



## FLUVANNA COUNTY BOARD OF SUPERVISORS

### REGULAR MEETING AGENDA

Carysbrook Performing Arts Center  
8880 James Madison Hwy, Fork Union, VA 23055  
September 21, 2022 at 7:00 pm

TAB	AGENDA ITEMS
<b>1</b>	<b>CALL TO ORDER</b>
<b>2</b>	<b>PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE</b>
<b>3</b>	<b>ADOPTION OF AGENDA</b>
<b>4</b>	<b>COUNTY ADMINISTRATOR'S REPORT</b>
<b>5</b>	<b>PUBLIC COMMENTS #1</b> (5 minutes each)
<b>6</b>	<b>PUBLIC HEARING</b>
<b>7</b>	<b>ACTION MATTERS</b>
A	Requesting Part-time Temporary Clerk position be reclassified as Permanent Part-time Deputy Registrar position – Joyce Pace, General Registrar
B	Authorization to Advertise a Public Hearing for Noise Control Ordinance – Eric Dahl, County Administrator & Fred Payne, County Attorney
C	Revised Board of Supervisors Mission Statement – Eric Dahl, County Administrator and Kelly Harris, Assistant County Administrator
D	2022 - 2023 Board of Supervisors Two Year Plan – Eric Dahl, County Administrator and Kelly Harris, Assistant County Administrator
E	Economic Development Strategic Plan – Jennifer Schmack, Director of Economic Development
F	VDOT Safety Study on South Boston Road – Eric Dahl, County Administrator
<b>7A</b>	<b>APPOINTMENTS</b>
<b>8</b>	<b>PRESENTATIONS</b> (normally not to exceed 10 minutes each)
G	Jaunt Presentation – Ted Rieck, CEO, Jaunt, Inc.
H	2022 Fluvanna County Fair Review – Aaron Spitzer, Director of Parks and Recreation
<b>9</b>	<b>CONSENT AGENDA</b>
I	Minutes of August 27, 2022 Planning Retreat – Caitlin Solis, Clerk to the Board
J	Minutes of September 7, 2022 – Caitlin Solis, Clerk to the Board
K	CRMF - FMS VACORP Vandalism and Theft Reimbursement – Don Stribling, FCPS
L	FY22 Sheriff's Office Budget Transfer – Tori Melton / Director of Finance
M	FY23 FCPS Grants Supplemental Appropriation – Brenda Gilliam, Executive Director for Instruction and Finance
N	Proclaiming October as Community Planning Month – Douglas Miles, Community Development Director
<b>10</b>	<b>UNFINISHED BUSINESS</b>
	TBD

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**11 – NEW BUSINESS**

TBD

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

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**13 – CLOSED MEETING**

TBD

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**14 – ADJOURN**

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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**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	Requesting Part-time Temporary Registrar Clerk position be reclassified as Permanent Part-time Deputy Registrar position.				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors to approve the reclassification of the Temporary Part Time Registrar Clerk position, to a Permanent Part-Time Deputy Registrar, with the additional funding to come from FY23 Personnel Contingency.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
<b>STAFF CONTACT(S):</b>	Joyce Pace, General Registrar				
<b>PRESENTER(S):</b>	Joyce Pace, General Registrar				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Normal				
<b>DISCUSSION:</b>	Requesting the Board of Supervisors approve the position change as requested and presented.				
<b>FISCAL IMPACT:</b>	If the position is reclassified and changed, the minimum pay difference for the employee that is currently in this position would be an increase of \$416.00 each fiscal year. In addition, the reclassification of this position would also provide twenty vacation and twenty sick hours to the employee that is currently in this position each fiscal year, this would be an additional cost of \$704.80 each year to the County, for a total of \$1,120.80 additional each fiscal year.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Presentation				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	X	X		X	



***Electoral Board/Registrar***

Requesting Part-time Temporary Clerk  
position be reclassified as  
Permanent Part-time Deputy Registrar

# 2015 - 2021 -- Then & Now

- Political climate has changed drastically
- Voters have heightened “awareness” of election process
  - Dramatic increase in calls, emails, requests for meetings, FOIA requests from individuals and organizations which are very time-consuming
  - Dramatic increase in mailings by third-party organizations causing confusion and distrust for voters in turn increasing calls, emails and duplication of work
- Cybersecurity requirements
  - Requirement for written policies, reviews through national election organizations and federal agencies in order to maintain access to state database
  - Participation in webinars, table-top exercises and conference calls with Homeland Security, FBI, Cybersecurity and Infrastructure Security Agency (CISA), Multi-State Information Sharing and Analysis Center (MS-ISAC), Virginia State Police, etc.

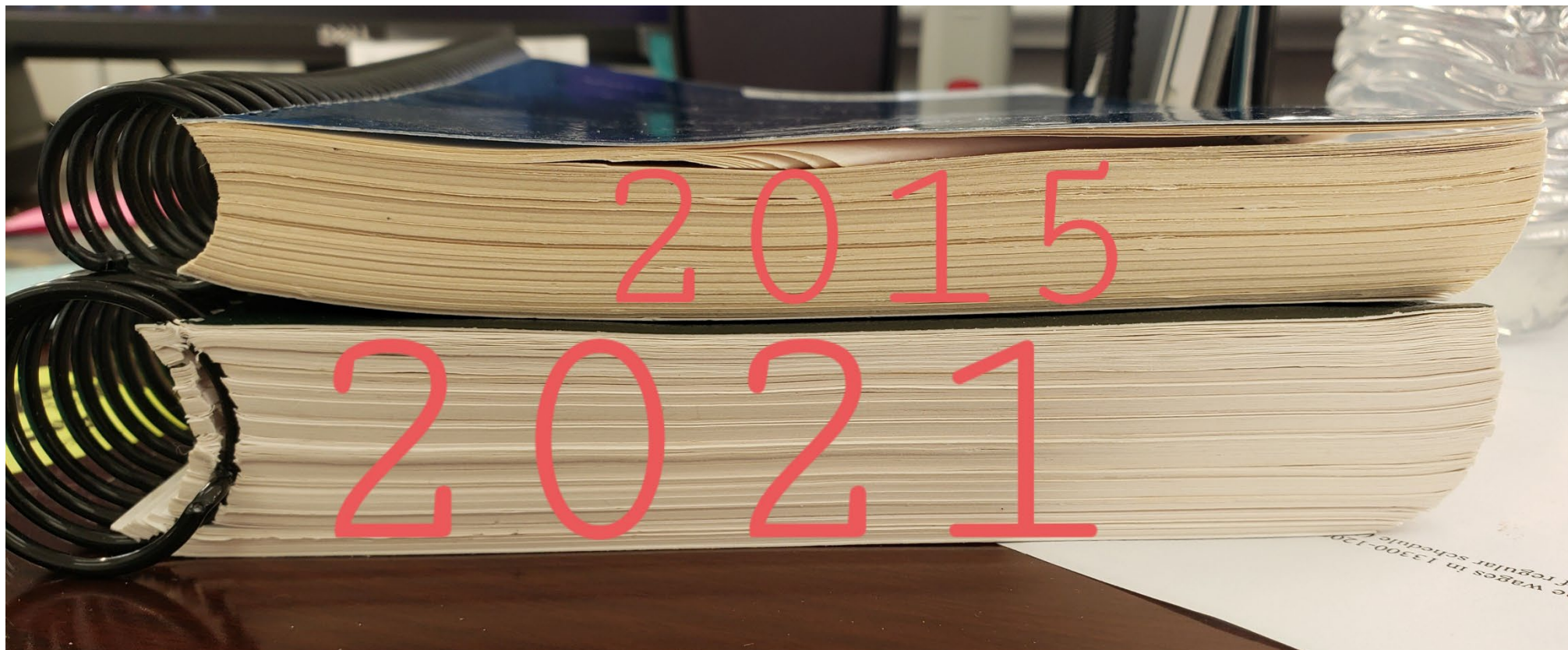


# 2015 - 2021 -- Then & Now

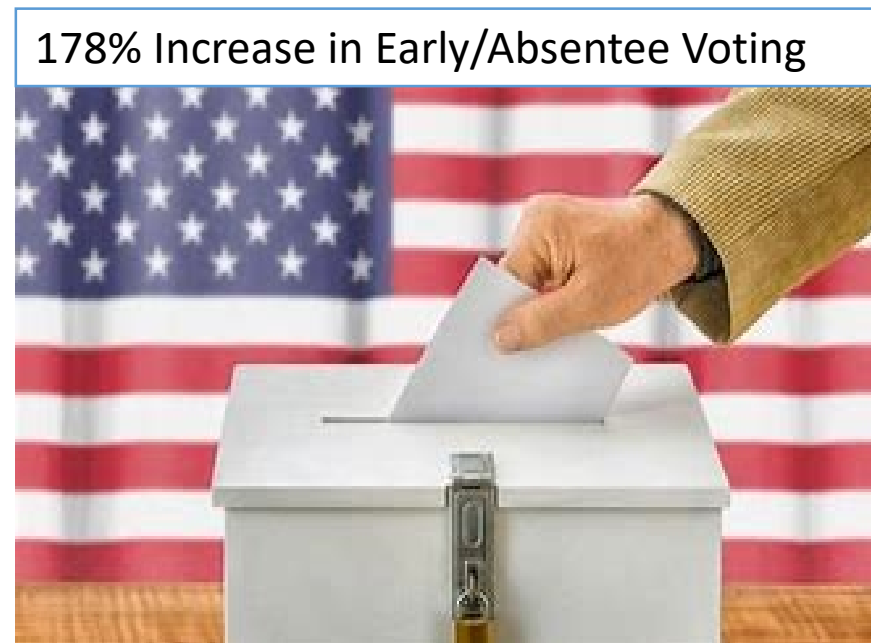
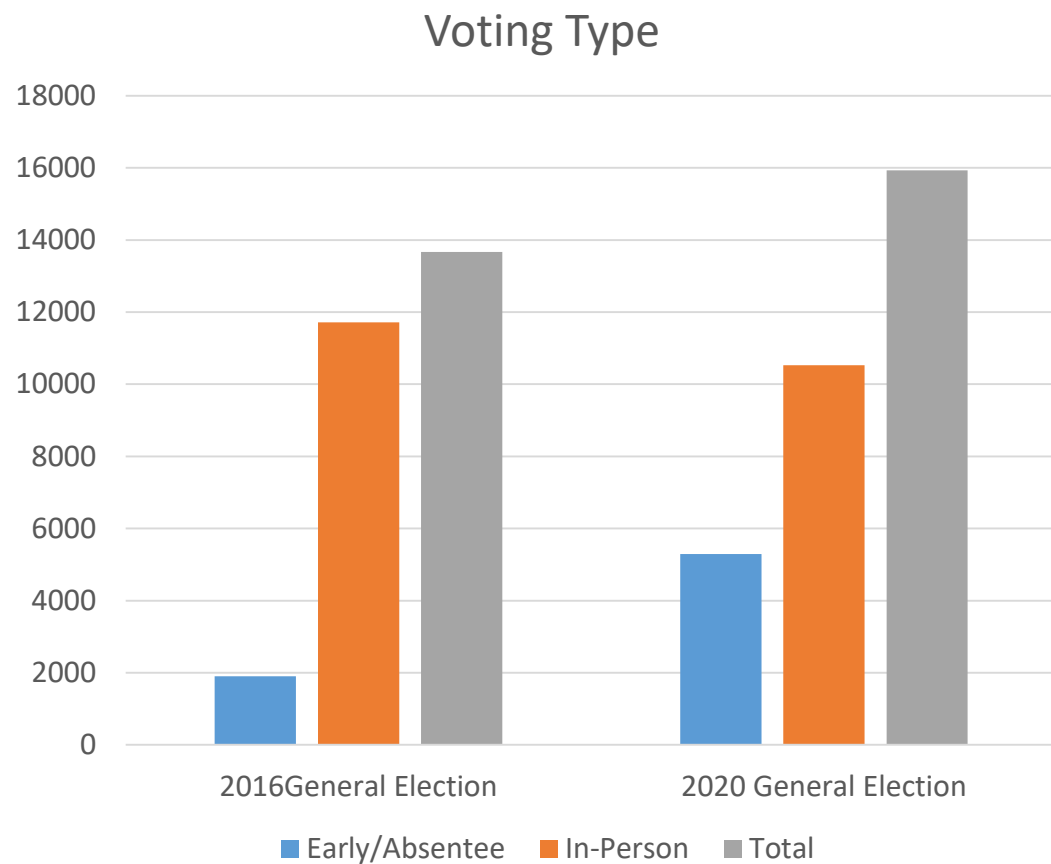
- Changes in equipment certification and standardization criteria
- Increase in registered voters
  - 16,711 in 2015 to 20,347 in December 2021
  - 1071 inactive in 2015 reduced to 589 in December 2021
- Increase in voters participating in elections
  - Presidential Elections
    - 2016 November Presidential Election – 13,668 total voters
    - 2020 November Presidential Election – 15,933 total voters
  - Gubernatorial Elections
    - November 2017 – 9,244 total voters
    - November 2021 – 12,491 total voters

# ELECTION LAWS

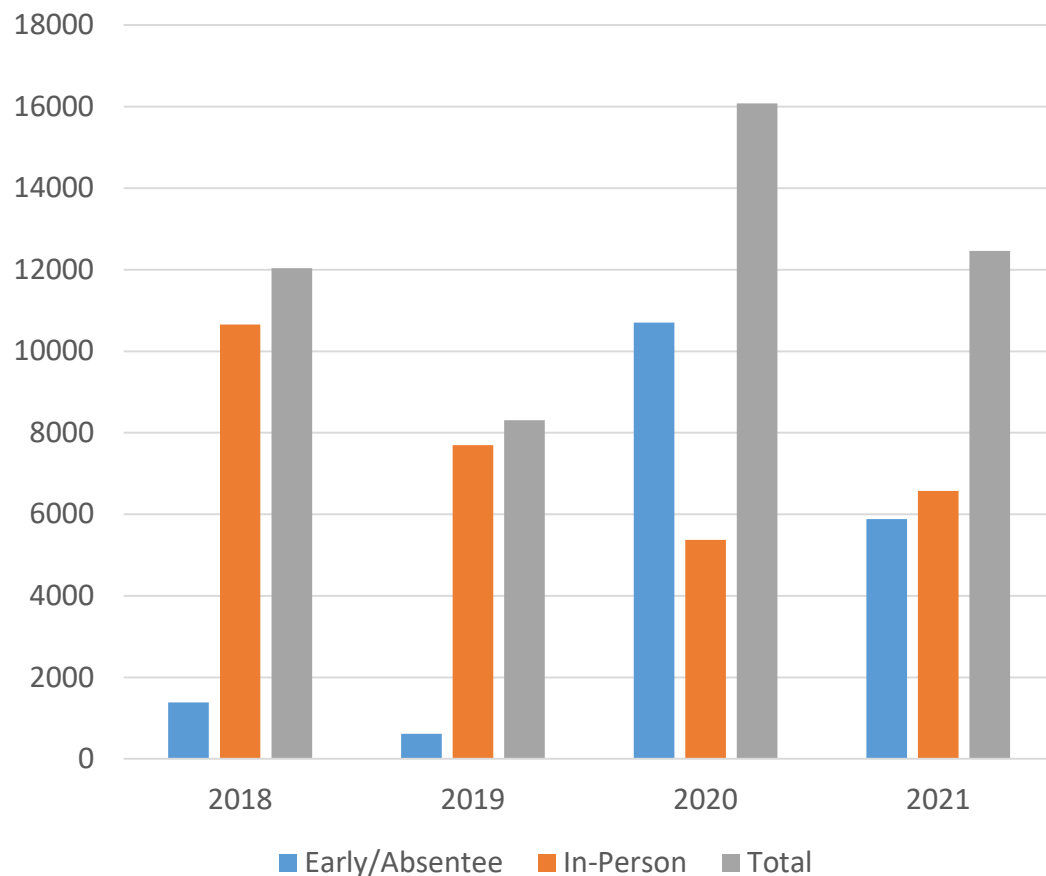
- 234 new election-related laws passed since 2017
- 93 of those just in 2021 and 2022
- New responsibilities of General Registrar/Director of Elections
- Most laws changed or added new processes



# Voting Pattern Changes 2016/2020 Elections



# Fluvanna Absentee Voting Rises 325% from 2018-2021



- Two-thirds of Fluvanna Voters cast their ballots either early or absentee in the 2020 General Election. Only one-third went to the polls on Election Day. Of the 16,077 votes cast, 10,701 were processed directly by staff and volunteers at the Central Office.

