



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

April 5, 2017

4:00 pm – Regular Meeting

7:00 pm – FY18 Budget and CY17 Tax Rates Public Hearings

TAB	AGENDA ITEMS
1	– CALL TO ORDER
2	– PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
3	– ADOPTION OF AGENDA
4	– COUNTY ADMINISTRATOR’S REPORT
5	– PUBLIC COMMENTS #1 (5 minutes each)
6	– PUBLIC HEARING – At 7:00pm Meeting
7	– ACTION MATTERS
A	Appointment to the Youth Advisory Council—Kelly Belanger Harris, Clerk for the Board
B	Agreement with VDOT Regarding “Watch for Children” Signage – Wayne Stephens, Public Works Director and County Engineer
C	E911 Radio Project: Black & Veatch Fourth Addendum—Cheryl Elliott, Emergency Services Coordinator
D	Authorization to Advertise a Public Hearing for an FY17 Budget Amendment—Eric Dahl, DCA & Finance Director
E	Child Abuse Prevention Month Presentation and Proclamation—Kirby Baughn, Family Services Supervisor, Fluvanna Department of Social Services
8	– PRESENTATIONS (normally not to exceed 10 minutes each)
F	National Crime Victims’ Rights Week Presentation—Jeff Haislip, Commonwealth’s Attorney
G	JABA - Memory Clinic and Dementia Care Coordinator Program—George Worthington, JABA Supervisor for ADRC Development
H	Crofton Trail Master Plan Proposal - Marvin Moss, Fluvanna Heritage Trail Foundation
I	Columbia Area Update – Steve Nichols, County Administrator
J	2017 Fluvanna County Residents Survey – Steve Nichols, County Administrator
9	– CONSENT AGENDA
K	Minutes of March 1, 2017—Kelly Belanger Harris, Clerk to the Board
L	Minutes of March 8, 2017—Kelly Belanger Harris, Clerk to the Board
M	Minutes of March 15, 2017—Kelly Belanger Harris, Clerk to the Board
Mc	First Amendment to CVEC Contract of Sale—Cheryl Elliott, Emergency Services Coordinator
N	Local Workforce Development Area Re-Designation—Steven M. Nichols, County Administrator
O	CRM Request – Admin Building Bathrooms—Wayne Stephens, Director of Public Works and County

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Engineer

- P Canine Fund Transfer—Captain Von Hill, Sheriff's Office
- Q FY17 Aid to Localities Funding – Fire Department—Martin Brookhart, Management Analyst
- R FY17 FCPS National Board Certification Incentive Grant—Ed Breslauer, FCPS Finance Director
- S FY17 FCPS Title IA Supplemental Appropriation Request—Ed Breslauer, FCPS Finance Director
- T FY17 Records Preservation Grant Supplemental Appropriation—Martin Brookhart, Management Analyst
- U Local Government Education Week Proclamation—Steven M. Nichols, County Administrator

10 – UNFINISHED BUSINESS**11 – NEW BUSINESS**

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)**13 – CLOSED MEETING AND DINNER RECESS**

TBD

RECESS – DINNER BREAK**RECONVENE @ 7:00pm****TAB AGENDA ITEMS****A - FY18 BUDGET AND CY17 TAX RATES PUBLIC HEARINGS**

- V Calendar Year 2017 Tax Rates—Eric Dahl, DCA & Finance Director
- W Fiscal Year 2018 Budget—Eric Dahl, DCA & Finance Director

14 – ADJOURN


Steven M. Nichols
2017.03.29 17:18:39
-04'00'

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.

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 abusive language, excessive noise, or in any way incite persons to use such tactics. The Chairman and/or the County Administrator shall be the judge of such breaches, however, the Board may vote to overrule both.
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.

PUBLIC HEARING RULES OF PROCEDURE

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

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COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS 2017-04-05 p.5/132
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

2016-2017 STRATEGIC INITIATIVES AND ACTIONS

Strategic Initiative A -- SERVICE DELIVERY

- A1** - Create a local Broadband Task Force to: assess our current status county-wide, determine our gaps and needs, develop alternatives and options for improvement, and to identify potential funding sources for broadband expansion.
- A2** - Perform Process Improvement Review of Planning and Zoning Processes.
- A3** - Perform Process Improvement Review of Building Inspection Processes.
- A4** - Implement credit card payment option for citizen at all County funds collection points through MUNIS Cashiering process.
- A5** - Update, format, and improve web-accessibility of all County Personnel Policies.
- A6** - Create Fluvanna County Data Website Dashboard with key metrics.
- A7** - Perform a comprehensive review and update of all ordinances, rules, policies, and practices relating to junk cars, trash and litter, waste tires, condemnation of structures, etc.
- A8** - Create an improved system for managing and tracking of SUPs and Subdivisions (Bond status, project status, etc.).

Strategic Initiative B -- COMMUNICATION

- B1** - Create a Community Impact Awards Program.
- B2** - Hold an Elected Official Breakfast for our State Representatives in Spring 2016
- B3** - Collect and analyze the results of the local Business Climate Survey.
- B4** - Hold a Local Business Forum - Subtitle: "The Future of Fluvanna's 250 Corridor"
- B5** - Create a local Business Support Action Plan.
- B6** - Assess options to communicate more efficiently, effectively, and economically with Fluvanna residents.
- B7** - Expand County Website to receive, answer, and post questions from residents.
- B8** - Improve communication and collaboration with the School Board to improve understanding of school system funding needs and better plan future budgets.
- B9** - Create a brief, easy to understand tax impact message showing Fluvanna advantages for both residential and business.

Strategic Initiative C -- PROJECT MANAGEMENT

- C1** - Investigate the use of Technology or other types of Overlay Zones for the Zion Crossroads Community Planning Area to support economic development aims.
- C2** - Create a County-wide overlay map showing utilities and other key features that support business growth and development.
- C3** - Investigate all options for GIS system delivery and management to support needs of all County departments.
- C4** - Develop and adopt a Fluvanna County Master Water and Sewer Service Plan and implementation schedule.
- C5** - Successfully oversee and manage Fluvanna County aspects of the James River Water project.

- C6** - Finalize locations and fund installation of Fire Hydrants in the Columbia District along the route of the Louisa County Water Authority raw water pipeline.
- C7** - Successfully oversee and manage the design and construction of the Zion Crossroads water and sewer system.
- C8** - Successfully oversee and manage the County's E911 Emergency Communications System Project.
- C9** - Proceed with the Pleasant Grove Farm Museum design.
- C10** - Investigate opportunities and options for a Palmyra Village Streetscape project to improve safety, parking, walkability, and overall appearance.

Strategic Initiative D -- ECONOMIC DEVELOPMENT AND TOURISM

- D1** - Create EDTAC - Economic Development and Tourism Advisory Council.
- D2** - Plan for Fluvanna County activities to celebrate the Virginia Business Appreciation Month in May 2016.
- D3** - Draft and adopt a formal County-wide economic development and tourism strategy inclusive of an implementation schedule.
- D4** - Create separate Tourism and Business information pages for the County website.
- D5** - Create a Fluvanna County "triangle" tourism brochure describing a Monticello, Pleasant Grove House & Museum, Old Stone Jail, Historic Courthouse, and Montpelier history and tourism route.
- D6** - Create a "Faces and Places of Fluvanna" Poster and Rack Card to market Fluvanna County as a destination for tourism and recreational activities.
- D7** - Create a "New Residents Guide" package for distribution to local Real Estate agents.
- D8** - Develop a "This is Fluvanna County" video message to be shared with county citizens and businesses as well as use with county economic development initiatives.
- D9** - Investigate and pursue with State offices the installation of select Boat Ramps along the Rivanna and James Rivers to support additional recreational and tourism opportunities.
- D10** - Investigate opportunities for park expansion or Rivanna River access points to support expanded recreational activities in Fluvanna (e.g., Crofton Park, LMOA river access areas, Town of Columbia flood plain/potential park, etc.).
- D11** - Support local businesses and entrepreneurs by establishing a focused business appreciation and expansion program.

Strategic Initiative E -- FINANCIAL STEWARDSHIP AND EFFICIENCY

- E1** - Identify all sources of revenue the county can use to finance local government programs and services and determine which sources Fluvanna County should utilize.
- E2** - Investigate creation of a "Capital Depreciation Fund" that would be funded within the tax rate each fiscal year to save for future capital needs.
- E3** - Update, format, and improve web-accessibility of all County Financial Policies.
- E4** - Review, update, and approve new Fluvanna County Proffer Guidelines.
- E5** - Reduce the County's reliance on creating and mailing paper checks for payments and to implement ACH/EFT transaction options.
- E6** - Research and provide samples of Monthly Treasurer Report options and formats so that the Board can decide what they would like to see on a recurrent basis (e.g., what reports are provided in other counties?). Create report for inclusion in Board package each month, as well as a quarterly in-person briefing on the data.

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

TAB A

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	Appointment to the Youth Advisory Council (YAC)				
MOTION(s):	I move to appoint/reappoint _____ to the Youth Advisory Council (YAC), replacing Mr. Bill Hughes, with a term to begin April 5, 2016 and to terminate June 30, 2019.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Kelly Belanger Harris, Clerk for the Board				
PRESENTER(S):	Steven M. Nichols, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	Applicants who have shown an interest in this position are: Dr. Jacqueline Meyers				
FISCAL IMPACT:	None				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Boards and Commissions Application				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name (Last, First MI) Dr. Jacqueline Meyers		Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input checked="" type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna	
Mailing Address (including City, State, & ZIP) 2856 Cloverdale Rd. Bremo Bluff, VA 23022		Physical Address (if different)	
Home Phone 434-842-3287	Cell Phone	Work Phone	Email JAMeyers@aol.com
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION: BA - SUNY Brockport - Foreign Literature M.Ed. - Keene State College - Counseling Ph.D. - Virginia Commonwealth University - Public Administration and policy			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Fluvanna Youth Advisory Council Rural CSA Fluvanna County Animal Response Team Local Emergency Planning Committee			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups): Executive Director/Founder - Peaceful Passings Senior Animal Rescue 37 years experience working with at-risk youth and their families			
REASON(S) FOR WANTING TO SERVE: I have an interest in serving youth for the long term, after my professional career working with youth and families in need. I've worked with youth who have experienced mental health issues, substance abuse issues, physical, emotional, and psychological abuse, and physical disabilities. I think that with my experience and education, I have much to offer the community.			
Applicants are considered as vacancies occur and your application will be kept on file for three years. Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Submit by email (clerk@fluvannacounty.org) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963 By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.			
Applicant's Signature <i>Jacqueline A Meyers</i>		Date 3/10/17	

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

X	Board, Commission, Committee
	Agricultural/Forestral District Advisory Committee
	Audit Committee
	Board of Zoning Appeals (BZA)
	Broadband Access Taskforce (BAT)
	Building Code of Appeals Board
	Central Virginia Regional Jail (CVRJ) Authority
	Community Policy & Management Team (CPMT)
	Economic Development Authority (EDA)
	Economic Develop. & Tourism Advisory Council (EDTAC)
	Finance Board
	Fork Union Sanitary District (FUSD) Advisory Committee
	James River Alcohol Safety Action Program (ASAP)
	James River Water Authority (JRWA)
	JAUNT Board
	Jefferson Area Board of Aging (JABA) Advisory Council
	Jefferson Area Board of Aging (JABA) Board of Directors

X	Board, Commission, Committee (cont.)
	Library Board of Trustees
	Monticello Area Community Action Agency (MACAA)
	Parks & Recreation Advisory Board
	Partnership for Aging Committee
	Piedmont Virginia Community College (PVCC) Board
	Piedmont Workforce Investment Board
	Planning Commission
	Region Ten Community Services Board
	Rivanna River Basin Commission
	Social Services Board
	Southeast Rural Community Assistance Project, Inc.
	Thomas Jefferson Area Community Criminal Justice Board
	Thomas Jefferson Planning District Commission (TJPDC)
	Thomas Jefferson Water Resources Protection Foundation
X	Youth Advisory Council (YAC)

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

Office Use Only	
Application Received On: 3-13-17	Application Received By: Keely Pelagie Harris
Acknowledgement Sent:	
Renewal Date:	Remarks: YAC - County Rep
Renewal Date:	
Renewal Date:	
Renewal Date:	

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

TAB B

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	Agreement with VDOT Regarding “Watch for Children” Signs				
MOTION(s):	I move the Board of Supervisors approve the Agreement titled: “AGREEMENT FOR THE INSTALLATION AND MAINTENANCE OF “WATCH FOR CHILDREN” SIGNS BY COUNTY” between the County of Fluvanna and the Virginia Department of Transportation, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X	X		
STAFF CONTACT(S):	J. Wayne Stephens, PE, Director of Public Works/County Engineer				
PRESENTER(S):	J. Wayne Stephens, PE, Director of Public Works/County Engineer				
RECOMMENDATION:	Staff recommends to above motion be approved by the Board				
TIMING:	N/A				
DISCUSSION:	VDOT no longer places “Watch for Children” signs along streets at the request of localities. Localities may, after entering in to an agreement with VDOT, place such signs in locations approved by VDOT. All costs associated with erecting, maintaining and replacing damaged “Watch for Children” signs are the responsibility of the locality.				
FISCAL IMPACT:	It is estimated that it will cost \$300-\$400 per sign to install “Watch for Children” signs to VDOT Standards.				
POLICY IMPACT:	The County currently has no written policy regarding the installation of “Watch for Children” signs. In recent memory, there has been one request from property owner(s) in one subdivision. It may be advisable for the Board to adopt a policy regarding these signs.				
LEGISLATIVE HISTORY:	The County Code does not address this issue.				
ENCLOSURES:	1) Agreement for the installation & maintenance of “Watch for Children Signs” 2) Traffic Engineering Memo TE-280, providing VDOT Guidance on the subject 3) Form for Addenda to the Agreement (to add additional signs in the future)				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

AGREEMENT FOR THE INSTALLATION AND MAINTENANCE OF
“WATCH FOR CHILDREN” SIGNS BY COUNTY

WHEREAS, it is the desire of the COUNTY OF FLUVANNA (the COUNTY) to enter into an agreement with the Virginia Department of Transportation (VDOT), to install and maintain W15-V1 “Watch for Children” sign(s), at locations within its legal boundaries that are indicated on the attached sheet(s), in accordance with the conditions outlined in this agreement.

FURTHER, all future installations of such signs at locations (not specified in this agreement) shall likewise conform to the stipulations of this agreement and shall be submitted to VDOT using the addendum included in this document for that purpose.

Type of Sign to be used

- The size and type of sign to be used to alert motorists that children may be at play nearby is the W15-V1, detailed in the latest edition of the Virginia Supplement to FHWA’s Manual on Uniform Traffic Control Devices (MUTCD). See <http://www.virginiadot.org/business/manuals-default.asp>.
- New installations of the W15-V1 shall be fluorescent yellow-green background color.
- The sign materials shall be in accordance with the latest edition of the VDOT Road & Bridge Specifications. See <http://www.virginiadot.org/business/manuals-default.asp>.

