



FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building
May 3, 2017 - 4:00 pm

TAB AGENDA ITEMS

1 – CALL TO ORDER

2 – PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3 – ADOPTION OF AGENDA

4 – COUNTY ADMINISTRATOR'S REPORT

5 – PUBLIC COMMENTS #1 (5 minutes each)

6 – PUBLIC HEARING

None

7 – ACTION MATTERS

- O Proposed BOS Member Salary Increase – Steve Nichols, County Administrator
- P Consulting Forestry Services Contract – Cyndi Toler, Purchasing Officer
- Q Finance Position Description Reclassification – Eric Dahl, DCA/Finance Director
- R Raymond James Contract Addendum for Bidding Agent Services—Eric Dahl, DCA/Finance Director
- S Advertisement of the Proposed Fluvanna County Code Amendment Concerning Prohibition on Possession of Open or Opened Container(s) of Alcoholic Beverages in Designated Public Areas and on County Property, Subject to Exceptions—Fred Payne
- T Advertisement of the Proposed Fluvanna County Code Amendment Concerning Designation of the Sheriff as a Person Lawfully in Charge of the Property for Purposes of Trespass—Fred Payne, County Attorney

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

- U JABA - Memory Clinic and Dementia Care Coordinator Program—George Worthington, JABA Supervisor for ADRC Development
- V TJPDC Local and Regional Projects Briefing – Chip Boyles, TJPDC Executive Director
- W FLDP Presentation: Civil War Park Improvements—Burt Marks, 2017 FLDP Class Member
- X FCPS Computer Instructional Technology & Infrastructure Replacement CIP —Eric Dahl, DCA/Finance Director
- YZ FY17 3rd Quarter Budget Report—Martin Brookhart, Management Analyst

9 – CONSENT AGENDA

- A Minutes of the April 5, 2017 Board of Supervisors Meeting—Kelly Belanger Harris, Clerk to the Board
- B Minutes of the April 12, 2017 Board of Supervisors Meeting—Kelly Belanger Harris, Clerk to the Board
- C Minutes of the April 19, 2017 Board of Supervisors Meeting—Kelly Belanger Harris, Clerk to the Board
- D FY17 E-911 PSAP Grant Supplemental Appropriation—Martin Brookhart, Management Analyst
- E FY17 FCPS Small School Division Enrollment Loss Fund Supplemental Appropriation—Martin

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

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

10 – UNFINISHED BUSINESS

F Historic Courthouse Safety Issues – Wayne Stephens, Public Works Director/County Engineer

11 – NEW BUSINESS

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

14 – ADJOURN



Steven M. Nichols

2017.04.27

16:00:12 -04'00'

County Administrator Review

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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 Meeting 2017-05-03 p.5/245
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 O

MEETING DATE:	May 3, 2017																									
AGENDA TITLE:	Proposed BOS Member Salary Increase																									
MOTION(s):	<p>I move to approve an increase of \$100.00 per month for each Fluvanna County Board of Supervisors' member, with such increase to be effective January 1, 2018:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;"><u>Position</u></th> <th style="text-align: left;"><u>New Monthly</u></th> <th style="text-align: left;"><u>New Annual</u></th> </tr> </thead> <tbody> <tr> <td>Chair</td> <td>\$850</td> <td>\$10,200</td> </tr> <tr> <td>Vice-Chair</td> <td>\$800</td> <td>\$9,600</td> </tr> <tr> <td>Members</td> <td>\$750</td> <td>\$9,000</td> </tr> </tbody> </table>					<u>Position</u>	<u>New Monthly</u>	<u>New Annual</u>	Chair	\$850	\$10,200	Vice-Chair	\$800	\$9,600	Members	\$750	\$9,000									
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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:	Approve																									
TIMING:	Per State Code, must be approved prior to July 1, 2017.																									
DISCUSSION:	<p>BOS member salaries were last increased in 2008. On May 16, 2007, the Board voted 6-0 to increase the pay of Supervisors, effective January 1, 2008, to:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;"><u>Position</u></th> <th style="text-align: left;"><u>Month</u></th> <th style="text-align: left;"><u>Annual</u></th> </tr> </thead> <tbody> <tr> <td>Chair</td> <td>\$750</td> <td>\$9,000</td> </tr> <tr> <td>Vice-Chair</td> <td>\$700</td> <td>\$8,400</td> </tr> <tr> <td>Members</td> <td>\$650</td> <td>\$7,800</td> </tr> </tbody> </table> <p>A review of 2017 salaries for Board of Supervisors of surrounding and similar sized counties in the Commonwealth shows the following:</p> <table border="1" style="margin-left: auto; margin-right: auto; width: 100%;"> <tbody> <tr> <td style="background-color: #4f81bd; color: white;">Average of 8 Surrounding Counties</td> <td style="text-align: right;">\$ 10,217</td> <td style="text-align: right;">\$ 8,806</td> </tr> <tr> <td style="background-color: #92d050;">Average of 14 Similar Sized Counties</td> <td style="text-align: right;">\$ 9,558</td> <td style="text-align: right;">\$ 8,231</td> </tr> <tr> <td>Average of All 22</td> <td style="text-align: right;">\$ 9,798</td> <td style="text-align: right;">\$ 8,440</td> </tr> </tbody> </table> <p>Staff recommends increasing the pay for each BOS position by \$100 per month,</p>					<u>Position</u>	<u>Month</u>	<u>Annual</u>	Chair	\$750	\$9,000	Vice-Chair	\$700	\$8,400	Members	\$650	\$7,800	Average of 8 Surrounding Counties	\$ 10,217	\$ 8,806	Average of 14 Similar Sized Counties	\$ 9,558	\$ 8,231	Average of All 22	\$ 9,798	\$ 8,440
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	effective January 1, 2018, for new totals as follows:																
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	The proposed pay increases and timing thereof complies with Virginia Code § 15.2-1414.2 - Salaries to be fixed by board; limits; reimbursement in addition to salary.																
	Funds to cover the increase have been included in the adopted FY18 budget.																
FISCAL IMPACT:	Increase in costs of \$3,000 for the remaining six months of FY18; funds are included in the FY18 adopted budget. Total annual cost increase beginning in FY19 will be \$6,000.																
POLICY IMPACT:	N/A																
LEGISLATIVE HISTORY:	Previous BOS member increase occurred January 1, 2008. Raise proposal is in compliance with Virginia Code § 15.2-1414.2 - Salaries to be fixed by board; limits; reimbursement in addition to salary.																
ENCLOSURES:	Virginia Code § 15.2-1414.2																
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other												
	XX			XX													

State Code for BOS Compensation

§ 15.2-1414.2. Salaries to be fixed by board; limits; reimbursement in addition to salary.

The annual compensation to be allowed each member of the board of supervisors of a county shall be determined by the board of supervisors of such county but such compensation shall not be more than a maximum determined in the following manner. Prior to July 1 of the year in which members of the board of supervisors are to be elected or, if the board is elected for staggered terms, of any year in which at least forty percent of the members of the board are to be elected, the current board, by a recorded vote of a majority present, shall set a maximum annual compensation which will become effective as of January 1 of the next year.

Until the board is able to set a maximum compensation as provided above, the maximum compensations for the several counties shall be as authorized on July 1, 1981.

Any board of supervisors may fix a higher salary for the chairman, or the vice-chairman, or both, than for the other members of the board without respect to the limits herein set forth.

A member of the board of supervisors of any county may accept in lieu of salary, reimbursement for actual expenses incurred in maintaining an office and secretarial assistance necessary for the proper performance of his duties. Such reimbursement shall be subtracted from the amount of the salary due such official and the remaining sum shall be paid to him at his option; however, such expense shall not exceed the salary. In addition to the salary, members of each governing body may receive the same fringe benefits which are given to county employees generally, and all prior grants of such benefits are validated.

A county may provide a member of its board of supervisors in addition to salary, reimbursement for actual expenses incurred in purchasing, operating, maintaining and using a telephone, including a car telephone or other portable telephone, provided the expenses are attributable directly to the proper performance of the member's official duties.

No increase in the salary of a member of the board of supervisors shall take effect during the incumbent supervisor's term in office; however, this restriction shall not apply to boards of supervisors when the supervisors are elected for staggered terms nor to corrections to the above listed compensation.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB P

MEETING DATE:	5/3/17				
AGENDA TITLE:	Consulting Forestry Services Contract				
MOTION(s):	I move the Board of Supervisors approve a term agreement between the County of Fluvanna, Virginia, and Dowdy's Forest & Land Management, LLC., for Consulting Forestry Services and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		XX			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Cyndi Toler, Purchasing Officer				
PRESENTER(S):	Cyndi Toler, Purchasing Officer				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	-In December 2016, a solicitation was issued and we received two responses. -The Committee chose to move forward with Dowdy's Forest & Land Management, LLC. - Any Timber sales that Dowdy's Facilitates will earn them 8% commission. -Individual Task order agreements will be brought to the board at a later date.				
FISCAL IMPACT:	-Individual Task order agreements will be brought to the board at a later date and will include actual Cost and/or Revenue projections.				
POLICY IMPACT:	NA				
LEGISLATIVE HISTORY:	NA				
ENCLOSURES:	Contract				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X		X		

CONTRACT BETWEEN THE COUNTY OF FLUVANNA AND DOWDY'S FOREST & LAND MANAGEMENT, LLC FOR CONSULTING FORESTRY SERVICES

This Contract for Consulting Forestry Services (collectively with all exhibits hereto, the "Contract") dated this ____ day of _____, 2017 is between the **COUNTY OF FLUVANNA** (the "County"), a political subdivision of the Commonwealth of Virginia, and **DOWDY'S FOREST & LAND MANAGEMENT, LLC** ("Contractor"), a Virginia limited liability company, and is binding among and between these parties as of the date of the County's signature. For good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. PURPOSE AND EXHIBITS: The Contractor shall provide on call Consulting Forestry Services from time to time as needed by the County so as to meet or exceed the requirements of: (i) the Request for Proposals, Consulting Forestry Services issued December 19, 2016, RFP Number 2017-05, (the "**RFP**"), which RFP is attached hereto as **Exhibit 1** and made a material part of this Contract; and (ii) the Contractor's Proposal in response to the RFP dated January 15, 2017 (the "Proposal"), which Proposal is attached hereto as **Exhibit 2** and made a material part of this Contract. The work of any Task Order issued under this Contract being on-call consulting forestry services, including all provisions and requirements related thereto of the RFP and Proposal, are hereinafter collectively referred to as the "**Services**". The Services must be furnished by Contractor in a good and workmanlike manner and to pass without exception in the trade and to meet or exceed all applicable industry standards.

2. SCOPE OF WORK: Articles 1 and 3 of the RFP and page 4 of the Proposal set out in detail the default scope of work for the Services on each Task Order including the requirements and obligations of Contractor related to performing the Services. Any Task Order may specifically set out additional work and services which must be completed as a part of the Task Order and such shall be defined to be a part of the Services. Nothing herein requires the County to issue a Task Order.

3. OTHER REQUIREMENTS: In performing any Services on any Task Order under this Contract the Contractor further agrees that:

- i. Contractor shall furnish all labor, equipment, materials, and services necessary for the Services needed by the County;
- ii. Contractor shall comply with applicable local, state and federal requirements while performing work; and
- iii. Contractor shall assure that all employees who will be performing the Services receive any required training necessary to perform the work and, if applicable, have any licensures, certifications or other prerequisite. The County reserves the right to review any Contractor training, licensure, or certification documentation upon request.

4. Task Orders: The County, by its County Administrator, shall issue a written Task Order under this Contract when it requires Services. Task Orders issued hereunder shall be an

addendum to this Contract and made a part hereof. In addition to any requirements of a Task Order required by the RFP or Proposal, all Task Orders must:

- i) Except where a Task Order sets a different timeframe for completion of the Services, all Services on each Task Order issued must be completed within thirty (30) days of the date the County issues the Task Order;
- ii) Include the total cost based on the County accepted project estimate (may be stated as a “not to exceed” dollar amount or a flat percentage of a timber sales contract consistent with Article 6 below); and
- iii) Must be signed by an authorized representative of the County to be valid and binding on the County.

A separate Task Order is required for each Service task.

The Contractor shall have no claim for compensation greater than the approved amount in a Task Order.

5. TERM OF CONTRACT: The initial term of this Contract shall be one (1) year beginning on the date the County executes this Contract. This Contract may then be renewed at the County’s option for two (2) additional one (1) year terms. Said renewals shall be automatic. Should the County desire not to automatically renew the Contract, then the County shall send the Contractor written notice of nonrenewal at least thirty (30) days’ prior to termination of the current term. Term shall be defined to include the initial term and any renewals thereof until this Contract has ended by its terms or has been terminated.

