discuss with developers
- Long range plans:
 - Engineer the park
 - Install road
 - Determine sewer solution
 - Sell parcels

7:36pm, Chair Sheridan opened the Public Hearing. With no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:36pm.

MOTION:	Approve ZMP 22:01, a request to amend the Fluvanna County Zoning Map to conditionally rezone from A-1, Agricultural, General to the I-1, Industrial, Limited Zoning District with respect to approximately 33.8 +/- acres of Tax Maps 51 Section A Parcels 130, 138 and 139 with Proffers dated April 7, 2022.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7 - ACTION MATTERS

Naming of the County-Owned Business Park in Fork Union – Jennifer Schmack, Director of Economic Development

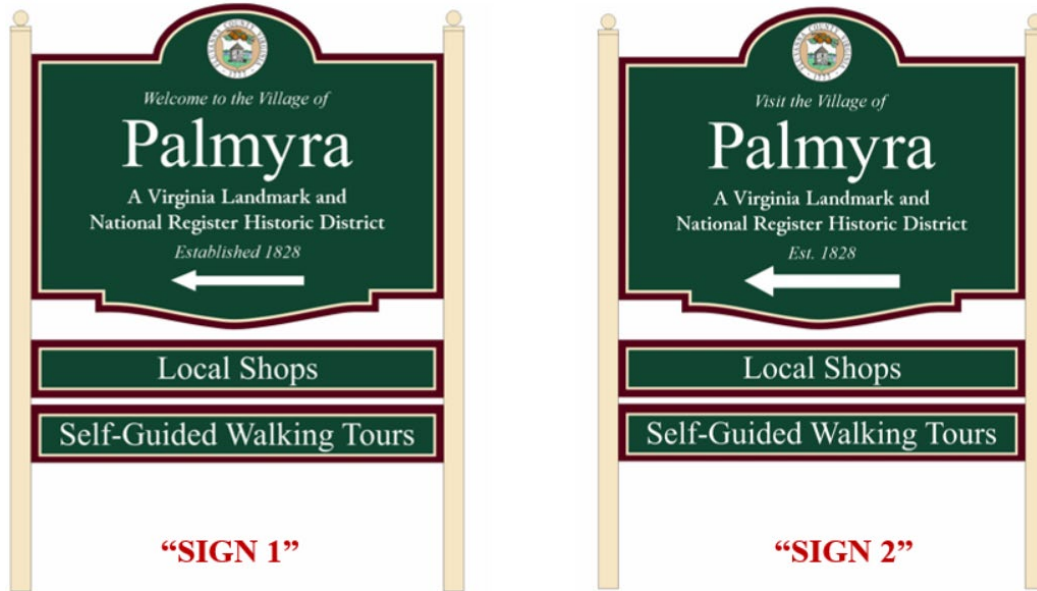
- As the County moves forward with the completion of the rezoning of the remaining parcels for the County-owned business park in Fork Union, it is beneficial to have an approved name designation as the County markets the property more for interested businesses.
- The County-owned parcels that make up the business park are 51-A-129, 51-A-130, 51-A-129A, 51-A-139 and 51-A-138.
- Things for the County to complete next:
 - Rezoning - Today
 - Official name of the park - Today
 - Marketing of the park and discuss with developers - Ongoing
- Long range plans:
 - Signage – Temporary “Future Home of the Fork Union _____ Park”
 - Design/engineer the infrastructure (road and utilities)
 - Design/engineer the entire park (pads, road and utilities)
 - Determine sewer solution (individual septic, package plant, central WWTP)
 - Businesses acquiring parcels in the park

MOTION:	Approve and designate the official name for the County-owned business park in Fork Union as the Fork Union Business Park.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Village of Palmyra Sign – Aaron Spitzer, Director of Parks and Recreation

- This project was first brought to the county’s attention during a BOS directed committee called PARC (Palmyra Area Revitalization Committee) that was from 2018 - 2020. This committee’s recommendation for the sign is labeled “Sign 1” in the following slides.
- After PARC ended, EDTAC (Economic Development and Tourism Advisory Council) took over the project in 2022 to finalize it. EDTAC has some suggested changes to “Sign 1” so their revision sign will be labeled “Sign 2”.
- These two committees’ feel that there is a definite need for this sign as they hear so often where is the Village of Palmyra. This sign will help to promote a Historic District of Fluvanna as well as assist the local shops with drawing in business that otherwise would not come in the area.
- Our Economic Development Office has been working with the “Village” businesses since February 2022 and is in support of this sign to help promote area business.
- There has been no monies previously budgeted for this sign. With approval of a not to exceed \$2,000 BOS contingency budget transfer, this project could be completed. Any monies not spent on implementation of the sign will be returned to the BOS contingency budget.
- Below is the quote I received from Graphic Garage for the project on April 15, 2022. The request (\$2,000) is higher than the quote below (\$1,590.10) due to the possibility of mark-up on materials since the time of the quote to ordering of the sign.
- Quote sent on April 15, 2022.
 - (1) 48in x 60in x 3/4in sign = \$670.60
 - (2) 8.5in x 60in x 1/2in sign = \$280.00
 - (2) PT posts = \$84.00
 - (2) PVC sleeves = \$90.00
 - (2) PVC round finial caps = \$28.50
 - Mounting hardware = \$117.00
 - Installation = \$320.00
 - Total for sign and installation - \$1590.10





- After some discussion, the Board agreed on sign 1 with “est. 1828” and the smaller arrow at the bottom.