# Changes to Processes

- Changes in voter registration processes
  - In past – handled once and done
  - Now – handled numerous times before completed
- Absentee Cure Process
  - Every voter whose absentee ballot has an error must be contacted
    - By mail within 3 days
    - By phone/email in order to give them adequate time to “cure” error
    - Must re-issue ballot if unable to come to office
    - Keep log of actions
    - Keep state database updated with each contact (comments)
- Implementation of Pre-Processing of Absentee Ballots
  - Required to process at minimum twice before Elections Day (7 days prior and 3 days prior)
    - In addition to Early Voting and regular preparations for Election Day
- Implementation of Early Voting
  - Is similar to preparing and executing an “Election Day” in our office each day for 45 days before Election Day
    - This procedure is done in addition to our daily tasks and regular preparations for Election Day at our precincts.

# Part-time Deputy Registrar

- Point person for Early Voting
  - Schedule and train Officers of Election to work Early Voting
  - Responsible for file import into state database at end of day
  - Reconcile EPB data and ballot counts prior to and at end of every day
- Assist with Vote by Mail Procedures
  - Assist with application processing, packet preparation, ballot reconciliation, etc.
  - Assist with file extract every morning for use in Electronic Poll Book
- Assist in Maintaining EPB's
  - Assist with necessary software updates
  - Ensure unit functionality
  - Assist with Logic & Accuracy testing on all units before each election
- Point person for Election Officers
  - Recruit and maintain information on Officers of Election
  - Handle all assignments of Officers of Election for Election Day
  - Assist Director of Elections with training material and training sessions
- Assist in maintaining and packing paraphernalia used during Early Voting as well as Election Day
  - Keep all required forms updated
  - Maintain adequate supply levels

# Fluvanna vs. Localities with Comparable Voter Base

- **Fluvanna County** – 20,347
  - 2 FT Permanent, 1 PT Temporary
- **Amherst County** – 22,630
  - 1 FT Permanent, 2 PT Permanent, 3 PT Temporary ( seasonal and as needed)
- **Botetourt County** – 26,000
  - 4 FT Permanent: GR, Deputy, Asst. Deputy, 2 FT Asst. GRs
  - 1 Assistant GR PT Permanent ( 2 days/week)
- **Goochland County** – 20,988
  - 2 FT Permanent, 1PT Permanent

## Fluvanna vs. Localities with Comparable Voter Base

- **Fluvanna County** – 20,347
  - 2 FT Permanent, 1 PT Temporary
- **Prince George County** – 19,346
  - 2 FT Permanent, 1 PT Temporary
- **Orange County** – 27,886
  - 2 FT Permanent, 1 PT Permanent (works FT when needed)
- **Powhatan County** – 23,963
  - 2.5 FT Permanent
- **Prince Edward County** – 13,370
  - 2 FT Permanent, 1 PT Temporary



# Questions



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

**TAB B**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	Authorization to Advertise a Public Hearing for Noise Control Ordinance				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors approve an authorization to advertise a Public Hearing for “AN ORDINANCE TO REPEAL CHAPTER 15.1 OF THE FLUVANNA COUNTY CODE AND TO ADD A NEW CHAPTER 15.2 IN ITS PLACE TO REGULATE EXCESSIVE NOISE AND ACTIVITIES RELATED THERETO AND TO PROVIDE FOR PENALTIES FOR VIOLATIONS THEREOF”</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
<b>STAFF CONTACT(S):</b>	Eric Dahl, County Administrator				
<b>PRESENTER(S):</b>	Eric Dahl, County Administrator & Fred Payne, County Attorney				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	The principal purpose of this action would be to provide for a new standard for review of noise complaints which the Sheriff believes will be easier and more equitable to enforce, as well as to substitute civil penalties as specifically authorized by statute in lieu the current criminal penalties.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	Chapter 15.1 Enacted September 19, 2001; Amendment November 15, 2019.				
<b>ENCLOSURES:</b>	Public Hearing Ad				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	X				X



(Seal)

**PUBLIC HEARING**  
**Fluvanna County Board of Supervisors**  
 Wednesday, October 19 2022, at 7:00 p.m.

Pursuant to Virginia Code Section 15.2-1427, a Public Hearing will be held in the Carysbrook Performing Arts Center, at 8880 James Madison Highway, Fork Union, Virginia for citizens of the County to have the opportunity to appear before and be heard by the Board of Supervisors for the following item:

**AN ORDINANCE TO REPEAL CHAPTER 15.1 OF THE FLUVANNA COUNTY CODE  
 AND TO ADD A NEW CHAPTER 15.2 IN ITS PLACE TO REGULATE EXCESSIVE  
 NOISE AND ACTIVITIES RELATED THERETO AND TO PROVIDE FOR  
 PENALTIES FOR VIOLATIONS THEREOF**

BE IT ORDAINED BY THE FLUVANNA COUNTY BOARD OF SUPERVISORS that Chapter 15.1 of the Fluvanna County Code be, and the same is hereby, REPEALED;

AND BE IT FURTHER ORDAINED BY THE FLUVANNA COUNTY BOARD OF SUPERVISORS that a new Chapter 15.2 be, and the same is hereby, ADOPTED, as follows:

**Chapter 15.2 - NOISE CONTROL**

**State Law reference**— General powers of counties, see Code of Va., § 15.2-1200, 15.2-980.

Sec. 15.2-1. - 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.

Sec. 15.2-2. - 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.

Sec. 15.2-3. - 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.

#### Sec. 15.2-4. - Definitions.

The following definitions shall apply to this chapter.

- (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, but does not include any sound which is exempt pursuant to Section 15.2-7 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.

#### Sec. 15.2-5. - Prohibited noise generally.

No person shall permit, operate or cause any source of sound or sound generation that is audible in any other person's residence with the doors and windows to such other person's residence closed.

#### Sec. 15.2-6. – Specifically prohibited acts enumerated.

Except as otherwise provided in this section, the sounds generated by the following, among others, are declared to be plainly audible noise in violation of this chapter, and are specifically prohibited:

- (1) The collection of refuse, waste or recycling within 100 yards of a residence between the hours between the hours of 9:00 p.m. and 6:00 a.m.
- (2) The operation of power lawn or landscaping equipment between the hours of 9:00 p.m. and 7:00 a.m.
- (3) The operation of powered model vehicles outdoors between the hours of 9:00 p.m. and 7:00 a.m.
- (4) The spinning of tires, racing of engines or other noise, or other similar acts, in a motor vehicle or motorcycle, as well as the emission of noise created by the absence of a muffler and/or exhaust system conforming to the provisions of Virginia Code Secs. 46.2-1047 and 46.2-1049 on a motor vehicle or motorcycle.

- (5) The use or permitting the use of any instrument, machine or device for the producing or reproducing of sound in such a manner where the sound plainly audible to any person other than the players or operators of the instrument, machine or device and those who are voluntarily listening to the sound; provided, however, that the provisions of this subsection shall not apply to any event sponsored by the County, Commonwealth or federal government.
- (6) The use of any horn or other signaling device/alarm on any motor vehicle, motorcycle, bicycle or other vehicle on any street or public place of the County continuously or intermittently for more than twenty consecutive seconds, except as a danger warning or as otherwise permitted by state law. If such signaling device/alarm continuously for 15 minutes after the arrival of a law enforcement officer, and the owner cannot be located, such officer may arrange for the vehicle to be towed.
- (7) Construction, demolition and/or maintenance activities which produce sound between the hours of 11:00 p.m. and 6:00 a.m. or between 6:00 p.m. and 9:00 a.m. on Saturdays, Sundays and legal holidays.
- (8) The discharge of firearms for target practice, function testing or recreation between the hours of 9:00 p.m. and 7:00 a.m., except as exempted by the provisions of Section 15.2-7.

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

#### Sec. 15.2-7. – Exempt sounds.

The sounds generated by the following shall not be prohibited by this chapter:

- (1) *Emergency operations.* 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.
- (2) *Silvicultural or agricultural activities.* Lawful bona fide silvicultural or agricultural activities including, but not limited to, logging activities and sounds caused by livestock.
- (3) *Construction, demolition and/or maintenance activities.* Construction, demolition and/or maintenance activities between 6:00 a.m. and 11:00 p.m. or between 9:00 a.m. and 6 p.m. on Saturdays, Sundays and legal holidays.
- (4) *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.
- (5) *School and other athletic contests or practices, and other school activities.* 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.
- (6) *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.

- (7) *Yard maintenance activities.* Routine yard maintenance activities including, but not limited to, mowing, trimming, clipping, leaf blowing and snow blowing, except as prohibited by the provisions of Sec. 15.2-6(2).
- (8) *Public facilities.* The operation of a public facility or public use.
- (9) *Warning devices.* A horn or warning device of a vehicle when used as a warning device, including back-up alarms for trucks and other equipment, except as prohibited by Sec. 15.2-6(6).
- (10) *Church bells or chimes.* Bells, chimes or other similar instrument or devices, which are not electronically amplified, from a church or other place of worship.
- (11) *Firearms.* The lawful discharge of a firearm, except as prohibited by the provisions of Sec. 15.2-6(8).
- (12) *Animals.* Sounds generated from animals including, but not limited to, barking dogs.
- (13) *Protected expression.* Any other lawful activity which constitutes protected expression pursuant to the First Amendment of the United States Constitution, but not amplified expression.

Sec. 15.2-8. – Complaints of noise.

No person shall be charged with a violation 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.

Sec. 15.2-10. – Violation and penalty.

.Any person who violates any provision of this chapter may be assessed a civil penalty in accordance with Virginia Code Sec. 15.2-980. The amount of such penalty shall be \$25 for the first hour (or part thereof) of continuous violation, plus an additional \$25 for each additional hour of continuous violation for the first offense, up to a total of \$250; and shall be \$50 for the first hour (or part thereof) of continuous violation, plus an additional \$50 for each additional hour of continuous violation for each subsequent offense, up to a total of \$500.

All interested persons wishing to be heard are invited to attend the public hearing.

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TO: Fluvanna Review

Advertise on the following dates: October 6 & 13, 2022

Authorized by: Fluvanna County Board of Supervisors

Bill to: Board of Supervisors

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CONTACT INFORMATION:

Caitlin Solis



Clerk, Board of Supervisors  
Fluvanna County  
P. O. Box 540  
Palmyra, VA 22963  
[csolis@fluvannacounty.org](mailto:csolis@fluvannacounty.org)  
434-591-1910  
434-591-1913



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

**TAB C**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	Revised Mission Statement				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors adopt the revised Mission Statement, Option #___ as presented.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		<b>XX</b>			
<b>STAFF CONTACT(S):</b>	Eric Dahl, County Administrator and Kelly Harris, Assistant County Administrator				
<b>PRESENTER(S):</b>	Eric Dahl, County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Normal				
<b>DISCUSSION:</b>	<p>During the 2022 Leadership Retreat, discussion centered around a revision of the Mission Statement in order to accurately reflect the goals of the Board of Supervisors, as well as the community.</p> <p><b>Mission Statement adopted in 2016:</b> Fluvanna County is committed to providing an excellent quality of life for our citizens and businesses through the delivery of competitive public services and programs in an efficient and effective manner.</p> <p><b>Potential changes:</b>  <b>Option #1:</b>                      Fluvanna County is committed to providing an excellent quality of life for our citizens and businesses through the efficient delivery of core services and programs, while preserving the unique identity and rural character of the county.   <b>Option #2:</b>                      Fluvanna County is committed to providing an excellent quality of life for our citizens and businesses through attractive, efficient, and effective core services and programs, while preserving the rural character of the county.</p>				

	<p><b>Option #3:</b>          Fluvanna County provides an excellent quality of life for our citizens and businesses through the efficient delivery of core services and programs, while preserving the unique identity and rural character of the county.</p> <p><b>Option #4:</b>          Fluvanna County provides an excellent quality of life through the efficient delivery of core services and programs, while preserving the unique identity and rural character of the county.</p>				
<b>FISCAL IMPACT:</b>	None				
<b>POLICY IMPACT:</b>	None				
<b>LEGISLATIVE HISTORY:</b>	None				
<b>ENCLOSURES:</b>	None				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					<b>X</b>

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

**TAB D**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	2022 - 2023 Board of Supervisors Two Year Plan				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors adopt the Board's 2022-2023 Two Year Plan, as presented.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		<b>X</b>			
<b>STAFF CONTACT(S):</b>	Eric Dahl, County Administrator & Kelly Harris, Assistant County Administrator				
<b>PRESENTER(S):</b>	Eric Dahl, County Administrator & Kelly Harris, Assistant County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Normal				
<b>DISCUSSION:</b>	The Board's Two Year Plan are those goals identified during the 2022 Leadership Retreat. Previously, the Board's goals were called Strategic Initiatives.				
<b>FISCAL IMPACT:</b>	None				
<b>POLICY IMPACT:</b>	None				
<b>LEGISLATIVE HISTORY:</b>	None				
<b>ENCLOSURES:</b>	Board's Two Year Plan				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					<b>X</b>



## The Board of Supervisors Two Year Plan – *Draft, August 2022*

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
<b>A</b>		<b>SERVICE DELIVERY</b>			
<b>A1</b>		Work with FRA to identify support options for Fire and Rescue volunteers.		X	
<b>A2</b>		Perform comprehensive review of existing partnerships with local area support and non-profit groups providing services to Fluvanna residents; review service gaps and identify needed partnerships.	X	X	Begin in Year 1; complete in Year 2
<b>A3</b>		Initiate comprehensive review of traffic throughout the county with a particular focus on high-traffic areas around the Lake Monticello community.		X	
<b>A4</b>		Community transportation options and alternatives.		X	Shared school buses/drivers providing transportation for county residents; TJPDC Rural Transportation work group; JAUNT
<b>A5</b>		Implement annual county volunteer recognition ceremony.		X	
<b>A6</b>		Design implementation plan for professional Fire Chief position.		X	
<b>B</b>		<b>COMMUNICATION</b>			
<b>B1</b>		Develop communication plan to inform residents of County projects, accomplishments, and where tax dollars are spent.		X	
<b>C</b>		<b>PROJECT MANAGEMENT</b>			
<b>C1</b>		Continue Columbia area renewal efforts.	X	X	

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
C2		Complete a Master Water and Sewer (Plan Phase I) to identify sources for the county's long-term water needs; particularly for each of its community planning areas.	X		
C3		Continue Palmyra Village Streetscape	X	X	Phase I: project begins in 2025, street flow, sidewalks, and street parking on Stone Jail Street side of Civil War Park. Phase II: Crosswalks, sidewalks and parking on Main Street.
		C3.1 Review and pursue opportunities and options for a Palmyra Village Streetscape project to improve safety, parking, walkability, and overall appearance.	X		2022 Smart Scale Grant Awarded.
		C3.2 Research options for civic displays (flags, banners, Notable Residents, etc.)		X	
C4		Successfully oversee and manage Fluvanna County aspects of the James River Water Project.	X	X	
C5		Successfully oversee and manage the design and construction of the Zion Crossroads water and sewer system.	X	X	
C6		Pursue Fork Union revitalization.		X	
		C6.1 Research options for civic displays (flags, banners, Notable Residents, etc.)		X	
C7		Oversee New Administration Building project.	X	X	Multi-year project.
		C7.1 Create and Issue Request for Proposal for Design	X		
		C7.2 Select Design Firm for design of New Admin Building		X	
<b>D</b>		<b>COMMUNITY DEVELOPMENT &amp; ENRICHMENT</b>			
D1		Draft and a formal County-wide economic development and tourism strategy inclusive of an implementation schedule.	X	X	



#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
		D1.1 Adopt Economic Development Strategic Plan.	X		
		D1.2 Implement five-year Economic Development Strategic Plan.		X	
D2		Seek opportunities to coordinate development activity at Fluvanna's northern border with Louisa County.	X	X	
D3		Hold an Economic Development Discussion Forum for local businesses with planning, zoning, building inspections, infrastructure components.	X		
D4		Investigate options for utilizing Dominion proffer - \$500,000 for recreation, green space.	X	X	
D5		Investigate opportunities to support expanded recreation opportunities, arts, and tourism.	X	X	Coordination with State agencies regarding the installation of additional boat ramps along the Rivanna and James Rivers.  Fluvanna After Five @ Pleasant Grove.
D6		Research creating a "teaching farm" at PG Park.		X	Collaborative effort - FCPS? Cooperative Extension? Farm Bureau?
D7		Implement stronger Code Enforcement on the County's Spot Blight Abatement program	X	X	
D8		Review the Subdivision Ordinance on Cluster subdivisions; large lot subdivisions.		X	
D9		Review the Zoning Ordinance to look at higher density options between CPA and R4.		X	
E		<b>FINANCIAL STEWARDSHIP AND EFFICIENCY</b>			