6. PRICING:

The County shall pay the Contractor for all Task Order Services based on the following standard rates and consistent with the Contractor’s Proposal, “Fees” section, on page 5 of the Proposal:

- i. **A not-to-exceed flat fee of eight percent (8%) of the gross proceeds** for any Task Order for Services that are **timber sales** to be due and payable to the Contractor no sooner than forty-five (45) days from the later of (i) the date that full proceeds of such timber sale have been received by the County; or (ii) the Completion Date as defined below. The flat fee shall include all work and services related to the timber sale, including without limitation, preparation for the sale, site work related to the sale, flagging, advertising, showing the site to buyers, bid documentation, inspections, negotiation, oversight of the sale or the property, drafting of any contracts, releases or other matters of any kind concerning the sale of timber Services. No other fees, administrative costs, transportation, or expenses of any kind shall be owed for such Services; and such other amounts shall be at the sole cost and expense of the Contractor.
- ii. If the County issues a Task Order for a timber sale through the Contractor, but chooses not to accept any bid(s) and the Contractor has complied with

all Contract and Task Order requirements related to such Task Order, and at least one (1) timely, responsible, responsive, and reasonable bid is received the County shall either (i) grant the Contractor one (1) additional year to obtain an acceptable bid; or (ii) pay the Contractor for such timber sale services based on its hourly rates specified in (iii).

- iii. Any other Task Order Services which are not timber sales (or for timber sales where no bids are accepted under (ii) supra) shall be billed at a rate of **FORTY DOLLARS (\$40.00) per hour** up to a NOT to EXCEED PRICE which will be specifically stated in such Task Order. All hourly work must be billed in quarter hour increments (at a rate of \$10 per quarter hour) in a minimum increment of a quarter hour.

Any payments shall be made in accordance with Section 47 "Payment" of the General Terms, defined below in Section 8, and in no event, shall Contractor be paid prior to the Completion Date of any Task Order. The date that all Services and work related to or necessary for completion of any Task Order in full compliance with this Contract to the sole satisfaction of the County is the "**Completion Date**".

Notwithstanding any of the foregoing, the cost of any Services under a Task Order shall not exceed any not to exceed amount set out in the Task Order. The Contractor agrees to complete the Services under Task Order with a not to exceed cost for the not to exceed amount set out therein.

7. **NOTICES:** The legal address for the County and for the Contractor and the addresses for delivery of Notices and other documents related to the administration of this Contract are as follows:

County of Fluvanna
 ATTN: Ms. Cyndi Toler
 P.O. Box 540
 Palmyra, VA 22963
 Telephone: (434) 591-1937
 Facsimile: (434) 591-1911
 Email: ctoler@fluvanna.org

With a Copy to:
 Fluvanna County Attorney
 Attn: Kristina M. Hofmann, Assistant County Attorney
 414 East Jefferson Street
 Charlottesville, VA 22902

Contractor:
 Dowdy's Forest & Land Management, LLC
 Attn: Matt Dowdy
 535 Vigor Road
 Louisa, VA 23093

Telephone: (540) 967-1707
 Cell: (434) 960-5251
 Fax: (540) 967-2106
 Email: matt@dowdysforest.com

8. ADDITIONAL TERMS:

The County of Fluvanna General Terms, Conditions and Instructions to Bidders and Contractors (the "General Terms") attached to the RFP as Appendix I are specifically incorporated herein by reference and made a material part of this Contract. Whenever possible, the terms of this Contract and all exhibits hereto shall be read together. In the event of a direct conflict between the Contract and any of the exhibits hereto, the following shall be the order of precedence: (i) the Contract; (ii) the RFP; (iii) the General Terms; and (iv) the Proposal (with (i) controlling over (ii), (iii) and (iv), etc.).

The parties hereto understand and agree that nothing herein shall obligate the County to purchase any Services from the Contractor and that the County may have similar contracts for services with other contractors. During the Term, the Contractor agrees to provide any Services requested of it under a Task Order issued by the County.

In witness, hereof the undersigned duly authorized representatives have executed this Contract on the dates set forth beside their respective signatures:

Contractor:
 Dowdy's Forest & Land Management, LLC

County:
 County of Fluvanna, a political subdivision of the
 Commonwealth of Virginia

By: Matt Dowdy Date: 4/24/17 By: _____ Date: _____

Name: Matt Dowdy Name: _____

Title: Owner Title: _____

APPROVED AS TO FORM:

 Fluvanna County Attorney, by Kristina M. Hofmann, Assistant County Attorney



COUNTY OF FLUVANNA, VIRGINIA
Request for Proposals (RFP) #2017-05
Consulting Forestry Services
Issue Date: December 19, 2016
Due Date: January 17, 2017 at 2 p.m. EST

Procurement Contact:

County of Fluvanna
Cyndi Toler, Purchasing Officer
132 Main Street
P.O. Box 540
Palmyra, VA 22963
Ph: (434) 591-1930 ext. 1124
Email: ctoler@fluvannacounty.org

Issuing Department Contact:

County of Fluvanna
Wayne Stephens, Director of Public
Works
197 Main Street
P.O. Box 540
Palmyra, VA 22963
Ph: (434) 591-1925
Email: wstephens@fluvannacounty.org

All sealed proposals shall be turned in no later 2:00 p.m. EST, Tuesday, January 17, 2017. All Proposals that are delivered via mail or are hand delivered must be addressed to the "Procurement Contact" listed above. Any Proposals that are turned in late will be rejected and returned unopened. Any Proposals sent in via facsimile, telephone, or email shall not be considered.

Proposal documents may be picked up at the Fluvanna County Department of Finance located at 132 Main Street, 2nd floor, Palmyra, VA 22963 or by clicking on the following link:
<http://www.fluvannacounty.org/services/finance/procurement/solicitations>.

1. PURPOSE

- A. Fluvanna County, a political subdivision of the Commonwealth of Virginia (the "County") and the Fluvanna County Board of Supervisors (the "Board") owns several parcels of real property in various locations throughout County, Virginia and desires to engage the services of a consultant forester to advise on selective and/or clear cut timbering of certain areas, and to provide all necessary services associated with the timbering, as further described herein. The successful firm or individual ("Consultant") shall provide all labor, materials, equipment, tools, transportation and supplies required to complete the work.
- B. The County is seeking proposals from qualified firms or individuals to provide professional consulting forestry services to the County using a **Task Order** approach. **Task Orders** shall be issued by the County Administrator as services are needed for the selected and/or clear cut timbering of certain areas designated by the County.
- C. The consulting forestry services are expected to include timber inventory, harvest planning, timber appraisal, site prep, timber marking, field operations compliance, timber sales, and property boundary marking, as well as replanting services.

2. GENERAL INFORMATION

- A. County is centrally located in the heart of Virginia, 120 miles south of Washington, D.C., 60 miles west of Richmond, VA, and 25 miles southeast of Charlottesville, VA. The County encompasses a land area of 282 square miles and is bound by interstate 64 to the north and by the James River to the south. As of July 2014, the County had a population of 25,970.

3. SCOPE OF SERVICES

- A. The Consultant selected by the County will perform the following services:
 - i. Conduct an inventory and appraisal of standing timber on property owned by the County.
 - ii. Advise the County in the determination of which areas of County property should be selectively and/or clear cut timbered. Sale boundary marking for total harvest (clearcut) areas.
 - iii. Selectively (single-tree and group selection method) mark, tally, and identify those trees on the County property which currently should, in accordance with the established principles of forestry silviculture, be removed from the timber stand.
 - iv. County and Consultant will work together to determine the trees to be marked, to determine avenues of access for removal of the marked timber, as well as the appropriate time of year to permit harvesting. County shall make the final determination (with Consultant's advice) as to trees to be marked and proposed harvest.
 - v. Appraise the timber selected by County and provide the County a copy of the appraisal prior to soliciting bids.
 - vi. Use reasonable efforts to solicit and obtain bids from responsible prospective buyer(s).
 - vii. If a bid is accepted by the County, furnish a detailed timber sale contract between the County and the successful buyer(s) satisfactory to the County.
 - viii. Furnish such periodic supervision in an advisory capacity during the performance of the contract between the County and the timber buyer(s) as Consultant deems necessary, and to make periodic random inspections of the sale area during operations to help the County ensure the contract is performed in a good workmanlike manner, including proper construction of roads/trails and/or the cutting and removal of the timber in compliance with applicable Federal and State Laws and Regulations.
 - ix. Design and furnish a Forest Management Plan. This plan will include replanting or naturally regenerating new growth to replace trees that were harvested.

- x. All services shall be rendered in a competent, timely and professional manner in accordance with the best interests of the County and the standards of the forestry profession in Virginia.

4. PROPOSAL FORMAT

A. The County will follow the evaluation process and selection criteria described in this Request for Proposals. In order to provide each Offeror an equal opportunity for consideration, adherence to a standardized proposal format is required. The format of each proposal must contain the following elements organized into separate chapters and sections, as the Offeror may deem appropriate. The following paragraphs provide guidelines to each Offeror for information to include in the proposal:

- i. **Cover Letter** - Provide a cover letter that confirms the Offeror's understanding of this Request for Proposal.
- ii. **Overview** – The purpose of this section is to provide County with an overview of the history, qualifications and abilities of the Offeror's firm and for the Offeror to demonstrate the specific qualifications of the staff the Offeror will assign if selected. At a minimum, the proposal should:
 - 1. Describe your experience in forestry service.
 - 2. Outline of Scope of Services: Describe in detail how you propose to accomplish the tasks outlined in the scope of services.
 - 3. State when your firm will be ready to start the anticipated work if selected as the successful offeror.
 - 4. State your fees for services as follows:
 - a. Base Fee: Quote your fee as a percentage of the sale price of the highest bid for the timber.
 - b. Flat Rate: Quote a flat fee for consulting services to be paid for services in the bidding and recommendation process, to be used in the event that the County determines to reject all timber sale bids.
 - c. Hourly Rate for Additional Services: Quote an hourly rate that is valid for a period of 2 years from the point of needed services, to be used in the event the County requires additional or modified services.
- iii. **Forms:** All forms required to be submitted under this RFP must be included in the Proposal as an Appendix.
 - 1. Certificate of No Collusion
 - 2. Offeror Statement
 - 3. Proof of Authority to Transact Business in Virginia
 - 4. Vendor Data Sheet

B. The County is not responsible for failure to locate, consider and evaluate qualification factors presented outside this format.

5. SUBMITTAL INSTRUCTIONS

- A. **electronic copy of its proposal on CD ROM, DVD, or USB flash drive/memory stick.**

- B. An authorized representative of the Offeror shall sign proposals. All information requested should be submitted. Failure to submit all information requested may result in the County requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal. Proposals which are substantially incomplete or lack key information may be rejected by the County.
- C. All forms attached to this RFP must be fully completed, executed by the Offeror and returned as a part of Offer's Proposal.
- D. Offers shall be prepared simply and economically, providing a straight forward, concise description of firm's capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content.
- E. Proposals should be organized in the order in which the requirements are presented in the RFP. All pages of the proposal should be numbered. Each paragraph in the proposal should reference the paragraph of the corresponding section of the RFP. It is also helpful to repeat the text of the requirement as it appears in the RFP.
- F. **Each proposal shall be in writing and received in hard copy by the deadline. Oral proposals, proposals received by telephone, fax, telegraph, or email shall be rejected.**
- G. Cost will be considered in evaluating the Proposals but will not necessarily be the determining factor for bid award.

6. EVALUATION CRITERIA

- A. All Proposals received shall be evaluated based upon the evaluation criteria listed below.
 - i. Service providers' qualifications, expertise and relevant experience **(40 pts.)**
 - ii. Price for services **(20 pts)**
 - iii. Assignment of competent, qualified staff that can provide service in a timely manner **(20 pts.)**
 - iv. Positive References **(20 pts.)**
- B. The County may arrange for discussions with Offerors submitting Proposals for the purpose of obtaining additional information or clarification if needed.
- C. The Selection Committee may make such reasonable investigations as it deems proper and necessary to determine the ability of the Offeror to perform the work.
- D. The County reserves the right to make such additional investigations as it may deem necessary to establish competency and financial stability of any Offeror. If, after the investigation, the evidence of competency and financial stability is not satisfactory, in the sole opinion of the County, the County reserves the right to reject the Proposal.
- E. The County reserves the right to have any consultant(s) of its choosing serve on the evaluation committee or advise the evaluation committee with respect to responses to this RFP and information will be shared with any such consultant(s).