MOTION #1	Approve a budget transfer of up to \$2,000 from the FY22 BOS contingency budget to the FY22 Parks and Recreation budget to install a new Village of Palmyra sign along Route 15.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion		Second	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION #2	Approve the Village of Palmyra sign # 1 with changes as presented.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7A – BOARDS AND COMMISSIONS

The applicants were invited to address the Board of Supervisors prior to consideration.

- Rudy Garcia, addressed the Board regarding his reappointment to the Finance Board
- Tim Hodge, addressed the Board regarding his appointment to the Finance Board
- Gerri Russel, addressed the Board regarding her appointment to the Planning Commission – Fork Union District Representative
- David M. Goad, addressed the Board regarding his appointment to the Planning Commission – Fork Union District Representative

MOTION:	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s)/reappointments(s):			
BOARD/COMMISSION/COMMITTEE	APPOINTEES	APPT/ REAPPT	BEGINS TERM	ENDS TERM
Agricultural-Forestal District Advisory Council – Landowner	Andrew Pullen	Reappt	7/1/2022	6/30/2026
Agricultural-Forestal District Advisory Council – Landowner	Tim Hodge	Appt	7/1/2022	6/30/2026
Finance Board - Citizen Representative	Rudy Garcia	Reappt	7/1/2022	6/30/2026
Library Board of Trustees – At-Large	Barbara Goshorn	Reappt	7/1/2022	6/30/2026
Library Board of Trustees – At-Large	Sherron Haley	Reappt	7/1/2022	6/30/2026
Library Board of Trustees – At-Large	Charles Haden Thomas Parrish	Appt	7/1/2022	6/30/2026
Planning Commission – Columbia	Ed Zimmer	Reappt	7/1/2022	6/30/2026
Planning Commission – Fork Union	David M. Goad	Appt	5/18/2022	6/30/2025
Planning Commission – Rivanna	Gequetta Murray-Key	Reappt	7/1/2022	6/30/2026

Board of Supervisors Minutes

MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

8 – PRESENTATIONS

None.

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for May 18, 2022:

- *Minutes of May 4, 2022* – Caitlin Solis, Clerk to the Board
- *Union Mills Agricultural/Forestral District Review and Renewal* – Jason Overstreet, Senior Planner
- *Accounts Payable Report for April 2022* – Tori Melton, Management Analyst

MOTION:	Approve the consent agenda, for the May 18, 2022 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for April 2022, in the amount of \$3,008,054.41.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - UNFINISHED BUSINESS

- Performing Arts MOU* – Eric Dahl, County Administrator
- ZTA 21:03* – Eric Dahl, County Administrator
- Board of Supervisors Retreat proposal* – Eric Dahl, County Administrator
- Economic Development strategic goals* – Eric Dahl, County Administrator
- AARP Livable Community* – Mrs. Booker, Fork Union Supervisor

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 9:15pm, 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 9:15pm.

CLOSED MEETING

MOTION:	At 9:15pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.5 of the Code of Virginia, 1950, as amended, for the purpose of discussing Prospective Industry – Prospective business.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 9:56pm, 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. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second			Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	Adjourn the regular meeting of Wednesday, May 18, 2022 at 9:56pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair

DRAFT



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 09-2022

**A RESOLUTION TO APPROVE VDOT SECONDARY SIX-YEAR PLAN
 (2022/23 through 2027/28) and
 VDOT CONSTRUCTION PRIORITY LIST (2022/23)**

At a regular monthly meeting of the Fluvanna County Board of Supervisors held at 7:00 p.m. on Wednesday, May 18, 2022 in Palmyra, Virginia, the following action was taken:

WHEREAS, Sections 33.2-331 of the 1950 Code of Virginia as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan; and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2022/23 through 2027/28) as well as the Construction Priority List (2022/23) on May 18, 2022 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, Scott Thornton, Residency Administrator, Virginia Department of Transportation - Louisa Residency, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2022/23 through 2027/28) AND Construction Priority List (2022/23) for Fluvanna County.

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interest of the Secondary Road System in Fluvanna County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2022/23 through 2027/28) and Construction Priority List (2022/23) are hereby approved as presented at the public hearing.