Placement of W15-V1 Signs

- Within a subdivision, a single sign may be placed on streets that are major entry points where the statutory or posted speed limit is 35 mph or less, beyond but not within 200 feet of, the posted speed limit sign.
- At the major approach(s) to a residential development not within or part of a subdivision where there is 1/3 mile or more of residential development (either side of roadway) with direct frontage/access and where the speed limit has been reduced to 35 mph or less; a single sign may be installed beyond but not within 200 feet from, the (reduced) posted speed limit sign.
- As generally outlined in the latest edition of MUTCD. See <http://www.virginiadot.org/business/manuals-default.asp>.
- Signs shall not be installed where indicated as follows:
 - On any roadway where the speed limit exceeds 35 mph
 - In lieu of a standard Playground sign (W15-1), used to warn motorists of a designated playground
 - At a location where School warning signs are in place
 - In combination (same pole) with any other regulatory or warning signs
 - Preceding any existing regulatory or warning signs
 - Closer than 200 feet to any existing regulatory or warning signs
- Should VDOT determine that another regulatory or warning sign must be placed such that it would violate the rules above, the VDOT sign will take priority and the Watch for Children sign will be relocated by the county at their expense.

Installation of W15-V1 Signs

The sign installation shall be in accordance with the latest edition of the VDOT Road & Bridge Standards. See <http://www.virginiadot.org/business/manuals-default.asp>.

Maintenance & Replacement of W15-V1 Signs

- Signs not installed or maintained in accordance with the latest edition of the MUTCD, the VDOT Road & Bridge Standards, the conditions of the land use permit and other requirements stipulated in this agreement will be removed by VDOT at the expense of the county.

THEREFORE, the COUNTY shall conduct the purchase, installation and maintenance of new W15- V1 signs and shall maintain such signs as outlined in this agreement and in accordance with requirements of the land use permit.

FURTHERMORE, it is mutually agreed between the COUNTY and VDOT that all W15-V1 signs shall (1) conform to requirements indicated in this agreement, in the MUTCD and the Virginia Supplement to the MUTCD, the VDOT Road & Bridge Standards, the VDOT Road & Bridge Specifications and; (2) the COUNTY will bear all costs pertaining to the purchase, installation and maintenance of such sign(s) and accessories necessary for proper erection of the signs and; (3) in the event the COUNTY should fail to locate, install and maintain such sign(s) according to this agreement and the stipulations of the land use permit, the signs will be removed by VDOT at the expense of the COUNTY.

SIGNATURE of COUNTY REPRESENTATIVE

Steven M. Nichols, County Administrator

April 5, 2017

Date

(The Locality shall submit this AGREEMENT to their local VDOT representative)

=====

For VDOT Use Only

Approved: _____ Date _____
(District Administrator)

Attach additional pages as needed

VIRGINIA DEPARTMENT OF TRANSPORTATION

TRAFFIC ENGINEERING DIVISION

MEMORANDUM

GENERAL SUBJECT: ENGINEERING AND ADMINISTRATION WARNING SIGNS	NUMBER: TE-280.1
SPECIFIC SUBJECT: GUIDANCE ON INSTALLATION OF WATCH FOR CHILDREN SIGNS	TO SUPERSEDE: TE-280
DIRECTED TO: District Administrators Regional Operations Directors Residency Administrators District Land Use Engineers Regional Traffic Engineers Regional Operations Maintenance Managers	DATE: November 7, 2012 Errata changes Oct. 27, 2014 SUNSET DATE: N/A
SIGNATURE: State Traffic Engineer <div style="text-align: center;"> Signed by Raymond J. Khoury, P.E. November 7, 2012 Original on file in the Traffic Engineering Division </div>	

This updated memorandum is issued to address changes in the Code of Virginia and to provide additional guidance not contained in the current 2011 Edition of the Virginia Supplement to the MUTCD:
http://www.virginiadot.org/business/virginia_mutcd_supplement.asp

In the 2012 General Assembly, HB 914 was passed to amend ~~§33.1-210.2~~ §33.2-251 of the Code of Virginia, which became effective July 1, 2012. The amended code provides that the county or town may install and maintain “Watch for Children” warning signs (W15-V1) at certain locations through an agreement with the Commissioner and that the county or town will pay for the associated purchase, installation & maintenance costs. The amended section deleted previous language stipulating the particular source of funding to be used by the County for such signs.

~~§33.1-210.2~~ §33.2-251. Installation and maintenance of ~~certain~~ “children at play” signs in counties and towns.

The governing body of any county or town may enter into an agreement with the Commissioner of Highways allowing the county or town to install and maintain, at locations specified in such agreement, signs alerting motorists that children may be at play nearby. The cost of the signs and their installation shall be paid by the county or town.

The provisions of this section shall not apply to any county that has withdrawn its roads from the secondary system of state highways under the provisions of § 11 of Chapter 415 of the Acts of 1932 and has not elected to return.

Guidance

In accordance with the revised statute, a County or Town may initiate the installation of these signs **only** by entering into an agreement with VDOT.

The process prescribed in the previous statute where a County or Town could request the sign(s) by a resolution to VDOT is **no longer an option**.

As specified in the revised statute, the County or Town must pay for the signs. Secondary roadway construction or maintenance funds or any other VDOT monies may not be used.

In 2011 dollars, the average cost to purchase and install a single such sign is \$850.

In all cases where the County or Town is installing and maintaining the signs directly or through another party, a land use permit is required.

This document includes a template for the agreement that should be used for handling requests from a county or town for these signs and an addendum to be used where additional signs are subsequently requested.

The agreement template incorporates VDOT's requirements (other than conditions of the land use permit) as well as criteria for the appropriate sign and its placement, installation, maintenance and replacement.

To process requests from a County/Town for additional signs (subsequent to those indicated in the original signed agreement) the addendum shall be used so that the additional sign locations become part of the agreement.

VDOT's Land Use Office will issue a single land use permit for each county/town request for a sign or series of signs that are indicated in the request and meet the conditions of the agreement. An additional land use permit is required for each subsequent request for a sign or series of signs as per the attached addendum.

The District Administrator is the only party authorized to enter into agreements with localities on behalf of the Commissioner therefore his or her signature is required on the attached agreement template. However, the VDOT Land Development Engineer is the only VDOT signature required for the addendum.

Maintenance & Replacement of Existing W15-V1 Signs

- Maintenance of existing (yellow) W15-V1 signs installed by VDOT remain the responsibility of VDOT and may remain until they reach the end of their useful life at which time they may or may not (at the discretion of VDOT) be replaced in accordance with current standards, where they meet the requirements stipulated in this agreement for appropriate placement, otherwise they shall be removed and not replaced.

- Existing inventories of the yellow background W15-V1 may be utilized for maintenance replacements.

References

- *Code of Virginia*, §§ ~~§33.1-210.2~~ [§33.2-251](#)
- FHWA's Manual on Uniform Traffic Control Devices (MUTCD)
- Virginia Supplement to the MUTCD
- VDOT Road & Bridge Standards

CC: Mr. Greg Whirley
Mr. Charles Kilpatrick, P.E.
Ms. Constance S. Sorrell
Mr. Malcolm T. Kerley, P.E.
Regional Traffic Engineers
District Transportation and Land Use Directors
Regional Operations Maintenance Managers
Residency Administrators

ADDENDUM # _____ TO ORIGINAL AGREEMENT FOR
THE INSTALLATION AND MAINTENANCE OF

“WATCH FOR CHILDREN” SIGNS

ADDITIONAL SIGN LOCATIONS

WHEREAS, it is the desire of the COUNTY OR TOWN OF _____,
to conduct the purchase, installation and maintenance of the additional W15-V1 signs specified in the list
attached to this addendum,

FURTHER, all the additional signs indicated in this addendum shall be in accordance with the original
signed agreement as attached to this document and,

FURTHER, the additional signs indicated in this addendum **MAY NOT** be installed without issuance of a
land use permit.

SIGNATURE of COUNTY OR TOWN REPRESENTATIVE

Title

Date

(The Locality shall submit this AGREEMENT to their local VDOT representative)

=====

For VDOT Use Only

Approved: _____ Date _____
(Land Development Engineer)

Page 1 of ____

ADDENDUM # _____ FOR ADDITIONAL LOCATIONS WHERE SIGNS ARE TO BE INSTALLED

[illegible]

Attach additional pages as needed

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

TAB C

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	E911 Radio Project: Black & Veatch Fourth Addendum				
MOTION(s):	I move the Board of Supervisors approve the “Fourth Addendum to Agreement for Emergency Communication Radio System Project Management and System Implementation Support Services” with Black & Veatch, with \$0 price adjustment for this modification, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		C8
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Cheryl J. Elliott, Emergency Services Coordinator; Cyndi Toler, Purchasing Officer				
PRESENTER(S):	Cheryl J. Elliott, Emergency Services Coordinator				
RECOMMENDATION:	Approval				
TIMING:	Routine				
DISCUSSION:	<p>This addendum for Emergency Communications Radio System Project Management and System Implementation Support Services is required to outline the changes with Black & Veatch, related to the Motorola Contract Fifth Amendment for Change Order #6:</p> <ul style="list-style-type: none"> Relocates the Nahor Manor site (as described in CO#1) to the CVEC site on Salem Church Road in Palmyra, Virginia. Removes this road from the construction SOW and adjusts other site development construction costs from CO#1 due to the site move. Includes increased costs for additional structural design of the tower needed due to size/weight of CVEC’s requested equipment to be placed on the tower. <p>This Black & Veatch contract addendum is not adding on additional services. CO#6 to the Motorola contract was approved by the BOS on March 15, 2017.</p>				
FISCAL IMPACT:	This addendum contains no price increase.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Fourth Addendum to Agreement for Emergency Communication Radio System Project Management and System Implementation Support Services. <i>Please note: Appendix A (Change Order #6 with Exhibits) to this Addendum is not included herein.</i>				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX	XX	XX		

**FOURTH ADDENDUM TO AGREEMENT FOR EMERGENCY COMMUNICATION
RADIO SYSTEM PROJECT MANAGEMENT AND SYSTEM IMPLEMENTATION
SUPPORT SERVICES**

This Fourth Addendum (“Addendum”) is made the ___ day of _____, 2017 by and between the County of Fluvanna, a political subdivision of the Commonwealth of Virginia (“**County**”), and Black & Veatch Corporation, a Delaware corporation authorized to transact business in Virginia, (the “Consultant”) and modifies that **AGREEMENT FOR EMERGENCY COMMUNICATION RADIO SYSTEM PROJECT MANAGEMENT AND SYSTEM IMPLEMENTATION SUPPORT SERVICES** between the County and the Consultant, dated the 24th day of September, 2015, as previously amended and modified by the First Amendment thereto and that Second Amendment thereto dated both dated August 4, 2016 and that Third Amendment dated the 17th day of November 2016, (as amended and modified, the “Agreement”). When used in this Addendum, any terms defined in the Agreement have such defined meaning.

WHEREAS, the parties wish clarify and supplement the requirements of the Agreement relating to scope of work for Part 2 of the Project and wish to formalize their agreement in this Addendum;

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

The foregoing recitals are incorporated herein by reference.

The Project has been modified by the following Amendments and Modifications to the **COMMUNICATIONS SYSTEM AGREEMENT** (together with all exhibits thereto, the “Motorola Amendment”) by and between Motorola Solutions, Inc. and the County: Sixth Amendment and Modification dated the 16th day of March, 2017 (Appendix A);

The Motorola Amendment with exhibits thereto is attached hereto as **Appendix A** (as indicated above) and made a material provision hereof and incorporated herein by reference.

These Appendix A is intended to modify the definition of “Project” under the Agreement to add and include those “Additional Services,” as defined in the Motorola Amendment, to the Project; and to modify the scope of the Project as described in the Motorola Amendment. The Consultant shall perform all the services and work, laid out in Article 2, Section A “Specific Scope of Work for Part 2 of the Project” for the Project as modified by the Motorola Amendments. All references to the “Project” in the Agreement shall hereinafter mean to the Project as modified hereby. **There is no price adjustment for these modifications.** Except as specifically amended hereby, the Agreement as previously modified by the First Addendum and Second Addendum to the Agreement, is hereby ratified and confirmed and remains in full force and effect.

[SIGNATURE PAGE TO FOLLOW.]

Witness the following duly authorized signatures and seals:

Black & Veatch Corporation:

County of Fluvanna, Virginia

Print Name:_____

Print Title:_____

Date:_____

Steven M. Nichols, County Administrator

Date:_____

Approved as to Form: _____
Fluvanna County Attorney

Appendix A:

Change Order #6 with Exhibits

(Not attached here for Board of Supervisors' packet)

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

TAB D

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	Authorization to Advertise a Public Hearing for an FY17 Budget Amendment				
MOTION(s):	I move the Board of Supervisors authorize staff to advertise for a public hearing on an FY17 budget amendment of \$7,653,740 from the issuance of the Virginia Resource Authority Taxable Qualified Energy Conservation Revenue Bond (VirginiaSAVES Green Community Program – Fluvanna County Projects) Series 2017, and the associated Energy Equipment Lease Purchase financing previously approved February 15, 2017.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, Deputy County Administrator/Director of Finance				
PRESENTER(S):	Eric Dahl, Deputy County Administrator/Director of Finance				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine				
DISCUSSION:	Per the Code of Virginia 15.2-2507, any additional appropriation(s) which increases the total budget by more than 1% of the total expenditure budget for that fiscal year is required to be advertised for a public hearing at least seven days prior to the Board of Supervisors' approval of such appropriation; with such advertisements authorized by the County Administrator, unless the County Administrator deems such request for advertisement should require Board of Supervisors approval. Due to the nature of the advertisement, it was deemed appropriate to make the Board of Supervisors aware prior to advertisement.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	"Fluvanna County Notice of Public Hearing" for the FY17 Budget Amendment				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			



FLUVANNA COUNTY NOTICE OF PUBLIC HEARING BOS 2017-04-05 p.29/132

BY ORDER OF FLUVANNA COUNTY BOARD OF SUPERVISORS

Pursuant to Virginia Code Sec. 15.2-2507, the Board of Supervisors of Fluvanna County, Virginia (the "County") will hold a public hearing at 7:00 p.m. on Wednesday, April 19, 2017, in the Circuit Court Room of the County Courts Building in Palmyra, Virginia, located at 132 Main Street, Palmyra, Virginia, 22963 with respect to the following proposed amendment to the County's Fiscal Year 2017 Budget:

The Adopted FY2017 budget totals \$78,290,683 in revenues and expenditures. The proposed amendment for the Virginia Resource Authority Taxable Qualified Energy Conservation Revenue Bond (VirginiaSAVES Green Community Program - Fluvanna County Projects) Series 2017 (the "VRA Bond"), and the associated Energy Equipment Purchase financing calls for an increase of \$7,653,740 in revenues from the issuance of the VRA Bond and \$255,642 in expenses for the cost of issuance and \$7,398,098 in expenses for the equipment purchasing and project construction funds.

Complete information concerning this amendment is available in the County Finance Office, located at 132 Main Street, Palmyra, Virginia 22963, between 8:00 a.m. and 4:30 p.m., Monday through Friday. Persons requiring accommodation to facilitate participation are encouraged to contact the Office of the County Administrator at 132 Main Street, Palmyra, Virginia 22963 or at (434) 591-1910, at least five days prior to the meeting.