7. AWARD OF CONTRACT

- A. Awards shall be made to as many Bidders/Offerors as deemed necessary to fulfill the anticipated requirements of the County.
- B. In accordance with §2.2-4302.2(A)(3) and 2.2-4303.2 of the Code of Virginia, the agreement shall be for an initial one (1) year term from the date of execution. The County shall have the option to renew the contract up to two (2) additional one (1) year terms in its sole discretion.
- C. Under the terms of agreement(s) made pursuant to this RFP, the aggregate total of fees for all **Task Orders** issued during the any term of the A/E Contract shall not exceed \$500,000 as required under Virginia Code 2.2-4303.2. A new aggregate limit of \$500,000 shall apply to the annual renewals. Any unused amounts from the prior annual term are forfeited and shall not carry forward to the next Contract Term.
- D. The Offeror shall provide County with original documents, bound and suitable for distribution. In addition, all electronic copies of documents shall be provided in a format compatible with County's word processing and AutoCAD hardware and software. All documents, including computer disks, shall become the property of County upon final payment of all fees to the Consultant as forth for in the contract. The County reserves the right to alter the documents and/or specifications for its purposes, but will provide a properly initialed revision block showing County responsibility for such changes.
- E. The County intends to enter into a contract with the selected firm(s). The County provides no guarantee of the amount of work to be assigned to the selected firm(s), if any, and shall utilize other engineering firms for consulting work.
- F. The award(s) shall be based on the Offeror(s)' ability to meet all RFP requirements and the right is reserved to make the award to other than the lowest priced Offeror when it is in the best interest of the County and consistent with the Virginia Procurement Act, the County's Code, the County's Procurement Policies and Procedures and other applicable law. The provisions set forth herein are for contractual goods/services rendered to the County of Fluvanna, Virginia and this solicitation is done under Virginia Code Section 2.2-4302.2(A)(3) as a competitive negotiation for goods and/or nonprofessional services. Selection shall be made to an Offeror deemed to be fully qualified and best suited among those submitting proposals, on the basis of the factors involved in the Request for Proposal, including price. Negotiations shall then be conducted with each of the Offerors so selected. Price shall be considered, but need not be the sole or primary determining factor. After negotiations, have been conducted with each Offeror so selected, the public body shall select the Offeror(s) which, in its opinion, has made the best proposal and provides the best values, and shall award the contract to that Offeror.

The County's General Terms, Conditions, and Instructions to Bidders and Contractors are attached hereto and incorporated herein by reference as Appendix I. These provisions bind all Offerors. Further, the conditions and requirements of this RFP, including, but not limited to, County's General Terms, Conditions, and Instructions to Bidders and Contractors, are a material part of any contract awarded between the County and the successful Offeror(s).

The County may choose not to award a contract or Task Order for any or all of the Services described herein.

VENDOR DATA SHEET

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid nonresponsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Vendor's Primary Contact:

Name: _____ Phone: _____

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:

_____ Years _____ Months

4. Vendor Information:

FIN or FEI Number: _____ If Company, Corporation, or Partnership

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods. Include the length of service and the name, address, and telephone number of the point of contact.

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

I certify the accuracy of this information.

Signed: _____ Title: _____ Date: _____

PLEASE RETURN THIS PAGE WITH BID SUBMISSION- (Attachment A)

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE
THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission (“SCC”). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Article IV.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. ***PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.***

A.____ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is _____.

B.____ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is _____.

C.____ Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9)

Legal Name of Offeror/Bidder

Date

Authorized Signature

Print or Type Name and Title

PLEASE RETURN THIS PAGE WITH BID SUBMISSION (Attachment B)

CERTIFICATION OF NO COLLUSION

The undersigned, acting on behalf of _____, does hereby certify in connection with the procurement and bid to which this Certification of No Collusion is attached that:

This bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce: nor is this bid the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.2 Code of Virginia, 1950 as amended (&&18.2-498.1 et seq.)

Signature of Company Representative

Name of Company

Date

ACKNOWLEDGEMENT

STATE OF VIRGINIA

FLUVANNA COUNTY, to wit:

The foregoing Certification of No Collusion bearing the signature of _____ and dated _____ was subscribed and sworn to before the undersigned notary public by _____ on _____.

Notary Public

My commission expires: _____

CODE OF VIRGINIA

& 18.2-498.4. Duty to provide certified statement:

A. The Commonwealth, or any department or agency thereof, and any local government or any department or agency thereof, may require that any person seeking, offering or agreeing to transact business or commerce with it, or seeking, offering or agreeing to receive any portion of the public funds or moneys, submit a certification that the offer or agreement or any claim resulting thereon is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce, or any act of fraud punishable under this article.

B. Any person required to submit a certified statement as provided in paragraph A, above who knowingly makes a false statement shall be guilty of a Class 6 felony. (1980, c.472)

a false statement shall be guilty of a Class 6 felony. (1980, c.472)

PLEASE RETURN THIS PAGE WITH BID SUBMISSION- (Attachment C)

OFFEROR STATEMENT

Undersigned Bidder hereby certifies that he/she has carefully examined all conditions and specifications of this invitation for Bid and hereby submits this bid pursuant to such instructions and instructions.

Type or Print Name & Title of Authorized Person

Signature of Authorized Person Submitting This Bid

Date

SUBSCRIBED AND SWORN to before me by the above named

_____ on the ____ day of _____, 2013

Notary Public in and for the State of _____

My commission expires: _____

PLEASE RETURN THIS PAGE WITH BID SUBMISSION- (Attachment D)

Appendix I

COUNTY OF FLUVANNA

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS

These General Terms, Conditions and Instructions to Bidders and Contractor (hereinafter referred to as the “General Conditions”) shall apply to all purchases and be incorporated into and be a part of each Solicitation (as defined below) and every Contract (as defined below) awarded by Fluvanna County, a political subdivision of the Commonwealth of Virginia (hereinafter referred to as the “County”) unless otherwise specified by the County in writing. Bidders, Offerors and Contractors or their authorized representatives are expected to inform themselves fully as to these General Conditions before submitting Bids or Proposals to and/or entering into any Contract with the County: failure to do so will be at the Bidder’s/Contractor’s own risk and except as provided by law, relief cannot be secured on the plea of error.

Subject to all Federal, State and local laws, policies, resolutions, regulations, rules, limitations and legislation, including the County’s Procurement Policies and Procedures, Bids or Proposals on all Solicitations issued by County will bind Bidders or Offerors, as applicable, and Contracts will bind Contractors, to all applicable terms, conditions, instructions, rules and requirements herein set forth unless otherwise SPECIFICALLY set forth by the County in writing in the Solicitation or Contract. All provisions of these General Conditions are material to any contract between the County and a Contractor.

INTRODUCTION

1. **VIRGINIA PUBLIC PROCUREMENT ACT AND ETHICS IN PUBLIC CONTRACTING:** The Virginia Public Procurement Act of Virginia Code §§ 2.2-4300 *et seq.* (hereinafter the “VPPA”) is incorporated herein by reference. Nothing in these General Conditions is intended to conflict with the VPPA and in case of any conflict, the VPPA controls. Specifically, the provisions of Article 6 of the VPPA (Virginia Code §§ 2.2-4367 through 2.2-4377) relating to ethics in contracting, shall be applicable to all Solicitations and Contracts solicited or entered into by the County. By submitting their Bids or signing any Contract, all Bidders and Contractors certify that they have not violated any of the provisions of Article 6 of the VPPA, including, but not limited to, that their Bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements.
2. **DEFINITIONS:** The definitions of Virginia Code §§ 2.2-4301, 2.2-4302.1 and 2.2-4302.2 are specifically incorporated herein by reference and as used in these General Conditions, whether capitalized or not, any of such defined terms have the same meaning as such terms have under the VPPA: such defined terms include: “Affiliate”, “Best Value”, “Business”, “Competitive Negotiation”, “Competitive Sealed Bidding”, “Construction”, “Construction Management Contract”, “Design-Build Contract”, “Employment Services Organization”, “Goods”, “Informality”, “Job Order Contracting”, “Multiphase Professional Services Contract”, “Nonprofessional Services”, “Potential Bidder or Offeror”, “Professional Services”, “Public Body”, “Public Contract”, “Responsible Bidder or Offeror”, “Responsive Bidder”, “Reverse Auctioning” and

“Services”. Additionally, as used in these General Conditions, the following terms, whether capitalized or not, have the following meanings:

- a. Bid/Proposal: The offer of a Bidder or Offeror to provide specific Goods or Services at specified prices and/or other conditions specified in the Solicitation. The term “Bid” is used throughout these General Conditions and where appropriate includes the term “Proposal” or any modifications or amendments to any Bid or Proposal.
- b. Bidder/Offeror/Vendor: Any individual(s), company, firm, corporation, partnership or other organization bidding or offering on any Solicitation issued by the County and/or offering to enter into Contracts with the County. The term “Bidder” is used throughout these General Conditions and where appropriate includes the term “Offeror” and/or “Vendor”.
- c. Contract: Any contract to which the County will be a party.
- d. Contractor: Any individual(s), company, firm, corporation, partnership, or other organization to whom an award is made by the County or whom enters into any contract to which the County is a party.
- e. County: The County of Fluvanna, a political subdivision of the Commonwealth of Virginia, including where applicable all agencies and departments of the County.
- f. County Administrator: The Fluvanna County Administrator.
- g. County Attorney: The Fluvanna County Attorney.
- h. Purchasing Agent: The County Administrator is the County’s Purchasing Agent and is responsible for the purchasing activity of Fluvanna County; and has signatory authority to bind the County to all contracts and purchases made lawfully under the Fluvanna County Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all other contracts and purchases only after the contracts or purchases have been approved by a vote of the Fluvanna County Board of Supervisors.
- i. General Terms, Conditions and Instructions to Bidders and Contractors (also referred to herein as the “General Conditions”): These General Terms, Conditions and Instructions to Bidders and Contractors shall be attached to and made a part of all Solicitations by the County and all Contracts to which the County is party.
- j. His: Any references to “his” shall include his, her, their, or its as appropriate.
- k. Invitation to Bid (also referred to herein as an “IFB”): A request which is made to prospective Bidders for their quotation on Goods or Services desired by the County. The issuance of an IFB will contain or incorporate by reference the General Conditions and the other specifications and contractual terms and

conditions applicable to the procurement.

- l. Purchasing Officer: The Purchasing Officer employed by the County and to whom Bidders/Contractors can submit questions relating to any Bid or Contract.
 - m. Request for Proposal (also referred to herein as a “RFP”): A request for an offer from prospective Offerors which shall indicate the general terms which are sought to be procured from Offerors. The RFP will specify the evaluation factors to be used and will contain or incorporate by reference the General Conditions and other applicable contractual terms and conditions, including any unique capabilities or qualifications that will be required of the Contractor.
 - n. Small Purchasing Procedures: The County’s Small Purchasing Procedures, being Chapter 4 of the County’s Procurement Policies and Procedures, a method of purchasing not requiring competitive sealed bids or competitive negotiation for single or term contracts for goods and services other than professional services if the aggregate or the sum of all phases is not expected to exceed \$50,000; and also allowing for single or term contracts for professional services without requiring competitive negotiation, provided the aggregate or the sum of all phases is not expected to exceed \$50,000.
 - o. Solicitation: The process of notifying prospective Bidders or Offerors that the County wishes to receive Bids or Proposals on a set of requirements to provide Goods or Services. “Solicitation” includes any notification of the County requirements may consist of public advertising (newspaper, County’s website, or other electronic notification), the mailing of notices of Solicitation, any Invitation for Quotes (“IFQ”), Initiations to Bid (“IFB”), or Requests for Proposal (“RFP”), the public posting of notices, issuance of an Open Market Procurement (“OMP”), or telephone calls to prospective Bidders or Offerors.
 - p. State: The Commonwealth of Virginia.
3. **AUTHORITY**: The Purchasing Agent shall serve as the principal public purchasing official for the County, and shall be responsible for the procurement of goods, services, insurance and construction in accordance with the County’s Procurement Policies and Procedures. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every Solicitation, Contract and purchase order issued by the County under the County’s Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all contracts and purchases made lawfully under the County’s Small Purchasing Procedures. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every other Solicitation, Contract and purchase order issued by the County except that the Purchasing Agent has signatory authority to bind the County to all other contracts and purchases ONLY after the contracts or purchases have been adopted and approved by a vote of the Fluvanna County Board of Supervisors (the “Board”).