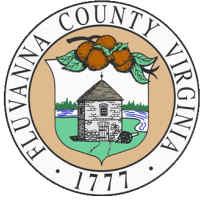
THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 18th day of May 2022.

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

Adopted this 18th day of May, 2022
 by the Fluvanna County Board of Supervisors

ATTEST:

 John M. Sheridan, Chair
 Fluvanna County
 Board of Supervisors



BOARD OF SUPERVISORS

County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 10-2022

**A RESOLUTION TO AUTHORIZE RENEWAL OF THE UNION MILLS
 AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR
 PERIOD TO EXPIRE MAY 15, 2032**

At a regular meeting of the Board of Supervisors of the County of Fluvanna held at the Carysbrook Performing Arts Center at 5:00 p.m. on the 18th day of May 2022, 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 Union Mills Agricultural/Forestal District on May 15, 2002 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Union Mills Agricultural/Forestal District on May 2, 2012; and

WHEREAS, the district will expire on May 15, 2022; 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 Union Mills Agricultural/Forestal District and advised them that the approved district would expire on May 15, 2022 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 18th day of May 2022 that the Fluvanna County Board of Supervisors hereby renews the Union Mills Agricultural/Forestal District for an additional ten-year period to expire on May 15, 2032.

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 18th day of May, 2022;

	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					
Chris Fairchild, Cunningham District	X					

Attest:

 John M. Sheridan, Chair
 Fluvanna County Board of Supervisors

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

TAB I

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	Personnel Policy Update				
MOTION(s):	I move the Board of Supervisors approve the update to the Personnel Policy as presented, pursuant to State Code.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Donna Snow, Director of Human Resources				
PRESENTER(S):	Donna Snow, Director of Human Resources				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	<p>The following changes are being requested to bring County policy into compliance with State code, which required the addition of Section G. to Policy 2.3.1 Qualifications of Appointment as follows:</p> <p>G. From time to time as necessary to comply with applicable law and requirements of the Sheriff, County employees who are not appointees of the Sheriff with access to the Sheriff's office building may be required to submit fingerprints.</p>				
FISCAL IMPACT:	None				
POLICY IMPACT:	As presented				
LEGISLATIVE HISTORY:	Section 2.3.1 of the Personnel Policy was last updated in 2004.				
ENCLOSURES:	Personnel Policy 2.3 Appointments (updates in Red)				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X			X	

02. PERSONNEL

2.3. Appointments

BOS Adopted – July 1, 2004

2.3.1. Qualifications for Appointment

A. Recruitment. Each position within the County government shall have a job analysis complete with job description, task lists and performance expectations. All vacancies shall be advertised based upon the requirements contained in the position description. EEO/AA standards shall be followed.

B. Identification. All applicants for employment must furnish references, be interviewed, and clear a criminal background check when deemed necessary, and/or be fingerprinted to determine criminal record prior to being considered for employment. When a job description requires the use of a County vehicle and/or transporting of citizens, the applicant's driving record will be checked.

C. Physical Standards. Applicants for employment and all County employees, except temporary or seasonal employees, may be given a physical examination at any time and, as a condition of employment, must meet the physical standards established for the position for which they apply. Physical examinations will be administered under the guidelines of the Rehabilitation Act of 1973. In addition, the County will adhere to the non-discriminatory policies set forth in this act, which means that reasonable accommodations will be made to allow handicapped persons to perform the essential functions of any position within the County's organizational structure.

D. Operators of County-owned Vehicles. Any applicant or employee who will operate a County-owned motor vehicle must possess a valid driver's license appropriate to the vehicle driven. Each employee who operates a County-owned motor vehicle must verify his license with the department head or supervisor each time a new license is issued by the Division of Motor Vehicles. Driving records may be required of employees who operate County vehicles.

E. Other Standards for Employment. Where other standards or requirements for a particular position are established which adhere to federal and state guidelines, all applicants shall be required to meet those standards as a condition of employment. Any standards developed must have the approval of the County Administrator or Board before being adopted, and shall then be entered on the applicable position or class description. Any substitution for or deviation from established standards must have prior approval of the County Administrator. The County Administrator may establish and must approve any tests or examinations which are developed and which are warranted to determine whether or not an applicant or employee meets established standards.

F. Applications with the Sheriff's Office shall be subject to testing as set forth in the Sheriff's Office policy regarding the application process.

G. From time to time as necessary to comply with applicable law and requirements of the Sheriff, County employees who are not appointees of the Sheriff with access to the Sheriff's office building may be required to submit fingerprints.

2.3.2. Applying For Positions

A. Form of Application. All applicants for employment must prepare the State of Virginia application form with all requested information completed.