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
E1		Reduce the County's reliance on creating and mailing paper checks for payments and implement expanded ACH/EFT transaction options.	X		
E2		Implement credit card payment option for citizen at all County funds collection points through MUNIS Cashiering process.	X	X	
E3		Plan for ways to adequately fund, implement and standardize the Capital Improvement Plan, eliminating deferred CIP projects.		X	

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

**TAB E**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	Economic Development Strategic Plan				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors to adopt the FY 2023 – FY 2028 Economic Development Strategic Plan, as presented.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>	D1	
	X				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
<b>STAFF CONTACT(S):</b>	Jennifer Schmack, Director of Economic Development				
<b>PRESENTER(S):</b>	Jennifer Schmack, Director of Economic Development				
<b>RECOMMENDATION:</b>	N/A				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<ul style="list-style-type: none"> <li>July 2021 - the County approved a contract with Platinum PR to facilitate the creation of an Economic Development Strategic Plan.</li> <li>January 2022 - Platinum PR held individual interviews with members of the Board of Supervisors and the Economic Development Authority. In addition, three focus group sessions were conducted: one group was comprised of staff and two groups of community stakeholders. The data collected from these meetings was used to draft the proposed Economic Development Strategic Goals.</li> <li>April 2022 – Platinum PR presented the proposed Economic Development Strategic Goals to the Board of Supervisors. Feedback from this discussion was used to prepare the draft strategic plan.</li> <li>August 2022 – the Board of Supervisors reviewed and discussed the draft Economic Development Strategic Plan at their planning retreat.</li> </ul>				
<b>FISCAL IMPACT:</b>	None, the contract amount was budgeted in FY22.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Economic Development Strategic Plan FY2023-2028				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					X



# *FLUVANNA FORWARD*

Fluvanna County Economic Development Strategic  
Plan FY2023 – FY2028

*Prepared September, 2022*

## **Vision Statement**

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

## **Mission Statement**

Fluvanna County is committed to providing an excellent quality of life for our citizens and businesses through the delivery of competitive public services and programs in an efficient and effective manner.

## **About Fluvanna County**

Nestled in the Piedmont region of the Commonwealth of Virginia, Fluvanna County strives to provide an outstanding quality of life for citizens and businesses through purposeful economic development initiatives. Abundant with locational advantages, tourism appeal, an affordable lifestyle and business costs, Fluvanna County is poised for economic growth. From workforce training to entrepreneurship, business development to talent attraction, the priorities set forth in this plan will inform decision-making, improve our economic competitiveness, and advance our growing community.

## **Our Statement of Purpose**

In preparation for the FY2023-FY2028 strategic planning period, the Fluvanna County Economic Development Office conducted a qualitative analysis of the region, resulting in a strengths, weaknesses, opportunities, and threats analysis (SWOT) in Winter 2021. This process, which included one-on-one meetings with the Fluvanna County Board of Supervisors and the Economic Development Authority, and three stakeholder focus groups, helped Fluvanna County identify the advantages and challenges characterizing its competitive positioning. Stakeholders, including businesses, residents, community organizations, Fluvanna County staff, municipal leaders, educators, and industry partners were engaged in the evaluation process, collaborating to produce a shared vision for the economy.

The vision and approach articulated in this strategic plan reflect the data-driven objectives identified during this planning period (please see Appendix for the full qualitative and SWOT analyses). By building upon our progress, leveraging new opportunities, and linking residents and businesses with the resources to succeed, we can move Fluvanna boldly forward.

### **Our Vision for Strategic Growth**

In Fluvanna County, a focus on **People, Prosperity, and Placemaking** will support a vibrant economy and enhance our quality of life.

### **PEOPLE: Improve employment opportunities to elevate residents and businesses.**

#### **1. Position Fluvanna County's workforce for success through skills development.**

Educational attainment is high within Fluvanna County and is consistent with Virginia's achievement narrative. According to the 2021 U.S. Census, 92.5% of residents over the age of 25 hold a high school diploma, and 35.6% over the age of 25 hold a bachelor's degree or higher.<sup>1</sup>

Together with educational and industry partners, Fluvanna County is shaping the next generation of workforce talent. In 2020-21, the four-year, on time graduation rate for Fluvanna County Public Schools was 95.3%, above the state average of 93%.<sup>2</sup>

Fluvanna County Public Schools offer a K-12 curriculum with quality Science, Technology, Engineering, Arts, and Mathematics (STEAM) programming. In addition, Project Fluvanna is priming an entry-level talent pipeline by helping non-college track students explore opportunities within the workforce. The Career and Technical Education (CTE) department at Fluvanna County High School encourages local businesses to hire students in areas of demonstrated job growth. This program includes marketing, business skills, construction, engineering, woodworking, agriculture, critical thinking, and culinary skills, among others. Continued engagement with program administrators and industry partners will keep CTE offerings robust and relevant.

Fluvanna County is also home to the Fork Union Military Academy, an all-male college preparatory military boarding school founded in 1898. Considered one of the premier military boarding academies in the United States,<sup>3</sup> Fork Union boasts a consistently high college acceptance rate and provides clear pathways to academic success and career achievement.

Several major universities and two-year institutions, including the top-ranked University of Virginia and Piedmont Virginia Community College (PVCC), are within a 30-minute drive. PVCC offers over 90 areas of study and features an array of certificate programs, two-year degree programs, and youth enrichment opportunities. Their Workforce Services Division is a valued partner, providing training programs for industry credentialing and professional development in response to economic demand.

Looking ahead, Fluvanna County will continue to identify and establish partnerships with educational and industry partners. This will keep local talent equipped with the skills appropriate for workforce needs.

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<sup>1</sup> U.S. Census Bureau, 2020

<sup>2</sup> Virginia Department of School Quality Profiles, 2022

<sup>3</sup> <https://www.forkunion.com/>

## **2. Develop talent attraction initiatives to grow opportunities in Fluvanna County.**

On the average, unemployment rates in Fluvanna County are lower (3.2%) as compared to Virginia (3.8%) and the U.S. (5.3%).<sup>4</sup> Low unemployment signals that the marketplace has confidence in the skills of Fluvanna County residents, which speaks to the caliber of talent residing locally.

Despite the capabilities of the existing workforce, talent attraction was a common theme among stakeholders in the SWOT analysis focus groups. Currently, 58.3% of Fluvanna County's residents aged 16 and older participate in the civilian labor force.<sup>5</sup> This percentage, which is slightly lower than the national average of 63%, points to the need for a concentrated focus on talent attraction within Fluvanna County.

As of 2019, which represents the most updated reporting period to date, most workers (9,865) commuted outside the county for employment to areas including Charlottesville and Albemarle County. A lesser number (2,549) commute into Fluvanna County from neighboring communities, and fewer (1953) live and work in the county itself.<sup>6</sup>

Promoting the excellence of our K-12 education system, upskilling our workforce, and collaborating with industry partners are three talent attraction tactics employed by Fluvanna County. Other approaches for talent attraction are forthcoming in this report.

## **3. Showcase residential real estate to attract, retain, and grow available talent.**

Residential real estate in Fluvanna, on average, is more affordable than that of surrounding counties. According to the U.S. Census, the median value of owner-occupied residential property in Fluvanna County is \$234,500, which represents a cost savings over Virginia's \$282,200 median residential property value.<sup>7</sup>

While purchasing residential real estate is more affordable in Fluvanna County, a 2018 Regional Housing Study conducted by the Thomas Jefferson Planning District Commission Regional Housing Partnership identified an affordability gap.<sup>8</sup> The U.S. Department of Housing and Urban Development (HUD) defines affordability as not exceeding 30% of a household's income on housing-related expenses. Their 2018 evaluation of 11,047 housing units in Fluvanna County revealed the following:

- 960 owner households paid more than 50% of their incomes toward housing costs.
- 220 renter households paid more than 30% of their incomes toward housing costs.
- 310 renter households paid more than 50% of their incomes toward housing costs.

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<sup>4</sup> Fluvanna Community Profile, Virginia Employment Commission, 2022

<sup>5</sup> U.S. Census Bureau, 2020

<sup>6</sup> US Census Bureau, 2020

<sup>7</sup> U.S. Census Bureau, 2020

<sup>8</sup> Infographic. Regional Housing Study and Needs Assessment Key Takeaways, Thomas Jefferson Planning District Commission



Affordable housing and economic prosperity go hand in hand. The affordability of real estate and rental properties have a positive impact on talent attraction. Creating a blend of real estate options at various price points, near schools and recreational amenities, attracts and retains workers and industries on a larger scale. Fluvanna County will continue to work with the Thomas Jefferson Planning District Commission Regional Housing Partnership to improve the affordability, accessibility, and diversity of housing available within our communities.

## **PROSPERITY:**

### **Attract and retain industries that advance our communities.**

#### **1. Retain existing industries that build upon our strengths.**

Locally, Health Care and Social Assistance, Educational Services, Retail Trade, Construction, Accommodation and Food Services, Manufacturing, Accommodation and Food Services are lead employment sectors within Fluvanna County. With a reported 405 employment establishments in 2021, the largest employers include:<sup>9</sup>

#### **Top Employers<sup>10</sup>**

Fluvanna County Public School Board  
 Fluvanna Correctional Center  
 County of Fluvanna  
 Mmr Constructors Inc  
 Fork Union Military Academy  
 Fielder's Choice Enterprises Inc  
 Food Lion  
 A G Dillard Inc  
 BFI Transfer Systems of Virginia  
 Silk City Printing

#### **Highest Employee Totals by Industry:<sup>11</sup>**

Government Total: (1295)  
 Local Government: (886)  
 Construction: (780)  
 State Government: (377)  
 Retail Trade: (397)

<sup>9</sup> Fluvanna Community Profile, Virginia Employment Commission, 2022

<sup>10</sup> Fluvanna Community Profile, Virginia Employment Commission, 2022

<sup>11</sup> Fluvanna Community Profile, Virginia Employment Commission, 2022

Within the top-ranked state for business, Fluvanna County provides a stable environment for success.<sup>12</sup> Operating a business in Fluvanna County yields fewer administrative business costs, which drives the narrative. In Fluvanna County, low taxes and a devoted business ecosystem bolster existing and prospective industries. The absence of a Merchants Capital tax and a Gross Receipts tax deliver substantial industry savings. A low Business Personal Property tax with an aggressive depreciation schedule and a Machinery and Tools tax with an aggressive depreciation schedule are value-added as well. With an eye on improving competitiveness, Fluvanna County may develop new business incentives beyond those currently offered.

## **2. Attract growth-oriented sectors aligning with our economic objectives.**

Target industries have a multiplier effect on local economies. Establishing clear industry targets lends focus to our economic development efforts, helping us refine the incentives available and prepare our workforce effectively. Looking ahead, capturing new businesses locating to the county will provide informative metrics for assessment. This data will guide economic development strategies and help Fluvanna County achieve desired outcomes. Fluvanna County's target industry sectors follow<sup>13</sup>:

Business and Financial Services  
 Light Manufacturing  
 Transportation and Logistics  
 Agribusiness, Food Processing, and Technology  
 Health Services  
 Forest and Wood Products

The above-named targets are informed by our existing industries, strategic location, growing regional demand, and rural assets. These targets leverage the existing strengths and intellectual capital available within our regional commuter shed and position us for growth.

## **3. Foster entrepreneurship within Fluvanna County.**

A robust commitment to entrepreneurship will help Fluvanna County keep pace with the evolving needs of businesses, residents, and the workforce. Regional partnerships with the Community Investment Collaborative and the Central Virginia Small Business Development Center encourage the development of products and concepts with real market traction. From workshops to targeted business support, the Fluvanna County Economic Development Office works to diversify area businesses and create new job opportunities.

Partnering with education and industry is an identified route to progress, as is the development of local collaboration spaces. In the future, Fluvanna County hopes to enrich the in-county innovation ecosystem by developing a business incubator, coworking space, or a maker space.

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<sup>12</sup> "America's Top States for Business," CNBC, July 13, 2021

<sup>13</sup> <https://www.fluvannacounty.org/ced/page/major-employers-industries>

#### **4. Improve the variety of commercial real estate options to support business attraction, retention, and expansion efforts.**

Boasting ample acreage for agricultural purposes and commercial/industrial spaces with prime frontage, Fluvanna County is positioned for growth. Ongoing investments in county growth areas are purposeful, ensuring that public infrastructure aligns with community and business needs. The proposed Fork Union Business Park, situated along U.S. Route 15 and Virginia Route 6, would offer over 500,000 square feet of industrial space to locating and expanding enterprises. In addition, evaluating the prospect of higher tiered, pad ready sites among stakeholders is an identified priority in key areas of the county. Pad ready sites accelerate a company's speed to market and increase Fluvanna's County's competitiveness.

### **PLACEMAKING: Enhance the spaces where people live, work, and play in Fluvanna County.**

#### **1. Prioritize infrastructure to meet the needs of residents and businesses.**

Fluvanna County's development plans are designed to meet the needs of a changing and growing population.

#### **Road Network**

Fluvanna County has easy access to major transportation routes through the interstate system, making commutes from Charlottesville and surrounding counties convenient. Key routes include:

- Interstate 64 intersects Fluvanna County at its northern tip and runs east-west, providing direct access to Richmond and Hampton Roads.
- U.S. Route 15, a major north-south highway runs through the center of Fluvanna County, and State Route 6 runs east-west.
- Both Interstates 95 and 81 are within 45 minutes of Fluvanna County.

As commercial and residential development continues, volume is a chief concern for residents and businesses. Fluvanna County regularly conducts traffic reviews, enhances intersections and walkability, and makes safety and sight improvements to alleviate congestion.

#### **Public Transit Service**

Access to convenient public transit helps employees and residents travel in and beyond Fluvanna County without a car. Locally, JAUNT, Inc. provides curb-to-curb demand-response service for the citizens of several area counties. Jaunt is a transit partner, but as a reservation-based system, transportation must be planned in advance, limiting widespread connectivity.

#### **Commercial Rail Service**

Fluvanna County is on the CSX commercial line. This single track follows the James River along the county's southern border from Columbia in the southeast to Scottsville in the southwest.

### **Passenger Rail Service**

Amtrak passenger rail service is available in Charlottesville. This benefits residents preferring a quieter living environment but places a 45-minute distance between passengers seeking rail access.

### **Water and Sewer**

Fluvanna County Planning Areas (CPAs) have identified water and sewer as areas of investment for residents and businesses. Fluvanna County will continue to invest in targeted growth areas throughout the county, including Zion Crossroads, Columbia, Lake Monticello, Palmyra, and Fork Union.

Fluvanna County has targeted Zion Crossroads as a priority growth area. Improved water and sewer infrastructure will accelerate business attraction and expansion efforts in this section of Fluvanna County. The Zion Crossroads project has an anticipated Fall 2022 completion date.

Lake Monticello and Palmyra have public water and sewer serviced by Aqua and Fluvanna County Public Utilities. Fork Union's water is provided by Fork Union Sanitation District, with private septic service available at this time. Continued investments in public infrastructure will continue to improve the quality of life and capacity available to residents and businesses.

### **Broadband**

Fluvanna County is serviced by Xfinity, CenturyLink, and Firefly Fiber Broadband. Firefly, a subsidiary of Central Virginia Electric Cooperative (CVEC), is partnering with Fluvanna County to expand broadband availability. Firefly developed a plan to include construction of over seven miles of fiber optic cable.

## **2. Leverage tourism assets to boost visitor appeal.**

Fluvanna County has extraordinary natural, historic, and recreational resources to celebrate and leverage as tourism assets. Our small-town authenticity, agritourism experiences, outdoor adventures, and heritage spaces have much to offer tourists and visitors. Our proximity to Charlottesville and Richmond remains a key advantage, keeping cultural, historical, recreational, and retail opportunities close at hand.