Unless specifically delegated by the Board or the Purchasing Agent, and consistent with the limited authority granted thereto, no other County officer or employee is authorized to order supplies or Services, enter into purchase negotiations or Contracts, or in any way obligate the County for any indebtedness. Any purchase or contract made which is contrary to such authority shall be of no effect and void and the County shall not be bound thereby.

For convenience, the County's Purchasing Officer shall serve as an intermediary between the Purchasing Agent and the Bidder or Contractor and any Bidder or Contractor may direct communications regarding any purchase, Solicitation or Contract to the Purchasing Officer; however as stated *supra* only the Board or County's Purchasing Agent can bind the County and only upon the conditions stated *supra*.

CONDITIONS OF BIDDING

4. **COMPETITION INTENDED:** It is the County's intent to encourage and permit open and competitive bidding in all Solicitations. It shall be the Bidder's responsibility to advise the County in writing if any language, requirement, specification, etc., or any combination thereof, stifles competition or inadvertently restricts or limits the requirements stated in a Solicitation to a single source. The County must receive such notification not later than seven (7) business days prior to the deadline set for acceptance of the Bids. In submitting a Bid, the Bidder guarantees that he or she has not been a party with other Bidders to an agreement to bid a fixed or uniform price. Violation of this implied guarantee shall render the Bid of any Bidder involved void.
5. **DISCRIMINATION PROHIBITED:** Pursuant to Virginia Code § 2.2-4310, the County does not discriminate against Bidders, Offerors or Contractors because of race, religion, color, sex, national origin, age, disability, status as a service disabled veteran, or any other basis prohibited by state law relating to discrimination in employment. Whenever solicitations are made, the County shall include businesses selected from a list made available by the Department of Small Business and Supplier Diversity. Pursuant to Virginia Code § 2.2-4343.1, the County does not discriminate against "faith-based organizations", being a religious organization that is or applies to be a contractor to provide goods or services for programs funded by the block grant provided pursuant to the Personal Responsibility and Work Reconciliation Act of 1996, P.L. 104-193.
6. **CLARIFICATION OF TERMS:** Pursuant to Virginia Code § 2.2-4316, if any Bidder has questions or comments about the specifications or other Solicitation documents, the prospective Bidder should contact the County no later than seven (7) business days prior to the date set for the opening of Bids or receipt of Proposals. Any revisions to the Solicitation will be made only by written addendum issued by the County. Notifications regarding specifications may not be considered if received in less than seven (7) business days of the date set for opening of Bids/receipt of Proposals.
7. **MANDATORY USE OF COUNTY FORM AND TERMS AND CONDITIONS:** Unless otherwise specified in the Solicitation, all Bids must be submitted on the forms

provided by the County, including but not limited to, a Cover Sheet or Pricing Schedule, if applicable, properly signed in ink in the proper spaces and submitted in a sealed envelope or package. Unauthorized modification of or additions to any portion of the Solicitation may be cause for rejection of the Bid. However, the County reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject any Bid or Proposal which has been modified. These General Conditions are mandatory provisions of all Solicitations and all Contracts of the County.

8. LATE BIDS & MODIFICATION OF BIDS: Any Bid or modification thereto received at the office designated in the Solicitation after the exact time specified for receipt of the Bid is considered a late Bid or modification thereof. The County is not responsible for delays in the delivery of the mail by the U.S. Postal Service, private carriers or the inter-office mail system. It is the sole responsibility of the Bidder to ensure their Bid reaches County by the designated date and hour. The following rules apply to all Bids submitted to the County:

- a. The official time used in the receipt of Bids/Proposals is that time on the automatic time stamp machine in the Finance Department;
- b. Late Bids or modifications thereof will be returned to the Bidder UNOPENED, if Solicitation number, due date and Bidder's return address is shown on the container;
- c. If a Bid is submitted on time, however a modification thereto is submitted after the due date and time, then the County in its sole discretion may choose to consider the original Bid except that the County may not consider such original Bid if the Bid is withdrawn by the Bidder pursuant to Section 9 below; and
- d. If an emergency or unanticipated event or closing interrupts or suspends the County's normal business operations so that Bids cannot be received by the exact time specified in the Solicitation, then the due date/time specified for receipt of Bids will be deemed to be extended to the same time of day specified in the Solicitation on the first work day on which normal County business operations resume.

9. WITHDRAWAL OF BIDS:

- a. Pursuant to Virginia Code § 2.2-4330, a Bidder for a public construction contract, other than a contract for construction or maintenance of public highways, may withdraw his Bid from consideration if the price bid was substantially lower than the other Bids due solely to a mistake in the Bid, provided the Bid was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn.

If a Bid contains both clerical and judgment mistakes, a Bidder may withdraw his Bid from consideration if the price bid would have been substantially lower than the other Bids due solely to the clerical mistake, that was an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid that shall be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn. The Bidder shall give notice in writing to the County of his or her claim of right to withdraw his or her Bid within two (2) business days after the conclusion of the Bid opening procedure and shall submit original work papers with such notice.

- b. A Bidder for a Contract other than for public construction may request withdrawal of his or her Bid under the following circumstances:
 - i. Bids may be withdrawn on written request from the Bidder received at the address shown in the Solicitation prior to the time of opening.
 - ii. Requests for withdrawal of Bids after opening of such Bids but prior to award shall be transmitted to the County, in writing, accompanied by full documentation supporting the request. If the request is based on a claim of error, documentation must show the basis of the error. Such documentation may take the form of supplier quotations, Bidder work sheets, etc. If Bid bonds were tendered with the Bid, the County may exercise its right of collection.
- c. No Bid may be withdrawn under this Section 9 when the result would be the awarding of the Contract on another Bid of the same Bidder or of another Bidder in which the ownership of the withdrawing Bidder is more than five percent (5%).
- d. If a Bid is withdrawn under the authority of this Section 9 the lowest remaining Bid shall be deemed to be the low Bid.
- e. No Bidder who, is permitted to withdraw a Bid shall, for compensation, supply any material or labor to or perform any subcontract or other work agreement for the person or firm to whom the Contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn Bid was submitted.
- f. The County shall notify the Bidder in writing within five (5) business days of its decision regarding the Bidder's request to withdraw its Bid. If the County denies the withdrawal of a Bid under the provisions of this Section 9, it shall State in such notice the reasons for its decision and award the Contract to such Bidder at the Bid price, provided such Bidder is a responsible and responsive Bidder. At the same time that the notice is provided, the County shall return all work papers and copies thereof that have been submitted by the Bidder.

- g. Under these procedures, a mistake shall be proved only from the original work papers, documents and materials delivered as required herein. The work papers, documents and materials submitted by the bidder shall, at the bidder's request, be considered trade secrets or proprietary information subject to the conditions of subsection F of Virginia Code § 2.2-4342.

10. ERRORS IN BIDS: When an error is made in extending total prices, the unit Bid price will govern. Erasures in Bids must be initialed by the Bidder. Carelessness in quoting prices, or otherwise in preparation of the Bid, will not relieve the Bidder. Bidders/Offerors are cautioned to recheck their Bids for possible error. Errors discovered after public opening cannot be corrected and the Bidder will be required to perform if his or her Bid is accepted.

11. IDENTIFICATION ON BID ENVELOPE: All Bids, Proposals and requested copies thereof submitted to the County shall be in a separate envelope or package, sealed and identified with the following information clearly marked on the outside of the envelope or package:

- a. Addressed as indicated on page 1 of the solicitation;
- b. Solicitation number;
- c. Title;
- d. Bid due date and time;
- e. Bidder's name and complete mailing address (return address); and
- f. Pursuant to Virginia Code § 2.2-4311.2, the Bidder's identification number issued by the State Corporation Commission, or if the bidder is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bids or proposal a statement describing why the bidder or offeror is not required to be so authorized.

If a Bid is not addressed with the information as shown above, the Bidder takes the risk that the envelope may be inadvertently opened and the information compromised, which may cause the Bid to be disqualified. Bids may be hand delivered to the designated location in the County's offices. No other correspondence or other Proposals/Bids should be placed in the envelope. Any Bidder or Offeror that fails to provide the information required in (f) above shall not receive an award unless a waiver is specifically granted by the County Administrator.

12. ACCEPTANCE OF BIDS: Unless otherwise specified, all formal Bids or Proposals submitted shall be valid for a minimum period of one hundred twenty (120) calendar days following the date established for opening or receipt, respectively, unless extend by mutual agreement of the parties. At the end of the one hundred twenty (120) calendar days the Bid/Proposal may be withdrawn at the written request of the Bidder. Thereafter, unless and until the Proposal is withdrawn, it remains in effect until an award is made or the Solicitation is canceled by the County. The County may cancel any Solicitation at any time by notice of such cancelation to the Bidders.

- 13. COMPLETENESS:** To be responsive, a Bid must include all information required by the Solicitation.
- 14. CONDITIONAL BIDS:** Conditional Bids are subject to rejection in whole or in part.
- 15. RESPONSE TO SOLICITATIONS:** In the event a Bidder cannot submit a Bid on a Solicitation, the Bidder is requested to return the Solicitation cover sheet with an explanation as to why the Bidder is unable to Bid on these requirements, or if there be no cover sheet for the Solicitation a letter to the County explaining the same.
- 16. BIDDER INTERESTED IN MORE THAN ONE BID AND COLLUSION:** More than one bid from an individual, firm, partnership, corporation or association under the same or different name will be rejected. Reasonable grounds for believing that a bidder is interested in more than one bid for the work contemplated will cause rejection of all bids in which the bidder is interested. Any or all bids may be rejected if there is any reason for believing that collusion exists among the bidders. Participants in such collusion may not be considered in future bids for the same work. Each bidder, as a condition of submitting a bid, shall certify that he is not a party to any collusive action as herein defined. However, a party who has quoted prices on work, materials, or supplies to a Bidder is not thereby disqualified from quoting prices to other Bidders or firms submitting a Bid directly for the work, materials or supplies.
- 17. BID OPENING:** Pursuant to Virginia Code § 2.2-4301, all Bids received in response to an IFB will be opened at the date, time and place specified, and announced publicly, and made available for inspection as provided in Section 21 of these General Conditions. Proposals received in response to an RFP will be made available for inspection as provided in Section 21 of these General Conditions.
- 18. TAX EXEMPTION:** The County is exempt from the payment of any federal excise or any Virginia sales tax. The price bid must be net, exclusive of taxes. Tax exemption certificates will be furnished if requested by the Bidder.
- 19. DEBARMENT STATUS:** By submitting their Bids, Bidders certify that they are not currently debarred from submitting Bids on Contracts by the County, nor are they an agent of any person or entity that is currently debarred from submitting Bids or Proposals on Contracts by the County or any agency, public entity/locality or authority of the State.
- 20. NO CONTACT POLICY:** No Bidder shall initiate or otherwise have contact related to the Solicitation with any County representative or employee, other than the Purchasing Officer or Purchasing Agent, after the date and time established for receipt of Bids. Any contact initiated by a Bidder with any County representative, other than the Purchasing Officer or Purchasing Agent, concerning this Solicitation is prohibited and may cause the disqualification of the Bidder.

21. VIRGINIA FREEDOM OF INFORMATION ACT: As provided under Virginia Code § 2.2-4342, all proceedings, records, Contracts and other public records relating to procurement transactions shall be open to the inspection of any citizen, or any interested person, firm or corporation, in accordance with the Virginia Freedom of Information Act of Virginia Code §§ 2.2-3700 *et seq.*, except:

- a. Cost estimates relating to a proposed procurement transaction prepared by or for the County shall not be open to public inspection;
- b. Any competitive sealed bidding Bidder, upon request, shall be afforded the opportunity to inspect Bid records within a reasonable time after the opening of Bids but prior to award, except in the event that the County decides not to accept any of the Bids and to reopen the Contract. Otherwise, Bid records shall be open to public inspection only after award of the Contract;
- c. Any competitive negotiation Offeror, upon request, shall be afforded the opportunity to inspect Proposal records within a reasonable time after the evaluation and negotiations of Proposals are completed but prior to award except in the event that the County decides not to accept any of the Proposals and to reopen the Contract. Otherwise, Proposal records shall be open to the public inspection only after award of the Contract;
- d. Any inspection of procurement transaction records under this Section 21 shall be subject to reasonable restrictions to ensure the security and integrity of the records;
- e. Trade secrets or proprietary information submitted by a Bidder, Offeror or Contractor in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Bidder, Offeror or Contractor must invoke the protections of this Section 21 prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and State the reasons why protection is necessary; and
- f. Nothing contained in this Section 21 shall be construed to require the County, when procuring by “competitive negotiation” (RFP), to furnish a Statement of reasons why a particular Proposal was not deemed to be the most advantageous to the County.