B. Application Process. All County departments and Constitutional Offices will adhere to the following regulations concerning application forms from prospective applicants:

1. All employment applications will remain on an active file status for one year after receipt of application.
2. When the applicant has an active application with the County, it is his/her responsibility to inform the County in writing that the application is to be submitted for consideration for a vacancy which is to be filled.
3. Vacancies will be advertised for a minimum period of two weeks in newspapers of general circulation. Each advertisement shall include a date by which applications are preferred and notice that the position shall remain open until filled.
4. If a position has been previously advertised, but no applicant was chosen due to the belief that no applicant was qualified or the responsibilities of the vacancy have been changed, the vacancy should be re-advertised.

D. Criminal Background Check Policy. (Amended June 18, 2003) Every applicant for employment shall authorize the County to conduct a criminal background check. Persons seeking a volunteer position, or permit or license with the County that requires (1) the handling of money; (2) provision of care for persons under 18, the elderly, or disabled persons; or (3) activities relating to law enforcement must complete the appropriate criminal background check form. Once applicants have been interviewed, those applicants for positions who are subject to the criteria of the County ordinance requiring Criminal Background Checks will be asked to:

1. Read and sign a County of Fluvanna Criminal History Check Notice to Prospective Employee, a Fluvanna County form authorizing a criminal history, and sex offender and crimes against minors registry search, and;
2. Complete a State Police form (SP-167) for requesting only a Criminal History Record Check if only handling money; or, complete a State Police form (SP-230) for requesting a Criminal History Record Check **and** Sex Offender and Crimes Against Minors Registry Search if caring for children, elderly, or the disabled.

Applicants will be advised that the records check will be conducted only after a job offer is made and that the satisfactory outcome of the record check is a condition of continued employment.

(See Fluvanna County Code, Sec. 17-3 for the full text of the policy.)

All applicants with the Sheriff's Office are subject to criminal background checks at any stage of the application process.

D. Hiring of Felons and Misdemeanants. It shall be the policy of the County to employ individuals without a criminal record. However, for certain job positions, the hiring of persons previously convicted of felony or misdemeanor offenses may be allowed upon approval of the County Administrator with the consent of the Board of Supervisors. Constitutional Officers retain sole discretion in the hiring of felons and misdemeanants in their respective offices.

2.3.3. Selection Process

A. Recommendations and Appointments. Department heads shall examine applications and interview applicants for employment and recommend applicants for appointment to vacancies existing within their departments. Appointments shall be made on the basis of ability, training, and experience without regard to age, race, religion, sex, national origin, handicap, or political affiliation. The County Administrator, or Constitutional Officers for their respective employees, shall approve all employees of the County covered by this manual.

B. Form of Interview. Each interview may be conducted by a selection committee or by an individual who is authorized to conduct an interview. A single list of questions shall be used for all of the interviews for a single position. Questions may be changed for subsequent interviews for new vacancies in a similar position.

C. Steps in the Selection Process. The steps in the selection process shall be followed in the order as they appear here:

1. Review and screening of all employment application forms;
2. Employment interview;
3. Employment tests will be administered by Department Heads as directed by the County Administrator for departments under his authority; Constitutional Officers (or their designee) are responsible for administration of testing in their respective offices.
4. Reference checking shall be performed by the County Administrator or Department Head or their designee for which the vacancy is to be filled;
5. A criminal background check authorization shall be filled out, if determined to be necessary based on the policy, before an employment offer is made to an applicant;
6. Physical examination, if necessary;
7. Final selection decision.

2.3.4. Orientation

A. Training. After employees have been hired, they will be given an orientation to the County organization, leadership program, and their job. In addition, they will receive necessary training to perform their job. Furthermore, present employees must periodically have their skills updated. Orientation and training of new employees and the training of longer-term employees are a major responsibility of the County Administrator, Constitutional Officers, the personnel officer, and department heads.

B. Responsibility of Orientation. The responsibility for orientation shall be shared between the County Administrator and the new employee's immediate department head or Constitutional Officers for their respective employees.

C. Orientation Packet. Each new employee shall receive an information packet from the personnel and/or finance department to supplement the oral orientation program. New employees shall be required to sign a form indicating that they have received the information packet. The packet shall contain: a copy of the personnel manual or handbook, all benefit information, tax forms, department policies, etc.

2.3.5. Background Checks for Employees and Volunteers. (Revised Nov 16, 2016)

A. Policy

1. Every person who provides services for Fluvanna County as an employee or as a volunteer shall undergo a criminal background check prior to providing such services. Nothing in this policy shall be construed to prevent the Department head, Agency head, or Constitutional Officer with a reasonable basis from obtaining, at any time, a background check on any applicant, employee, or volunteer. Any refusal to consent to a background check may lead to not being considered for a position within the County, or further disciplinary actions, up to and including dismissal for employees and volunteers.

2. County Library and Parks and Recreation Department employees and volunteers shall also undergo subsequent annual background checks in December.