In 2018, Fluvanna County released a Tourism Strategic Plan, identifying its objectives for growth in the areas of tourism and recreation. Since the report's release, Fluvanna County has elevated its marketing, branding, and opportunities for tourism-related businesses in the following ways:

### 2020

- Photo competition
- #Buy from Fluvanna (buy local)
- Fluvanna black history facts
- Podcasts recognizing Black History Month
- Welcome to Palmyra signage
- Love sign at Pleasant Grove
- 101 Things to Do in Fluvanna
- Pleasant Grove Certified Tourist Information Center

Looking ahead, Fluvanna County will grow its tourism experiences in the areas of agritourism, outdoor recreation, and historic heritage, with specific objectives outlined later in this strategic plan. The absence of lodging remains a challenge, but encouraging continued investment in the public spaces, experiences, and businesses sought after by visitors is a way forward.

### **Our Strategic Approach**

Fluvanna County has identified four strategic goals shaping economic growth and community prosperity. We will undertake the following over the course of this strategic plan:

#### **Goal 1: Position Fluvanna County as a business-friendly county with competitive assets in the Central Virginia region.**

##### **How:**

- ◆ Reorganize and communicate steps of streamlined and standardized business permitting process to new and existing businesses in Fluvanna County.
- ◆ Design potential business incentive offerings in Fluvanna County.
- ◆ Promote the “Fluvanna County Shovel-Ready Sites” program to landowners, businesses, and the community at large to encourage the creation of higher tiered pad-ready sites (as defined by the Virginia Economic Development Partnership Authority in its Virginia Business Ready Sites Program in accordance with Section 2.2-2238.B of the Code of Virginia of 1950) in Fluvanna County.
- ◆ Continue to invest in key growth areas in Fluvanna County, including but not limited to Fork Union, Columbia, Palmyra, and Zion Crossroads.

#### **Goal 2: Foster entrepreneurship, business growth, and expansion in Fluvanna County through business retention efforts.**

##### **How:**

- ◆ Continue to collaborate at the regional level to provide programs and services; share resources and assets to reduce costs and improve quality.
- ◆ Formalize a County Business Retention and Expansion (BR&E) program.
- ◆ Create a business database of existing businesses for tracking business metrics in Fluvanna County.

- ◆ Support, advocate, and promote the new community commercial kitchen.
- ◆ Explore entrepreneurial support opportunities such as the development of a coworking space, business incubator, or maker space.
- ◆ Work towards the creation of a new position geared towards marketing and tourism promotion and business retention within the Fluvanna County Economic Development Office.
- ◆ Develop a comprehensive hazard mitigation plan for businesses within Fluvanna County.

**Goal 3: Develop new and enhance existing tourism experiences, activities, and events in Fluvanna County to increase tourism attraction.**

**How:**

- ◆ Devise and implement shop local incentives and programs.
- ◆ Promote local tourism experiences in agritourism, viticulture, artisans, events, parks, and outdoor recreation.
- ◆ Research and apply for grants to support tourism initiatives in Fluvanna County.

**Goal 4: Support Fluvanna County businesses with talent recruitment and retention challenges.**

**How:**

- ◆ Establish partnerships with local educational institutions and workforce partners to develop a talent pipeline to fit local skills needs.
- ◆ Advocate for the Fluvanna County business community as the county addresses its infrastructure challenges.

**Partner Organizations**

To assist with achieving these goals, Fluvanna County plans to leverage relationships with partner organizations.

Central Virginia Partnership for Economic Development (CVPED)  
 Central Virginia Small Business Development Center (CVSBDC)  
 Community Investment Collaborative (CIC)

Fluvanna Chamber of Commerce  
Fluvanna County Economic Development and Tourism Advisory Committee (EDTAC)  
Fluvanna County Economic Development Authority (EDA)  
Fluvanna County Public Schools  
Fork Union Military Academy (FUMA)  
Piedmont Virginia Community College (PVCC)  
Thomas Jefferson Planning District Commission (TJPDC)  
Virginia Career Works (VCW)  
Virginia Cooperative Extension  
Virginia Department of Agriculture and Consumer Services (VDACS)  
Virginia Economic Development Partnership (VEDP)

# *Appendix:*

## *I. Fluvanna County Economic Development Strategic Planning Qualitative Analysis*



# Fluvanna County Strategic Planning

Qualitative Analysis

February 2022

PLAT!NUM PR

**Fluvanna County Economic Development  
Strategic Planning Interviews**

**Background:** One-on-one interviews with each of the Fluvanna County Board of Supervisors and Economic Development Authority members were administered as part of the Fluvanna County Economic Development strategic planning process. This strategic planning process was intended to engage residents, business owners, County staff, community organizations, key industries, educators, municipal leaders, partners, and other stakeholders of Fluvanna County in a collaborative process to produce a shared vision for the future of Fluvanna County's economy.

**Method:** These interviews were conducted between January 6, 2022, and January 20, 2022. Fluvanna County Board of Supervisors were interviewed first, and Fluvanna County Economic Development Authority Board members were interviewed thereafter.

**Results:** Interview results were analyzed through a SWOT analysis.

# S

- Educated, diverse workforce with various areas of expertise
- Farming community
- Rural county with groves, rivers, lakes, and attractive landscape
- Quality school system
- Government leadership is involved and efficient

# W

- No economic growth
- Bad traffic
- No medical facility
- Outdated infrastructure turns away business opportunities
- Unsustainable water system

# O

- Use land to create more parks/recreation spaces
- Sunday Art Market will bring business to town
- Bridging the gap between rural and suburban areas
- Internship program for business students
- Transportation Logistics
- Fork Union area is popular and can be utilized to attract more people
- Speakers Bureau for different areas of expertise in the community

# T

- Current water system cannot keep up with current use
- Competition from surrounding counties
- County is not ready for the economic growth they need
- Lack of commitment to infrastructure rebuild

## SWOT ANALYSIS

FLUVANNA COUNTY  
ECONOMIC  
DEVELOPMENT

PREPARED BY PLATINUM PR, 2022

## **Fluvanna County Economic Development Strategic Planning Staff Focus Group Analysis**

**Background:** The following focus group was administered as part of Fluvanna County Economic Development’s strategic planning process. This strategic planning process was intended to engage residents, business owners, County staff, community organizations, key industries, educators, municipal leaders, partners, and other stakeholders of Fluvanna County in a collaborative process to produce a shared vision for the future of Fluvanna County’s economy.

**Method:** Participants were contacted and selected by Fluvanna County Economic Development staff members. The staff meeting was held virtually on January 21, 2022, through the communication platform Zoom, and the meeting was recorded. Present at the stakeholder meeting were eleven participants, one moderator, and one scribe. The scribe and moderator were Platinum PR team members, providing for an unbiased evaluation. The participants responded to eight questions.

**Results:** Four major themes were pulled from the stakeholder meeting. Themes were identified by the reiteration of the subject by multiple participants. Themes are not ranked. For analysis, please refer to the synthesis section.

### Theme #1: Strong Tourism Assets

Participants in the staff focus group continuously identified outdoor recreation and tourism draws as the region’s greatest economic assets. Specifically, Pleasant Grove Park, water recreation opportunities, the artisan community, local events, and agritourism were mentioned. Staff members clearly believed that increased visitors would proffer economic growth. A few participants discussed the potential of enhancing current farmer’s market offerings to support local farmers and artisans. Another participant argued that many local producers found success in selling goods on-site.

### Theme #2: Infrastructure Challenges Impact Business

Participants noted infrastructure issues within Fluvanna County and their impact on existing and potential businesses. These challenges were continuously mentioned throughout the duration of the focus group discussion. Increasing water and sewer capacity was deemed necessary by this group. One participant posited that, “Infrastructure challenges may be too difficult for singular businesses and might be more appropriate for a larger commercial development company to assume.”

### Theme #3: Central Location

Fluvanna County’s central location and proximity to major towns and cities were identified as an economic strength of the region. Several participants noted the proximity of Richmond, Charlottesville, Washington DC, and connections via 15, 250, and 64. A few participants believed that this proximity created ideal conditions for attracting the warehousing and distribution industry sector. However, other participants also drew attention to the commuter trends resulting from this proximity. Some noted employee retention challenges and that a significant portion of residents was employed out of County.

Theme #4: Needed Business Attraction and Small Business Support

Pad-ready sites, tier four and five locations, small business support, and creating business-ready conditions were recognized by the participants throughout the focus group. Participants believed this should be a focus of the Economic Development Department and a priority for County investment. Participants also believed reporting business attraction metrics would be apropos to residents and stakeholders.

**Staff Focus Group Synthesis**

1. Please introduce yourself.
2. What are the region's greatest economic assets?
3. What is the most important economic development priority for the county?
4. What is the greatest challenge as it relates to economic growth and development in Fluvanna?
5. What should the County be investing in to support economic growth?
6. What should the County be doing to support existing businesses?
7. What metrics do you think Fluvanna County Economic Development should be using to measure success?
8. Anything else you need to add as it pertains to the development of this strategic plan?

**1. Please introduce yourself.**

This portion of the appendix has been kept confidential.

**2. What are the region's greatest economic assets?**

- Interstate system/roads and central location (*repeated by 4*)
  - Proximity to Richmond, Charlottesville, Washington DC
- Forrest and wood products, though most of it is privately owned
- Events, carnivals, county fairs, holiday lights
- Pleasant Grove Park (*repeated by 3*)
  - 22 miles of trails
  - Sports facilities and grounds
- Farm Museum
- Water recreation, three rivers and two major lakes (*repeated by 1*)
  - Lake Monticello (*repeated by 1*)
- Outdoor recreation
  - US Bike Route 76 is the heart of the county
  - Triathlon is a tourist draw
- Regional collaboration (*repeated by 1*)
- Educated community and potential workforce
  - Variety of skills among the workforce
  - A growing artisan community
- Low crime rate, which is attractive to businesses
- Up and coming water and sewer infrastructure
- Monticello Viticultural Society membership (*repeated by 1*)
  - Attracts visitors who support businesses

**Key Takeaways:** Fluvanna County's central location, easy access points through the interstate system, and outdoor recreation and tourism draws are the region's greatest economic assets. Specifically, the park, the water recreation, the artisan community, the local events, and the Monticello Viticultural Society membership, were noted by participants. Also mentioned was the regional collaboration between partner organizations.

**3. What is the most important economic development priority for the county?**

- Warehousing and distribution
  - Attracting this industry
  - Building out assets to support this industry
- Growing the small business community
- Infrastructure challenges along 250 (*repeated by 3*)
  - Most of the current inventory is tier one or tier two sites
  - Infrastructure challenges may be too difficult for singular businesses and might be more appropriate for a larger commercial development company to assume
  - Limited on sewer capabilities (*repeated by 1*)
    - This needs to be addressed to attract larger businesses
- Fluvanna County has the "spine" of infrastructure but lacks the "spiderweb" of connectivity
  - Water capacity is a challenge (*repeated by 1*)

Interest in building agritourism based businesses (*repeated by 1*)

- It would also support existing small farmers
- Interest in creating pick your own experiences (especially with berries)
- Many existing farmers rely on sales outside of the county
- Current farmers markets in Fluvanna County are not recognized by VA Tech
- Farmers market to support the growing artisan community

Business Attraction

Workforce Development

- Need stronger efforts to limit commuter trends

**Key Takeaways:** Participants immediately noted addressing infrastructure challenges as a priority for Fluvanna County. Others also identified greater support for agritourism-based businesses, business attraction, and shifting commuter trends. Business attraction efforts for the warehousing and distribution and small business industries were also noted.

**4. What is the greatest challenge as it relates to economic growth and development in Fluvanna?**

- Need for tier four, tier five, pad-ready sites
- Roads, sewage, water flows
  - Roads (*repeated by 1*)
  - Lacking major thoroughfares (not wanted necessarily)
  - Building infrastructure outside of the residential areas (*repeated by 1*)
  - The circulation around Lake Monticello can be challenging
  - Potentially widening 250 – to avoid congestion issues like Route 3
    - This should be done at a speed and scale relative to growth, and the long-term thoroughfare plan should assist with this

- Be intentional about spreading economic development efforts throughout the county to create balance (*repeated by 1*)
- The Comprehensive Plan will put forth the concept of developing neighborhood service areas
  - The intention is to even out business distribution throughout County and cut down on the pressure on one or two business areas
  - Hope to add Amazon sprinter spaces to increase distribution
- The County needs businesses to support the current resident population (*repeated by 1*)
  - More grocery stores
  - More restaurants and takeout options

**Key Takeaways:** Participants called for strategic business development across the county. They noted the need for more businesses to support Fluvanna County's resident population and believe that creating more pad-ready sites and addressing infrastructure demands, will foster an atmosphere of business growth.

**5. What should the County be investing in to support economic growth?**

- Invest in pad-ready sites (*repeated by 2*)
  - Anticipation of Zions Crossroads naturally growing
  - Working on a 130-acre business site in Fork Union coming
  - These should be strategically and methodically seeded throughout the county
- Agritourism could be supported through grants, microloans, etc.
  - A lot of it can be self-sustaining
  - Need roads to accommodate farming
  - Potentially introduce a food hub
- Invest in small business growth throughout the county
- Potentially invest in incentives to encourage business attraction

**Key Takeaways:** Again, the investment in pad-ready sites was identified as a way for the County to be supporting economic growth. Investment in business incentives, small business support, and agritourism were also noted.

**6. What should the County be doing to support existing businesses?**

- Finding an available workforce is a challenge, though it is not unique to Fluvanna County
  - Need to entice residents to work here in addition to living here
- Need mixed-use building, or anchor businesses that also have residential housing accommodations
  - Zion Crossroads just added an apartment complex
  - Maybe entice existing businesses to relocate
  - Housing options
- Farms have started selling on-site, which has led to increased profits
  - They want to be able to continue to do so
  - People are attracted to the niche, artisan food producers like cheesemakers, bakers, and locally produced meat
- The region is missing middle housing (residents of a 10-year timeframe)



- Employee retention is an issue
  - What do we need to be doing to keep the workforce working in the community?
- Infrastructure
- As the county grows, public safety will need investment
- Building a pipeline of talent
  - Vocational and Technical training (*repeated by 1*)
  - Potentially partnering with Budget Electric
- Networking
- Broadband (being addressed) but transitioning businesses to use technology more effectively

**Key Takeaways:** To support existing businesses, participants agreed that workforce development, including employee retention efforts, building a talent pipeline, and encouraging residents to work within the county, is needed. Infrastructure challenges were repeated.

**7. What metrics do you think Fluvanna County Economic Development should be using to measure success?**

- Business Attraction (*repeated by two*)
- Employee Retention
- Letting people know what job opportunities exist within the County
- Tax rate monitoring
- Commuter trends

**Key Takeaways:** Participants primarily identified business attraction metrics to measure economic development success in Fluvanna County.

**8. Anything else you need to add as it pertains to the development of this strategic plan?**

- Public safety is important in the attraction of businesses and residents
- Anything we can do to limit the frequency of visits to Charlottesville
- The County should look to partners outside of the region for additional support
- The pandemic increased localized patronage
  - Especially to the grocery store
- Tracking our businesses can be tricky because Fluvanna County doesn't have a business license or a meal tax
  - A business license would help provide metrics
  - To drop resident tax rate, the County would need to examine business tax rates
- There is a lot of investment needed in infrastructure and economic development



**Fluvanna County Economic Development**  
**Strategic Planning Community Stakeholder Meeting #1**  
**Focus Group Analysis**

**Background:** The following focus group was administered as part of Fluvanna County Economic Development’s strategic planning process. This strategic planning process was intended to engage residents, business owners, County staff, community organizations, key industries, educators, municipal leaders, partners, and other stakeholders of Fluvanna County in a collaborative process to produce a shared vision for the future of Fluvanna County’s economy.

**Method:** Participants were contacted and selected by Fluvanna County Economic Development staff members. The staff meeting was held virtually on February 7, 2022, through the communication platform Zoom, and the meeting was recorded. Present at the stakeholder meeting were ten participants, one moderator, and one scribe. The scribe and moderator were Platinum PR team members, providing for an unbiased evaluation. The participants responded to six questions.

**Results:** Four major themes were pulled from the stakeholder meeting. Themes were identified by the reiteration of the subject by multiple participants. Themes are not ranked. For analysis, please refer to the synthesis below.

**Theme #1: Workforce Development**

Participants noted the need to attract and retain a workforce in Fluvanna County (questions 2,3 and 5). At several points throughout the focus group, concerns about talent development and resident retention were identified as concerns. Participants acknowledged that this should be a priority for the county and suggested stronger partnerships with the education sector and curriculum amendments to support local skills needs.