22. CONFLICT OF INTEREST: Bidder/Contractor certifies by signing any Bid/Contract to/with the County that no conflict of interest exists between Bidder/Contractor and County that interferes with fair competition and no conflict of interest exists between Bidder/Contractor and any other person or organization that constitutes a conflict of interest with respect to the Bid/Contract with the County.

SPECIFICATIONS

23. OMISSIONS OR DISCREPANCIES: Any items or parts of any equipment listed in a Solicitation which are not fully described or are omitted from such specification, and which are clearly necessary for the completion of such equipment and its appurtenances, shall be considered a part of such equipment although not directly specified or called for

in the specifications. Should a Bidder find a discrepancy or ambiguity in, or an omission from, the Solicitation, including the drawings and/or specifications, he or she shall so notify the County within twenty-four (24) hours of noting the discrepancy, ambiguity or omission and in any event no less than five (5) days prior to the date set for the opening of Bids. If necessary, the County will send a written addendum for clarification to all Bidders no later than three (3) days before the date set for opening of Bids. Any notification regarding specifications received less than five (5) days prior to the date set for the opening of Bids may or may not be considered by the County in its sole discretion. The Bidder shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission, but shall fully complete every part as the true intent and meaning of the specifications and drawings. Whenever the mention is made of any articles, material or workmanship to be in accordance with laws, ordinances, building codes, underwriter's codes, A.S.T.M. regulations or similar expressions, the requirements of these laws, ordinances, etc., shall be construed as to the minimum requirements of these specifications.

24. BRAND NAME OR EQUAL ITEMS: Pursuant to Virginia Code § 2.2-4315, unless otherwise provided in the Solicitation, the name of a certain brand, make or manufacturer does not restrict Bidders to the specific brand, make or manufacturer named; it conveys the general style, type, character, and quality of the article desired, and any article which the County in its sole discretion determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The Bidder is responsible to clearly and specifically indicate the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the County to determine if the product offered meets the requirements of the Solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bidding, only the information furnished with the Bid will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a Bid non-responsive. Unless the Bidder clearly indicates in its Bid that the product offered is "equal" product, such Bid will be considered to offer the brand name product referenced in the Solicitation.

25. FORMAL SPECIFICATIONS: When a Solicitation contains a specification which states no substitutes, no deviation therefrom will be permitted and the Bidder will be required to furnish articles in conformity with that specification.

26. CONDITION OF ITEMS: Unless otherwise specified in the Solicitation, all items shall be new, in first class condition.

AWARD

27. RESPONSIBLE BIDDERS: In determining whether a Bidder is a responsible Bidder as defined herein, at minimum, the following criteria will be considered:

- a. The ability, capacity and skill of the Bidder to perform the Contract or provide the service required under the Solicitation;

- b. Whether the Bidder can perform the Contract or provide the service promptly, or within the time specified, without delay or interference;
- c. The character, integrity, reputation, judgment, experience and efficiency of the Bidder;
- d. The quality of performance of previous Contracts or Services;
- e. The previous and existing compliance by the Bidder with laws and ordinances relating to the Contract or Services;
- f. The sufficiency of the financial resources and ability of the Bidder to perform the Contract or provide the service;
- g. The quality, availability and adaptability of the Goods or Services to the particular use required;
- h. The ability of the Bidder to provide future maintenance and service for the use of the subject of the Contract;
- i. The number and scope of the conditions attached to the Bid;
- j. Whether the Bidder is in arrears to the County on debt or Contract or is a defaulter on surety to the County or whether the Bidder's County taxes or assessments are delinquent; and
- k. Such other information as may be secured by the County, the Purchasing Agent or the Purchasing Officer having a bearing on the decision to award the Contract. If an apparent low Bidder is not awarded a Contract for reasons of nonresponsibility, the County shall so notify that Bidder and shall have recorded the reasons in the Solicitation or Contract file.

28. AWARD OR REJECTION OF BIDS; WAIVER OF INFORMALITIES: The County shall award the Contract to the lowest responsive and responsible Bidder complying with all provisions of the IFB, provided the Bid price is reasonable and it is in the best interest of the County to accept it. Awards made in response to a RFP will be made to the highest qualified Offeror whose Proposal is determined, in writing, to be the most advantageous to the County taking into consideration the evaluation factors set forth in the RFP. The County reserves the right to award a Contract by individual items, in the aggregate, or in combination thereof, or to reject any or all Bids and to waive any informality in Bids received whenever such rejection or waiver is in the best interest of the County. Award may be made to as many Bidders/Offerors as deemed necessary to fulfill the anticipated requirements of the County. The County also reserves the right to reject the Bid if a Bidder is deemed to be a non-responsible Bidder. Pursuant to Virginia Code § 2.2-4319, an IFB, a RFP, any other solicitation, or any and all bids or proposals, may be canceled or rejected by the County at any time. The reasons for cancellation or rejection shall be made part of the contract file. The County shall not cancel or reject an IFB, a RFP, any other solicitation, bid or proposal solely to avoid awarding a contract to a particular responsive and responsible bidder or offeror.

29. EXCLUSION OF INSURANCE BIDS PROHIBITED: Pursuant to Virginia Code § 2.2-4320, notwithstanding any other provision of law or these General Conditions, no insurer licensed to transact the business of insurance in the State or approved to issue surplus lines insurance in the State shall be excluded from presenting an insurance bid proposal to the County in response to a RFP or an IFB; excepting that the County may

debar a prospective insurer pursuant to its Debarment Policy, see Chapter 2 of the County's Procurement Policies and Procedures.

30. ANNOUNCEMENT OF AWARD: Upon the award or announcement of the decision to award a Contract as a result of this Solicitation, the County will publicly post such notice on the County's bulletin board located at 72 Main Street, 2nd Floor, Palmyra, Virginia 22963. Award results may also be viewed on the County's website.

31. QUALIFICATIONS OF BIDDERS OR OFFERORS: The County may make such reasonable investigations as deemed proper and necessary to determine the ability of the Bidder to perform the work/furnish the item(s) and the Bidder shall furnish to the County all such information and data for this purpose as may be requested. The County reserves the right to inspect Bidder's physical facilities prior to award to satisfy questions regarding the Bidder's capabilities. The County further reserves the right to reject any Bid or Proposal if the evidence submitted by or investigations of, such Bidder fails to satisfy the County that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work/furnish the item(s) contemplated therein.

32. TIE BIDS AND PREFERENCE FOR VIRGINIA PRODUCTS WITH RECYCLED CONTENT AND FOR VIRGINIA FIRMS:

- a. Pursuant to Virginia Code § 2.2-4328, in the case of a tie bid on an IFB only, the County may give preference to Goods, Services and construction produced in Fluvanna County or provided by persons, firms or corporations having principal places of business in Fluvanna County. If such choice is not available, preference shall then be given to Goods produced in Virginia, or for goods, services or construction provided by Virginia persons, firms, corporations, pursuant Virginia Code § 2.2-4324. If no County or State choice is available, the tie shall be decided publicly by lot. The decision by the County to make award to one or more such Bidders shall be final.
- b. Whenever the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a percentage preference, a like preference shall be allowed to the lowest responsive and responsible bidder who is a resident of Virginia and is the next lowest bidder. If the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a price-matching preference, a like preference shall be allowed to responsive and responsible bidders who are residents of Virginia. If the lowest bidder is a resident contractor of a state with an absolute preference, the bid shall not be considered. The Department of General Services shall post and maintain an updated list on its website of all states with an absolute preference for their resident contractors and those states that allow their resident contractors a percentage preference, including the respective percentage amounts. For purposes of compliance with this Section 32, the County may rely upon the accuracy of the information posted on this website.
- c. Notwithstanding the provisions of subsections a and b, in the case of a tie bid in instances where goods are being offered, and existing price preferences have

already been taken into account, preference shall be given to the bidder whose goods contain the greatest amount of recycled content.

- d. For the purposes of this Section 32, a Virginia person, firm or corporation shall be deemed to be a resident of Virginia if such person, firm or corporation has been organized pursuant to Virginia law or maintains a principal place of business within Virginia.

33. NEGOTIATION WITH LOWEST RESPONSIBLE BIDDER: Pursuant to Virginia Code § 2.2-4318, unless cancelled or rejected, a responsive Bid from the lowest responsible Bidder shall be accepted as submitted, except that if the Bid from the lowest responsible Bidder exceeds available funds, the County may negotiate with the apparent low Bidder to obtain a Contract price within available funds. However, the negotiation may be undertaken only under conditions and procedures described in writing and approved by the County prior to issuance of the IFB and summarized therein.

CONTRACT PROVISIONS

34. APPLICABLE LAW AND COURTS: Any Bid or Contract resulting from a Solicitation and its terms, including, but not limited to, the parties' obligations under it, and the remedies available to each party for breach of it, shall be governed by, construed and interpreted in accordance with the laws of the Commonwealth of Virginia, and exclusive jurisdiction and venue of any dispute or matters involving litigation between the parties hereto shall be in the courts of Fluvanna County, Virginia. Any jurisdiction's choice of law, conflict of laws, rules, or provisions, including those of the Commonwealth of Virginia, that would cause the application of any laws other than those of the Commonwealth of Virginia, shall not apply. The Contractor shall comply with applicable federal, State and local laws, ordinances, rules and regulations in performance of the Contract.

35. PROVISION AND OWNERSHIP OF INFORMATION: The County shall make a good faith effort to identify and make available to the Contractor all non-confidential technical and administrative data in the County's possession which the County may lawfully release including, but not limited to Contract specifications, drawings, correspondence, and other information specified and required by the Contractor and relating to its work under any Contract. The County reserves its rights of ownership to all material given to the Contractor by the County and to all background information documents, and computer software and documentation developed by the Contractor in performing any Contract.

36. DOCUMENTS: All documents, including but not limited to data compilations, drawings, reports and other material, whether in hard copy or electronic format, prepared, developed or furnished by the Contractor pursuant to any Contract shall be the sole property of the County. At the direction of the County, the Contractor shall have the right to make copies of the documents produced available to other parties. The County shall be entitled to delivery of possession of all documents, upon payment in accordance with the terms of any Contract for the service incurred to produce such documents.

37. CONFIDENTIALITY: Contractor shall not publish, copyright or otherwise disclose or permit to be disclosed or published, the results of any work performed pursuant to this contract, or any particulars thereof, including forms or other materials developed for the County in connection with the performance by Contractor of its services hereunder, without prior written approval of the County. Contractor, cognizant of the sensitive nature of much of the data supplied by the County, shall not disclose any information (other than information which is readily available from sources available to the general public) obtained by it in the course of providing services hereunder without the prior written approval of the County, unless disclosure of such information by it is required by law, rule or regulation or the valid order of a court or administrative agency.

38. INDEPENDENT CONTRACTOR: The Contractor and any agents, or employees of the Contractor, in the performance of any Contract shall act as an independent contractor and not as officers, employees or agents of the County.

39. INSURANCE: The Contractor agrees that, during the period of time it renders services to the County pursuant to any Contract, it shall carry (and provide the County with evidence of coverage) the following minimum amounts of insurance:

Automobile	\$500,000	Liability Medical Payment Comprehensive Collision
Public Liability	\$1,000,000	
Professional Liability	\$1,000,000	
Excess Liability	\$2,000,000	Aggregate Over Above Policy Limits (Excluding Professional Liability)
Worker's Compensation	Amount required by Virginia law	

The Contract may specifically require the Contractor to carry higher minimum amounts of insurance.

In addition, the Contractor shall require, and shall include in every subcontract, that any subcontractor providing any goods or services related to such Contract obtain, and continue to maintain for the duration of the work, workers' compensation coverage in the amount required by Virginia law.

40. KEY PERSONNEL: For the duration of any Contract, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment, or as expressly approved by the County. The Contractor

shall notify the County within five (5) calendar days after the occurrence of any of these events and provide the information required by the paragraph below.

The Contractor shall provide a detailed explanation of the circumstances necessitating any proposed substitution, complete resumes for the proposed substitute, and any additional information requested by the County. The proposed substitute should have comparable qualifications to those of the person being replaced. The County will notify the Contractor within fifteen (15) calendar days after receipt of all required information of its approval or disapproval of the proposed substitution.