3. Employees must report any criminal arrests, charges, or convictions to their Department head, Agency head, or Constitutional Officer within twenty-four (24) hours or at the earliest possible opportunity. Failure to make the required report may constitute a violation and may result in disciplinary action, up to and including dismissal. The same policy applies for volunteers who hold a position of trust with access to vulnerable populations.

4. No person having been convicted of any crime, under Virginia law, federal law or the law of any other state, district or territory of the United States, shall be employed by the County or accepted as a volunteer unless a waiver is approved as hereinafter provided.

5. Any conviction as to which the applicant shall have received an absolute pardon or which shall have been set aside by a court of competent jurisdiction.

B. Waivers may be approved when any of the following conditions exist:

Conviction:	Must be at least:
Crimes of fraud, dishonesty or moral turpitude (e.g., larceny, forgery, bad checks)	10 years old
Felony DUI	10 years old
Felony Drug	10 years old
Misdemeanor Drug	10 years old
Misdemeanor DUI	5 years old
Conviction of any Class 1 or Class 2 Misdemeanor involving reckless and/or dangerous driving behaviors	2 years old
Where the applicant has received an absolute pardon	N/A
Where the applicant’s conviction has been set aside by a court of competent jurisdiction	N/A

A waiver shall not be approved for any applicant who shall have been convicted of two or more misdemeanors unless the County Administrator or respective Constitutional Officer shall determine that the most recent conviction is far enough in the past to indicate that behavior change has occurred (3-5 years, depending on the nature of the crime).

C. Convictions Not Eligible for Waiver. Convictions that are not eligible for waiver are as follows:

1. Abduction;
2. Felonies involving violence including but not limited to rape, sexual assault, homicide, malicious wounding, unlawful wounding, and domestic assault or battery;
3. Child/adult abuse or neglect;
4. Crimes which involve the exploitation of a child or an incapacitated adult;
5. Felony arson;
6. Felony or misdemeanor crime against a child or incapacitated adult which causes harm;
7. Neglect or abuse by a caregiver or a person in a custodial or supervisory relationship;
8. Pornography crimes involving children or incapacitated adults including but not limited to, use of minors in filming sexually explicit conduct, distribution and exhibition of material depicting minors in sexually explicit conduct or sending, distributing, exhibiting, possessing, displaying or transporting material by a parent, guardian or custodian, depicting a child engaged in sexually explicit conduct;

9. Purchase or sale of a child;

10. Sexual offenses including but not limited to incest, sexual abuse, or indecent exposure.

D. Waiver Requests

1. All waiver requests will be evaluated by the Department or Agency head who will make a written recommendation to the County Administrator for review. Waiver authority within a constitutional office will be considered and made by the respective Constitutional Officer.

2. The decision shall be final if the County Administrator disapproves the waiver from either a Department head or Agency head. Constitutional Officers retain sole authority of any waiver decision within their respective offices.

3. Waivers approved by the County Administrator shall also require the final consent of the Board of Supervisors.

4. In evaluating waiver requests, the County Administrator, Board of Supervisors, and Constitutional Officers shall give due consideration to the guidelines issued by the Federal EEOC for employers by considering the criminal history of job applicants, evaluation of the incident(s) based on consultation with appropriate professionals, and the following factors:

- a. The relationship between the incident and the type of employment or service that the applicant/employee will provide.
- b. The applicant/employee's employment or volunteer history before and after the incident.
- c. The applicant/employee's efforts and success at rehabilitation.
- d. The likelihood that the incident would prevent the applicant/employee from performing his or her responsibilities in a manner consistent with the safety and welfare of the consumers served by the agency.
- e. The circumstances and/or factors indicating the incident is likely to be repeated.
- f. The nature, severity, number, and consequences of the incidents disclosed.
- g. The circumstances surrounding each incident, including contributing societal or environmental conditions.

- h. The age of the individual at the time of the incident.
- i. The amount of time elapsed since the incident occurred.

2.3.6. Employee Identification Card Program. (BOS Adopted - Nov 5, 2014) Fluvanna County is committed to providing employees and the public with the highest quality of public service in the safest possible environment while conducting business. As part of this goal, the County is instituting an identification card program for County employees.

A. Policy. The County will issue employee identification (ID) cards to all full-time employees and part-time employees who work on a regularly scheduled basis. Employee ID cards may also be issued to other employees or volunteers who come in direct contact with the public, work in remote job sites, or as requested by the department/agency head or Constitutional Officer.

B. Employee ID Card Information

1. Employee's photo
2. Employee's name
3. Employee's County ID number
4. Employee's title and department
5. Some departments/agencies or Constitutional Officer may require additional information as needed.

C. Process to Obtain an Employee ID Card. Human Resources (or designees) processes the photo ID cards for all departments, agencies, and Constitutional Officer staff, except for the Sheriff's Office and the Department of Social Services.