**Theme #2: Business Development**

Participants continuously reiterated the importance of Fork Union, Columbia, and Zion Crossroads as priority areas for business development (questions 2,3,4 and 5). They called for greater tourism asset promotion and business attraction. Participants felt a lack of return on investment from Fork Union Military Academy and requested increased efforts to attract lodging, restaurants, laundromats, restaurants, and shops in the area.

**Theme #3: Tourism Assets**

Participants acknowledged tourism assets as economic drivers (questions 2 and 3). Specifically, promoting the region’s outdoor recreation and water recreation opportunities, artistic community, antiquing, agritourism opportunities, historical assets (including important Native American history) were considered economic development priorities.

**Theme #4: Cultivating A Business-Friendly Environment**

Participants called for greater cultivation of a business-friendly environment in Fluvanna County (questions 4,5 and 6) throughout the discussion. One participant suggested, “Restructuring ordinances to make it easier for businesses or developers to work and invest in Zion Crossroads.” Other participants suggested offering business startup incentives or lowering business tax rates

could help in this initiative. Participants also noted the ongoing struggle of current business owners to operate in Fluvanna County.

### Stakeholder Meeting #1 Synthesis

1. Please introduce yourself.
2. What are the region's greatest economic assets?
3. What is the most important economic development priority for the county?
4. What should the County be investing in to support economic growth?
5. What should the County be doing to support existing businesses?
6. What metrics do you think Fluvanna County Economic Development should be using to measure success?

#### 1. **Please introduce yourself.**

This portion of the appendix has been kept confidential.

#### 2. **What are the region's greatest economic assets?**

- Its proximity to Richmond, Charlottesville, DC, and the University of Virginia (*repeated by 3*)
- In Fluvanna, towns like Lake Monticello (significant population), Fork Union, and Palmyra are assets
- Local government outreach and assistance from the economic development office
- Developments to interchanges on I-64 (*repeated by 1*)
- The sense of history in the area, beautiful views, and rural land
- The historic capital of the Monacan Indian Nation
- Three important Rivers: James River, Rivanna River, and Hardware River (*repeated by 1*)
- Public high school education curriculum: implementation of skilled trades education or vocational programs that include salon, cooking, and greenhouse operations (*repeated by 1*)
  - Expand vocational programs in high schools to building trades such as carpentry, electricity, plumbing, HVAC, mechanical, auto, and welding to prevent bringing in companies from outside the county to do these types of jobs (*repeated by 1*)
  - Agriculture trades such as viticulture, vineyard management, and farm management
- Concerns about sending youth to college far away from the county – youth are not returning to the county to work
- Need to discover the region's niche for people to visit and spend money in the county; progress beyond a bedroom community (*repeated by 1*)
- The talented artists that live in the county

**Key Takeaways:** Participants acknowledged the economic advantage of the county's central location. They also noted the region's history, water recreation, and important Native American history as attractive tourism assets. There was discussion about workforce development in Fluvanna County, including amending the current curriculum and program offerings to meet the needs of local industries.

**3. What is the most important economic development priority for the county?**

- Invest in lodging and restaurants to recycle money in the county from resident spending and get outsider spending (*repeated by 2*)
  - The Palmyra area needs more restaurants
- Fork Union and Columbia need more economic development support (*repeated by 2*)
  - These areas have been “forgotten”
  - Fork Union has a lot of unused land
  - Need to attract grocery stores, gas stations, and restaurants (it’s a food desert), and improve water system (*repeated by 3*)
- Develop additional recreational amenities in the county
- Developing Pleasant Grove Park as a point of interest in the county
- Promoting the development of art or antique stores and establishing an entertainment industry through festivals or trails: artisan trail, farm trail, or wine trail (*repeated by 3*)
- Structure of the ordinances: loosening restrictions to let people host their homes on Airbnb more easily
  - In general, develop short-stay opportunities
- It’s challenging to get to the rivers: improve boat landing spots in Palmyra
- Develop light industries to create jobs and housing for residents
- Develop a more skilled/trained workforce
- Develop culture heritage-based tourism incorporating African American History and Native American History
- Getting Lake Monticello residents to look inward and spend money inside the county

**Key Takeaways:** Participants called for greater economic development support in Fork Union, specifically in business attraction. They also identified tourism as a priority for economic development, including promoting outdoor recreation opportunities, artistic community, antiquing, agritourism opportunities, historical assets, and the local craft beverage industry. Participants also drew attention to the lack of lodging and hospitality options available to support tourism.

**4. What should the County be investing in to support economic growth?**

- Develop Zion Crossroads to generate tax revenue to support internal county projects (*repeated by 7*)
  - Louisa County parts are developed but not Fluvanna side
  - Reach out to Zion Crossroads landowners
  - Restructuring ordinances to make it easier for businesses or developers to work and invest in Zion Crossroads
- The waterline and infrastructure
- The Board of Supervisors should set aside more funds for Economic Development Authority (EDA) and the Tourism Advisory Committee
  - The EDA should help promote new businesses
- Marketing smaller towns like Fork Union and Columbia and all the cool things that Fluvanna County has to offer (*repeated by 4*)
  - Gather photo and video assets of points of interest in the county for marketing purposes (using a drone to get nice pictures and video)

- Promote the arts and craft people of Fluvanna County through art festivals
- Promote tourism in the county through postcards or souvenirs
- Lower the tax rate to attract businesses

**Key Takeaways:** Participants identified the need to develop Zion Crossroads. They also agreed that more marketing of tourism assets in Fork Union and Columbia is needed. A few participants discussed making Fluvanna County more business-friendly to entice development. One participant suggested lowering business tax rates.

**5. What should the County be doing to support existing businesses?**

- The county needs to prioritize its development strategies; is the priority to bring in outsiders to spend money or to focus on residents (*repeated by 2*)
  - Resolve tension over progress vs. staying the same
- Research neighboring counties or similar counties to Fluvanna (adapting their policies for business development)
- Establishing a better sense of the common good through county officials; that they truly have the best interest of the residents at heart
  - The county needs to make sure that everyone has what they need to thrive
  - Make sure that businesses exist across the county that meet the necessities of residents
- Develop businesses around Fork Union Military Academy for cadets and family (*repeated by 3*)
  - FUMA's return on investment for the Fork Union community is not present
  - Lodging (for FUMA cadets' family members), restaurants, laundromats, restaurants, and shops
- Form general partnerships with high schools to implement internship or apprenticeship programs to develop the local talent pipeline and encourage youth to stay in Fluvanna County
- Offer business startup incentives

**Key Takeaways:** To support existing businesses, participants agreed that workforce development, improving the business-friendly environment within the county, and business attraction efforts around Fork Union were needed.

**6. What metrics do you think Fluvanna County Economic Development should be using to measure success?**

- Tax revenue metrics
- Accessibility to basic needs from residents (resident satisfaction or quality of life)
- Examining E.W. Thomas Grocery store and Kidd's store success as a business in Fluvanna County; they both have a welcoming and homely atmosphere
  - It's a struggle to run a business in Fluvanna County and retain/attract good workers; it takes a lot of willpower and support from family members

**Key Takeaways:** Resident satisfaction, business satisfaction, and tax revenue metrics should be measured and reported to stakeholders.

**Fluvanna County Economic Development**  
**Strategic Planning Community Stakeholder Meeting #2**  
**Focus Group Analysis**

**Background:** The following focus group was administered as part of Fluvanna County Economic Development’s strategic planning process. This strategic planning process was intended to engage residents, business owners, County staff, community organizations, key industries, educators, municipal leaders, partners, and other stakeholders of Fluvanna County in a collaborative process to produce a shared vision for the future of Fluvanna County’s economy.

**Method:** Participants were contacted and selected by Fluvanna County Economic Development staff members. The staff meeting was held virtually on February 8, 2022, through the communication platform Zoom, and the meeting was recorded. Present at the stakeholder meeting were four participants, one moderator, and one scribe. The scribe and moderator were Platinum PR team members, providing for an unbiased evaluation. The participants responded to six questions.

**Results:** Two major themes were pulled from the stakeholder meeting. Themes were identified by the reiteration of the subject by multiple participants. Themes are not ranked. For analysis, please refer to the Appendix.

Theme #1: Greater Business Support

Participants urged the county to adopt more business-friendly practices to support existing businesses and attract new business in Fluvanna County (questions 3,4 and 6). They called for more business support, greater communication, and more transparency from local leadership. They also noted a strong need for more efficient business approval processes. They suggested adding business education opportunities, incentives, and overall promotion of resources would be helpful for local businesses.

Theme #2: Business Attraction

Participants agreed that business attraction should be an area of focus for Fluvanna County (questions 3,4,5 and 6). They called for consistent development across the county and specifically identified Columbia, Kents Store, Fork Union, and Bremo Bluff as areas of potential. They often compared Fluvanna County to Louisa County from a business attraction standpoint, and one participant suggested, “Fluvanna County needs to discover its unique advantages over Louisa County – it’s a different area with different assets.”

**Stakeholder Meeting #2 Synthesis**

1. Please introduce yourself.
2. What are the region’s greatest economic assets?
3. What is the most important economic development priority for the county?
4. What should the County be investing in to support economic growth?
5. What should the County be doing to support existing businesses?
6. What metrics do you think Fluvanna County Economic Development should be using to measure success?

**1. Please introduce yourself.**

This portion of the appendix has been kept confidential.

**2. What are the region's greatest economic assets?**

- The residents and community of Fluvanna County (*repeated by 2*)
- The location because of its rural nature but still having easy access to urban areas such as Richmond (*repeated by 1*)
- Great homes with a lot of land and property taxes are not too high
- A promising real estate market in Columbia
- Fluvanna should promote itself using environmental consciousness
- There is a need for more community centers for the youth of Fluvanna County (*repeated by 1*)

**Key Takeaways:** Participants saw the people and community of Fluvanna County as the region's greatest economic asset. They also acknowledged the county's location and access to urban areas as a strength. Participants also noted a need for community centers.

**3. What is the most important economic development priority for the county?**

- Bringing more revenue to the county by attracting more customers or consumers to the area
- There is a need for more retail spaces for new businesses such as restaurants or shops
  - There is a lot of abandoned or empty land that should be repurposed to create affordable and accessible retail spaces (*repeated by 1*)
- Making existing businesses more known among Fluvanna residents
- There is a lot of focus on development on places like Pleasant Grove Park and Lake Monticello (*repeated by 2*)
  - The county should develop as a whole; places like Columbia, Kents Store, Fork Union, and Brems Bluff need attention too (*repeated by 2*)
  - Columbia and Fork Union were successful towns in the past with lots of stores and businesses (*repeated by 1*)
- Provide some relief services for areas impacted by waterway flooding that hurt business development
- The approval process is too long and painful to go through it should be reworked; the current process makes it hard to start a business in Fluvanna or develop existing businesses (*repeated by 1*)
- Improving infrastructures such as sewer water treatment, major Virginia roads, and broadband expansion (*repeated by 2*)

**Key Takeaways:** Participants called for greater economic development support across the county, especially in Columbia, Kents Store, Fork Union, and Brems Bluff. They pointed out that many areas in the county were under-utilized and could be used to create additional retail spaces. Some participants also felt that business support was lacking, and that the business approval process was arduous and off-putting. Others also acknowledged the infrastructure challenges in the county.

**4. What should the County be investing in to support economic growth?**

- Invest in more staffing to improve the approval process for development projects (*repeated by 1*)
- Work with Louisa County to learn how they facilitate business development
- Established businesses are not allowed to use certain elements of infrastructure
- Communicate budget designated for development projects better; give ranges of dollars the county is willing to invest in development projects
  - It's hard to plan when you don't know what the county is willing to spend
- Invest in the youth and small businesses
- Invest in youth centers or public spaces: parks, fields, basketball courts, playgrounds, etc.
- Wayside businesses (restaurants, convenient stores, etc.) were once prominent in the county but have gone away
  - It would be nice to see more businesses like this again (*repeated by 1*)

**Key Takeaways:** Participants advocated for better business attraction, development, and retention efforts. Specifically, they called for more transparency in development funding, more helpful business approval processes, and overall business attraction.

**5. What should the County be doing to support existing businesses?**

- Create more education opportunities such as courses on "how to start/run a business in Fluvanna County?" and mentorship programs (*mentioned by 2*)
  - Making a PDF on the steps to starting a business in Fluvanna
- Support micro-businesses through incentives or help develop into a more traditional business
- Communicate more effectively the resources that Fluvanna County offers to business owners
- Making the county more business-friendly
  - Prevent new businesses from choosing Luisa over Fluvanna
- Promote bigger business to come to Fluvanna County so more revenue is collected in taxes to use for public infrastructure

**Key Takeaways:** Participants felt more business education opportunities, incentives, promotion of resources, and business-friendly practices would support existing businesses within Fluvanna County.

**6. What metrics do you think Fluvanna County Economic Development should be using to measure success?**

- Job growth and opportunities available (*repeated by 2*)
- Housing in the area and affordable housing programs for employees (*repeated by 1*)
- Tracking tenure in business, how long businesses stay running in the county, and how they grow (employee count growth)
- Taxes levied
- Public transportation development for people without cars to travel



- Make it easier for young people to move to Fluvanna and invest in Fluvanna (attract people from Richmond or Charlottesville)
- Fluvanna is way behind on economic development compared to Louisa County (*repeated by 2*)
  - Some businesses would move to Louisa County if they could (*repeated by 1*)
  - Fluvanna County needs to discover its unique advantages over Louisa County – it's a different area with different assets
- Make the process for private housing development easier (*repeated by 2*)
- People in local government need to be changed; increase diversity in local government
  - Incumbents have been in office for too long and haven't done much to help the county progress
- Depict transparency in communication and genuine interest in helping businesses grow (*repeated by 1*)
  - It feels like the county isn't responsive to economic development proposals and are only concerned with collecting tax revenue (*repeated by 1*)
- There are tensions over Fluvanna staying how it is vs economic progress
- Some started their business in Fluvanna because they were residents looking to stay local and help improve their community (*repeated by 1*)
- Small businesses (restaurants/retailers) struggle in Fluvanna to generate revenue and collect capital

**Key Takeaways:** Overall, participants thought economic growth should be measured through job growth, business growth, employee counts, and taxes. Participants also repeated the difficulty of operating a business in Fluvanna County, positing that many businesses (including a few of the businesses present) would choose to relocate to Louisa County if they could. They called for more business support, greater communication, more transparency, and more active business attraction.



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

**TAB F**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	VDOT Safety Study on South Boston Road				
<b>MOTION(s):</b>	I move the Board of Supervisors adopt a resolution requesting a Safety Study on Route 600 (South Boston Road) in the Palmyra district around and beyond the intersection of River Ridge Drive and the Riverside Gate of Lake Monticello.				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
<b>STAFF CONTACT(S):</b>	Eric Dahl, County Administrator				
<b>PRESENTER(S):</b>	Eric Dahl, County Administrator				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Immediate				
<b>DISCUSSION:</b>	Over the years, there has been much discussion around the safety concerns at the intersection of South Boston Rd. (Rt. 600), where it intersects with River Ridge Dr. and the Riverside Gate in Lake Monticello. In order for VDOT to assess any safety or speed concerns in the area, it was recommended by VDOT for the Board of Supervisors to request a Safety Study. The safety study will look at many factors in this area and any outcomes may require the collaboration between VDOT, Fluvanna County and the Lake Monticello Owners' Association.				
<b>FISCAL IMPACT:</b>	None.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Resolution 16-2022				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					X





**BOARD OF SUPERVISORS**

County of Fluvanna  
Palmyra, Virginia

**RESOLUTION No. 16-2022**

**A RESOLUTION REQUESTING SAFETY STUDY ON ROUTE 600 (SOUTH BOSTON ROAD) IN THE PALMYRA DISTRICT**

At a Regular Meeting of the Fluvanna County Board of Supervisors held in the Carysbrook Performing Arts Center at 7:00 PM on Wednesday, September 21, 2022, the following resolution was adopted by the Board of Supervisors, the vote being as shown below and recorded in the minutes of the meeting.