- 41. SEVERABILITY:** If any term, covenant or provision of these General Conditions or any Contract shall be held to be invalid, illegal or unenforceable in any respect, these General Conditions and any Contract shall remain in effect and be construed without regard to such provision.
- 42. TITLES:** The titles and section headings herein and in any Contract are inserted solely for convenience and are not to be construed as a limitation on the scope of the provisions to which they refer.
- 43. ATTORNEYS' FEES:** In the event of a dispute between the County and Contractor under any Contract which cannot be amicably resolved, in addition to all other remedies, the party substantially prevailing in any litigation shall be entitled to recover its reasonable expenses, including, but not limited to, reasonable attorneys' fees.
- 44. NO WAIVER:** Neither any payment for, nor acceptance of, the whole or any part of the services by the County, nor any extension of time, shall operate as a waiver of any provision of any Contract, nor of any power herein reserved to the County, or any right to damages herein provided, nor shall any waiver of any breach of any Contract be held to be a waiver of any other or subsequent breach. Failure of the County to require compliance with any term or condition of any Contract shall not be deemed a waiver of such term or condition or a waiver of the subsequent enforcement thereof.
- 45. NO FINANCE CHARGES:** No finance charges shall be paid by the County.
- 46. ANTITRUST:** By entering into a Contract, the Contractor conveys, sells, assigns, and transfers to the County all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the antitrust law of the United States or the State, relating to the particular Goods or Services purchased or acquired by the County under said Contract. Consistent and continued tie bidding could cause rejection of Bids by the County and/or investigation for antitrust violations.
- 47. PAYMENT:** Pursuant to Virginia Code § 2.2-4352, unless more time is provided in the Solicitation or Contract, payment will be made forty-five (45) days after receipt by the County of a proper invoice, or forty-five (45) days after receipt of all Goods or acceptance of work, whichever is later. The County reserves the right to withhold any or all payments or portions thereof for Contractor's failure to perform in accordance with the

provision of the Contract or any modifications thereto. Within twenty (20) days of receipt of proper invoice or of goods or services, the County shall notify the Contractor if any defect or impropriety that would prevent payment by the payment date. The following provisions apply to such payments:

- a. Invoices for items/Services ordered, delivered/performed and accepted shall be submitted by the Contractor in duplicate directly to the payment address shown on the purchase order, Solicitation or Contract, as applicable. All invoices shall show the Contract number, purchase order number, or Solicitation number, as applicable, and as required under Virginia Code § 2.2-4354, either the individual Contractor's social security number or the Contractor's federal employer identification number, whichever is applicable.
- b. Any payment terms requiring payment in less than forty-five (45) days will be regarded as requiring payment forty-five (45) days after receipt of proper invoice or receipt of all Goods or acceptance of work, whichever occurs later. Notwithstanding the foregoing, offers of discounts for payment in less than forty-five (45) days are valid and enforceable.
- c. Pursuant to Virginia Code § 2.2-4353, the date any payment shall be deemed the date of postmark in all cases where payment is made by mail.
- d. The County's fiscal year is July 1 to June 30. Contractors are advised to submit invoices, especially for Goods and/or Services provided in the month of June, for the entire month (i.e. June 1 - June 30), so that expenses are recognized in the appropriate fiscal year.
- e. Any payment made by the Contractor to the County shall only be made in U.S. Dollars. If payment is received in foreign currency the County may, in its sole discretion, reject such payment and require immediate compensation in U.S. Dollars.

48. SUBCONTRACTORS: Pursuant to Virginia Code § 2.2-4354, in the event that any subcontractors are used by Contractor in connection with the work, Contractor shall:

- a. Within seven (7) days after receipt of amounts paid to the Contractor for work performed by a subcontractor, either:
 - i. Pay the subcontractor for the proportionate share of the total payment received attributable to the work performed by the subcontractor under any Contract; or
 - ii. Notify the County and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

- b. Contractor shall require each subcontractor to provide either (i) for an individual, their social security numbers, or (ii) for proprietorships, partnerships, and corporations to provide their federal employer identification numbers.
- c. The Contractor shall pay interest to any subcontractor on all amounts owed by the Contractor that remain unpaid after seven days following receipt by the Contractor of payment from the County for work performed by the subcontractor under any Contract, except for amounts withheld as allowed in subdivision (a)(II) above. Unless otherwise provided under the terms of any Contract, interest shall accrue at the rate of one percent (1%) per month.
- d. The Contractor shall include in each of its subcontracts under any Contract a provision requiring each subcontractor to include or otherwise be subject to the above payment and interest requirements (a), (b) and (c) with respect to each lower tier subcontractor.
- e. The Contractor's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this Section 48 shall not be construed to be an obligation of the County. No Contract modification may be made for the purpose of providing reimbursement for such interest charge. No cost reimbursement claim may include any amount for reimbursement for such interest charge.

49. RETAINAGE ON CONSTRUCTION CONTRACTS: Pursuant to Virginia Code 2§ 2.2-4333, if a Contract for construction provides for progress payments in installments based upon an estimated percentage of completion, then the contractor shall be paid at least ninety-five percent (95%) of the earned sum when payment is due, with no more than five percent (5%) being retained to ensure faithful performance of the contract. All amounts withheld may be included in the final payment. Any subcontract related to work on a Contract that provides for similar progress payments shall be subject to the provisions above and the Contractor agrees to include such provisions in every subcontract.

50. SUCCESSORS AND ASSIGNS: The County and the Contractor bind themselves and their respective successors and assigns to any Contract. The foregoing notwithstanding, the Contractor shall not assign, sublet or transfer its interest in any Contract without the prior written consent of the County, which may be granted or withheld in the County's sole discretion. Nothing hereinafter mentioned shall be construed as creating any personal liability on the part of any officer, agent or employee of the County, nor shall it be construed as giving any benefits hereunder to anyone other than the County and the Contractor.

51. DEFAULT: Failure of a Contractor to deliver Goods or Services in accordance with Contract terms and conditions and/or within the time specified, or within reasonable time as interpreted by the County in its sole discretion, or failure to make replacements/corrections of rejected articles/services when so requested, immediately or as directed by the County, or failure of the Contractor to act in accordance with the Contract in any material respect, as reasonably determined by the County, shall constitute

a “default” by the Contractor and shall further authority for the County to purchase in the open market articles/services of comparable grade/quality to replace the services, articles rejected, and/or not delivered. On all such purchases, the Contractor shall reimburse the County, within a reasonable time specified by the County, for any expense incurred in excess of Contract prices including, but not limited to, any purchase and administrative costs. Such purchases shall be deducted from the Contract quantities, if applicable. Should public necessity demand it, the County reserves the right to use or consume articles delivered or services performed which are substandard in quality, subject to an adjustment in price to be determined by the County. In case of any default, the County, after due oral or written notice if required in accordance with the Contract, may terminate the Contract at its option in its sole discretion effective immediately. These remedies shall be in addition to any other remedies which the County may have, including but not limited to, any remedies at law, under the Contract or in equity.

Notwithstanding the foregoing, the Contractor shall not be liable for damages for delay in shipment or failure to deliver when such delay or failure is the result of fire, flood, strike, act of God, act of Government, act of an alien enemy or by any other circumstances which, in the County's opinion, are beyond the control of the Contractor. Under such circumstances, however, the County may, at its sole discretion, terminate or cancel the Contract effective immediately.

52. NON-DISCRIMINATION ASSURANCES: The Contractor shall conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, and § 2.2-4311 of the Virginia Procurement Act:

- a. During the performance of any Contract, the Contractor agrees as follows: the Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The Contractor, in all Solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer. Notices, advertisements and Solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this Section 52.
- b. The Contractor shall include the provisions of paragraph (a) above in every subcontract or purchase over \$10,000.00 so that the provisions will be binding upon each subcontractor or Vendor.

53. MODIFICATION:

- a. Pursuant to Virginia Code § 2.2-4309, these General Conditions and any Contract entered into by the County and any Contractor shall not be subject to change, modification, or discharge except by written instrument signed by the County and Contractor, but no fixed-price contract may be increased by more than twenty-five percent (25%) of the amount of the contract or \$50,000, whichever is greater, without the advance written approval of the County's Board. In no event may the amount of any contract, without adequate consideration, be increased for any purpose, including, but not limited to, relief of an offeror from the consequences of an error in its bid or offer.
- b. The County may, but is not obligated to, extend the term of an existing contract for services to allow completion of any work undertaken but not completed during the original term of the contract.
- c. Nothing in this Section 53 shall prevent the County from placing greater restrictions on contract modifications.

54. INDEMNIFICATION: Contractor agrees to indemnify, keep and save harmless the County, its officers, agents, officials, employees and volunteers against any and all claims, claims of injuries, death, damage to property, patent claims, suits, liabilities, judgments, losses, costs and expenses, including but not limited to costs of investigation, all reasonable attorneys' fees (whether or not litigation results), and the cost of any appeal, occurring or arising in connection with the Contractor's, its agents', subcontractors', employees', or volunteers' negligence or wrongful acts or omissions in connection with its performance of any Contract. The Contractor shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and if any judgment shall be rendered against the County in any such action, the Contractor shall, at his or her own expenses, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by any Contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County as herein provided. Nothing contained in this Solicitation or the Contract shall be deemed to be a waiver of the County's sovereign immunity.

55. DRUG-FREE WORKPLACE: Pursuant to Virginia Code § 2.2-4312, in every Contract over \$10,000.00 the following provisions apply: During the performance of any Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a Statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all Solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the

foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this Section, “*drug-free workplace*” means a site for the performance of work done in connection with a specific Contract awarded to a Contractor in accordance with this the VPPA and the County’s Procurement Procedures, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Contract.

56. TERMINATION: Contracts will remain in force for full periods specified and/or until all articles ordered before date of termination shall have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall have been met, unless:

- a. Terminated prior to expiration date by satisfactory deliveries of entire Contract requirements;
- b. Terminated by the County upon thirty (30) days written notice to the Contractor at the County’s convenience in the County’s sole discretion (“termination for convenience”), unless a termination for convenience is specifically and expressly prohibited by the Contract. Any Contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of the termination;
- c. Terminated by the County for cause, default or negligence on the part of the Contractor. However, pursuant to Section 51 of these General Conditions, the County may hold the Contractor responsible for any resulting additional purchase and administrative costs. There is no advance notice requirement in the event of Termination for Cause and termination is effective immediately upon notice to Contractor of the termination for cause;
- d. Extended upon written authorization of County and accepted by Contractor, to permit ordering of unordered balances or additional quantities at Contract prices and in accordance with Contract terms.

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

58. REFERENCES TO VIRGINIA LAW: Any reference in these General Conditions to the Code of Virginia or other relevant Federal, State or local law is incorporated in whole herein by reference as in effect at the time of the Solicitation or Contract as such statutory provisions may be amended or replaced by any statute dealing with the same or similar subject matter.

59. COOPERATIVE PROCUREMENT: Except as prohibited by the current Code of Virginia, all resultant Contracts will be extended to other Public Bodies of the Commonwealth of Virginia, to permit their ordering of Goods, supplies and/or Services at the prices and terms of the resulting Contract (“cooperative procurement”). By submitting any Bid or entering into any Contract with the County a Bidder/Contractor expressly authorizes cooperative procurement under Virginia Code § 2.2-4304 to the full extent permitted by law. If any other public body decides to use any Contract, the Contractor must deal directly with that public body concerning all matters relating thereto, including but not limited to, the placement or orders, issuance of the purchase order, contractual disputes, invoicing and payment. The County acts only as the “Contracting Agent” for these public bodies. Any resulting contract with other public bodies shall be governed by the laws of that specific entity. It is the Contractor’s responsibility to notify the public bodies of the availability of the Contract. Fluvanna County shall not be held liable for any direct or indirect costs, damages or other claim of any kind incurred by another public body or any Contractor as a result of any cooperative procurement.

60. AUDIT: The Contractor hereby agrees to retain all books, records and other documents relative to any Contract for five (5) years after final payment, or until audited by the County, whichever is sooner. The County, its authorized agents, and/or County auditors shall have full access to and right to examine any of said materials during said period.