1. New employees will generally receive their Employee ID card at their new hire orientation meeting, but at minimum, Employee ID cards will be issued within 2 weeks of an employee's first work day.
2. All employees who have a name, job title, or department change will receive a new Employee ID card within 2 weeks of the change.
3. Employees shall turn in the old Employee ID card to Human Resources, prior to receiving the new card with the change.

D. Employee ID Carried / Worn. The employee ID card must be carried or worn at all times when an employee is acting in an official capacity.

1. Department/Agency heads and Constitutional Officers will determine when their employees shall wear the employee ID card so that it is visible to the public.

2. Field employees shall carry their ID card at all times in a manner that does not interfere with any equipment or their activities.

3. The Employee ID card shall be used as identification during duty hours if requested by a member of the public or another County employee.

E. ID Cards May Not be Shared. At no time shall an employee share his/her employee ID card with any person.

F. ID Cards Property of Fluvanna County. All employee ID cards are the property of Fluvanna County.

G. Reporting Lost or Stolen Cards. An employee shall report all lost or stolen employee ID cards immediately to their Supervisor and the Human Resources Office.

H. Termination or Resignation. Upon Termination or resignation from County employment, employees are required to turn over their Employee ID card to their supervisors who will send the ID to Human Resources.

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

TAB J

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	FY22 Circuit Court Preservation Funds Supplemental Appropriations				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation totaling \$19,977.37 to the Circuit Court Clerk's Office FY22 budget for funds received from the Commonwealth of Virginia.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tristana P. Treadway, Clerk of the Circuit Court				
PRESENTER(S):	Tori Melton, Management Analyst				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	<p>For FY2022, \$15,000 was budgeted in the Clerk of the Circuit Court's budget for the Circuit Court Records Preservation Grant Program. To date, the Clerk's Office was awarded, expended, and received a reimbursement of \$18,819 from the Commonwealth of Virginia. \$3,819 more than initially budgeted.</p> <p>The Circuit Court Clerk's Office has earned Technology Trust Funds from the Compensation Board which exceeds the FY22 county budget by \$16,158.32. The deficient amounts by line item are: \$320.40 in TTFND Technology; for redaction of social security numbers on recorded documents in FY2022, and \$15,837.92 in Professional Services to cover the costs of scanning and making available digitally, Land Tax Books 1936-2013 by the Clerk's Office records vendor, Logan Systems, Inc. Funds will be available from the Compensation Board in the June 2022 reimbursement.</p>				
FISCAL IMPACT:	Approval of the motion will allow Finance staff to increase revenues and expenditures by \$19,977.37.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

TAB K

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	FY22 ARPA Municipal Utility Funds Supplemental Appropriation				
MOTION(s):	I move that the Board of Supervisors approve a supplemental appropriation of \$8,076.95 to the FY22 ARPA Municipal Water Services line for Utility Assistance Payments.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Management Analyst				
PRESENTER(S):	Tori Melton, Management Analyst				
RECOMMENDATION:	Approve				
TIMING:	Effective Immediately				
DISCUSSION:	<ul style="list-style-type: none"> • FUSD applied for and received ARPA Municipal Relief funds to assist delinquent customers • \$8,076.95 was received by the County on October 29, 2021 • Applications were received and processed by Public Utility staff and payments were made to FUSD totaling \$8,076.95 to assist with delinquent customer accounts 				
FISCAL IMPACT:	Distribute ARPA Funding				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

TAB L

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	FY22 CARES Act Supplemental Appropriation				
MOTION(s):	I move that the Board of Supervisors approve a supplemental appropriation of \$3,776.90 to the FY22 CARES Act Water Services line for Utility Assistance Payments.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Management Analyst				
PRESENTER(S):	Tori Melton, Management Analyst				
RECOMMENDATION:	Approve				
TIMING:	Effective Immediately				
DISCUSSION:	<ul style="list-style-type: none"> • FUSD applied for and received COVID-19 Municipal Relief funds to assist delinquent customers • \$3,776.90 was received by the County on August 18, 2021 • Applications were received and processed by Public Utility staff and payments were made to FUSD totaling \$3,776.90 to assist with delinquent customer accounts 				
FISCAL IMPACT:	Distribute CARES Act Funding				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

TAB M

MEETING DATE:	June 1, 2022				
AGENDA TITLE:	FY22 – 51 Kents Store Way Insurance Claim				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$1,950 to the FY22 Facilities Buildings Equipment Repair & Maintenance Budget to reflect reimbursement from a VACORP Insurance claim.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Management Analyst				
PRESENTER(S):	Tori Melton, Management Analyst				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine.				
DISCUSSION:	<p>On October 1, 2021 a truck backed into the firehouse bay door. The recovered amount for the damage after the \$1,000 deductible is \$1,950.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY22 Facilities Building Equipment Repair & Maintenance Budget by \$1,950.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB N