TO: Fluvanna Review

THRU: Finance Department

Advertise on the following date(s): Thursday, April 13th, 2017

Authorized by: Fluvanna County Administrator

Bill to: Fluvanna County Board of Supervisors

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

TAB E

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	Celebrating Children –Child Abuse Prevention Month Proclamation				
MOTION(s):	I move the Fluvanna County Board of Supervisors approve the proclamation proclaiming the month of April 2017 as Celebrating Children Month in Fluvanna County in observation of Child Abuse Prevention Month.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		XX			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Kirby Baughn, Family Services Supervisor, Fluvanna County Department of Social Services				
PRESENTER(S):	Kirby Baughn, Family Services Supervisor, Fluvanna County Department of Social Services				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:					
FISCAL IMPACT:					
POLICY IMPACT:					
LEGISLATIVE HISTORY:					
ENCLOSURES:	Proclamation Child Abuse Prevention Month				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

PROCLAMATION 02-2017

Proclaiming April as Child Abuse Prevention Month

By virtue of the authority vested in me, we hereby proclaim the **Month of April as Child Abuse Prevention Month in Fluvanna County.**

Whereas, preventing child abuse and neglect is a solution that requires involvement among people throughout the community; and

Whereas, child maltreatment occurs when people find themselves in stressful situations, without community resources, and don't know how to cope; and

Whereas, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

Whereas, all citizens should become involved in supporting families in raising their children in a safe, nurturing environment; and

Whereas, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community; and

Therefore, We, the Fluvanna County Board of Supervisors, do hereby **Proclaim April 2017 as Child Abuse Prevention Month** and call upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Adopted this 5th day of April 2017
by the Fluvanna County Board of Supervisors

ATTEST:

John M. Sheridan, Chair



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

PROCLAMATION **XX-2017**

Proclaiming April as Child Abuse Prevention Month

By virtue of the authority vested in me, we hereby proclaim the **Month of April as Child Abuse Prevention Month in Fluvanna County.**

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Whereas, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community; and

Therefore, We, the Fluvanna County Board of Supervisors, do hereby **Proclaim April 2017 as Child Abuse Prevention Month** and call upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Adopted this 5th day of April 2017
by the Fluvanna County Board of Supervisors

ATTEST:

John M. Sheridan, Chair

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

TAB F

MEETING DATE:	4/5/17				
AGENDA TITLE:	Victim Perseverance Award				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Sherri Stader				
PRESENTER(S):	Jeff Haislip/Sherri Stader				
RECOMMENDATION:	N/A				
TIMING:					
DISCUSSION:	In commemoration of Victims' Rights Week, a Victim Perseverance Award is being presented to a Fluvanna resident who was a victim in a DUI case and who has shown great strength, patience and resilience during her recovery and the criminal justice process.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	0				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

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

TAB G

MEETING DATE:	March 1, 2017				
AGENDA TITLE:	JABA - Memory Clinic and Dementia Care Coordinator Program				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		XX			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Steven M. Nichols, County Administrator				
PRESENTER(S):	George Worthington, JABA Supervisor for ADRC Development				
RECOMMENDATION:	N/A				
TIMING:	N/A				
DISCUSSION:	N/A				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	N/A				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

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

TAB H

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	Crofton Trail Master Plan Proposal				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes X	No	If yes, list initiative(s):		D10
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Aaron Spitzer, Director of Parks and Recreation				
PRESENTER(S):	Marvin Moss, President, Fluvanna Heritage Trail Foundation				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	Presentation of a Crofton Trail Master Plan proposal.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	County acquired the land in a swap with LMOA in ~2010/				
ENCLOSURES:	1 - Crofton Trail Master Plan (LPDA Package) 2 - Crofton Trail Master Plan (PHASES) 3 - Crofton Trail Master Plan Cost Estimate 4 - Crofton Trail Master Plan Maintenance Schedule				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



Upper Union Mills Lock

CROFTON TRAIL FEASIBILITY AND MASTER PLAN REPORT

Fluvanna Heritage Trail Foundation

Introduction

Land Planning and Design Associates, Inc (LPDA) was asked by the Fluvanna Heritage Trail Foundation to develop a conceptual master plan for a trail and trailhead along the Rivanna River near Crofton Bridge where South Boston Road (State Route 600) crosses the Rivanna River. The trail site consists of 89.9 acres on three parcels owned by Fluvanna County, and encompasses historic canal and lock structures, as well as ruins of the historic Town of Bernardsburg.

Site Conditions

The site is long and narrow, running parallel to the Rivanna River for approximately 2 miles on the west bank. Much of the site is riparian floodplain, which is edged by a steep bluff with hardwood forest, residential development, and Lake Monticello beyond it. The site encompasses the floodplain, sections of the bluff, and the upland hardwood forest. The site also includes the embankment and emergency spillway for the Monticello Lake Dam. The site is mostly wooded with a mix of mature sycamore, oak, and hickory

trees. There are several wetlands onsite, with seasonally variable water levels. The sewer treatment plant for Lake Monticello and some residential development adjoins the site, but otherwise the site is buffered by woodland and the bluff, and there are clear views to the Rivanna River and farm fields on the opposite bank. The site is undeveloped, though there is a faded walking trail from the Crofton Bridge to the lower lock.

The property includes sections of the historic Rivanna Navigation System, including the remnants of the canal and the two Bernardsburg locks. The proposed trail area is also the location of the historic town of Bernardsburg and its mill along Boston Creek. The canal and locks are registered historic resources by DHR, but the town and mill have not yet been registered. The canal and upper lock are clearly visible, but the lower lock, town site, and mill foundations were unable to be seen during field visits.



Wet meadow on site

Opportunities and Constraints

The location of the site along the Rivanna River offers a tremendous recreational amenity for the nearby residents of Lake Monticello and Fluvanna County. The level area along the river will easily accommodate a level multi-use trail along the canal route, with the possibility of secondary hiking trails connecting to the river bank and wetlands. The steepness of the bluff restricts trail development in certain areas.

Most of the site is within the 100-year floodplain of the Rivanna River, which restricts where permanent structures can be built on the site. The 100 foot Resource Protection Area (RPA) buffer that extends around wetlands and rivers further restricts the type and location of development. Two areas that are not restrained by the RPA are a small area near the dam emergency spillway and a level area near the Crofton Bridge, and these are the two options for where the parking lot and picnic shelter could be located. No development can be made on the dam or the spillway, which limits the size of the trailhead located near the spillway.

The area has tremendous natural beauty. There are mature woodlands on much of the site, views and access to the edge of the Rivanna River, and distinctive features like wetlands, streams, and rock outcroppings. Walking trails, boardwalks, and interpretive signs can introduce visitors to the different ecosystems and natural features within the site's boundaries.

The proposed trail area encompasses several historic sites

and features. A section of the historic Rivanna canal as well as the upper and lower Bernardsburg locks are on site, and are Virginia registered historic sites. These features are still clearly visible, and the upper lock is in excellent condition. Interpretive signs along the trail will inform visitors about the history of these features, as well as the history of the region. The site also contains foundations of the historic town of Bernardsburg and the mill along Boston Creek. These sites have not been registered with the Virginia Department of Historic Resources, and will need to be located by an archeologist. Once they are identified, the trail can be located adjacent and interpretive panels installed.

South Boston Road divides the northern and southern sections of the parcel, and any linear trail will need to cross this road. The road's bridge over the Rivanna River has high ground clearance and the bridge abutments are set back from the river, offering a safe and clear route for the trail to cross under South Boston Road.

The proposed trail system is adjacent to the Lake Monticello Community, which has about 10,000 residents, and encompasses approximately 40% of Fluvanna County's population. This is an opportunity for the trails to be well used and supported, and to introduce the public to the history of the region. There are opportunities for pedestrian connections to these residential neighborhoods via existing County-owned property, existing easements along the lake's overflow channel, and acquiring new easements along private property.



Historic Rivanna Canal

Trail Master Plan

LPDA developed a master plan for the future trail system that shares the historical and natural features of the site with visitors through a system of interconnected multi-use and rustic walking trails with interpretive signs at significant locations. The primary access is on the north side of South Boston Road near the Crofton Bridge. This trailhead area includes restrooms, picnic facilities, an interpretive panel, parking, and an access trail to the rest of the trail network. A 10' wide multi-use trail, approximately 1 mile long, runs beside the historic canal. A network of approximately 2 miles of hiking trails criss-cross the site, accessing the river, historical, and natural features and creating hiking loops of varying lengths. There are three additional possible pedestrian connections that join the trail system to residential neighborhoods: via existing County-owned property at the southern end of the site, existing easements along Lake Monticello's overflow channel in the central area, and new easements at the edge of private property at the north end of the site.

A goal of the trail should be to introduce visitors to the history and natural features of the site through trail access and interpretive signs. The multi-use trail runs the full length of the canal and up to the two lock locations. An interpretive sign at each location explains what the visitor is seeing and how it relates to the history of settlement, trade, and transportation in Virginia. The upper lock is in very good condition, and visitors will be able to walk up to its edge to see and touch the cut stone laid in the 1850s. A proposed safety fence will keep visitors from falling off of the edges of the lock. The master plan identifies the general location

of Bernardsburg and the mill, but the actual location will need to be identified in an archeological survey. These historic locations will be reached by walking trails, where there shall also be interpretive signs.

The walking trails will take visitors along the river banks, through riparian forest, and across wetlands. As part of the site's development, invasive plant species could be removed and the wetlands rehabilitated with native plant species. Interpretive signs along the walking trails and on the boardwalks across the wetlands will explain the ecosystems on site, native flora and fauna, and the history of major weather events, like the floods of Hurricane Camille in 1969 and Hurricane Agnus in 1976.

Next Steps

Several actions need to be made to bring this master plan to the point of construction. First, the master plan needs to be approved by the Fluvanna County Board of Supervisors. Then grants and other funding will need to be secured. The project will then move into the construction development phase. This phase includes surveying - topographical and archeological location - and then production of a full set of construction documents. Lastly, the trail and trailhead will be constructed.



CROFTON TRAIL

Proposed Upper Lock Interpretive Area

Crofton Trail
Fluvanna County, VA
Cost Estimate - Concept Master Plan

1/04/17
TAC

Prepared By: Land Planning and Design Associates Inc. Charlottesville, VA

1	Site Preparation	QTY.	UNIT	UNIT PRICE	TOTAL
	Mobilization	1	LS	\$96,000.00	\$ 96,000
	Miscellaneous E&S (riprap, entrance, const. road, etc.)	1	LS	\$30,000.00	\$ 30,000
	Site Clearing & Grubbing	1	LS	\$15,000.00	\$ 15,000
	On-Site Earthwork	2000	CY	\$5.00	\$ 10,000
	Haul Cut Earthwork	500	CY	\$15.00	\$ 7,500
	SUBTOTAL				\$ 158,500
2	Parking	QTY.	UNIT	UNIT PRICE	TOTAL
	Permeable Pavers - Parking	7500	SF	\$15.00	\$ 112,500
	2" #8 Aggregate - parking	100	TON	\$60.00	\$ 6,000
	4" #57 Aggregate - parking	200	TON	\$50.00	\$ 10,000
	12" #2 Aggregate - parking	650	TON	\$50.00	\$ 32,500
	Geotextile Fabric - parking	830	SY	\$6.00	\$ 5,000
	SUBTOTAL				\$ 166,000
3	Trails	QTY.	UNIT	UNIT PRICE	TOTAL
	2" SM 9.5AL Asphalt Surface - Multi-Use Trail	600	TON	\$150.00	\$ 90,000
	6" of VDOT #21A Aggregate Base - Multi-Use Trail	2500	TON	\$35.00	\$ 87,500
	Geotextile Fabric - Multi-Use Trail	6700	SY	\$6.00	\$ 40,200
	Dirt Trail (3ft wide)	17300	LF	\$12.00	\$ 207,600
	SUBTOTAL				\$ 425,300
4	Site Furnishings	QTY.	UNIT	UNIT PRICE	TOTAL
	Interpretive Sign	7	EA	\$1,500.00	\$ 10,500
	Bench	9	EA	\$2,000.00	\$ 18,000
	Trash Receptacle	1	EA	\$1,500.00	\$ 1,500
	Picnic Table	2	EA	\$2,500.00	\$ 5,000
	Fencing at Upper Lock	230	LF	\$50.00	\$ 11,500
	Removeable Bollards (1 at terminus)	1	EA	\$500.00	\$ 500
	SUBTOTAL				\$ 47,000
5	Site Structures	QTY.	UNIT	UNIT PRICE	TOTAL
	Picnic Pavilion	1	LS	\$25,000.00	\$ 25,000
	14' Multi-Use Bridge	108	LF	\$1,750.00	\$ 189,000
	Rustic Wood Bridge	104	LF	\$200.00	\$ 20,800
	Boardwalk	106	LF	\$100.00	\$ 10,600
	SUBTOTAL				\$ 245,400
6	Landscaping	QTY.	UNIT	UNIT PRICE	TOTAL
	Trees	8	EA	\$ 400.00	\$ 3,200
	Shrubs	30	EA	\$ 40.00	\$ 1,200
	Perennials	40	EA	\$ 10.00	\$ 400
	Native Wetland Plant Installation	1	LS	\$ 4,000.00	\$ 4,000
	Seeding	12,000	SF	\$ 0.50	\$ 6,000
	SUBTOTAL				\$ 14,800

*This estimate represents 2017 dollars. Costs will need to be re-examined in subsequent years for increases in material and labor costs and inflation.