61. GUARANTIES AND WARRANTIES: All guarantees, representations and warranties required shall be furnished by the Contractor and shall be delivered to the Purchasing Agent before final payment on any Contract is made. In addition to any guarantees, representations and warranties required under the Contract, the Contractor agrees to:

- a. Save the County, its agents and employees harmless from liability of any nature or kind for the use of any copyrighted or un-copyrighted composition; secret process, patented or unpatented; invention; article or appliance furnished or used in the performance of a Contract for which the Contractor is not the patentee, assignee, licensee or owner;
- b. Protect the County against latent defective material or workmanship and to repair or replace any damages or marring occasioned in transit or delivery;
- c. Furnish adequate protection against damage to all work and to repair damages of any kind to the building or equipment, to the Contractor’s own work or to the work of other contractors, for which the Contractor’s workers are responsible;
- d. Pay for all permits, licenses and fees and give all notices and comply with all laws, ordinances, rules and regulations of the County; and
- e. Protect the County from loss or damage to County owned property while it is in the custody of the Contractor;

- f. At minimum supply all Goods or Services with the manufacturer's standard warranty, if applicable; and
 - g. For any Contract involving Services of any nature, the Contractor further agrees to:
 - i. Enter upon the performance of Services with all due diligence and dispatch, assiduously press to its complete performance, and exercise therein the highest degree of skill and competence;
 - ii. Allow Services to be inspected or reviewed by an employee of the County at any reasonable time and place selected by the County;
 - iii. Acknowledges that the County shall be under no obligation to compensate Contractor for any Services not rendered in strict conformity with the Contract; and
 - iv. Stipulates that the presence of a County Inspector shall not lessen the obligation of the Contractor for performance in accordance with the Contract requirements, or be deemed a defense on the part of the Contractor for infraction thereof. The Inspector is not authorized to revoke, alter, enlarge, relax, or release any of the requirements of any Contract. Any omission or failure on the part of the Inspector to disapprove or reject any work or material shall not be construed to be an acceptance of any such defective work or material.
- 62. PRICE REDUCTIONS:** If at any time after the date of the Bid/Contract the Contractor makes a general price reduction in the comparable price of any material covered by the Contract to customers generally, an equivalent price reduction based on similar quantities and/or considerations shall apply to any Contract for the duration of the Contract period (or until the price is further reduced). Such price reduction shall be effective at the same time and in the same manner as the reduction in the price to customers generally. For purpose of this provision, a "general price reduction" shall mean any horizontal reduction in the price of an article or service offered (1) to Contractor's customers generally, or (2) in the Contractor's price schedule for the class of customers, i.e., wholesalers, jobbers, retailers, etc., which was used as the basis for bidding on this Solicitation. An occasional sale at a lower price, or sale of distressed merchandise at a lower price, would not be considered a "general price reduction" under this provision. The Contractor shall submit his or her invoice at such reduced prices indicating on the invoice that the reduction is pursuant to the "Price Reduction" provision of the Contract documents. The Contractor in addition will within ten (10) days of any general price reduction notify the County of such reduction by letter. **FAILURE TO DO SO IS A DEFAULT UNDER THE CONTRACT AND MAY RESULT IN TERMINATION OF THE CONTRACT IN THE COUNTY'S DISCRETION.** The Contractor, if requested, shall furnish, within ten (10) days after the end of the Contract period, a statement certifying either (1) that no general price reduction, as defined above, was made after the date of the Bid or Contract, or (2) if any such general price reductions were made, that as provided above, they were reported to the County within ten (10) days and the County was billed at the reduced prices. Where one or more such general price reductions were made, the statement furnished by

the Contractor shall include with respect to each price reduction (1) the date when notice of any such reduction was issued, (2) the effective date of the reduction, and (3) the date when the County was notified of any such reduction.

63. COMPLIANCE WITH IMMIGRATION LAW: Pursuant to Virginia Code § 2.2-4311.1, in every Contract the following provision applies: the Contractor does not, and shall not during the performance of the Contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

64. VIRGINIA STATE CORPORATION COMMISSION: Pursuant to Virginia Code § 2.2-4311.2, Any Bidder or Contractor organized as a stock or non-stock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia, or as otherwise required by law, at the time of the Bid, Proposal or any response to Solicitation and during the term of the Contract and any Contract renewal. The Contractor shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required, to be revoked or cancelled at any time during the term or any renewal of the Contract. If the Contractor fails to remain in compliance with the provisions of this Section 64, the Contract may become void at the option of the County.

65. CLAIMS PROCEDURE:

- a. The procedure for consideration by the County of contractual claims for any Contract shall be that set forth in Virginia Code § 15.2-1243, *et seq.*
- b. In addition, pursuant to Virginia Code § 2.2-4364, contractual claims, whether for money or other relief, shall be submitted in writing to the County Administrator no later than sixty (60) days after final payment; however, written notice of the Contractor's intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based. Nothing herein shall preclude a Contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the Goods. Pendency of claims shall not delay payment of amount agreed due in the final payment.
- c. No written decision denying a claim or addressing issues related to the claim shall be considered a denial of the claim unless the written decision is signed by the Board or the County Administrator. The contractor may not institute legal action prior to receipt of the final written decision on the claim unless the County fails to render a decision within ninety (90) days of submission of the claim. Failure of the County to render a decision within ninety (90) days shall not result in the contractor being awarded the relief claimed or in any other relief or penalty. The sole remedy for the County's failure to render a decision within 90 days shall be the contractor's right to institute immediate legal action.

- d. A Contractor may not institute legal action, prior to receipt of the County's decision on the claim, unless the County fails to render such decision within the time specified by law. A failure by the County to render a decision within the time provided by law shall be deemed a final decision denying the claim by the County.
 - e. The decision of the Board or the County Administrator shall be final and conclusive unless the Contractor appeals within six (6) months of the date of the final written decision by instituting legal action as provided in Virginia Code § 2.2-4364.
 - f. No administrative appeals procedure pursuant to Virginia Code § 2.2-4365 has been adopted for contractual claims by the County.
 - g. Nothing herein shall be construed to prevent the County from instituting legal action against any Contractor or Bidder.
- 66. NOTICES:** All written notices required or permitted under any Solicitation, Bid or Contract shall be deemed sufficient if delivered in person to the County Purchasing Agent or Bidder/Contractor, as applicable, or sent by first class mail to the County or Bidder/Contractor at the addresses set forth in the Solicitation, Bid or Contract or at such other address as a party may designate from time to time by notice given in accordance with the terms of this Section 66; except that where a Solicitation, Bid or Contract expressly requires notice to a specific individual or at a specific location, such shall control. Such notices are deemed received when actually delivered to the party or its representative or agent if hand delivered, or one (1) business day after deposited into the United States mail, if mailed.

DELIVERY

- 67. SHIPPING INSTRUCTIONS-CONSIGNMENT:** Unless otherwise specified in the Solicitation or Contract, as applicable, each case, crate, barrel, package, etc., delivered under the Contract must be plainly stenciled or securely tagged, stating the Contractor's name, purchase order number, and delivery address as indicated in the order. Where shipping containers are to be used, each container must be marked with the purchase order number, name of the Contractor, the name of the item, the item number, and the quantity contained therein. Deliveries must be made within the hours of 8:00 a.m. – 3:00 p.m. Deliveries at any other time will not be accepted unless specific arrangements have been previously made with the designated individual at the delivery point. No deliveries will be accepted on Saturdays, Sundays and holidays unless previous arrangements have been made. It shall be the responsibility of the Contractor to insure compliance with these instructions for items that are drop-shipped.
- 68. RESPONSIBILITY FOR SUPPLIES TENDERED:** The Contractor shall be responsible for the materials or supplies covered by the Contract until they are delivered

at the designated point. The Contractor shall additionally bear all risk on rejected materials or supplies after notice of rejection is tendered by the County. Rejected materials or supplies must be removed by and at the expense of the Contractor promptly after notification of rejection, unless public health and safety require immediate destruction or other disposal of rejected delivery. If rejected materials are not removed by the Contractor within ten (10) days after date of notification, the County may return the rejected materials or supplies to the Contractor at the Contractor's risk and expense or dispose of them as abandoned property.

- 69. INSPECTIONS:** The County reserves the right to conduct any test/inspection it may deem advisable to assure supplies and Services conform to the specification in the Solicitation, Bid or Contract, as applicable. Inspection and acceptance of materials or supplies will be made after delivery at destinations herein specified unless otherwise stated. Unless otherwise specified in the Contract, if inspection is made after delivery at the destination specified, the County will bear the expense of inspection except for the value of samples used in case of rejection. Final inspection shall be conclusive except in regard to latent defects, fraud or such gross mistakes as to amount to fraud. Final inspection and acceptance or rejection of the materials or supplies will be made as promptly as practicable, but failure to inspect and accept or reject materials or supplies shall not impose liability on the County for such materials or supplies as are not in accordance with the specifications.
- 70. COMPLIANCE:** Delivery must be made as ordered and in accordance with the Solicitation, Bid or Contract, as applicable, or as directed by the County when not in conflict with the Bid/Contract. The decision as to reasonable compliance with delivery terms shall be final. Burden of proof of delay in receipt of Goods by the purchaser shall rest with the Contractor. Any request for extension of time of delivery from that specified must be approved by the County, such extension applying only to the particular item or shipment affected. Unless otherwise specified in the Contract, should the Contractor be unreasonably delayed by the County, there shall be added to the time of completion a time equal to the period of such delay caused by the County. However, the Contractor shall not be entitled to claim damages or extra compensation for such delay or suspension. These conditions may vary for construction Contracts.
- 71. POINT OF DESTINATION:** All materials shipped to the County must be shipped F.O.B. DESTINATION unless otherwise stated specifically in the Solicitation, Bid or Contract, as applicable. The materials must be delivered to the "Ship To" address indicated on the purchase order or Solicitation, as applicable.
- 72. REPLACEMENT:** Materials or components that have been rejected by the County, in accordance with the terms of the Contract, shall be replaced by the Contractor at no cost to the County.
- 73. DAMAGES:** Any and all damages to property of the "County" that is the direct result of the Contractor, the employees of the Contractor and/or its subcontractors, agents, licensees, successors, or assigns, shall be the sole responsibility of the Contractor. The

property shall be repaired to its last known condition prior to the damages and/or replaced at no cost to the County. The County shall approve any and all repairs/replacements prior to acceptance of the repairs/replacement.

74. PACKING SLIPS OR DELIVERY TICKETS: All shipments shall be accompanied by Packing Slips or Delivery Tickets and shall contain the following information for each item delivered:

- a. Purchase Order Number;
- b. Name of Article and Stock Number;
- c. Quantity Ordered;
- d. Quantity Shipped;
- e. Quantity Back Ordered; and
- f. The Name of the Contractor.

Contractors are cautioned that failure to comply with these conditions shall be considered sufficient reason for refusal to accept the Goods.

75. ADDITIONAL CHARGES: No delivery charges of any kind shall be added to any invoice; except that (i) if Goods are expressly bought F.O.B. "shipping point" under the Contract and the Contractor prepays transportation, then delivery charges shall be added to invoices; and (ii) if express delivery is authorized and substituted by the County on orders for the method specified in the Contract, then the difference between freight or mail and express charges may be added to invoice.

76. METHOD AND CONTAINERS: Unless otherwise specified, Goods shall be delivered in commercial packages in standard commercial containers, so constructed as to ensure acceptance by common or other carrier for safe transportation to the point of delivery. Containers become the property of the County unless otherwise specified by bidder.



Dowdy's Forest & Land Management, LLC

January 15, 2017

County of Fluvanna

Cyndi Toler, Purchasing Officer

132 Main Street

P.O. Box 540

Palmyra, VA 22963

Dear Ms. Toler,

Thank you for requesting my proposal to provide Fluvanna County with consulting forestry services as stated in the Request for Proposals (RFP) # 2107-05 issued on December 19, 2016.

I have read the Request for Proposals (RFP) # 2107-05 in its entirety and understand the scope of this project.

Please feel free to contact me with any questions regarding my proposal.

Sincerely,

Matt Dowdy

Owner: Dowdy's Forest & Land Management, LLC



Dowdy's Forest & Land Management, LLC

Overview

Experience/Qualifications:

- Graduated from Virginia Tech with a B.S. Degree in Forestry Business 1992
- Consulting Forester since 1992 with over 24 years of experience.
- Dowdy's Forest & Land Management has managed almost 400 Sales of over \$31 million since 2007
- Personally managed over 550 timber sales of over \$43 million since 1992
- Membership in:

-Society of American Foresters (SAF) - Certified Forester #2414

-Skyline Chapter Positions held:	Chair-Elect-	2013
	Chair-	2014
	Past Chair -	2015
	Chair Elect –	2016
	Chair-	2017

-Initiated & Chair of Committee for the Annual Skyline Chapter Project Learning Tree Teachers Tour 2015, 2016 & 2017

Awarded 2015 Volunteer Service Award for the Virginia Division SAF

Awarded 2016 Volunteer Service Award for the Appalachian SAF

- Association of Consulting Foresters

-Virginia Forestry Association

- Serving on the Board of Directors 2015, 2016, 2017, re-elected for 2018, 2019 & 2020
- Serving on the Executive Committee 2016
- Serving on the VFA Restructuring Committee 2016, 2017



Dowdy's Forest & Land Management, LLC

- Served on The Virginia Tree Farm Committee as the Forestry Consultant's Representative 2014, 2015, & 2016.
 - Certified Tree Farm Inspector

- Quality Deer Management Association
- QDMA Certified Land Inspector for the QDMA Land Certification Program.