MEETING DATE:	June 1, 2022																																								
AGENDA TITLE:	FY22 Department of Social Services Share of the Cost Allocation Funds																																								
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation to the FY22 General Fund in the amount of \$1,404.88 to reflect the additional funding to the Social Services Special Welfare Fund.																																								
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):																																						
		X																																							
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other																																				
				X																																					
STAFF CONTACT(S):	Tori Melton, Management Analyst & Kim Mabe, Social Services Director																																								
PRESENTER(S):	Tori Melton, Management Analyst																																								
RECOMMENDATION:	Approval																																								
TIMING:	Routine																																								
DISCUSSION:	<ul style="list-style-type: none"> Annually the County has a Cost Allocation Plan (CAP) prepared for the purpose of accounting for the indirect overhead costs the County incurs for the Department of Social Services. The CAP allows a locality to receive some federal reimbursement for a portion of allowable costs that benefit programs administered by the local Department of Social Services. In March 1997, the Board of Supervisors agreed to share the CAP funds in the percentage of 33 1/3% with the Department of Social Services to be deposited into the Special Welfare fund. The table below represents the CAP funds received and the 33 1/3% share given to the Department of Social Services: <table border="1" style="margin-left: 40px; border-collapse: collapse; width: 80%;"> <thead> <tr> <th style="text-align: center;">FY</th> <th style="text-align: center;">CAP Funds Received</th> <th style="text-align: center;">33 1/3% Share to DSS</th> </tr> </thead> <tbody> <tr><td style="text-align: center;">2012</td><td style="text-align: right;">\$72,443</td><td style="text-align: right;">\$24,145</td></tr> <tr><td style="text-align: center;">2013</td><td style="text-align: right;">\$56,362</td><td style="text-align: right;">\$18,787</td></tr> <tr><td style="text-align: center;">2014</td><td style="text-align: right;">\$55,764</td><td style="text-align: right;">\$18,588</td></tr> <tr><td style="text-align: center;">2015</td><td style="text-align: right;">\$78,596</td><td style="text-align: right;">\$26,198</td></tr> <tr><td style="text-align: center;">2016</td><td style="text-align: right;">\$90,297</td><td style="text-align: right;">\$30,099</td></tr> <tr><td style="text-align: center;">2017</td><td style="text-align: right;">\$86,096</td><td style="text-align: right;">\$25,699</td></tr> <tr><td style="text-align: center;">2018</td><td style="text-align: right;">\$79,780</td><td style="text-align: right;">\$26,593</td></tr> <tr><td style="text-align: center;">2019</td><td style="text-align: right;">\$100,482.45</td><td style="text-align: right;">\$33,494.15</td></tr> <tr><td style="text-align: center;">2020</td><td style="text-align: right;">\$110,271.49</td><td style="text-align: right;">\$36,757.16</td></tr> <tr><td style="text-align: center;">2021</td><td style="text-align: right;">\$130,208.39</td><td style="text-align: right;">\$43,402.80</td></tr> <tr><td style="text-align: center;">2022</td><td style="text-align: right;">\$114,104.64</td><td style="text-align: right;">\$38,034.88</td></tr> </tbody> </table>					FY	CAP Funds Received	33 1/3% Share to DSS	2012	\$72,443	\$24,145	2013	\$56,362	\$18,787	2014	\$55,764	\$18,588	2015	\$78,596	\$26,198	2016	\$90,297	\$30,099	2017	\$86,096	\$25,699	2018	\$79,780	\$26,593	2019	\$100,482.45	\$33,494.15	2020	\$110,271.49	\$36,757.16	2021	\$130,208.39	\$43,402.80	2022	\$114,104.64	\$38,034.88
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2021	\$130,208.39	\$43,402.80																																							
2022	\$114,104.64	\$38,034.88																																							

	For the FY22 budget, the County estimated a payment amount of \$36,630.00. This appropriation is requested to cover the additional \$1,404.88.				
FISCAL IMPACT:	A budget supplement as requested by the Department of Social Services would increase the FY22 General Fund revenues and expenditures by \$1,404.88.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	The Board of Supervisors adopted a “Resolution – Distribution of Cost Allocation Funds” on March 5, 1997.				
ENCLOSURES:	<ul style="list-style-type: none"> • Resolution – Distribution of Cost Allocation Funds • Reimbursement Notice from Kim Mabe, Social Services Director 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			



Department of Social Services

Carysbrook Complex
P. O. Box 98
Fork Union, VA 23055
(434) 842-8221
Fax (434) 842-2776

TO: Eric Dahl, County Administrator
Tori Melton, Management Analyst
FROM: Kim Mabe, Director *KM*
SUBJECT: Cost Allocation Reimbursement
DATE: May 18, 2022

On April's reimbursement from the State, you will notice that Fluvanna received \$114,104.64 in cost allocation funding from the feds. Per our agreement in 1997 with the Board of Supervisors, the Fluvanna County Social Services Board is to receive 1/3 of the total reimbursement or \$38,034.88.