OVERALL SUBTOTAL \$ 1,057,000
Contingency (10%) \$ 106,000

Total \$ 1,163,000



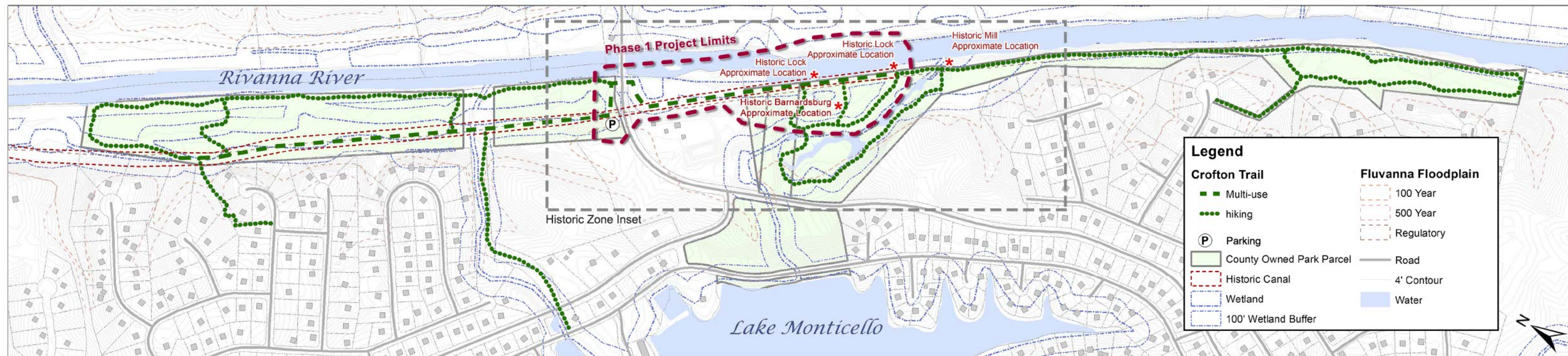
Crofton Trail Master Plan - Overall



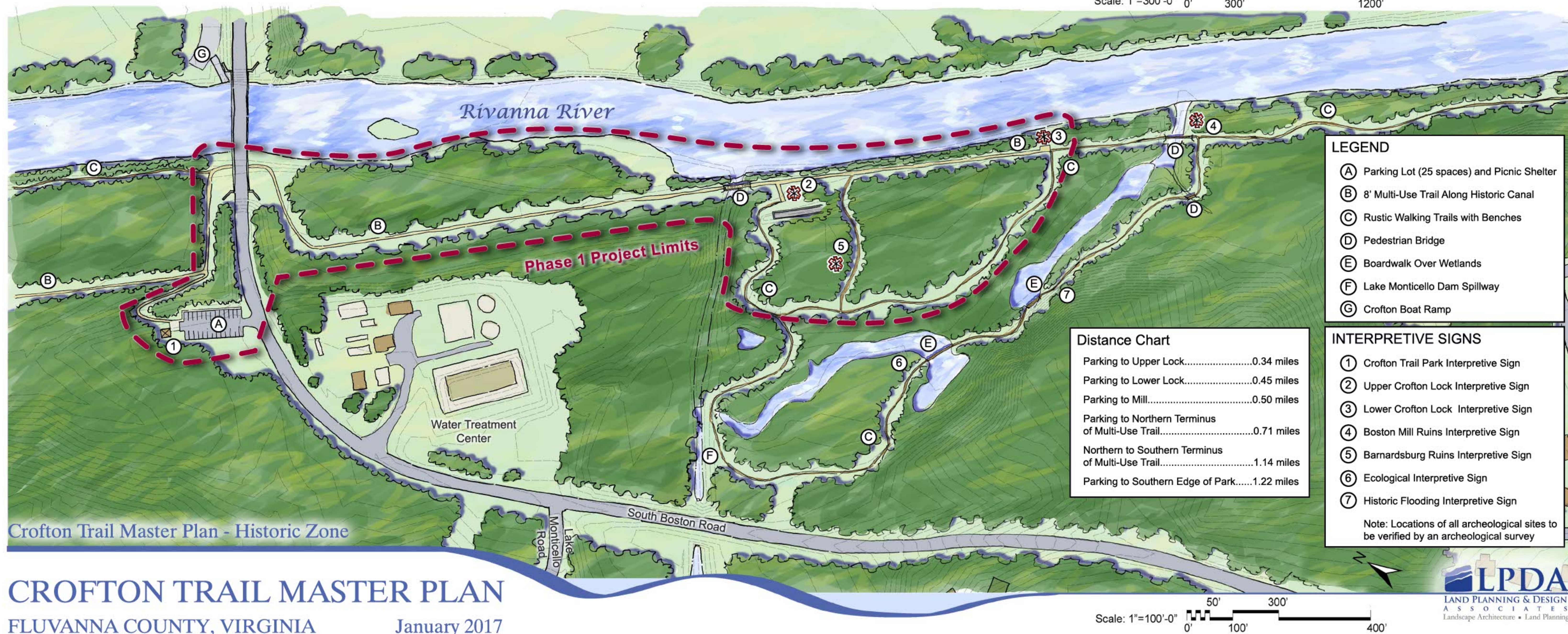
CROFTON TRAIL MASTER PLAN

FLUVANNA COUNTY, VIRGINIA

January 2017



Crofton Trail Master Plan - Overall



CROFTON TRAIL MASTER PLAN

FLUVANNA COUNTY, VIRGINIA

January 2017

Crofton Trail

Fluvanna County, VA

Cost Estimate - Concept Master Plan

1/24/17

TAC

Prepared By: Land Planning and Design Associates Inc. Charlottesville, VA

		UNIT PRICE	UNIT	Phase 1		Phase 2	
				QTY.	TOTAL	QTY.	TOTAL
1	Site Preparation						
	Mobilization	\$48,000.00	LS	1	\$ 48,000	1	\$ 48,000.00
	Miscellaneous E&S (riprap, entrance, const. road, etc.)	\$15,000.00	LS	1	\$ 15,000	1	\$ 15,000.00
	Site Clearing & Grubbing	\$8,000.00	LS	1	\$ 8,000	1	\$ 8,000.00
	On-Site Earthwork	\$5.00	CY	1500	\$ 7,500	500	\$ 2,500.00
	Haul Cut Earthwork	\$15.00	CY	250	\$ 3,750	250	\$ 3,750.00
	SUBTOTAL				\$ 82,250		\$ 77,250.00
2	Parking						
	Permeable Pavers - Parking	\$15.00	SF	7500	\$ 112,500	0	\$ -
	2" #8 Aggregate - parking	\$60.00	TON	100	\$ 6,000	0	\$ -
	4" #57 Aggregate - parking	\$50.00	TON	200	\$ 10,000	0	\$ -
	12" #2 Aggregate - parking	\$50.00	TON	650	\$ 32,500	0	\$ -
	Geotextile Fabric - parking	\$6.00	SY	830	\$ 4,980	0	\$ -
	SUBTOTAL				\$ 165,980		\$ -
3	Trails						
	2" SM 9.5AL Asphalt Surface - Multi-Use Trail	\$150.00	TON	300	\$ 45,000	300	45000
	6" of VDOT #21A Aggregate Base - Multi-Use Trail	\$35.00	TON	1250	\$ 43,750	1250	43750
	Geotextile Fabric - Multi-Use Trail	\$6.00	SY	3300	\$ 19,800	3400	20400
	Dirt Trail (3ft wide)	\$12.00	LF	1500	\$ 18,000	15800	189600
	SUBTOTAL				\$ 126,550		\$ 298,750
4	Site Furnishings						
	Interpretive Sign	\$1,500.00	EA	4	\$ 6,000	3	\$ 4,500.00
	Bench	\$2,000.00	EA	1	\$ 2,000	8	\$ 16,000.00
	Trash Receptacle	\$1,500.00	EA	1	\$ 1,500	0	\$ -
	Picnic Table	\$2,500.00	EA	1	\$ 2,500	1	\$ 2,500.00
	Fencing at Upper Lock	\$50.00	LF	230	\$ 11,500	0	\$ -
	Removeable Bollards (1 at terminus)	\$500.00	EA	1	\$ 500	0	\$ -
	SUBTOTAL				\$ 24,000		\$ 23,000
5	Site Structures						
	Picnic Pavilion	\$25,000.00	LS	0	\$ -	1	\$ 25,000.00
	14' Multi-Use Bridge	\$1,750.00	LF	62	\$ 108,500	46	\$ 80,500.00
	Rustic Wood Bridge	\$200.00	LF	0	\$ -	104	\$ 20,800.00
	Boardwalk	\$100.00	LF	0	\$ -	106	\$ 10,600.00
	SUBTOTAL				\$ 108,500		\$ 136,900
6	Landscaping						
	Trees	\$ 400.00	EA	8	\$ 3,200	0	\$ -
	Shrubs	\$ 40.00	EA	30	\$ 1,200	0	\$ -
	Perennials	\$ 10.00	EA	40	\$ 400	0	\$ -
	Native Wetland Plant Installation	\$ 4,000.00	LS	0	\$ -	1	\$ 4,000.00
	Seeding	\$ 0.50	SF	12,000	\$ 6,000	0	\$ -
	SUBTOTAL				\$ 10,800		\$ 4,000
				OVERALL SUBTOTAL	\$ 518,100		\$ 539,900
				Contingency (10%)	\$ 52,000		\$ 54,000
				P1 Total	\$ 570,100	P2 Total	\$ 593,900

*This estimate represents 2017 dollars. Costs will need to be re-examined in subsequent years for increases in material and labor costs and inflation.

Project Total \$ 1,164,000



Proposed Trail Maintenance Schedule - Crofton Trail (Phase 1)

Activity	Work Hours per Season*				Trail Miles	Total Hours	Notes
	Winter	Spring	Summer	Fall			
Major cutbacks and tree trimming (2 person crew)	8			8	2.25	36	
Tree trimming/removal	8				2.25	18	
Sweep paved trails - mechanical sweeper	4	4	4	4	0.5	8	
Bridge and culvert inspection and maintenance	8				0.5	4	
Asphalt trail surface inspection and maintenance	8				0.5	4	
Drag soft surface trails		8	8	8	1.75	42	
Surface prep/rehab		8			1.75	14	
Vegetative overhang trim bi-weekly			14		2.25	31.5	7 times
Mow shoulders		4	14	4	0.5	11	2 hours
Leaf/ debris removal				16	0.5	8	each
Signs/fencing inspection and repair	included in asphalt inspection						
Total	36	24	40	40			
Total Hours			140		Phase 1	176.5	

*Hours estimated are per mile of trail



Phase 1	
0.5 miles	Hard Surface Trails
1.75 miles	Soft Surface Trails

Crofton Trail Master Plan



April 5, 2017

Crofton Trail Feasibility and Master Plan Report

BOS 2017-04-05 p.51/132

- Created by Land Planning and Design Associates, Inc (LPDA) for the Fluvanna Heritage Trail Foundation
- Conceptual master plan for a trail and trailhead along the Rivanna River near Crofton Bridge where South Boston Road (State Route 600) crosses the Rivanna River.
- The trail site consists of 89.9 acres on three parcels owned by Fluvanna County, and encompasses historic canal and lock structures, as well as ruins of the historic Town of Bernardsburg.



Historic Rivanna Canal

Multiple Phases

BOS 2017-04-05 p.52/132



Potential Costs

Crofton Trail
Fluvanna County, VA
Cost Estimate - Concept Master Plan

BOS 2017-04-05 p.53/132

1/24/17

TAC

Prepared By: Land Planning and Design Associates Inc. Charlottesville, VA

		UNIT PRICE	UNIT	Phase 1		Phase 2	
				QTY.	TOTAL	QTY.	TOTAL
1	Site Preparation						
	Mobilization	\$48,000.00	LS	1	\$ 48,000	1	\$ 48,000.00
	Miscellaneous E&S (riprap, entrance, const. road, etc.)	\$15,000.00	LS	1	\$ 15,000	1	\$ 15,000.00
	Site Clearing & Grubbing	\$8,000.00	LS	1	\$ 8,000	1	\$ 8,000.00
	On-Site Earthwork	\$5.00	CY	1500	\$ 7,500	500	\$ 2,500.00
	Haul Cut Earthwork	\$15.00	CY	250	\$ 3,750	250	\$ 3,750.00
	SUBTOTAL				\$ 82,250		\$ 77,250.00
2	Parking						
	Permeable Pavers - Parking	\$15.00	SF	7500	\$ 112,500	0	\$ -
	2" #8 Aggregate - parking	\$80.00	TON	100	\$ 8,000	0	\$ -
	4" #57 Aggregate - parking	\$50.00	TON	200	\$ 10,000	0	\$ -
	12" #2 Aggregate - parking	\$50.00	TON	650	\$ 32,500	0	\$ -
	Geotextile Fabric - parking	\$8.00	SY	830	\$ 4,960	0	\$ -
	SUBTOTAL				\$ 165,960		\$ -
3	Trails						
	2" SM 9.5AL Asphalt Surface - Multi-Use Trail	\$150.00	TON	300	\$ 45,000	300	\$ 45,000
	6" of VDOT #21A Aggregate Base - Multi-Use Trail	\$35.00	TON	1250	\$ 43,750	1250	\$ 43,750
	Geotextile Fabric - Multi-Use Trail	\$50.00	SY	3300	\$ 165,000	3400	\$ 170,000
	Dirt Trail (3ft wide)	\$12.00	LF	1500	\$ 18,000	15800	\$ 189,600
	SUBTOTAL				\$ 231,750		\$ 368,350
4	Site Furnishings						
	Interpretive Sign	\$1,500.00	EA	4	\$ 6,000	3	\$ 4,500.00
	Bench	\$2,000.00	EA	1	\$ 2,000	8	\$ 16,000.00
	Trash Receptacle	\$1,500.00	EA	1	\$ 1,500	0	\$ -
	Picnic Table	\$2,500.00	EA	1	\$ 2,500	1	\$ 2,500.00
	Fencing at Upper Lock	\$50.00	LF	230	\$ 11,500	0	\$ -
	Removeable Bollards (1 at terminus)	\$500.00	EA	1	\$ 500	0	\$ -
	SUBTOTAL				\$ 24,000		\$ 23,000
5	Site Structures						
	Picnic Pavilion	\$25,000.00	LS	0	\$ -	1	\$ 25,000.00
	14' Multi-Use Bridge	\$1,750.00	LF	62	\$ 108,500	48	\$ 84,000.00
	Rustic Wood Bridge	\$200.00	LF	0	\$ -	104	\$ 20,800.00
	Boardwalk	\$100.00	LF	0	\$ -	108	\$ 10,800.00
	SUBTOTAL				\$ 108,500		\$ 139,600
6	Landscaping						
	Trees	\$ 400.00	EA	8	\$ 3,200	0	\$ -
	Shrubs	\$ 40.00	EA	30	\$ 1,200	0	\$ -
	Perennials	\$ 10.00	EA	40	\$ 400	0	\$ -
	Native Wetland Plant Installation	\$ 4,000.00	LS	0	\$ -	1	\$ 4,000.00
	Seeding	\$ 0.50	SF	12,000	\$ 6,000	0	\$ -
	SUBTOTAL				\$ 10,800		\$ 4,000
				OVERALL SUBTOTAL	\$ 518,100		\$ 539,900
				Contingency (10%)	\$ 51,810		\$ 53,990
				P1 Total	\$ 570,100	P2 Total	\$ 593,900

*This estimate represents 2017 dollars. Costs will need to be re-examined in subsequent years for increases in material and labor costs and inflation.

Project Total \$ 1,164,000

*Proposed Upper Lock
Interpretive Area*



Potential Maintenance Costs

BOS 2017-04-05 p.54/132

Proposed Trail Maintenance Schedule - Crofton Trail (Phase 1)

Activity	Work Hours per Season*				Trail Miles	Total Hours	Notes
	Winter	Spring	Summer	Fall			
Major cutbacks and tree trimming (2 person crew)	8			8	2.25	36	
Tree trimming/removal	8				2.25	18	
Sweep paved trails - mechanical sweeper	4	4	4	4	0.5	8	
Bridge and culvert inspection and maintenance	8				0.5	4	
Asphalt trail surface inspection and maintenance	8				0.5	4	
Drag soft surface trails		8	8	8	1.75	42	
Surface prep/rehab		8			1.75	14	
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Signs/fencing inspection and repair	included in asphalt inspection						
Total	36	24	40	40			
Total Hours	140				Phase 1	176.5	

*Hours estimated are per mile of trail



Phase 1	
0.5 miles	Hard Surface Trails
1.75 miles	Soft Surface Trails

Next Steps

Several actions need to be made to bring this master plan to the point of construction.