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

**WHEREAS**, the Board of Supervisors feels there is a need for an appropriate Safety Study on Route 600 (South Boston Road) around and beyond the intersection of River Ridge Drive and the Riverside Gate of Lake Monticello, as the current intersection is hazardous and needs to be evaluated for any safety or speed concerns; and

**WHEREAS**, the Board of Supervisors feels that the safety on this roadway at this intersection can be significantly improved by assessing many factors in the area, and any outcomes may require the collaboration between VDOT, Fluvanna County and the Lake Monticello Owners' Association; and

**NOW, THEREFORE BE IT RESOLVED**, on this 21<sup>st</sup> day of September 2022, that the Fluvanna County Board of Supervisors hereby requests that the Virginia Department of Transportation conduct a safety study on Route 600 (South Boston Road) around the intersection of River Ridge Drive and the Riverside Gate of Lake Monticello to establish a less dangerous intersection; and

**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 21<sup>st</sup> day of September 2022;

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

Attest:

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



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

**TAB G**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	Jaunt, Inc. Update				
<b>MOTION(s):</b>	N/A				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
<b>STAFF CONTACT(S):</b>	Caitlin Solis, Clerk to the Board				
<b>PRESENTER(S):</b>	Ted Rieck, CEO, Jaunt, Inc.				
<b>RECOMMENDATION:</b>	N/A				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	Brief overview and update of Jaunt, Inc.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	None.				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other



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

**TAB H**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	2022 Fluvanna County Fair Review				
<b>MOTION(s):</b>	N/A				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
<b>STAFF CONTACT(S):</b>	Aaron Spitzer, Director of Parks and Recreation				
<b>PRESENTER(S):</b>	Aaron Spitzer, Director of Parks and Recreation				
<b>RECOMMENDATION:</b>	N/A				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	This presentation is to give a review of the 2022 Fluvanna County Fair along with expenditures and revenues.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	None				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other





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

**TAB I**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	Adoption of the Fluvanna County Board of Supervisors August 27, 2022 Meeting Minutes.				
<b>MOTION(s):</b>	<b>I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday August 27, 2022, be adopted.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				<b>XX</b>	
<b>STAFF CONTACT(S):</b>	Caitlin Solis, Clerk to the Board				
<b>PRESENTER(S):</b>	Eric Dahl, County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	None.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Draft Minutes for August 27, 2022.				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					<b>X</b>



**FLUVANNA COUNTY BOARD OF SUPERVISORS  
PLANNING RETREAT MEETING MINUTES  
Fluvanna County Library  
214 Commons Blvd, Palmyra 22963  
August 27, 2022, 9:00am**

**MEMBERS PRESENT:**

John M. (Mike) Sheridan, Columbia District, Chair  
Mozell Booker, Fork Union District, Vice Chair  
Patricia Eager, Palmyra District  
Tony O'Brien, Rivanna District  
Chris Fairchild, Cunningham District

**ALSO PRESENT:**

Eric Dahl, County Administrator  
Kelly Belanger Harris, Assistant County Administrator  
Caitlin Solis, Clerk for the Board of Supervisors  
Tori Melton, Management Analyst/Acting Finance Director  
Calvin Hickman, Public Works Director  
Douglas Miles, Community Development Director  
Aaron Spitzer, Parks and Recreation Director  
Bryan Moeller, CSA Coordinator  
Debbie Smith, Emergency Management Coordinator  
Donna Snow, Human Resources Manager  
Jennifer L. Schmack, Economic Development Director  
Andy Notman, Information Technology Director  
Donna Snow, Human Resources Director  
Bobby Popowicz, Assistant Director of Public Works, Utilities  
Kim Mabe, Director of Social Services  
Charles Hartgrove, Director, Virginia Institute of Government

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE**

At 9:03am Chair Sheridan, called to order the Planning Retreat Meeting of August 27, 2022. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**1 - ADOPTION OF AGENDA**

<b>MOTION:</b>	Accept the Agenda, for the August 27, 2022 Planning Retreat Meeting of the Board of Supervisors, as presented.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>		Second		Motion	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**WELCOME, INTRODUCTIONS, PURPOSE, AND GROUND RULES****Purpose**

- Governance
- Discussion of specific issues or challenges facing Fluvanna
- Budget Planning
- Planning for Big Rock projects
- Problem solving
- Strategic planning
- Development of 2022-2023 goals and objectives
- Direction for Staff (and community)

**Ground Rules**

- Success depends on the participants. Everyone has the opportunity to participate and express their ideas, questions, and concerns.
- Participants must practice their active listening skills. Listen for understanding. Only one person speaks at a time.
- Be positive, non-judgmental, and open to new ideas.
- Civil discourse is required; agreement is not.

**GOVERNANCE**

**REVIEW:**

- 2021 Strategic Initiatives
- 2022 Draft Economic Development Strategic Plan
- 2015 Comprehensive Plan Implementation Goals

**DISCUSSION:**

- 2022 Draft Economic Development Strategic Plan
- Board of Supervisors Two-Year Plan (*formerly Strategic Initiatives*)
  - Tie goals directly to the Comprehensive Plan chapters or retain current categories?

**DECISIONS:**

- 2022-2023 Board of Supervisors Two-Year Plan

**WRAP UP**

**ADJOURN**

<b>MOTION:</b>	Adjourn the Planning Retreat meeting of Saturday, August 27, 2022 at 3:35pm.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_

\_\_\_\_\_

Caitlin Solis  
 Clerk to the Board

John M. Sheridan  
 Chair

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

**TAB J**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	Adoption of the Fluvanna County Board of Supervisors September 7, 2022 Meeting Minutes.				
<b>MOTION(s):</b>	<b>I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday September 7, 2022, be adopted.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				<b>XX</b>	
<b>STAFF CONTACT(S):</b>	Caitlin Solis, Clerk to the Board				
<b>PRESENTER(S):</b>	Eric Dahl, County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	None.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Draft Minutes for September 7, 2022.				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					<b>X</b>



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

**MEMBERS PRESENT:**

John M. (Mike) Sheridan, Columbia District, Chair  
 Tony O'Brien, Rivanna District, Vice Chair  
 Mozell Booker, Fork Union District  
 Patricia Eager, Palmyra District (*Participating via Zoom from 1107 Mechunk Creek Dr*)  
 Chris Fairchild, Cunningham District

**ABSENT:**

None.

**ALSO PRESENT:**

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

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

At 5:05pm, Chair Sheridan called to order the Regular Meeting of September 7, 2022.

*Remote Participation Policy for Members of Board of Supervisors – Eric Dahl, County Administrator*

- Certain requirements for a public body's policy governing remote participation in public meetings have changed as a result of the legislative changes to Virginia Code Section 2.2-3708.3, effective September 1, 2022.

<b>MOTION:</b>	Approve the policy titled "Policy for Remote Participation of Members of the Fluvanna County Board of Supervisors at Meetings of the Board" which replaces and restates the Board's prior policy on remote participation by members at public meetings other than electronic meetings conducted to address a state of emergency declared by the Governor, or by the Board of Supervisors of Fluvanna County, Virginia.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Abstain	Yes	Yes	Yes
<b>RESULT:</b>	<b>4-0-1</b>				

- Mrs. Eager contacted the County Administrator on September 6, 2022, to notify that she would need to participate remotely due to a temporary or permanent disability or other medical condition that prevents physical attendance. Mr. Dahl conveyed the message to the Board Chair, who approved the remote participation.

<b>MOTION:</b>	Approve Mrs. Eager's remote participation of the September 12, 2022 Board of Supervisors meeting.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Abstain	Yes	Yes	Yes
<b>RESULT:</b>	<b>4-0-1</b>				

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

**3 - ADOPTION OF AGENDA**

- Mr. Dahl requested adding MTB Race Update to unfinished business.

<b>MOTION:</b>	Accept the Agenda, for the September 7, 2022 Regular Meeting of the Board of Supervisors, as amended.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Motion			Second	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**4 - COUNTY ADMINISTRATOR'S REPORT**

Mr. Dahl reported on the following topics:

Board of Supervisors Minutes  
Happy Birthday Mrs. Eager!!!

- September 9th

Announcements and Updates - New Employees

- Karis White, Library Assistant I, Library, Started August 29<sup>th</sup>

Drive-thru Rabies Clinic

- Pleasant Grove Park 271 Pleasant Grove Drive Palmyra, VA 22963
- Saturday, September 24, 2022
- 9:00am to 12:00pm
- COST: \$10.00 (cash only)

Fluvanna County Habitat for Humanity's 27th Fluvanna home is complete!

- Thanks to a dedicated team of volunteers, community churches, and donors who have made this home possible.
- Houchens Place will soon have a paved road and VDOT will become responsible for road maintenance. A grant from the Charlottesville Area Community Foundation will offset paving costs by \$10,000.
- The Next Habitat for Humanity Open House Sunday, September 11<sup>th</sup> between 1 and 3 PM. 440 Charney Way in Palmyra.
- Habitat will dedicate the new home on Sunday, November 13<sup>th</sup> at 3 PM.

Spotlight on Business

- Recent Ribbon Cuttings – September 1, 2022 at the Thrifty Fox Thrift Store, Lloyd & Dorothy Fox, Owners, Fork Union Village Shopping Center
- Business Education Series, Build your Social Media for new and existing businesses. September 22, 2022 12-2pm, Register at Fluvannachamber.org

Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Sept 21	7:00 PM	Regular Meeting	Performing Arts Center
Wed	Oct 5	5:00 PM	Regular Meeting	Performing Arts Center
Wed	Oct 19	7:00 PM	Regular Meeting	Performing Arts Center

#### **5 - PUBLIC COMMENTS #1**

At 5:17pm, Chair Sheridan opened the first round of Public Comments.

- Curtis Putnam, 16408 James Maddison Hwy., Made comments regarding economic development, investment in the Comprehensive Economic Development Strategy (CEDs) Grant, and potential incentives for farmers to upgrade their soil, and entrepreneurial incentive for Fluvanna youth.
- Corven Flynn, 319, Shiloh Church Rd., expressed concern regarding the adoption of the August 3, 2022 meeting minutes; commented on the June 15, 2022 and the August 3, 2022 meeting minutes; and commented on the way public comments made during the August 17, 2022 meeting were recorded in the meeting minutes.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 5:26pm.

#### **6 - PUBLIC HEARING**

None.

#### **7 - ACTION MATTERS**

*Safe Streets and Roads for All Comprehensive Safety Action Plan Grant Application* – Sandy Shackelford, AICP, Director of Planning & Transportation, TJPDC and Christine Jacobs, Executive Director, TJPDC

The Bipartisan Infrastructure Law (BIL) established the Safe Streets and Roads for All (SS4A) discretionary grant program, providing \$5-\$6 billion in grants over the next 5 years. The goal of this funding is to prevent roadway deaths and serious injuries. To be eligible to receive project implementation funding, applicants must first have developed an approved Comprehensive Safety Action Plan. Since none of the localities within the Thomas Jefferson Planning District have such a plan in place, the Planning District Commission is applying for funding through the SS4A program to develop a Comprehensive Safety Action Plan on behalf of participating localities in the region.

Safety Action plans developed through the SS4A program are required to take a systems approach, identifying larger trends contributing to safety issues and developing comprehensive strategies to resolve these concerns that may include considerations beyond roadway improvements. Required elements of a safety action plan developed through the SS4A funding opportunity include:

- Leadership commitment to the reduction and eventual elimination of roadway fatalities and serious injuries;
- The establishment of a group to oversee the development, implementation, and monitoring of the action plan;
- A comprehensive analysis of safety data;



Board of Supervisors Minutes

- Robust public and stakeholder engagement;
- The use of inclusive and representative processes in the plan development;
- An evaluation of existing processes and policies;
- Identification and prioritization of a comprehensive set of projects and strategies; and
- Measurement of progress over time as an outcome of the Safety Action Plan.

The Thomas Jefferson Planning District Commission is asking local governing boards to consider participation in a regional U.S. Department of Transportation Safe Streets and Roads for All (SS4A) Discretionary Grant Opportunity application to develop a Comprehensive Safety Action Plan. Further, the TJPDC is asking participating localities to submit a letter of support with a commitment for a local match in the amount not to exceed \$30,000.

- After some discussion, the Board of Supervisors made a vote.

<b>MOTION:</b>	Approve a letter of support of the Safe Streets and Roads for All Comprehensive Safety Action Plan Grant, with a commitment for a local match in the amount not to exceed \$30,000, with funding to come from the FY23 Board of Supervisors contingency line.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	No	Yes	Yes	Yes
<b>RESULT:</b>	<b>4-1</b>				

*Recommendation for Appointment to the Board of Zoning Appeals – Eric Dahl, County Administrator*

The Fluvanna County Board of Supervisors recommends Board of Zoning Appeals (BZA) members, who are then appointed by the Fluvanna County Circuit Court to serve.

<b>MOTION:</b>	Recommend to the Circuit Court James K. Winsett, for appointment to The Board of Zoning Appeals, At-large position, replacing Carol Walker, who resigned, with a term to begin immediately and terminate on December 31, 2024.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Motion		Second		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

*Comprehensive Economic Development Strategy (CEDS) Grant with the Thomas Jefferson Planning District Commission – Eric Dahl, County Administrator*

- The Thomas Jefferson Planning District Commission (TJPDC) is requesting funding from Fluvanna County and the other regional members (Charlottesville, Albemarle, Greene, Louisa, and Nelson) to participate in a Comprehensive Economic Development Strategy (CEDS). The CEDS will facilitate a strategic blueprint for regional collaboration and grant opportunities such as the Build Back Better Grant (focusing on tourism and revitalization) which needs a regional CEDS Plan in order to apply.
- At the February 16, 2022 BOS Meeting, the Board agreed the CEDS was a good idea and directed staff to move forward with the program.
- The U.S. Economic Development Administration has awarded the TJPDC with an \$80,000 federal grant.
- Funding in the amount of \$2,097.04 is being requested to participate in a CEDS with the TJPDC.

<b>MOTION:</b>	Approve a funding request in the amount of \$2,097.04 to the Thomas Jefferson Planning District Commission to participate in a Comprehensive Economic Development Strategy (CEDS), with funding to come from the Board of Supervisors Contingency Budget.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Motion			Second	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

*Board of Supervisors Planning Retreat Funding Request – Eric Dahl, County Administrator*

- On May 18, 2022, a proposal was brought forward to the board to use an outside facilitator for the 2022 Board of Supervisors Planning Retreat.
- It was decided by the board to move forward with the \$5,000 proposal from the Virginia Institute of Government, through the University of Virginia Weldon Cooper Center for Public Service.
- A budget transfer is being requested in the amount of \$5,000 from the FY23 BOS Contingency Budget to the Board of Supervisors budget to cover costs for the 2022 Board of Supervisors Planning Retreat.