Please give me a call if you have any questions. Thank you for your assistance in this and all matters relating to the Social Services Department.

Resolution
Distribution of Cost Allocation Funds

Whereas, the Social Services Board has requested the Board of Supervisors consider the distribution of a percent of the cost allocation funds for use by the Social Services Board in the Special Welfare fund; and

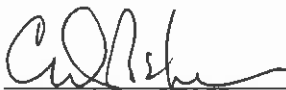
Whereas, the funds are to be used for special issues which the Social Services Board has the need for certain discretionary funds; and

Whereas, the cost allocation funds are federal and state reimbursement for costs of government to support the Social Services Board and are periodically received by the County General Fund.

Now, therefore be it resolved by the Board of Supervisors of Fluvanna County that 33 1/3% of the funds received for cost allocation reimbursement be distributed to the Department of Social Services for deposit with the Treasurer into the Special Welfare fund.

Further be it resolved that effective July 1, 1997 the Social Services Board shall budget within its administration funds the cost of monthly payment for Social Services Board members.

adopted this 5th day of March 1997

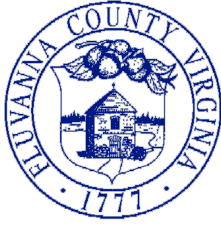


Clerk Board of Supervisors

c: Director of Social Services
Treasurer
Director of Finance

**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 type="checkbox"/>	ARPA Fund Balance Memo
<input type="checkbox"/>	



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS2022-06-01 p.181/186
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: June 1, 2022
From: Tori Melton – Management Analyst
To: Board of Supervisors
Subject: FY22 BOS Contingency Balance

The FY22 BOS Contingency line balance is as follows:

Beginning Original Budget:	\$163,898
Less: Compensation Study – 11.17.21	-\$37,000
Less: Blue Ridge Cigarette Tax Board Startup Cost – 11.17.21	-\$17,218
Less: Tyler Technologies, Inc. Merchant Services Contract – 01.12.22	-1,368
Less: Carysbrook Softball Field Lighting	-9,000
Less: FY22 Kent Store ARC Funding Request	-3,600
Less: Village of Palmyra Sign	-2,000
Available:	\$93,712



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MEMORANDUM

Date: June 1, 2022
From: Tori Melton – Management Analyst
To: Board of Supervisors
Subject: FY22 Capital Reserve Balances

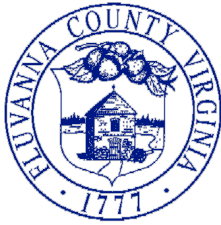
The FY22 Capital Reserve account balances are as follows:

County Capital Reserve:

FY21 Carryover	\$387,085
FY22 Budget Allocation:	\$200,000
Total FY22 Budget:	\$587,085
Add: Closed CRM Project – 06/30/2021	\$155
Less: Courts Building Sally Port Door – 08.04.21	-\$7,185
Less: Courts Building Replacement of Leaking Water Lines 09.01.21	-17,418
Less: Pleasant Grove House HVAC Replacement 09.01.21	-6,975
Less: Bobcat Skid Steer Repairs 10.20.21	-6,443
Less: Various Damages from the January 2022 Snow Storm 03.02.22	-7,456
Less: Public Works Maintenance Shop Generator 03.02.22	-6,455
Less: Generator Repair Fork Union and Palmyra Fire Stations 03.16.22	-13,090
Less: Grinding of Additional Storm Damage Brush 05.04.22	-9,700
FY22 Available:	\$512,518

Schools Capital Reserve:

FY21 Carryover	\$330,159
FY22 Budget Allocation:	\$200,000
Total FY22 Budget:	\$530,159
Add: Closed CRM Project – 06/30/2021	\$1,096
Less: FCHS HVAC Chiller Descaling and Cleaning 09.15.21	-27,700
Less: FMS Repair Leaking Flush Panels 11.03.21	-64,700
Less: Central and West Central Elementary Sidewalk Repair 11.03.21	-15,000
Less: Replace Track & Field Equipment 03.02.22	-29,155
Less: HVAC Fan & Motor Assembly at Carysbrook Elementary 04.20.22	-7,100
FY22 Available:	\$387,600



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MEMORANDUM

Date: June 1, 2022
From: Tori Melton – Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

FY21 Year End Audited Total Unassigned Fund Balance:	\$24,035,309
Unassigned Fund Balance – 12% Target Per Policy:	\$9,959,654
Unassigned Fund Balance – Excess Above Policy Target:	\$14,075,655
Less: FY22 Sheriff's Office Recruitment, Retention, and Compression Wage Adjustment - 10.06.21	-\$240,000
Less: FY21-22 County Carryover Request – 12.01.21	-\$87,074
Current Unassigned Fund Balance – Excess Above Policy Target:	\$13,835,655