1. The master plan needs to be approved by the Fluvanna County Board of Supervisors.
2. Grants and other funding will need to be secured.
3. The project will then move into the construction development phase.
 - This phase includes surveying - topographical and archeological location - and then production of a full set of construction documents.
4. Finally, the trail and trailhead will be constructed.

Questions?



Wet Meadow on the site

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

TAB I

MEETING DATE:	April 5, 2017					
AGENDA TITLE:	Columbia Area Update					
MOTION(s):	N/A					
STRATEGIC INITIATIVE?	Yes X	No	If yes, list initiative(s):			D10
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other	
			XX			
STAFF CONTACT(S):	Steve Nichols, County Administrator					
PRESENTER(S):	Steve Nichols, County Administrator					
RECOMMENDATION:	N/A					
TIMING:	Routine					
DISCUSSION:	Update on Columbia FEMA Grant and clean-up efforts.					
FISCAL IMPACT:	N/A					
POLICY IMPACT:	N/A					
LEGISLATIVE HISTORY:	<ul style="list-style-type: none"> Town of Columbia decertified by Legislature effective July 1, 2016. On July 2, 2014, the Board of Supervisors approved the Resolution entitled "Agreement for Transfer and Assumption of Certain Assets and Indebtedness, Town of Columbia", which specified \$10,000 allocated for participation in an approved FEMA grant. 					
ENCLOSURES:	Briefing					
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other	

Columbia Area Update

A Gateway to Fluvanna County...

April 5, 2017

FEMA Hazard Mitigation Grant

BOS 2017-04-05 p.61/132

- To acquire and demolish four substantially damaged structures and their seven associated parcels in Columbia to create a green space amenity for the community
- Total Grant: \$199,500
 - \$149,625 from FEMA federal funds
 - \$39,900 from VDEM state funds
 - \$9,975 local match from Fluvanna (former Town of Columbia)
- TJPDC is the grantee in the application and will file all necessary reports and reimbursements for the County.

BOS 2017-04-05 p.62/132



The Four Buildings for Demolition

BOS 2017-04-05 p.63/132



Status Update

- Tentative agreement with property owners to purchase the parcels
 - Preparing purchase contracts
- Once purchase contracts are executed, will begin process of hiring a demolition firm to tear down the four structures
- Expected full completion by end of 2017

Other Clean-up Efforts

Scrap rebar from the bridge replacement project

BOS 2017-04-05 p.66/132



Street Signs need to be repaired or replaced with new blue signs

BOS 2017-04-05 p.67/132



and Guardrail Repair

Street Signs need to be repaired or replaced with new blue signs (cont.)

BOS 2017-04-05 p.68/132

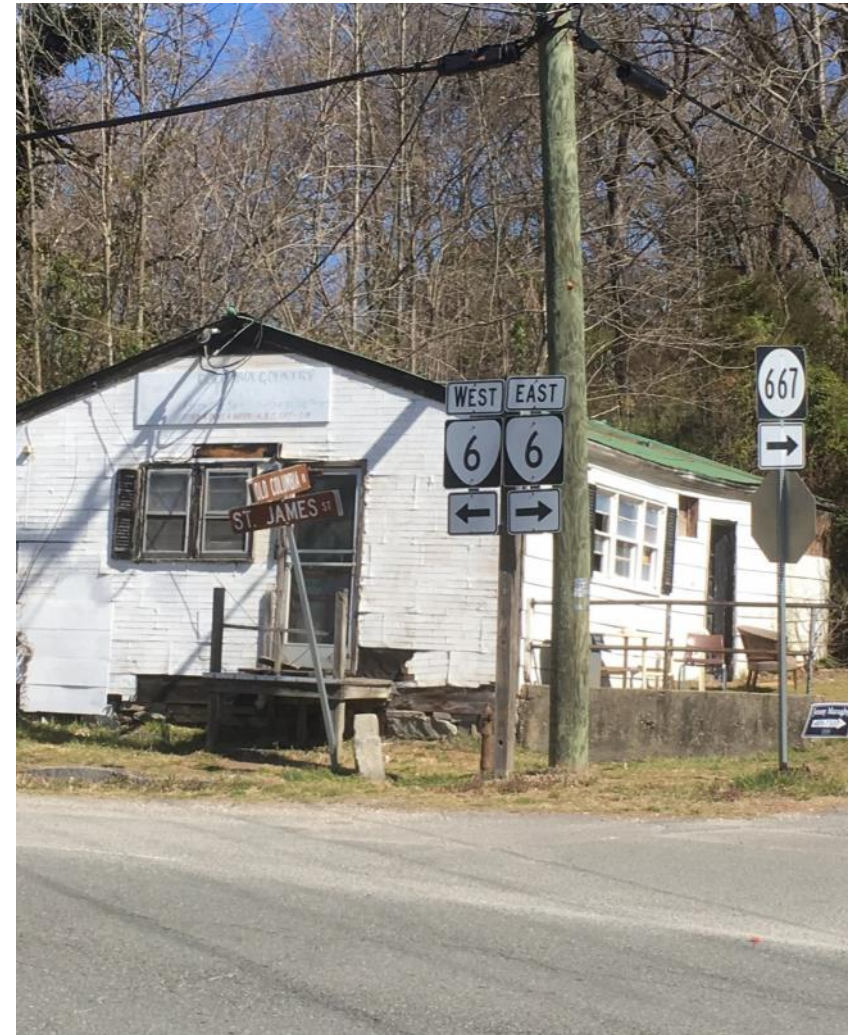


Street Signs need to be repaired or replaced with new blue signs (cont.)

BOS 2017-04-05 p.69/132



Washington at St James



Other Signage Questions

BOS 2017-04-05 p.70/132



Why 4-5 signs? Why any?



Blue Sign was removed
on March 24th

Let's get the vehicles removed

BOS 2017-04-05 p.71/132



Let's get the vehicles removed (cont.)

BOS 2017-04-05 p.72/132



Questions?

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

TAB J

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	2017 Fluvanna County Residents Survey				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes X	No	If yes, list initiative(s):		B6
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation XX	Consent Agenda	Other
STAFF CONTACT(S):	Steve Nichols, County Administrator				
PRESENTER(S):	Steve Nichols, County Administrator				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	Presentation of the 2017 Fluvanna County residents Survey results.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	PENDING 1 – Survey Results 2 – Survey Brief				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

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

TAB K

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors Regular Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, March 1, 2017 Regular Meeting, be adopted.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Kelly Belanger Harris, Clerk to the Board				
PRESENTER(S):	Steven M. Nichols, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Minutes for March 1, 2017				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
March 1, 2017
Regular Meeting 4:00 pm
Work Session 7:00pm

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

ABSENT: Tony O’Brien, Rivanna District

ALSO PRESENT: Steven M. Nichols, County Administrator
Fred Payne, County Attorney
Kelly Belanger Harris, Clerk to the Board of Supervisors

CALL TO ORDER WORK SESSION

At 4:02pm, Chair Sheridan called the Regular Session of March 1, 2017 to order.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA

Mr. Nichols noted that the Rivanna Conservation Commission would not be presenting this evening.

MOTION

Mr. Weaver moved to accept the Agenda, as presented. Mrs. Booker seconded and the Agenda was adopted by a vote of 4-0. AYES: Sheridan, Booker, Eager, & Weaver. NAYS: None. ABSENT: O’Brien.

COUNTY ADMINISTRATOR’S REPORT

Mr. Nichols reported on the following topics:

- Spotlight on Business
 - Thistle Gate Vineyard--Leslie and George Cushnie, Fluvanna’s first winery was started in 2007; first vintage in 2010.
- Community Outreach
 - 2017 Resident Survey (~250 responses to date)--As part of the Fluvanna County budget development process, the Board of Supervisors is seeking advice and opinions from residents.
 - Calling All Photographers!--Fluvanna County will soon debut a new website and the new site will feature local photos depicting “live, learn, work, and play” scenes in our county.
 - Upcoming Broadband Access Survey--The Broadband Access Taskforce will be surveying local residents and businesses about broadband access and needs in our community.
 - My Two Cents!—We want to hear what’s on your mind.
- Announcements and Updates
 - P.R.I.D.E. in Public Service Employee Recognition Program
 - Community Service Awards
- Upcoming Meetings:

Day	Date	Time	Purpose	Location
Wed	Mar 8	7:00 PM	Budget Work Session – TBD	Morris Room
Wed	Mar 15	4:00 PM 7:00 PM	Budget Work Session – TBD Regular Meeting	Courtroom Courtroom
Wed	Mar 22	7:00 PM	Budget Work Session – TBD	Morris Room
Wed	Mar 29	7:00 PM	Budget Work Session – TBD	Morris Room

Mrs. Booker approached the Chair with a request to speak about the MAPP health assessment program.
Mrs. Booker briefed the Board regarding initiatives in the community regarding the MAPP program.

PUBLIC COMMENTS #1

At 4:13pm Chair Sheridan opened the first round of Public Comments.
With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:13pm.

PUBLIC HEARINGS

None.

ACTION MATTERS

County Policy for Social Media Use – Steve Nichols, County Administrator, and Gail Parrish, Human Resources Manager, presented a policy for Social Media Use. Mr. Nichols pointed out that the policy is not meant to inhibit employees’ use of

social media, but rather it is to clarify appropriate use of County-owned equipment by employees, and to separate work-life from personal-life. Mr. Payne noted that the policy was carefully tailored so that those things in the policy that are not allowed are things that are not legal. Mrs. Booker asked if Mr. Payne was familiar with a current case in Petersburg involving social media and employees' rights. Mr. Payne was not familiar with the particular case, but remarked that the policy had been researched thoroughly and would prevail if challenged.

After general discussion regarding policy, employee discipline, and the intent of the policy,

MOTION

Mrs. Eager moved to approve "P.13 Social Media Use" policy, as revised. Mr. Weaver offered second and the motion passed 4-0. AYE: Sheridan, Booker, Eager, and Weaver. NAY: None. ABSENT: O'Brien.

PRESENTATIONS

JABA- Medicare Part D, Open Enrollment Data—Randy Rogers, JABA Manager of Insurance Services, came before the Board to present Medicare Part D, Open Enrollment information and data. Mr. Rogers discussed outreach efforts to educate and enroll more individuals.

Dominion Power – Bremo Station Updates-- Bill Reed, Station Manager, introduced himself to the Board and provided an update of ongoing projects at the Bremo Dominion Station.

Health Insurance Options Update – Steven M. Nichols, County Administrator, and Gail Parrish, HR Manager, presented an update on ongoing research into Health Plan benefits for employees. Mr. Nichols reminded Supervisors that is necessary to make a decision during the month of March 2017; by April 1 notification must be sent to Anthem, The Local Choice, stating whether the plan will be terminated or renewed. Mr. Nichols summarized the current plan, expected increase, and recommended changes to the County contribution if the plan is renewed. Ms. Parrish and Mr. Nichols also presented the process by which additional plans had been reviewed, noting that requests were made of four insurance companies for benefits plans that would be comparable to the current Anthem, The Local Choice. Anthem (not The Local Choice) and Cigna responded, with Anthem quoting a 17% increase over the current plan. The Cigna plan was slightly more than the current, but less than the expected 8% increase to The Local Choice. Mr. Nichols detailed the types of plans, premium costs to the County and the employee, and raised the discussion of whether the County or the employee would bear the increased premium costs.

CONSENT AGENDA

The following item was discussed before approval:

Accounts Payable Report – January 2017—Eric Dahl, DCA and Finance Director
Ground Monitoring Program for Closed Landfill—Cyndi Toler, Purchasing Officer

The following items were approved under the Consent Agenda for March 1, 2017:

Minutes of February 8, 2017—Kelly Belanger Harris, Clerk for the Board
CRMF Request: Water Heater in Courts Building—Martin Brookhart, Management Analyst
Accounts Payable Report – January 2017—Eric Dahl, DCA and Finance Director
Groundwater Monitoring Program for Closed Landfill—Cyndi Toler, Purchasing Officer
Gas Monitoring for Closed Landfill—Cyndi Toler, Purchasing Officer
Quarterly Site Inspections for Closed Landfill—Cyndi Toler, Purchasing Officer
Groundwater Report for Closed Landfill —Cyndi Toler, Purchasing Officer
FY17 FCPS Supplemental Appropriation of State Funding for the Primary Class Size Reduction Program—Ed Breslauer, FCPS Finance Director

MOTION

Mr. Weaver moved to approve the items on the Consent Agenda for March 1, 2017 and ratified Accounts Payable and Payroll for January 2017 in the amount of \$3,484,521.03. Mrs. Booker seconded and the motion passed 4-0. AYE: Sheridan, Booker, Eager, & Weaver. NAY: None. ABSENT: O'Brien.

UNFINISHED BUSINESS

Mr. Payne commented on the Petersburg Police social media ruling (as brought up by Mrs. Booker.) Mr. Payne noted that the case does not appear to involve any new laws, and the newly approved Fluvanna policy is substantial different from the Petersburg Social Media policy.

NEW BUSINESS

None.

PUBLIC COMMENTS #2

At 5:56pm Chair Sheridan opened the second round of Public Comments.

With no one wishing to speak, Chair Sheridan closed the second round of Public Comments at 5:56pm.

RECESS FOR DINNER AND CLOSED MEETING

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 5:57pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1. A.3, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of

discussing Personnel, Real Estate, and Legal Matters. Mrs. Booker seconded. The motion carried, with a vote of 4-1. AYE: Sheridan, Booker, Eager, and Weaver. NAY: None. ABSENT: O'Brien.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 7:04pm, Mr. Weaver moved that the 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." Mrs. Booker seconded. The motion carried, with a roll call vote, of 4-0. AYES: Sheridan, Booker, Eager, and Weaver. NAYS: None. ABSENT: O'Brien.

RECONVENE IN OPEN SESSION AND CALL TO ORDER

At 7:05pm Chair Sheridan, reconvened the March 1, 2017 Regular Meeting to begin the Budget Work Session.