<b>MOTION:</b>	Approve a budget transfer in the amount of \$5,000 from the FY23 BOS Contingency Budget to the Board of Supervisors budget to cover costs for the 2022 Board of Supervisors Planning Retreat.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Motion		Second		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

Authorization to advertise for an ordinance to repeal existing Chapter 21 Water and Sewage Disposal of the Fluvanna County Code, and to adopt and reenact a replacement ordinance entitled Chapter 21 Water and Sewage Disposal of the Fluvanna County Code – Eric Dahl, County Administrator

- Fluvanna County has targeted Zion Crossroads (ZXR) as a growth area. Water and Sewer system infrastructure is an important aspect to attracting and expanding business development in Fluvanna County. The ZXR system stretches nearly 4 miles of the Route 250 / Route 15 corridor. The service area stretches from Route 698, Memory Lane, east on Route 250 to Zion Crossroads, and south on Route 15 for a half mile.
- The County also has sewer systems in downtown Palmyra which are covered under Chapter 21 of the Fluvanna County Code. Fork Union Sanitary District is covered primarily under Chapter 9 of the Fluvanna County Code, which is not being amended at this time. There are sections of Chapter 21 that apply to the Fork Union Sanitary District which is consistent with prior treatment under Chapter 21.
- The proposed ordinance changes, fees, manuals and plans have been prepared to address the significant increase in the abilities of the County’s water and sewer system, as well as to address significant revisions to the Virginia Administrative Code Waterworks Regulations which were effective June 21, 2021 and to make other modifications deemed appropriate by staff to better manage the system and to address the financial impacts of the Project.
- The Proposed Reenacted Chapter 21 Water and Sewage Disposal ordinance:
  - Appendix A: Water and Sewer Fee Schedule
  - Cross-connection Control and Backflow Prevention Program Manual
  - Emergency Management Plan for Extended Power Outages
  - Utility Standards Manual

Fluvanna - DRAFT Water and Sewer Rates:

Meter Size	Capital EMU Ratios	Usage EMU Ratios	Water Availability Fee	Water Base Service Fee	GAL Included in Base Fee	Sewer Availability Fee	Sewer Base Service Fee	GAL Included in Base Fee
5/8x3/4	1.00	1.00	\$8,500	\$ 21.42	2,000	\$8,500	\$ 25.81	2,000
Full 3/4	1.00	1.00	\$8,500	\$ 21.42	2,000	\$8,500	\$ 25.81	2,000
1	2.00	3.00	\$17,000	\$ 64.26	6,000	\$17,000	\$ 77.43	6,000
1-1/2	5.00	6.00	\$42,500	\$ 128.52	12,000	\$42,500	\$ 154.86	12,000
2	8.00	10.00	\$68,000	\$ 214.20	20,000	\$68,000	\$ 258.10	20,000
3	16.00	24.00	\$136,000	\$ 514.08	48,000	\$136,000	\$ 619.44	48,000
4	32.00	48.00	\$272,000	\$ 1,028.16	96,000	\$272,000	\$ 1,238.88	96,000

Fee per 1,000 gal	
Water	Sewer
\$11.22	\$17.65

Meter Size (Inches)	Monthly Usage (Gallons)	Water Base Service Fee	Water Usage Fee	Total Water Charges	Sewer Base Service Fee	Sewer Usage Fee	Total Sewer Charges	Total Water & Sewer Charges
5/8x3/4	3,000	\$ 21.42	\$11.22	\$ 32.64	\$ 25.81	\$17.65	\$ 43.46	\$ 76.10
Full 3/4	5,000	\$ 21.42	\$33.66	\$ 55.08	\$ 25.81	\$ 52.95	\$ 78.76	\$ 133.84
1	7,000	\$ 64.26	\$11.22	\$ 75.48	\$ 77.43	\$ 17.65	\$ 95.08	\$ 170.56
1-1/2	13,000	\$ 128.52	\$11.22	\$ 139.74	\$ 154.86	\$ 17.65	\$ 172.51	\$ 312.25
2	21,000	\$ 214.20	\$11.22	\$ 225.42	\$ 258.10	\$ 17.65	\$ 275.75	\$ 501.17
3	49,000	\$ 514.08	\$11.22	\$ 525.30	\$ 619.44	\$ 17.65	\$ 637.09	\$ 1,162.39
4	97,000	\$ 1,028.16	\$11.22	\$ 1,039.38	\$ 1,238.88	\$ 17.65	\$ 1,256.53	\$ 2,295.91

<b>MOTION:</b>	<p>Approve County Staff and the County Attorney to prepare and advertise the Notice of a Public Hearing to be held on October 5, 2022, at 7:00 pm, contained in the Board packet for the proposed:</p> <ul style="list-style-type: none"> <li>• Ordinance to: (i) repeal Chapter 21 Water and Sewage Disposal of the Fluvanna County Code, in its entirety; (ii) adopt and reenact the proposed attached replacement Ordinance entitled Chapter 21 Water and Sewage Disposal of the Fluvanna County Code, in its entirety; and</li> </ul>
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	(iii) adopt the related proposed attached Appendix A entitled Water and Sewer Fee Schedule to be published as an appendix to the Fluvanna County Code; AND				
	<ul style="list-style-type: none"> <li>Approval and adoption of the proposed Fluvanna County Zion Crossroads Community Waterworks Utility Standards Manual, the Cross-Connection Control and Backflow Prevention Program Manual, and the Emergency Management Plan for Extended Power Outages, each dated September 2022.</li> </ul>				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**7A – BOARDS AND COMMISSIONS**

None.

**8 – PRESENTATIONS**

*Update on Dominion Energy Activity in Fluvanna County* – Sarah A. Marshall, Manager- State & Local Affairs, Regional Public Policy, Central & Western Virginia, Dominion Energy

Sarah Marshall gave an overview of Dominion Energy’s recent activity, including Recent Major Storm Events, and an update on Winter Storm Frida, Restoration of power and Strategic Undergrounding of powerlines, EnergyShare Customer Assistance program, and the Rural Broadband Program. The Board was also updated on The Brema Coal Ash Pond’s status and future plans, as well as Dominion’s demolition of the Brema Power Station smokestacks, scheduled for September 23, 2022 at 10:00am.

*Thomas Jefferson Planning District 2023 Draft Legislative Agenda* – David C. Blount, Deputy Director/Director of Legislative Services TJPDC

David Blount gave an reviewed the 2022 Legislative Priorities including,

- Support for recovering communities from federal, support continued action at the federal, state and local levels to protect local communities and ensure their viability during ongoing recovery from the global pandemic.
- Budgets and funding, urge the governor and legislature to enhance state aid to localities and public schools, to not impose mandates on or shift costs to localities, and to enhance local revenue options.
- Broadband, support state and federal efforts and financial incentives that assist localities and their communities in deploying universal, affordable access to broadband technology in unserved areas.

*FY23 CIP Additional Funding Request for Fork Union Tanker 20* – John Lye, Chair of Fluvanna FRA & Chris Aley, Fork Union Fire Chief

Chief Aley gave a brief presentation for additional CIP funding to purchase a new Tanker Truck 20 for the Fork Union Fire Company. The Board approved a FY23 CIP amount of \$604,000. In an effort to avoid future price increases and ensure a quick turnaround from order to delivery, the request of \$38,913 will cover the prepay discount for the low bid tanker, a 2023 Rosenbauer Commander Pumper/Tanker at \$642,913.

After some discussion, Mr. Obrien made a motion to approve additional funding for Tanker 20 with the additional funding of \$38,913.

<b>MOTION:</b>	Approve additional funding for FY23 CIP Fork Union Tanker 20 in the amount of \$38,913, with funding to come from either ARPA funds or Unassigned Fund Balance.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**9 - CONSENT AGENDA**

The following items were discussed before approval:

J - *Minutes of August 3, 2022* – Caitlin Solis, Clerk to the Board

L - *Minutes of August 17, 2022* – Caitlin Solis, Clerk to the Board

S - *CRMF - PW23 - 004 Fluvanna Community Center 4 Ton Heat Pump* – Dale Critzer, Assistant Director of Public Works

The following items were approved under the Consent Agenda for September 7, 2022:

- *Minutes of August 3, 2022* – Caitlin Solis, Clerk to the Board
- *Minutes of August 15, 2022* – Caitlin Solis, Clerk to the Board
- *Minutes of August 17, 2022* – Caitlin Solis, Clerk to the Board

Board of Supervisors Minutes

September 7, 2022

- FY23 FCPS Property Damage Insurance Claim – Tori Melton, Management Analyst/Acting Finance Director
- FY23 Additional Library State Aid Supplemental Appropriation – Tori Melton, Management Analyst/Acting Finance Director
- CRMF - EM911 Carysbrook Fuel Pump – Debbie Smith, Emergency Management Coordinator
- CRMF - CEN Sensor, Cabling, and Displays – Don Stribling, FCPS
- CRMF - FCHS Chiller Water Valve Adjuster – Don Stribling, FCPS
- CRMF - FMS Chiller Sensor and Controller – Don Stribling, FCPS
- CRMF - PW23 - 004 Fluvanna Community Center 4 Ton Heat Pump – Dale Critzer, Assistant Director of Public Works
- Zion Crossroads Water and Sewer Fund Capital Budget Carryover – Eric Dahl, County Administrator
- McIver Lake Dam Supplemental Appropriation – Eric Dahl, County Administrator

<b>MOTION:</b>	Approve the consent agenda, for the September 7, 2022 Board of Supervisors meeting.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>	Motion			Second	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**10 - UNFINISHED BUSINESS**

MTB Race – Eric Dahl, County Administrator and Aaron Spitzer, Director of Parks and Recreation

- The Board discussed the August 13, 2022 MTB Race, and possible options for future MTB Races.

**11 - NEW BUSINESS**

- Mr. Fairchild brought up the Board’s seating layout. After some discussion, the Board asked Staff to modify the seating layout to aid in conversation.

**12 - PUBLIC COMMENTS #2**

At 8:13pm, Chair Sheridan opened the second round of Public Comments.

- Perrie Johnson, 229 Pine Ln., made comments regarding the teacher shortage.
- Cyndra Kerley, TM 17-15-X, expressed concerns with Mr. Payne’s opinions regarding a Freedom of Information Act (FOIA) request being answered late, and electronic participation in the June 15, 2022 meeting.

Fred Payne, County Attorney, requested the opportunity to respond to Mrs. Kerley’s comments. Mr. Payne noted that in March 2020, in response to the public health emergency brought on by COVID-19, the Board adopted a policy for meeting participation by telephonic, video, electronic, or other electronic communication method; this policy was in effect at the time of the June 15, 2022 meeting. Mr. Payne acknowledged that the FOIA response was late and reiterated that while a mistake was made, it was corrected as soon as the violation was brought to staff’s attention.

After Mr. Payne spoke, Mrs. Kerley requested the opportunity to respond. Following discussion, the Chair allowed Mrs. Kerley an additional 30 seconds to speak. Mrs. Kerley then commented on the policy that allowed electronic participation at the June 15, 2022 meeting.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 8:31pm.

**13 - CLOSED MEETING**

<b>MOTION:</b>	At 8:31pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Litigation – Actual litigation in connection with the Zion Crossroads water and sewer project				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

<b>MOTION:</b>	At 8:54pm, 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.”
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<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

<b>MOTION:</b>	Approve that Agreement and Release (Zion Crossroads Water and Sewer System, IFB #2018-03, Fluvanna County, VA) between A.G. Dillard, Inc., and the County of Fluvanna and The Cincinnati Insurance Company (the "Settlement Agreement") subject to reasonable modifications approved by the County Administrator and the County Attorney to such Settlement Agreement and to proceed with the filing of the proposed Settlement Agreement in that pending Bankruptcy Case No. 22-60115 filed by A.G. Dillard, Inc. under voluntary petition seeking approval of the Bankruptcy Court of the Settlement Agreement, and further authorize the County Administrator to approve and execute such Settlement Agreement, with any reasonable modifications approved by the County Administrator, subject to the County Attorney's approval as to form.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>			Second	Motion	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**14 - ADJOURN**

<b>MOTION:</b>	Adjourn the regular meeting of Wednesday, September 7, 2022 at 8:56pm.				
<b>MEMBER:</b>	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
<b>ACTION:</b>	Second			Motion	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Caitlin Solis  
Clerk to the Board

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





# Capital Reserve Maintenance Fund Request

**TAB K**

**MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of \$38,498.27 for the purpose(s) of: making repairs and updating equipment at FMS due to vandalism and theft.**

**Section 1 - REQUEST**

Requesting Department/Agency <b>FCPS</b>	Dept/Agency Contact <b>Don Stribling</b>	Date of Request <b>08/26/2022</b>
Phone <b>(434) 589-5948</b>	Fax <b>(434) 589-5393</b>	Fiscal Year <b>FY23</b>

Reserve Fund Purpose Category: **Non-recurring project**

Description of Project/Repair	Qty	Unit Price	Total Price
<b>Repairs for property damage and theft</b>	1	\$38,498.27	\$38,498.27
			\$0.00
			\$0.00
			\$0.00

Total Request: **\$38,498.27**

Description and justification for proposed use.

**This is the amount that VACORP appraised and issued FCPS in a damage repair check caused by vandalism and theft at FMS last year.**

Department/Agency Head Name <b>Don Stribling</b>	Signature <b>Don Stribling</b> <small>Digitally signed by Don Stribling DN: cn=Don Stribling, o=FCPS, ou=FCPS, email=dstribling@apps.fluco.org, c=US Date: 2018.08.21 13:12:45 -04'00'</small>	Date <b>08/26/2022</b>
---	--	---------------------------

**Section 2 - REVIEW**

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director <b>Victoria Melton</b> <small>Digitally signed by Victoria Melton Date: 2022.08.26 10:15:11 -04'00'</small>	Date <b>08/26/2022</b>
Recommended? <input type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator	Date

**Section 3 - BOARD OF SUPERVISORS**

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

TAB L

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	FY22 Sheriff's Office Budget Transfer				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors approve a budget transfer of \$38,193.45 from FY22 E911 Professional Services budget to the FY22 Sheriff's budget for increased cost for Vehicle Fuel and Over-time.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
<b>STAFF CONTACT(S):</b>	Tori Melton / Director of Finance				
<b>PRESENTER(S):</b>	Tori Melton / Director of Finance				
<b>RECOMMENDATION:</b>	Recommend approval of the motion as stated above.				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<ul style="list-style-type: none"> <li>• Due to an increase in the cost of fuel the Sheriff's Office will have a shortfall of approximately \$32,608.65 in the Vehicle Fuel line and due to winter storm Frida the Sheriff's office had increase in overtime during this time causing a shortfall of \$5,584.80 in Sheriff's Office overtime line.</li> <li>• A budget transfer of \$38,193.45 is recommended in order to bring the Sheriff's Office budget under budget for FY22.</li> <li>• If approved, this budget transfer will increase: <ul style="list-style-type: none"> <li>○ The FY22 Sheriff's Office budget from \$3,897,856 to \$3,936,049.45.</li> </ul> </li> <li>• If approved, this budget transfer will decrease: <ul style="list-style-type: none"> <li>○ FY22 E911 Professional Service budget from \$399,748.16 to \$361,554.71.</li> </ul> </li> </ul>				
<b>FISCAL IMPACT:</b>	Approval of the motion as stated above will decrease the FY22 E911 Professional Services budget by \$32,193.45 and increase the FY22 Sheriff's Office budget by \$38,193.45.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	None				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other

		<b>X</b>			
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**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB M**

<b>MEETING DATE:</b>	September 21, 2022																																		
<b>AGENDA TITLE:</b>	FY23 FCPS Grants Supplemental Appropriation																																		
<b>MOTION(s):</b>	<b>I move the Board of Supervisors approve a supplemental appropriation of \$510,934.78 to the Fluvanna County Public Schools FY23 budget for funds received from State and Federal sources.</b>																																		
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>																																
		X																																	
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other																														
				<b>X</b>																															
<b>STAFF CONTACT(S):</b>	Tori Melton, Director of Finance Brenda Gilliam, Executive Director for Instruction and Finance																																		
<b>PRESENTER(S):</b>	Brenda Gilliam, Executive Director for Instruction and Finance																																		
<b>RECOMMENDATION:</b>	I recommend approval of the motion as stated above.																																		
<b>TIMING:</b>	Routine																																		
<b>DISCUSSION:</b>	<p>Fluvanna County Public Schools has received \$510,934.78 in new FY23 grant funding from State and Federal revenue sources that were not included in the FY23 budget. The supplemental appropriation breakdown is provided on the FCPS request enclosed. The below tables show the change in the FY23 FCPS budget:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Revenue Category</th> <th style="text-align: right;">FY23 Adopted</th> <th style="text-align: right;">FY23 Revised</th> <th style="text-align: right;">FY23 Request</th> <th style="text-align: right;">FY23 Revised (NEW Total)</th> </tr> </thead> <tbody> <tr> <td><b>Local - County</b></td> <td style="text-align: right;">19,727,761</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">19,727,761</td> </tr> <tr> <td><b>Other Local</b></td> <td style="text-align: right;">450,000</td> <td style="text-align: center;">-</td> <td style="text-align: right;">109,898.24</td> <td style="text-align: right;">559,898.24</td> </tr> <tr> <td><b>State</b></td> <td style="text-align: right;">27,615,351</td> <td style="text-align: center;">-</td> <td style="text-align: right;">401,036.54</td> <td style="text-align: right;">28,016,387.54</td> </tr> <tr> <td><b>Federal</b></td> <td style="text-align: right;">4,301,966</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">4,301,966</td> </tr> <tr> <td style="text-align: right;"><b>TOTAL</b></td> <td style="text-align: right;">52,095,078</td> <td style="text-align: center;">-</td> <td style="text-align: right;">510,934.78</td> <td style="text-align: right;">52,606,012.78</td> </tr> </tbody> </table>					Revenue Category	FY23 Adopted	FY23 Revised	FY23 Request	FY23 Revised (NEW Total)	<b>Local - County</b>	19,727,761	-	-	19,727,761	<b>Other Local</b>	450,000	-	109,898.24	559,898.24	<b>State</b>	27,615,351	-	401,036.54	28,016,387.54	<b>Federal</b>	4,301,966	-	-	4,301,966	<b>TOTAL</b>	52,095,078	-	510,934.78	52,606,012.78
Revenue Category	FY23 Adopted	FY23 Revised	FY23 Request	FY23 Revised (NEW Total)																															
<b>Local - County</b>	19,727,761	-	-	19,727,761																															
<b>Other Local</b>	450,000	-	109,898.24	559,898.24																															
<b>State</b>	27,615,351	-	401,036.54	28,016,387.54																															
<b>Federal</b>	4,301,966	-	-	4,301,966																															
<b>TOTAL</b>	52,095,078	-	510,934.78	52,606,012.78																															
<b>FISCAL IMPACT:</b>	<p>Approval of this supplemental appropriation will authorize staff to increase the Revenue and Expenditures by \$510,934.78 as outlined in the above table.</p> <p>There is no local County match required for these funds. In addition, this request is not for County Local funding carryover. Any requests for County Local funding carryovers will not occur until November 2022.</p>																																		

<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	FCPS Supplemental Appropriation Request				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
		<b>X</b>			



## FLUVANNA COUNTY PUBLIC SCHOOLS

14455 JAMES MADISON HIGHWAY  
PALMYRA, VIRGINIA 22963

Phone: (434) 589-8208 Fax: (434) 589-2248

TO: Eric Dahl, County Administrator, Fluvanna County

FROM: Brenda Gilliam, Executive Director for Instruction and Finance

Cc: Dr. Peter Gretz, Superintendent Fluvanna County Public Schools  
Tori Melton, Fluvanna County Finance Director

DATE: September 9, 2022

RE: Supplemental Appropriation Request

Fluvanna County Public Schools has received grants from Federal, State, and Other Local revenue sources that were not included in the FY2023 budget.