BUDGET REQUEST PRESENTATIONS (5 minutes each) - BUDGET BINDER TAB 69

The following non-profit agencies presented their FY17 Budget request:

- Thomas Jefferson Planning District Commission – Chip Boyles
- Thomas Jefferson Soil & Water Conservation District – Anne Coates
- Shelter For Help In Emergency – Sarah Ellis
- Senior Center – Peter Thompson
- Sexual Assault Resource Agency – Becky Weybright
- Piedmont Virginia Community College (PVCC) – Mr. Kim McManus
- Piedmont Workforce Network – Morgan Romeo
- Piedmont Housing Alliance – Shelley Murphy
- OAR/Jefferson Area Community Corrections – Pat Smith
- Monticello Area Community Action Agency (MACAA) – Elise Cruz
- Legal Aid Justice Center – Elaine Poon
- JAUNT – Brad Sheffield
- Jefferson Area Board for Aging (JABA) – Marta Keane
- Fluvanna/Louisa Housing Foundation –Dan Burke
- Fluvanna Leadership Development Program – Susan Beattie
- Fluvanna Historical Society – Marvin Moss
- Central VA Small Business Development Center – Betty Hoge
- Central Virginia Partnership for Economic Development – Helen Cauthen
- Jefferson Area CHIP – Jon Nafziger

ADJOURN

MOTION:

At 9:16pm Mr. Weaver moved to adjourn the Regular Meeting and Budget Work Session of Wednesday, March 1, 2017. Mrs. Booker seconded and the motion carried with a vote of 4-0. AYES: Sheridan, Booker, Eager, and Weaver. NAYS: None. ABSENT: O'Brien.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair

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

TAB L

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors Regular Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, March 8, 2017 Regular Meeting, be adopted.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Kelly Belanger Harris, Clerk to the Board				
PRESENTER(S):	Steven M. Nichols, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Minutes for March 8, 2017				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
WORK SESSION MEETING MINUTES
Morris Room
March 08, 2017
Work Session 7:00 pm

- MEMBERS PRESENT:** John M. (Mike) Sheridan, Columbia District, Chair
Mozell Booker, Fork Union District, Vice Chair
Patricia Eager, Palmyra District
Donald W. Weaver, Cunningham District
- ABSENT:** Tony O’Brien, Rivanna District
- ALSO PRESENT:** Steven M. Nichols, County Administrator
Fred Payne, County Attorney
Eric Dahl, DCA/Finance Director
Martin Brookhart, Management Analyst
Kelly Belanger Harris, Clerk to the Board of Supervisors

CALL TO ORDER WORK SESSION
At 7:00 pm, Chair Sheridan called the Work Session Meeting of March 08, 2017 to order.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

WORK SESSION

Budget Calendar—Steven M. Nichols, County Administrator, reminded the Board of the coming budget timeline, nothing that there are only a few more meetings before the Board will hold Public Hearings on the FY18 Budget and CY17 Tax Rate.

Health Insurance Options—Gail Parrish, Human Resources Manager, updated the Board on the current status of the Employee Health Plan options.

Plan	Cost Category	If Employees Pay Increase	If County Pays Current %	If County Pays Increase
Anthem - TLC	Employee Cost	\$107,484	\$15,984	(\$9,840)
	County Cost	(\$24,300)	\$86,700	\$112,524
Cigna (4-Tier)	Employee Cost	\$31,141	(\$11,130)	(\$24,078)
	County Cost	(\$24,300)	\$35,820	\$48,384

Retail Sales Revenues, Eric Dahl, Deputy County Administrator/Finance Director, provided a brief overview of retail sales revenues. In response to a recent local media report that Fluvanna County has had a 13% increase in retail sales revenue, Mr. Dahl demonstrated historical trends in forecasting, budgeting, and actual retail sales revenue.

Budget Discussion—Steven M. Nichols, County Administrator, Eric Dahl, Deputy County Administrator & Finance Director, and Martin Brookhart, Management Analyst, in response to questions from the Board, presented FY18 budget options.

- CLOSED MEETING**
MOTION TO ENTER INTO A CLOSED MEETING
At 9:43pm, Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.3 & A.6 of the Code of Virginia, 1950, as amended, for the purpose of discussing Real Estate and Investment of Funds. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYE: Sheridan, Booker, Eager, Sheridan, and Weaver. NAY: None. ABSENT: O’Brien.
- MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION**
At 10:13pm, Mr. Weaver moved that the 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.” Mrs. Booker seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, Booker, Eager, and Weaver. NAYS: None. ABSENT: O’Brien.

ADJOURN
MOTION:

At 10:14pm Mrs Booker moved to adjourn the Work Session meeting of Wednesday, March 8, 2017. Mr. Weaver seconded and the motion carried with a vote of 5-0. AYES: Sheridan, Booker, Eager, O’Brien, and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair

DRAFT

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

TAB M

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors Regular Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, March 15, 2017 Regular Meeting, be adopted.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Kelly Belanger Harris, Clerk to the Board				
PRESENTER(S):	Steven M. Nichols, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Minutes for March 15, 2017				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
March 15, 2017
Budget Work Session - 4:00 pm
Regular Meeting - 7:00 pm

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 (*Arrived at 4:16pm*)
 Donald W. Weaver, Cunningham District

ALSO PRESENT:

Steven M. Nichols, County Administrator
 Fred Payne, County Attorney
 Eric Dahl, Deputy County Administrator / Finance Director
 Martin Brookhart, Management Analyst
 Kelly Belanger Harris, Clerk to the Board of Supervisors

CALL TO ORDER WORK SESSION

At 4:12pm, Chair Sheridan called the Work Session of March 15, 2017 to order.
 After the recitation of the Pledge of Allegiance, a moment of silence was observed.

BUDGET WORK SESSION DISCUSSION ITEMS

FY18 Health Insurance and Pay Plan Updates
FY18 Budget Discussion

RECESS FOR DINNER

At 6:14pm, Chair Sheridan recessed for Dinner and Closed Session.

CLOSED MEETING**MOTION TO ENTER INTO A CLOSED MEETING**

At 6:14pm, Mr. O'Brien moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.3 and A.6 of the Code of Virginia, 1950, as amended, for the purpose of discussing Real Estate and Investment of Funds. Mrs. Booker seconded. The motion carried, with a vote of 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 7:02pm, Mr. O'Brien moved that the 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." Mr. Weaver seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

RECONVENE IN OPEN SESSION AND CALL TO ORDER

At 7:03pm Chair Sheridan, reconvened the March 15, 2017, Regular Meeting.

ADOPTION OF AGENDA**MOTION**

Mrs. Booker moved to accept the Agenda, as presented. Mr. O'Brien seconded and the Agenda was adopted by a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

SPECIAL PRESENTATION

Appointee Recognition And Plaque Presentation—Sheriff Eric Hess, Captain Von Hill and Captain David Wells came before the Board to present the following awards:

- Richard Henry - Mr. Henry is a retired law enforcement officer, who decided to become an Auxiliary Police Officer for the Sheriff's Office in the reserve program. He volunteers multiple full days a week in our courts.
- Hugh Nix - Mr. Nix is a retired law enforcement officer, who decided to become an Auxiliary Police Officer for the Sheriff's Office in the Reserve Program. He volunteers multiple full days a week in our courts.
- Vickie Smith - Ms. Smith retired from the Sheriff's Office in 2008, with the rank of Sergeant. Ms. Smith was the first female deputy of Fluvanna County.
- Francis Signoretti - Mr. Signoretti is a volunteer Chaplain for the Sheriff's Office, who decided to be more involved in the agency and became an Auxiliary Police Officer for the Sheriff's Office in the Reserve Program. He volunteers regularly through the year in both capacities.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Staff Stars and Community Efforts

- Fitness Trail Kudos to Parks & Rec and Public Works - Excellent coordination and management of the in-house construction efforts to squeeze the completion of the fitness trail at Pleasant Grove in to our regularly scheduled work. Aaron Spitzer, Peter Welch, Robert Bryant, Clayton Morris, Bruce Anderson, Alyson Pieno, and Jonathan Pace. 20 piece fitness equipment donated by the Heritage Trail Foundation. Final “station” was completed March 9th
- Announcements and Updates:
- Need a volunteer to serve on the MACAA Board - Replacing Dr. Shelley Murphy
 - 2017 Fluvanna County Resident Survey - ~300 responses to date. Survey will end March 31st. Results to BOS April 3rd; briefing at April 5th BOS Meeting.
 - Well pump at Morris Well failed and had to be replaced - Pump has been in the well since about 2007, so its life cycle was about average for that type of pump. Upon removal of the old pump, it was abundantly clear why it was no longer working. What was not clear, however, was how the particular failure occurred. Total cost for the repair is expected to be \$10,000-\$12,000.
- Upcoming Meetings:

Day	Date	Time	Purpose	Location
Wed	Mar 22	7:00 PM	Budget Work Session – TBD	Morris Room
Wed	Mar 29	7:00 PM	Budget Work Session – TBD	Morris Room
Wed	Apr 5	4:00 PM 7:00 PM 7:00 PM	Regular Meeting BOS Public Hearing - FY 2018 Budget BOS Public Hearing - CY 2017 Tax Rate	Courtroom Courtroom Courtroom
Wed	Apr 12	7:00 PM	BOS Meeting - Adopt FY18 Budget and CY17 Tax Rate	Courtroom

PUBLIC COMMENTS #1

At 7:15pm Chair Sheridan opened the first round of Public Comments.
With no one wishing to speak, Chair Sheridan closed the first round of Public Comments at 7:15pm.

PUBLIC HEARING

None.

ACTION MATTERS

E911 Radio Project: Change Order #6 – CVEC Tower Site—Cheryl Elliott, Emergency Services Coordinator, brought forward a request for a change to the Communications System Agreement for the Fluvanna Public Safety Emergency Communications Radio System. Change Order #1 moved the Carter’s Mountain site from the original contract to Nahor Manor. This Change Order #6 relocates the Nahor Manor site (from CO#1) to the Central Virginia Electric Cooperative (CVEC) site on Salem Church Road, Palmyra. The Statement of Work (SOW) for the Nahor Manor site included a 400’ access road which is no longer needed as CVEC will build this road. This CO#6 removes this road from the construction SOW and adjusts site development construction costs from CO#1 (decrease of \$19,500.10). The SOW also includes increased costs for additional structural design needed due to size/weight of CVEC’s requested equipment to be placed on the tower. Engineering design, added 30% to the loading capacity for future cell carriers. For the CVEC tower, we planned for CVEC equipment, Fluvanna equipment, and three cell carriers. Due to the size/weight of the microwave dishes on CVEC’s equipment list, the tower foundations require 16% more footer volume and the tower steel requires 21% more due to needing to broaden and strengthen the tower base, resulting in an additional \$38,842.83 in construction costs:

- 16% footer volume translates to \$18,058.83.
- 21% tower steel translates to \$20,784.00

The net total cost of the additional services adds \$19,342.73 to the project cost. However, CVEC has agreed to cover the additional design costs (\$38,842.83) in exchange for sharing the county’s generator and fuel tank on the premises. Mr. Weaver inquired whether the County had entered into a contract with the Carter’s Mountain site location. Mr. Nichols and Ms. Elliott noted that there was no contract.

With little other discussion,

MOTION

Mrs. Eager moved the Board of Supervisors approve the “Sixth Amendment and Modification to the Communications System Agreement for the Fluvanna Public Safety Emergency Communications Radio System” with Motorola Solutions, Inc., in the amount of \$ 19,342.73, and authorize the County Administrator to execute the Agreement, subject to approval as to form by the County Attorney. Mr. O’Brien seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, & Weaver. NAY: None. ABSENT: None.

Appointment/Reappointment to the Rivanna River Basin Commission—Steven M. Nichols, County Administrator, presented the candidates for appointment/reappointment. Current member, Mr. Marvin Moss, was the only candidate.

With no discussion,

MOTION

Mrs. Booker moved to reappoint Marvin Moss to the Rivanna River Basin Commission, Citizen Representative Position, with a term to begin April 1, 2017 and to terminate March 31, 2021. Mr. O’Brien seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O’Brien, & Weaver. NAY: None. ABSENT: None.

Health Insurance Plan Proposals —Gail Parrish, Human Resources Manager, presented the FY18 Staff Health Benefits plan to the Board.

MOTION

Mrs. Eager moved the Board of Supervisors approve cancellation of the Anthem/The Local Choice Health Insurance Plan at the end of FY17 and accept the proposed Cigna 4-Tier Health, Dental and Vision plans for FY18, as presented. Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

MOTION

Mrs. Eager moved the Board of Supervisors implement the green plan whereby the County covers the increase in health insurance costs under the Cigna 4-Tier Insurance Plan. Mrs. Booker seconded and the motion passed 3-2. AYE: Sheridan, Booker, & Eager. NAY: O'Brien and Weaver. ABSENT: None.

Advertisement of the Proposed Fiscal Year 2018 Operations Budget, Capital Improvements Plan & Tax Rates – Eric Dahl, Deputy County Administrator and Finance Director,

MOTION

Mr. O'Brien moved to authorize staff to advertise the FY18 Budget, Tax Rates, and Capital Improvement Plan (CIP) for a public hearing on April 5, 2017; the proposed budget amount for FY18 is \$75,292,065. The advertised tax rates are as follows:

Real Property	\$ 0.907 per \$100
Mobile Homes	\$ 0.907 per \$100
Personal Property (Residential)	\$ 4.35 per \$100
Personal Property (Business & Public Utilities)	\$ 2.90 per \$100
Machinery and Tools	\$ 1.90 per \$100

Mrs. Booker seconded and the motion passed 4-1. AYE: Sheridan, Booker, Eager, & O'Brien. NAY: Weaver. ABSENT: None.

PRESENTATIONS

None.

CONSENT AGENDA

The following items were discussed before approval:

DHCD Planning Grant—Senior Affordable Housing Grant—Jason Smith, Director of Community and Economic Planning

The following items were approved under the Consent Agenda for February 15, 2017:

Minutes of February 15, 2017—Kelly Belanger Harris, Clerk to the Board

Minutes of February 15, 2017—Kelly Belanger Harris, Clerk to the Board

DHCD Planning Grant—Senior Affordable Housing Grant—Jason Smith, Director of Community and Economic Planning

Termination of Agreement for Services with CityScope Consultants, Inc—Cyndi Toler, Purchasing Officer

MOTION

Mr. Weaver moved to approve the items on the Consent Agenda for March 15, 2017, as presented. Mrs. Booker seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

MOTION

Mr. Weaver moved the Fluvanna County Board of Supervisors adopt the resolution entitled "Recognizing Shjon Louis James Best for Award of Eagle Scout Status". Mrs. Eager offered second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

PUBLIC COMMENTS #2

At 8:19pm Chair Sheridan opened the second round of Public Comments.

Amy Sigmund, 19 Ashton Rd, addressed the Board regarding the Health Insurance choices.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 8:21 pm.

ADJOURN

MOTION:

At 8:22pm Mr. Weaver moved to adjourn the regular meeting of Wednesday, March 15, 2017. Mr. O'Brien seconded and the motion carried with a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair

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

TAB Mc

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	First Amendment to CVEC Contract of Sale				
MOTION(s):					
STRATEGIC INITIATIVE?	Yes XX	No	If yes, list initiative(s):	C8	
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Cheryl J. Elliott, Emergency Services Coordinator				
PRESENTER(S):	Cheryl J. Elliott, Emergency Services Coordinator				
RECOMMENDATION:	APPROVAL				
TIMING:	IMMEDIATE				
DISCUSSION:	CO#6, approved on March 15, 2017, provided for additional structural design for the CVEC tower, due to the increased loading requirements for CVEC's communications equipment. CVEC has agreed to cover this increased cost, in exchange for sharing the County's generator and fuel tank. The First Amendment to the Contract of Sale formalizes CVEC's intent to reimburse the County for these costs.				
FISCAL IMPACT:	None				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	Contract of Sale was approved on November 16, 2016				
ENCLOSURES:	Amendment #1 To Contract Of Sale				
REVIEWS COMPLETED:	Legal XX	Finance	Purchasing	HR	Other

AMENDMENT #1 TO CONTRACT OF SALE

THIS AMENDMENT #1 TO CONTRACT OF SALE (this “**Amendment**”) is made and entered into as of _____, 2017, between CENTRAL VIRGINIA ELECTRIC COOPERATIVE, a non-stock corporation organized under the laws of the Commonwealth of Virginia (“**Seller**”) and the COUNTY OF FLUVANNA, a political subdivision of the Commonwealth of Virginia (“**Purchaser**”), with reference to the Contract of Sale (“**Contract**”) between Seller and Purchaser dated November 17 2016, in for the property consisting of approximately 100 feet by 100 feet, a portion of Fluvanna County Tax Map Parcel 10 A 32, as more particularly set forth in the Contract.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Purchaser agree as follows:

1. Reimbursement of Cost of Tower Upgrades. The parties have determined that certain previously unanticipated changes in the design and construction of the tower are required in order to accommodate Seller’s communications equipment, at a cost to the Purchaser of \$38,843.00. Seller agrees to pay Purchaser \$38,843.00 for reimbursement of such cost and shall pay such amount to Purchaser in full prior to installing any of Seller’s communications equipment on the Tower. The provisions of this paragraph shall survive Closing and the delivery of the deed.

Except as expressly amended hereby, the Contract remains in full force and effect. Capitalized terms not defined in this Amendment shall have the meaning set forth in the Contract.

Signatures transmitted by facsimile or other electronic means will be considered original signatures for all purposes of this Amendment. This Amendment may be executed in duplicate originals, either of which shall be equally authentic.

WITNESS the following duly authorized signatures and seals as of the day and year first above written.

SELLER:

CENTRAL VIRGINIA ELECTRIC
COOPERATIVE

By: _____
Gary E. Wood, President

PURCHASER:

COUNTY OF FLUVANNA

By: _____
Steven M. Nichols, County
Administrator

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

TAB N

MEETING DATE:	April 5, 2017					
AGENDA TITLE:	Piedmont Workforce Network Chief Local Elected Officials (CLEO) Agreement					
MOTION(s):	I move that the Board of Supervisors approve the Chief Local Elected Officials (CLEO) Agreement forming the local workforce development area with the Piedmont Workforce Network.					
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other	
STAFF CONTACT(S):	Jason Smith, Community and Economic Development Director					
PRESENTER(S):	Jason Smith, Community and Economic Development Director					
RECOMMENDATION:	Approve					
TIMING:	Current					
DISCUSSION:	<p>The Workforce Innovation and Opportunity Act (WIOA) legislation requires that Local Workforce Development Areas must re-designate their local area every two years to continue operations. Currently, the Piedmont Workforce Network (Local Workforce Development Area 6 in the Commonwealth of Virginia) includes the City of Charlottesville and the Counties of Albemarle, Culpeper, Fauquier, Fluvanna, Greene, Louisa, Madison, Nelson, Orange, and Rappahannock. The oversight body, known as the Piedmont Workforce Network Council, consists of one Local Elected Official from each of the 11 jurisdictions within the Local Workforce Development Area. The Council voted in December to remain a Local Workforce Development Area and request re-designation from the Governor's office, and also requested that staff forward the necessary documents to their respective Clerks to begin the approval process.</p> <p>In order to accomplish this, the Piedmont Workforce Network must receive signatures from all 11 jurisdictions on the attached CLEO Agreement. A similar version of this agreement was signed by all jurisdictions for the initial designation period of July 1, 2015 through June 30, 2017. The document was revised (with the assistance of John Blair, Albemarle County Deputy County Attorney) to reflect the new designation period, which is July 1, 2017 through June 30, 2019.</p>					
FISCAL IMPACT:	None.					
POLICY IMPACT:	None.					

LEGISLATIVE HISTORY:	See above				
ENCLOSURES:	Piedmont Workforce Network (PWN) Chief Local Officials (CLEO) Agreement PWN Letter to Localities				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



A Partner of Elevate Virginia



Chief Local Elected Officials Agreement Amendment

Local Area Re-designation: PY17 – PY19

Piedmont Workforce Network

Local Workforce Development Area 6 (LWDA 6)

Effective Date: July 1, 2017

CHIEF LOCAL ELECTED OFFICIALS AGREEMENT

AMONG LOCAL GOVERNMENTS IN LWDA 6:

ALBEMARLE COUNTY
CITY OF CHARLOTTESVILLE
CULPEPER COUNTY
FAUQUIER COUNTY
FLUVANNA COUNTY
GREENE COUNTY
LOUISA COUNTY
MADISON COUNTY
NELSON COUNTY
ORANGE COUNTY
RAPPAHANNOCK COUNTY

Area Designation

The localities named above agree to re-designate as Local Workforce Development Area 6 (LWDA 6) in the Commonwealth of Virginia, also known as the Piedmont Workforce Network (PWN). Each of the localities named above is a party to this Agreement.

Purpose

The purpose of this agreement is to reaffirm the creation of the Consortium of Chief Local Elected Officials (CLEOs) of the above-named local governments, and to set forth the process, procedures, and responsibilities for continuing to implement the Workforce Innovation and Opportunity Act (WIOA) for Local Workforce Development Area 6 (LWDA 6). The WIOA requires Chief Local Elected Officials (CLEOs) to take certain responsibilities and actions which are enumerated in this document and to appoint and form a working relationship with a local Workforce Development Board.

Consortium of CLEOs formed

As stated in the original WIOA CLEO Agreement effective July 1, 2015, the consortium shall be known as the Piedmont Workforce Network Council (Council) for the purpose of implementing the tasks and performing the continuous oversight responsibilities set forth in the WIOA. Each party to this Agreement authorizes its representative to participate in the consortium and designates its representative as its authorized representative for purposes of this Agreement.

Grant Recipient

The City of Charlottesville has been designated by the Council as the Grant Recipient of WIOA funds allocated to LWDA 6.

Fiscal and Administrative Agent

The Council has designated the Central Virginia Partnership for Economic Development as the Fiscal and Administrative Agent ("Agent") for WIOA funds allocated to LWDA 6. The Council shall require the Agent to make quarterly financial reports to the Council, in writing. An annual financial audit will be conducted in coordination with the Partnership's audit, according to the requirements of all OMB and federal regulations. Further duties and responsibilities of the Agent will be outlined in the Piedmont Workforce Network Fiscal and Administrative Agent Agreement.

From time to time hereafter, the Council may designate a different agent, by affirmative majority vote of members of the Council. In the event a different agent is designated, the Council shall enter into a written Fiscal and Administrative Agent Agreement with the new agent. Once approved as set forth in this paragraph, the new designation and new Agreement shall supersede the designation referenced within this document, without the need for an amendment hereof.

Responsibility for use of funds and implementation of the Workforce Innovation and Opportunity Act:

Under the WIOA, the final responsibility for use of the federal funds and for carrying out the tasks set forth in the Workforce Innovation and Opportunity Act rests with the CLEOs. The CLEOs, through the Council, shall enter into a contract with the Agent designated herein above, to perform certain tasks on behalf of the Consortium. Liability insurance will be provided by the Agent, with costs of such insurance to be paid out of the WIOA Administrative funds. The Council shall require that, prior to distribution of any funds under the WIOA, the Agent will obtain liability insurance satisfactory to the Council, providing coverage for each of the local governments and CLEOs forming the Consortium as additional insureds. Coverage shall be no less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate.

Piedmont Workforce Network Council Organization

- The term "Chief Local Elected Official" means the mayor of a city or the chair of the Board of Supervisors of a county or another elected official, as designated by the Board of Supervisors or City Council. Documentation of the appointment to the PWN Council will be collected from each City Council or Board of Supervisors' record clerk.
- The Council shall elect a Chair and Vice-Chair from its members. One officer shall be from each Planning District.
- The Chair shall serve on the PWN Board Executive Committee.
- The Council will meet as a body, at least quarterly during each fiscal year.
- A quorum of at least 30% of the Council's members will be required for any action to be taken. No action shall be taken by the Council except at a meeting at which a quorum is present.
- Council members shall communicate the activities of the Council and Local Workforce Development Board (LWDB) to their respective governing bodies.

Piedmont Workforce Network Council Responsibilities

The duties performed solely by the Council include, but are not limited to the following:

- Designate the Grant Recipient for LWDA6;
- Designate the Fiscal/Administrative Agent, if applicable, for LWDA6;
- Accept fiscal liability for the use of WIOA funds;
- Appoint LWDB members and maintain local Board Membership Certification every 2 years;
- Accept annual A-133 audit ;
- Approve annual budget submitted by the LWDB and any subsequent modifications through the fiscal/program year;
- Approve the LWDB By-laws;
- Oversee funds contributed to LWDA6 by localities in this agreement for additional projects and services in the region; and
- Any other functions, responsibilities or actions referred to within this Agreement as requiring action by the Council.

In partnership with the LWDB, the Council's responsibilities include, but are not limited to the following:

- Developing a vision and goals for the local workforce development system that are aligned with both the economic development mission(s) for the local area and Virginia Board of Workforce Development's goals
- Development of the 4-year local strategic plan to include a workforce demand plan and a plan for business engagement;
- Selection of One-Stop Operator(s) and locations, including operators of career services if the one-stop operator does not provide career services as described in Section 134 (c)(2) of WIOA;
- Selection of training providers;
- Approval of the local One-Stop Operation(s) budget;
- Conduct oversight of the local programs of youth, adult and dislocated worker activities authorized under Title I of WIOA;
- Negotiate and reach agreement on local performance accountability measures with the VBWD on behalf of the Governor ;
- Any other activities as required by the Workforce Innovation and Opportunity Act, Section 107(d), or by the Governor;

Establishment of the Workforce Development Board

The Council hereby establishes the Local Workforce Development Board (LWDB) for LWDA 6, which will be known as the Piedmont Workforce Network Board (PWN Board). The duties, membership composition, and staff structure will be outlined in the CLEO-Board Agreement. The membership of the PWN Board shall be determined and appointed by the Council, in accordance with the requirements of WIOA Section 107(b)(2) and Virginia Board of Workforce Development Policy 200-02 in an effort to

ensure the most effective, regional participation in the WIOA implementation for LWDA 6 by all participating jurisdictions, partners, and businesses.

Composition of the Workforce Development Board

Mandatory Members

- The membership composition of the PWN Board will follow the requirements set forth in WIOA law and Virginia Board of Workforce Development Policy 200-02.
- The detailed composition of the PWN Board shall be listed in the PWN Policy titled *Workforce Development Board Composition*.

Membership Terms

- Members of the PWN Board must be individuals with optimum policy making authority within the organizations, agencies, or entities they represent.
- Members of the PWN Board should be appointed for staggered terms.
- Private sector representatives should be an appropriate mix of small, medium, and large employers that reflect the local labor market, i.e. the business representation should reflect the industry mix in the local labor market.
- Individuals serving on the PWN Board who subsequently retire or no longer hold the position that made them eligible Board members may continue to serve on the PWN Board; however, if their membership category changes as a result of their retirement or change in employment status, the PWN Board must account for that change when evaluating overall membership composition.
- Vacancies resulting from resignations or removal of mandatory members must be filled within 90 days.

Local Board Appointment Process

Nominations and Selection

- The PWN Council shall contact the appropriate entities in the local area for nominations to appoint members and/or to fill vacancies on the PWN Board from business, local educational entities, and labor representatives. The PWN Council may also design a process for nominations of individuals and other types of representation the officials would like to include on the PWN Board. Vacancies subsequent to the establishment of the PWN Board must be filled in the same manner as the original appointments.
- Private sector representatives are to be selected from individuals nominated by local business organizations (ex. Business trade associations, chambers of commerce, economic development agencies). Individuals businesses may also nominate themselves or provide nominations of other businesses to the PWN Council. Private sector representatives can include owners of businesses, chief executives or operating officers of businesses, and other business executives with optimum policy making or hiring authority (ex. Vice President of Human Resources).

- Non-mandatory educational entity representatives must be selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational entities including local school boards, entities providing vocational education, and postsecondary educational institutions. Labor representatives must be selected from among individuals nominated by local labor federations (or in a local area in which no employees are represented by such organizations, other representatives of employees, such as employee organizations and/or the state AFL-CIO).

For all other members, the PWN Council should consult with the appropriate groups in the local area for possible individuals to serve including:

- Representatives of community-based organizations, including organizations representing individuals with disabilities and veterans where such organizations exist in the area.
- Representatives of local economic development agencies, including private sector economic development entities.

Public Participation

The PWN Council must provide public notice of the intent to solicit nominations for PWN Board membership, including the process to be used for nominations and selection.

Sunshine Provisions

The PWN Council shall share information regarding its meetings and activities with the public subject to the provisions of the Virginia Freedom of Information Act (FOIA).

The PWN Council shall make available to the public, on a regular basis through open meetings, information regarding the activities of the PWN Council, including information regarding the Local Plan prior to submission, membership, the designation and certification of one-stop operator(s) consistent with the State Plan, and the award of grants or contracts to eligible providers of youth activities, and the minutes of formal meetings of the PWN Council.

In order to comply with (FOIA), the PWN Council shall do the following:

- Take official action and engage in deliberations only at meetings open to the public. "Official action" includes making recommendations, establishing policy, making decisions, and/or voting on matters of PWN Council business. "Deliberations" are discussions of PWN Council business necessary in order to reach decisions.
- Ensure that all meetings are held in locations accessible to individuals with disabilities and that all information is available in accessible and alternate formats.
- Give public notice of meetings in accordance with applicable state code provisions, including public notice in advance of any special meeting or rescheduled regular meeting. No public notice need be given of an emergency meeting called to deal with a real or potential emergency involving a clear and present danger to life or property.

- Ensure that votes of PWN Council members be publicly cast and, in the case of roll call votes, recorded.
- Keep written minutes of all public meetings, including date, time and place of the meeting, members present, the substance of all official actions, a record of roll call votes, and the names of any citizens who appeared and gave testimony.
- Closed executive sessions may be used according to the provisions of the Virginia Freedom of Information Act. Such sessions may be held during or after an open meeting, or may be announced for a future time. If closed session is not announced for a specific time, PWN Council members must be notified 24 hours in advance of the date, time, location and purpose of the session. The reason for holding an executive session must be announced at the open meeting either immediately prior or subsequent to the executive session.
- Official action on any matter discussed at an executive session must be taken at an open meeting.

Shared Responsibility among Members of LWDA 6

While the City of Charlottesville is the Grant Recipient for LWDA 6, all of the local governments named in this Agreement hereby agree to share any and all responsibility for administration and implementation of the WIOA. Nothing herein shall be construed as a waiver of sovereign immunity of or by any participating member locality.

Effective Dates of this Agreement

This agreement shall take effect on July 1, 2017 and shall remain in effect until June 30, 2019.

Amendment of the Agreement

This agreement may be modified by a written amendment approved by a majority vote of all members of the Council, following notice of (i) the specific language of the proposed amendment, and (ii) of the date, time and location of the meeting at which the amendment will be presented to Council for a vote. Notice shall be given in writing to the CLEO of each party to this Agreement.