It is requested the funds be appropriated to the Schools as an increase in funds as outlined below:

State- \$90,898.26  
 Federal- \$0.00  
 Other Local- \$0.00  
**Total= \$90,898.26**

Funding Source	Year	Type	Category	Amount	Expiration
Virginia Dept. of Health- HEPA Filtration	2023	Other Local	Operations	\$90,898.24	6/30/2023
				<b>\$90,898.24</b>	

The Fluvanna County School Board is committed to nondiscrimination with regard to sex, sexual orientation, gender, gender identity, race, color, national origin, disability, religion, ancestry, age, marital status, pregnancy, childbirth or related medical conditions, status as a veteran, genetic information or any other characteristic protected by law. This commitment prevails in all of its policies and practices concerning staff, students, educational programs and services, and individuals and entities with whom the Board does business. Mr. Don Stribling, Executive Director for Human Resources, Operations, and Student Services, is designated as the responsible person (Compliance Officer) regarding assurances of nondiscrimination. Any complaint alleging discrimination based on a disability shall be directed to Ms. Jennifer Valentine, Director of Special Education (the Section 504 Coordinator). Both may be reached at the following address: 14455 James Madison Highway, Palmyra, VA 22963; telephone (434) 589-8208. The Fluvanna County School Board is an Equal Opportunity Employer.



## FLUVANNA COUNTY PUBLIC SCHOOLS

14455 JAMES MADISON HIGHWAY  
PALMYRA, VIRGINIA 22963

Phone: (434) 589-8208 Fax: (434) 589-2248

TO: Eric Dahl, County Administrator, Fluvanna County  
 FROM: Brenda Gilliam, Executive Director for Instruction and Finance  
 Cc: Dr. Peter Gretz, Superintendent Fluvanna County Public Schools  
 Tori Melton, Management Analyst  
 DATE: September 8, 2022  
 RE: Supplemental Appropriation Request

Fluvanna County Public Schools has received grants from Federal, State, and Other Local revenue sources that were not included in the FY2023 budget.

It is requested the funds be appropriated to the Schools as an increase in funds as outlined below:

State- \$401,036.54  
 Federal- \$0.00  
 Other Local- \$19,000.00  
**Total= \$420,036.54**

Funding Source	Year	Type	Category	Amount	Expiration
Dollar General Literacy Foundation	2023	Other Local	Instruction	\$9,000.00	6/30/2023
Bama Works	2023	Other Local	Instruction	\$10,000.00	6/30/2023
ARPA Bonus Payments	2023	State	Instruction	\$323,316.01	6/30/2023
VA Department of Criminal Justice Services- Digital Mapping	2023	State	Operations	\$17,500.00	6/30/2023
Excellence in Co-Teaching Initiative	2023	State	Instruction	\$7,500.00	9/30/2022
School-Based Health Workforce Grant	2023	State	Attendance, Administration, and Health	\$29,319.45	6/30/2023
Career and Technical Education State Equipment	2023	State	Instruction	\$7,749.82	6/30/2023
Additional CTE Equipment	2023	State	Instruction	\$6,006.35	6/30/2023
Industry Credentialing Exams	2023	State	Instruction	\$5,165.77	6/30/2023
Industry Credentialing Exams- STEM-H	2023	State	Instruction	\$1,939.88	6/30/2023
Workplace Readiness Skills for the Commonwealth	2023	State	Instruction	\$1,197.51	6/30/2023
Homeless Grant- Supplemental	2023	State	Instruction	\$1,341.75	6/30/2023
				<b>\$420,036.54</b>	

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

**TAB N**

<b>MEETING DATE:</b>	September 21, 2022				
<b>AGENDA TITLE:</b>	Proclaiming October as Community Planning Month				
<b>MOTION(s):</b>	<b>I move that the Board of Supervisors proclaim October 2022 as Community Planning Month in Fluvanna County, Virginia: Planning for a Better Fluvanna through the Comprehensive Plan Process.</b>				
<b>STRATEGIC INITIATIVE?</b>	Yes	No	<b>If yes, list initiative(s):</b>	N/A	
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				<b>X</b>	
<b>STAFF CONTACT(S):</b>	Douglas Miles, Community Development Director				
<b>PRESENTER(S):</b>	Douglas Miles, Community Development Director				
<b>RECOMMENDATION:</b>	Approval				
<b>TIMING:</b>	Immediate				
<b>DISCUSSION:</b>	Planners work to improve the well-being of all people living in our communities by taking a comprehensive perspective. This approach leads to safer, resilient, more equitable, and more prosperous communities. We celebrate the role that planning plays in creating great communities each October with National Community Planning Month.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Proclamation 04 - 2022				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					<b>X</b>







**BOARD OF SUPERVISORS**  
 County of Fluvanna  
 Palmyra, Virginia  
**PROCLAMATION 04-2022**



Proclaiming October As Community Planning Month In Fluvanna County, Virginia:  
 Planning for a Better Fluvanna through the Comprehensive Plan Process

**WHEREAS**, change is constant and affects all cities, towns, counties, and other local, state and federal places; and throughout 2022 we have been working through Fluvanna County's adopted Comprehensive Plan; and

**WHEREAS**, community planning and plans can help manage this change in a way that provides better choices for how people work and live and through the current amendment of the County's 2015 Comprehensive Plan; and

**WHEREAS**, community planning provides an opportunity for all County residents to be meaningfully involved in making the choices that determine the future of their own community through the local planning process; and

**WHEREAS**, the full benefits of planning requires public officials and our residents to understand, support, and expect excellence in planning and plan implementation and to also participate to have a better future; and

**WHEREAS**, The American Planning Association (APA) and its professional institute, the American Institute of Certified Planners (AICP), endorse National Community Planning Month, as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our overall environment; and

**WHEREAS**, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of the planning commission and others who have contributed their time and expertise to the overall improvement of the County of Fluvanna, Virginia; and

**WHEREAS**, we recognize the many valuable contributions that are made by the Planning staff members in the County of Fluvanna, Virginia and we extend our heartfelt thanks for the continued commitment to local public service by these well trained professionals that include staff members with AICP, CZA, and CZO certifications;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the month of October 2022 is hereby designated as Community Planning Month in the County of Fluvanna, Virginia in conjunction with the celebration of National Community Planning Month in the USA, by the Fluvanna County Board of Supervisors this 21st day of September, 2022.

Passed and adopted this 21st day of September, 2022.

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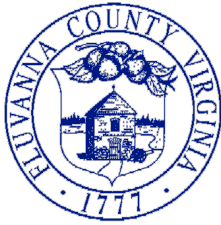
John M. Sheridan, Chair  
 Fluvanna County Board of Supervisors



**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"/>	Fluvanna County Bank Balance and Investment Report
<input checked="" type="checkbox"/>	Unassigned Fund Balance Report
<input checked="" type="checkbox"/>	VDOT Monthly Report & 2020 Resurfacing List
<input checked="" type="checkbox"/>	ARPA Fund Balance Memo
<input type="checkbox"/>	





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# COUNTY OF FLUVANNA

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*“Responsive & Responsible Government”*

BOS2022-09-21 p.101/112  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
www.fluvannacounty.org

## MEMORANDUM

**Date:** September 21, 2022  
**From:** Tori Melton – Director of Finance  
**To:** Board of Supervisors  
**Subject:** FY23 BOS Contingency Balance

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The FY23 BOS Contingency line balance is as follows:

<b>Beginning Original Budget:</b>	<b>\$162,000</b>
Less: Career Development Circuit Court Clerk & Commissioner of Revenue	-15,393
Less: Comprehensive Safety Action Plan Grant – Safe Streets - TJPDC	-30,000
Less: Comprehensive Economic Development Strategy (CEDS) - TJPDC	-2,097.04
Less: 2022 Board of Supervisors Planning Retreat	-5,000
<b>Available:</b>	<b>\$109,509.96</b>





# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

BOS2022-09-21 p.103/112  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
www.fluvannacounty.org

## MEMORANDUM

**Date:** September 21, 2022  
**From:** Tori Melton – Director of Finance  
**To:** Board of Supervisors  
**Subject:** FY23 Capital Reserve Balances

The FY23 Capital Reserve account balances are as follows:

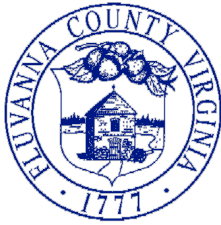
### County Capital Reserve:

FY22 Carryover	\$512,518
<b>FY23 Budget Allocation:</b>	<b>\$250,000</b>
Less: Fluvanna County District Court Microphone System Replacement	-5,963
Less: Ground Water Well Monitoring at Convenience Center	-27,050
Less: Public Safety Building 5 ton heat pump	-6,408
Less: Generator at Carysbrook Fuel Pumps	-30,000
Less: 4 ton heat pump at Fluvanna County Community Center	-8,522.36
<b>FY23 Available:</b>	<b>\$684,574.64</b>

**Schools Capital Reserve:**

FY22 Carryover	\$387,600
<b>FY23 Budget Allocation:</b>	<b>\$200,000</b>
Less: FCHS Tennis Court Repair	-63,100
Less: Emergency Radios for FCPS School and Departments	-23,910
Add: Closed CRM Project – 08/27/2022	4,884
Less: Central Elementary purchase of 3 HVAC chiller fans	-10,560
Less: Central Elementary HVAC Chiller replacing failed parts	-11,090
Less: FCHS main chiller	-6,740
Less: Fluvanna Middles School HVAC Chiller	-9,178
<b>FY23 Available:</b>	<b>\$467,906</b>





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# COUNTY OF FLUVANNA

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*"Responsive & Responsible Government"*

BOS2022-09-21 p.105/112  
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(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

## MEMORANDUM

**Date:** September 21, 2022  
**From:** Tori Melton – Director of Finance  
**To:** Board of Supervisors  
**Subject:** Unassigned Fund Balance

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<b>*FY22 Year End (Unaudited) Unassigned Fund Balance:</b>	<b>\$13,835,655</b>
<b>Current (Unaudited) Unassigned Fund Balance:</b>	<b>\$13,835,655</b>

\*Audited FY22 Year End Unassigned Fund Balance will be available upon Completion of the FY22 Comprehensive Annual Financial Report



**FLUVANNA COUNTY  
AUGUST 2022**

<b>MAINTENANCE</b>	
<p><b>The Palmyra and Zions Crossroads Area Headquarters for the month of August 2022.</b></p> <ul style="list-style-type: none"> <li>• Repaired potholes /surface treatment prep on various routes.</li> <li>• Placed shoulder stone on various routes throughout the county.</li> <li>• Placed mail box stone for various secondary routes.</li> <li>• Removed downed trees and limbs: storm debris on Routes 603, 629, and 799.</li> <li>• Boom axed Route 15, Route 600, Route 616, and Route 618.</li> <li>• Mowed Routes 601, 603, 604 and 653.</li> </ul>	
<b>LAND DEVELOPMENT &amp; PERMITS</b>	<b>Mark Wood, P.E.</b>
<p><b>Plans with outstanding comments or under review (Activity within last 90 days)</b></p> <ul style="list-style-type: none"> <li>• Mc Farlane Family Subdivision, <b>Review Underway</b></li> </ul> <p><b>Plans found acceptable</b></p> <ul style="list-style-type: none"> <li>• Firefly 105500-A</li> <li>• Firefly 62-C</li> <li>• Firefly 53-B</li> <li>• Williams Family Subdivision &amp; Boundary Plat</li> <li>• Rosson Family Subdivision</li> <li>• Tiger Fuel- Zion Station Lot 4 Site Development Plan</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p><b>LUP Permits Issued and Completed:</b></p> <ul style="list-style-type: none"> <li>• VDOT issued 1 permits in August 2022.</li> <li>• VDOT closed 2 permits in August 2022.</li> </ul>	
<b>CONSTRUCTION</b>	
<b>Bridge Projects:</b>	

- **On-Call Bridge Maintenance Contract BRDG-967-457,N501 (UPC 115014) –**  
Scope: Bridge Maintenance (Various locations)  
Estimated Contract Completion Date: October 23, 2022 (Term 3)
- **BRDG-967-540, B607-B610 (UPC 120367) –** Recoat existing structure at Route 637 over Hardware River complete.  
NTP: April 22, 2022  
Scope: Steel spot painting  
Estimated Contract Completion Date: Nov 15, 2022.

### **Road Projects:**

- **ADA Compliance 9999-967-317, N01 (UPC 119781)** various locations. Contract executed 02-07-2022  
NTP: Specific to task orders  
Scope: On call ADA compliance  
Estimated Contract Completion Date: January 01, 2023 (T1)
- **On-Call District Signal Contract 9999-967-527, C501 (119130)–** Various Locations  
Scope: Specific to each Task order  
Estimated Contract Completion Date: December 22, 2023 (T1)

### **Schedules:**

- **ST7A-967-F22, P401 (UPC 119529)**  
NTP: March 15, 2022  
Scope: Plant Mix  
Estimated Contract Completion Date: October 15, 2022
- **LM7A-967-F22, P401 (UPC 119727)**  
Latex installation complete. Punchlist work in progress.  
NTP: February 25, 2022  
Scope: Plant Mix  
Estimated Contract Completion Date: October 15, 2022
- **PM7T-967-F22, P401 (UPC 118882)**  
NTP: March 30, 2022  
Scope: Plant Mix  
Estimated Contract Completion Date: November 15, 2022

**TRAFFIC STUDIES/ SPECIAL REQUESTS**

- Marking requested on Route 659; passing zone.  
Status: Full installation pending new 'small messages and signing' contract.
- Signage adjustment requested on Route 676; Center stop sign adjustment.  
Installation request received on 6/13/2022  
Status: Pending removal/installation.
- Signage installation requested on Route 604; Curve warning signs and chevrons between Route 601 and 610.  
Request received on 4/25/2022 & updated on 6/25/2022  
Status: Pending review.





# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

BOS2022-09-21 p.111/112  
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 Fax (434) 591-1911  
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## MEMORANDUM

**Date:** September 21, 2022  
**From:** Tori Melton – Director of Finance  
**To:** Board of Supervisors  
**Subject:** ARPA Fund Balance

<b>ARPA Fund Total Appropriation: \$5,296,878 – 100% received</b>	<b>\$5,296,878</b>
Less: FUMA Wastewater Treatment Plant Evaluation 08.04.21	-\$39,870
Less: FUSD Morris and Omohundro Well Rehabilitation 09.01.21	-290,250
Less: Sheriff's Office Hazard Pay One-Time Bonus 10.06.21	-41,983.50
Less: E911 – Hazard Pay One-Time Bonus 10.06.21	-16,954.88
Less: Premium Pay – Staff One-Time Bonus 12.15.21	-173,585.63
Less: FireFly Broadband VATI Grant 04.20.22	-601,500
Less: FY23 CIP Funding	-1,801,160
Less: FY23 CIP Fork Union Tanker 20 Additional Funding	-38,319
<b>Current ARPA Fund Balance</b>	<b>\$2,293,254.99</b>