SIGNATURES

County of Albemarle

City of Charlottesville

County of Culpeper

County of Fauquier

County of Fluvanna

County of Greene

County of Louisa

County of Madison

County of Nelson

County of Orange

County of Rappahannock

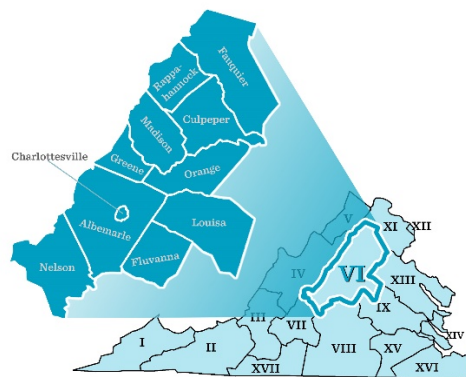
Fiscal and Administrative Agent
Central Virginia Partnership for Economic Development



Workforce Innovation and Opportunity Act
Local Workforce Development Area Re-Designation

Under the Workforce Innovation and Opportunity Act (WIOA) of 2014, Local Workforce Development Areas were approved by the Governor's Office for an initial period of two years (July 1, 2015 through June 30, 2017). Prior to June 30, 2017, Local Workforce Development Area's must request re-designation through the Chief Local Elected Officials representing the jurisdictions within the region. This re-designation period will last from July 1, 2017 through June 30, 2019.

The Piedmont Workforce Network includes the City of Charlottesville plus 10 Counties, including Albemarle, Culpeper, Fauquier, Fluvanna, Greene, Louisa, Nelson, Madison, Orange, and Rappahannock.



One (1) representative from each of the eleven (11) jurisdictions make up what is known as the Piedmont Workforce Network Council. Those 11 representatives include:

Locality	Council Representative
Albemarle County	The Honorable Diantha McKeel
City of Charlottesville	The Honorable Kathy Galvin
Culpeper County	The Honorable Alexa Fritz
Fauquier County	The Honorable Holder Trumbo, Jr.
Fluvanna County	The Honorable Tony O'Brien
Greene County	The Honorable Jim Frydl
Louisa County	The Honorable Stephanie Koren
Madison County	The Honorable Robert Campbell
Nelson County	The Honorable Connie Brennan
Orange County	The Honorable Lee Frame
Rappahannock County	The Honorable Ron Frazier

At the December 2016 meeting of the Council, the representatives voted to re-designate as a Local Workforce Development Area. In order to complete this requirement, each locality will need to sign the attached CLEO Agreement to send to the Governor's Office for approval.

If you have any questions, please feel free to contact Morgan Romeo, Assistant Director of the Piedmont Workforce Network, at (434) 979-5610 x 21 or by email at mromeo@centralvirginia.org.



Capital Reserve Maintenance Fund Request

TAB O

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to:

Provide \$35,000.00 from the Capital Reserve Maintenance Fund to pay the costs of:

Plumbing and water line repairs & replacements, and restroom renovations in the Administration Building.

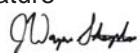
Section 1 - REQUEST

Requesting Dept. / Agency: Public Works PW17-0002		Dept / Agency Contact: Wayne Stephens	Date of Request: Apr 5, 2017
Phone: (434) 591-1925	Fax: (434) 591-1924	email: wstephens@fluvannacounty.org	Fiscal Year: FY17
Reserve Fund Purpose Category: Budget shortfall for CIP projects in process			
Description of Project/Repair	Qty	Unit Price	Total Price
Additional funds for renovations to Administration Building (Restrooms)	1	\$35,000.00	\$35,000.00
Total Request:			\$35,000.00

Description and Justification for Proposed Use

As the renovations in the Administration Building neared completion, it became clear that the original project funding could not be stretched to cover the total cost of renovating the restrooms in the building. This is primarily due to the need to replace aging plumbing & water pipes rather than the cost of the physical renovations themselves (i.e. toilets, sinks, stall dividers, etc.). In addition to deterioration due to age, the water piping in the building is not laid out so as to allow individual restrooms to be isolated for needed repairs or maintenance. Thus, water to the entire building must be cut off in order to affect repairs to any part of the water piping.

A total renovation, for which additional funding of \$35,000 is being requested, will allow replacement of aging fixtures within the restrooms in the building; as well as the needed repair and/or replacement of plumbing and water lines, including reconfiguration of water lines to allow isolation of individual restrooms for future maintenance and repairs.

Department / Agency Head Name: Wayne Stephens, Director of Public Works	Signature  Digitally signed by Wayne Stephens DN: cn=Wayne Stephens, o=Microsoft Date: 2017.03.28 16:36:53 -04'00'	Date 2017/03/28
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Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director  Digitally signed by Eric Dahl Date: 2017.03.28 16:50:20 -04'00'	Date 2017/03/28
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator  Steven M. Nichols 2017.03.28 17:13:27 -04'00'	Date 3/28/2017

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

Meeting Date: April 4, 2017

TAB P

AGENDA TITLE:	Canine Fund Transfer				
MOTION(s):	I move to authorize the Finance Department to move \$4,678.74 in canine funds to the Investigative Services line and use the remaining \$1000.00 for two donation checks of \$500.00 one check each to Albemarle and Louisa counties for their law enforcement agency Canine Programs.				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Sheriff Eric B. Hess, Sheriff				
PRESENTER(S):	Sheriff Eric B. Hess				
RECOMMENDATION:	Ratify and accept the proposed changes to the Sheriff's budget, in order that the funds may be used for unfunded budget line items.				
TIMING:	Review.				
DISCUSSION:	Canine funds will be used to aid the Investigations Division with better investigative resources of the ever complex and the growing enterprise of criminal behavior. Currently, the Fluvanna County Sheriff's Office has a line in it's budget, however, it is not funded. We are currently aligning on other agencies from around the state to aid us with certain aspects of crime investigation that we do not have the infrastructure ourselves to complete. As we know, technology is used more frequently to accomplish crime. While funding is scarce, if the funding for this project is not received, the investigations division will have to continue to use a vast portion of time traversing to other locaties or risk a stalled prosecution because of the backlog of similar request at the state lab.				
FISCAL IMPACT:	<ul style="list-style-type: none"> • The Canine Fund currently has \$5,678.74. • Move \$4,678.74 to the Investigative Services line of the Sheriff Budget • Disseminate \$1,000.00 in the form of two \$500.00 checks to two other counties that support Fluvanna with their canine programs. 				
POLICY IMPACT:	The Canine Program ended in FY15, as a result of the canine's retirement.				
LEGISLATIVE HISTORY:	None.				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

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

TAB Q

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	FY17 Aid to Localities Funding – Fire Department				
MOTION(s):	I move the Board of Supervisors approve the supplemental appropriation of \$21,761 to the FY17 State Fire Program’s Aid to Localities pass-through funding.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Marty Brookhart, Management Analyst				
PRESENTER(S):	Marty Brookhart, Management Analyst				
RECOMMENDATION:	I recommend approval of the following action.				
TIMING:	Effective Immediately				
DISCUSSION:	<ul style="list-style-type: none"> Each locality in the Commonwealth receives annual funding to be passed on to the Fire Departments. Aid to Localities funding is a formula based allocation. So the amount allocated is different each year. The Commonwealth sends this funding to the County as a direct pass through to the Fire Departments. For FY17, the funding amount is \$83,371 which is \$21,761 over the budgeted amount of \$61,610. 				
FISCAL IMPACT:	This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

TAB R

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	FY17 FCPS National Board Certification Incentive Grant				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$2,500 to the Fluvanna County Public Schools FY17 budget for funds received from the National Board Certification Incentive Award Program.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Marty Brookhart, Management Analyst				
PRESENTER(S):	Ed Breslauer, FCPS Director of Finance				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine				
DISCUSSION:	<p>Fluvanna County Public Schools was notified in March 2017 of the National Board Certification Incentive Award of \$2,500. FCPS is requesting that these funds be appropriated as an increase in to Instruction and Federal revenue.</p> <p>FCPS FY17 Federal Revenue will increase from \$1,261,125.47 to \$1,263,625.47.</p> <p>FCPS FY17 budget will increase from \$38,853,950.80 to \$38,856,450.80.</p>				
FISCAL IMPACT:	<p>Approval of this supplemental appropriation will authorize staff to increase Federal Revenue and Operational Expenses by \$2,500.</p> <p>There is no local match required, though the local school division pays the employer FICA share, which in this case is \$191.25. The Schools have funds to cover this amount.</p>				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

TAB S

MEETING DATE:	April 5, 2017					
AGENDA TITLE:	FY17 FCPS Title IA Supplemental Appropriation Request					
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$9,732.67 to the Fluvanna County Public Schools FY17 budget for federal funds received for Title IA.					
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):			
		X				
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other	
				X		
STAFF CONTACT(S):	Marty Brookhart, Management Analyst					
PRESENTER(S):	Ed Breslauer, FCPS Director of Finance					
RECOMMENDATION:	I recommend approval of the motion as stated above.					
TIMING:	Routine					
DISCUSSION:	<p>Fluvanna County Public Schools was notified in March 2017 of the additional funding for Title IA. FCPS is requesting that these funds be appropriated as an increase in to Instruction and Federal revenue.</p> <p>FCPS FY17 Federal Revenue will increase from \$1,263,625.47 to \$1,273,358.14.</p> <p>FCPS FY17 budget will increase from \$38,856,450.80 to \$38,866,183.47.</p>					
FISCAL IMPACT:	<p>Approval of this supplemental appropriation will authorize staff to increase Federal Revenue and Operational Expenses by \$9,732.67.</p> <p>There is no local match required for these funds.</p>					
POLICY IMPACT:	N/A					
LEGISLATIVE HISTORY:	N/A					
ENCLOSURES:	None					
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other	
		X				

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

TAB T

MEETING DATE:	April 5 th , 2017				
AGENDA TITLE:	FY17 Records Preservation Grant Supplemental Appropriation				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$17,900 to the Clerk of the Circuit Court's FY17 budget for funds received from the Records Preservation Grant.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tristana Treadway, Clerk of the Circuit Court				
PRESENTER(S):	Marty Brookhart, Management Analyst				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Effective Immediately				
DISCUSSION:	For FY17, \$14,000 was budgeted in the Clerk of the Circuit Court's budget for the Commonwealth's Records Preservation Grant. To date, the Clerk's office has expended \$31,900 for Records Preservation and the county has received a reimbursement of \$31,900 from the State Grant Program.				
FISCAL IMPACT:	Approval of the motion as stated above will allow Finance staff to increase revenues and expenditures by \$17,900.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

TAB U

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	Local Government Education Week Proclamation				
MOTION(s):	I move to proclaim April 1-7, 2017 as Local Government Education Week.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Steven M. Nichols, County Administrator				
PRESENTER(S):	Steven M. Nichols, County Administrator				
RECOMMENDATION:	Adopt				
TIMING:	Normal				
DISCUSSION:					
FISCAL IMPACT:	None				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Proclamation 01-2017 Local Government Education Week				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

PROCLAMATION 01-2017

LOCAL GOVERNMENT EDUCATION WEEK - APRIL 1-7, 2017

WHEREAS, since the colonial period, the Commonwealth of Virginia has closely held the institutions of local government; and

WHEREAS, local governments throughout the Commonwealth provide valuable services to the citizens of the communities they serve; and

WHEREAS, citizen services such as, law enforcement, public health and safety, recreational opportunities, and educating local children, are most often delivered at the local level; and

WHEREAS, in recognition of the work performed by local governments, the Virginia General Assembly, on February 29, 2012, designated the first week in April as Local Government Education Week in Virginia; and

WHEREAS, April 2, 1908 was the creation of the Council-Manager form of government in the City of Staunton thereby making the first week in April appropriate for this designation.

NOW, THEREFORE, BE IT PROCLAIMED, by the Fluvanna County Board of Supervisors that April 1-7, 2017 is hereby designated as Local Government Education Week; and

BE IT FURTHER PROCLAIMED, that the Fluvanna County Board of Supervisors and the School Board of Fluvanna County Public Schools will partner to promote civic education and engagement in an effort to educate citizens about their local government, strengthen the sense of community, and engage the next generation of local government managers.

Passed and adopted this 5th day of April, 2017.

John M. Sheridan
Chair, Board of Supervisors

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

TAB V

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	FY 2018 Real Estate Tax Rate Public Hearing				
MOTION(s):					
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	X				
STAFF CONTACT(S):	Eric Dahl, Deputy County Administrator / Finance Director Marty Brookhart, Management Analyst				
PRESENTER(S):	Eric Dahl, Deputy County Administrator / Finance Director				
RECOMMENDATION:					
TIMING:					
DISCUSSION:	FY18 Real Estate Tax Rate Public Hearing				
FISCAL IMPACT:					
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

TAB W

MEETING DATE:	April 5, 2017				
AGENDA TITLE:	FY 2018 CIP, Budget, and Tax Rate Public Hearing				
MOTION(s):					
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	X				
STAFF CONTACT(S):	Eric Dahl, Deputy County Administrator / Finance Director Marty Brookhart, Management Analyst				
PRESENTER(S):	Eric Dahl, Deputy County Administrator / Finance Director				
RECOMMENDATION:					
TIMING:					
DISCUSSION:	FY18 CIP, Budget, and Tax Rate Public Hearing				
FISCAL IMPACT:					
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

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

April 5, 2017

No.	Item
1	FY17 Capital Reserve Memo 2017-04-05
2	FY17 Contingency Balance 2017-04-05
3	
4	
5	
6	
7	
8	
9	
10	

MEMORANDUM

Date: April 5, 2017
From: Marty Brookhart – Management Analyst
To: Board of Supervisors
Subject: FY17 Capital Reserve Balances

The FY17 Capital Reserve account balances are as follows:

County Capital Reserve:

FY16 Carryover	\$14,370
FY17 Beginning Budget:	\$200,000
Plus: FY15 & FY16 Projects Completed Under Budget	\$50,323
Less: Palmyra Rescue Building CIP - 09.07.16	-\$50,000
Plus: FY17 2 nd Quarter Completed Projects	\$7
Less: Courts Building Water Heater Repairs- 03.01.17	-\$12,725
Available:	\$201,975

Schools Capital Reserve:

FY16 Carryover	\$193,243
FY17 Beginning Budget:	\$100,000
Plus: FY15 & FY16 Projects Completed Under Budget	\$48,168
Less: FCHS Equipment Shed Replacement - 08.03.16	-\$5,400
Less: FCPS Floor Scrubber Replacement - 08.03.16	-\$11,300
Less: Central Elementary Kitchen Doors Replacement - 11.16.16	-\$4,922
Plus: FY17 2 nd Quarter Completed Projects	\$69
Less: FCHS Automated Doors – 02.01.17	-\$29,335
Less: Carysbrook Elementary Roof Repairs – 02.01.17	-\$6,500
Available:	\$284,023

MEMORANDUM

Date: April 5, 2017
From: Marty Brookhart – Management Analyst
To: Board of Supervisors
Subject: FY17 BOS Contingency Balance

The FY17 BOS Contingency line balance is as follows:

Beginning Budget:	\$150,000.00
Less: Staff Pay Plan Supplement 09.21.16	-\$13,740.00
Less: County Administrator Salary Increase 09.21.16	-\$3,526.10
Plus: FY17 1 st Quarter Voluntary Contributions to General Fund	\$10.00
Less: Palmyra Rescue Building Legal, Title, & Survey Fees 10.05.16	-\$850.00
Less: Economic Development – Tourism Road Signs 11.16.16	-\$1,100.00
Available:	\$130,793.90