- Served on the Stakeholders Advisory Committee for the 2015-2024 Virginia Deer Management Plan
 - National Wild Turkey Federation



Dowdy's Forest & Land Management, LLC

Scope of Services:

1. Provide an initial forest management plan for property that includes volume/value estimates & color maps that include both aerial photography & topographic features
2. Timber Inventory: Furnish a Timber Volume and Value Estimate for each sale area
3. Mark individual trees for select harvest with Blue Paint & identify sale area boundary lines with Pink Flagging/Red Paint.
4. Advertise the Timber to Potential Buyers
5. Show the Timber to Potential Buyers
6. Provide a Timber Harvesting Pre-Harvest Plan
7. Conduct a Sealed-Bid Timber Sale
8. Provide a Harvesting Contract
9. Inspect the harvesting activities to ensure compliance with timber contract
10. Obtain a Contract Release upon Satisfactorily completion of harvest
11. Coordinate reforestation/management activities

Anticipated Timeline:

Dowdy's Forest & Land Management, LLC shall in good faith, commence work on said projects within 30 days of Fluvanna County approval. Fluvanna County understands that due to unforeseen circumstances including weather & current timber market conditions that work schedules may deviate.



Dowdy's Forest & Land Management, LLC

Fees:

- A)** My base fee for handling timber sales will be **EIGHT PERCENT (8%)** of the gross proceeds from the timber sale.
- B)** In the event that Fluvanna County rejects all timber sale bids, My fee for timber sale preparation shall be billed at an hourly rate for all work involved in timber sale preparation or Fluvanna County may grant Dowdy's Forest & Land Management 1 year to obtain an acceptable bid for timber sale.
- C)** My hourly rate for additional services provided shall be at \$40/hour. Additional paid services will be agreed upon both parties and a not to exceed price shall be given by Dowdy's Forest & Land Management prior to commencing work.



Dowdy's Forest & Land Management, LLC

List of References:

COL Stephen M. Macek
Vice President for Operations
Fork Union Military Academy
Fork Union, VA 23055
maceks@fuma.org
434.842.4321 (office)
434.842.4300 (fax)

Dick Purcell Land, Cattle & Timber Corporation
Attn: Mr. Dick Purcell
P.O. Box 308
Louisa, Virginia 23093
(540) 967-0535

J.S. Purcell Lumber Company
Attn: Mr. David Purcell
P.O. Box 426
Louisa, Virginia 23093
(540) 967-0026

William A. Cooke, Inc.
Attn: Mr. Randy Tingler
P.O. Box 462
Louisa, Virginia 23093
(540) 967-0881

Tenaska Virginia Partners, L.P.
Attn: Sam Graham
2300 Branch Road
Scottsville, Virginia 24590
(434) 589-7163
sgraham@tenaska.com

Patricia Lumsden
P.O. Box 344
Mineral, Virginia 23117
(540) 894-4447



Dowdy's Forest & Land Management, LLC

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Development Manager
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9401 Courthouse Road, Suite B
Chesterfield, Virginia 23832
Direct Line: (804) 318-8561
Cell: (804) 314-4754
ghart@chesterfieldbusiness.com

Timothy M. Davey, PE
Principal
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117 S 14th Street | Richmond, VA 23219
Office: 804.200.6954 | Fax: 804.560.1016
Mobile: 804-334-9278 | tim.davey@timmons.com

Stephen B. Gallagher
VP, Construction
National Communication Towers, LLC/Harrigan & Company
5413 Patterson Avenue, Suite 101
Richmond, VA 23226
(O) 804.673.8800 x 305
(C) 804.652.7239
(E) sgallagher@nationaltowers.com



Dowdy's Forest & Land Management, LLC

Appendix - Forms

VENDOR DATA SHEET

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid nonresponsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Vendor's Primary Contact:

Name: Math Dowdy Phone: 540-967-1707

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:

24 Years 6 Months

4. Vendor Information:

FIN or FEI Number: 20-5917433 If Company, Corporation, or Partnership

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods. Include the length of service and the name, address, and telephone number of the point of contact.

Company: <u>Fork Union Military Academy</u>	Contact: <u>COL Stephen Macek, VP Operations</u>
Phone: <u>434-842-4321</u>	Email: <u>www.forkunion1.com</u>
Dates of Service: <u>4-2013 thru Current</u>	\$\$ Value: <u>Confidential</u>

Company: <u>Dr. K Purcell Land, Cattle & Timber</u>	Contact: <u>Dickie Purcell</u>
Phone: <u>540-967-0535</u>	Email: <u>Penny L Purcell@yahoo.com</u>
Dates of Service: <u>1995 - Current</u>	\$\$ Value: <u>Confidential</u>

Company: <u>Chesterfield Economic Devmt.</u>	Contact: <u>H. Garrett Hart, III</u>
Phone: <u>804-318-8561</u>	Email: <u>ghart@chesterfieldbusiness.com</u>
Dates of Service: <u>2011 - Current</u>	\$\$ Value: <u>Confidential</u>

Company: <u>National Communication Towers, LLC</u>	Contact: <u>Stephen B. Gallagher, VP Construction</u>
Phone: <u>804-673-0800 ext. 305</u>	Email: <u>sgallagher@nationaltowers.com</u>
Dates of Service: <u>2013 - Current</u>	\$\$ Value: <u>Confidential</u>

I certify the accuracy of this information.

Signed: [Signature] Title: Owner Date: 1-16-17

PLEASE RETURN THIS PAGE WITH BID SUBMISSION- (Attachment A)

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

**THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE
THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID**

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission ("SCC"). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Article IV.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. **PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.**

A. ☒ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is
8204526-0

B. ☐ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is
_____.

C. ☐ Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9) Dowdy's Forest & Land management, LLC.

Legal Name of Offeror/Bidder Matthew E. Dowdy (matt)

Date 4/6/17

Authorized Signature



Print or Type Name and Title Matt Dowdy, owner

PLEASE RETURN THIS PAGE WITH BID SUBMISSION (Attachment B)

CERTIFICATION OF NO COLLUSION

The undersigned, acting on behalf of Dowdy's Forest & Land Mgt. LLC, does hereby certify in connection with the procurement and bid to which this Certification of No Collusion is attached that:

This bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce; nor is this bid the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.2 Code of Virginia, 1950 as amended (&&18.2-498.1 et seq.)

[Signature]
Signature of Company Representative

Dowdy's Forest & Land Mgt. LLC
Name of Company

1-16-17
Date

ACKNOWLEDGEMENT

STATE OF VIRGINIA / COMMONWEALTH AT LARGE,
FLUVANNA COUNTY, to wit:

The foregoing Certification of No Collusion bearing the signature of MATT Dowdy and dated 16 JANUARY 2017 was subscribed and sworn to before the undersigned notary public by MATT Dowdy on 16 JANUARY 2017.

Patricia Ann Lumsden
Notary Public PATRICIA ANN LUMSDEN - REGISTRATION NO. 154680

My commission expires: 31 MARCH 2017

CODE OF VIRGINIA

& 18.2-498.4. Duty to provide certified statement:

A. The Commonwealth, or any department or agency thereof, and any local government or any department or agency thereof, may require that any person seeking, offering or agreeing to transact business or commerce with it, or seeking, offering or agreeing to receive any portion of the public funds or moneys, submit a certification that the offer or agreement or any claim resulting thereon is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce, or any act of fraud punishable under this article.

B. Any person required to submit a certified statement as provided in paragraph A, above who knowingly makes a false statement shall be guilty of a Class 6 felony. (1980, c.472)

a false statement shall be guilty of a Class 6 felony. (1980, c.472)

PLEASE RETURN THIS PAGE WITH BID SUBMISSION- (Attachment C)

OFFEROR STATEMENT

Undersigned Bidder hereby certifies that he/she has carefully examined all conditions and specifications of this invitation for Bid and hereby submits this bid pursuant to such instructions and instructions.

Matt Dowdy

Type or Print Name & Title of Authorized Person

[Signature]

Signature of Authorized Person Submitting This Bid

1-16-17

Date

SUBSCRIBED AND SWORN to before me by the above named

Matt Dowdy on the 16th day of JANUARY, 2017

Patricia Ann Lumsden
PATRICIA ANN LUMSDEN
REGISTRATION NO. 154680

Notary Public in and for the State of VIRGINIA

My commission expires: 31 MARCH 2017



PLEASE RETURN THIS PAGE WITH BID SUBMISSION- (Attachment D)



CONSULTING FORESTRY SERVICES



CONSULTING FORESTRY SERVICES

- On 9/21/16 the Board approved moving forward with a Timber Management Plan.
- Part of that plan included contracting with a Timber Agent. The timber agent seeks bids for the timber, interacts with the harvesting company(-ies), assures best management practices during the operation, arranges replanting, and is typically compensated a percentage of the income gained for the landowner (the County).



CONSULTING FORESTRY SERVICES

- In December 2016, a solicitation was issued and we received two responses.
- The Committee chose to move forward with Dowdy's Forest & Land Management, LLC.
- Any Timber sales that Dowdy's Facilitates will earn them 8% commission.
- Individual Task order agreements will be brought to the board at a later date that will include actual Cost and/or Revenue projections.



CONSULTING FORESTRY SERVICES

There are 2 tracks of county owned land that were included in the Timber Management Plan to be harvested and replanted.

- Community Center - Fork Union Fire Station Tract
- Convenience Center Tract

However, this contract will allow us access to the expertise offered by Dowdy's Forest & Land Management, LLC. For any county owned land that may benefit from the services.



CONSULTING FORESTRY SERVICES

BOS Meeting 2017-05-03 p.69/245

Questions?

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB Q

MEETING DATE:	May 3, 2017				
AGENDA TITLE:	Finance Department Position Grade Change				
MOTION(s):	<p>I move to approve the following position description revision and grade change:</p> <ul style="list-style-type: none"> · FROM: Financial Services Technician, Pay Band 11, \$32,240 · TO: Financial Services Specialist, Pay Band 13, \$37,440 <p>With the funding increase to come from the FY17 Personnel Contingency.</p>				
TIED TO STRATEGIC INITIATIVES?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Eric Dahl, Deputy County Administrator/ Director of Finance and Gail Parrish, HR Manager				
PRESENTER(S):	Eric Dahl, Deputy County Administrator/ Director of Finance and Gail Parrish, HR Manager				
RECOMMENDATION:	Approval.				
TIMING:	Current.				
DISCUSSION:	<ul style="list-style-type: none"> · Finance currently has two Financial Services Technicians (PB 11). · One of the positions was intended to handle Payroll and one to work Accounts Payable; however, both positions require different skill sets. · The current Financial Services Technician (Payroll) position is responsible for knowing the complexity of payroll, but also works accounts payable, oversees financial aspects of the EMS Cost Recovery program, and assists in other reconciliations and accounting processes. · This reclassification proposed to more accurately match the workload and job requirements already being accomplished. · Instead of two Financial Service Technicians at Pay Grade 11, this would create: <ul style="list-style-type: none"> ○ One Financial Services Technician, Pay Grade 11 ○ One Financial Services Specialist, Pay Grade 13 · Position Description has been updated to reflect duty requirements, incorporate new skills, and ensure better service for Fluvanna County. 				
FISCAL IMPACT:	As presented.				
POLICY IMPACT:	N/A				

LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Updated Position Description				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X		X	



FLUVANNA COUNTY, VIRGINIA
Department of Administration
Job Description

FINANCIAL SERVICES SPECIALIST - # 1330

FLSA Status: Non-Exempt
Pay Grade: 13
Job Title ID: 1330
Reports To: Finance Director

SUMMARY

The Financial Services Specialist performs complex and specialized work involving the processing, reconciling and maintenance of County payrolls, accounts payable, billing, accounts receivable, journal entries and related records; does related work as required. Work is performed under regular supervision.

ESSENTIAL FUNCTIONS

Processes and issues employee paychecks and statements of earnings and deductions. Computes, classifies, and records numerical data to keep financial records complete. Performs any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. May also check the accuracy of figures, calculations, and postings pertaining to transactions recorded by other workers.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Plans, manages and processes full and part-time payroll bi-weekly.
- Advises management and applies IRS regulations concerning taxes and taxable fringe benefits.
- Reviews, analyzes, evaluates and prepares complex monthly financial reports and reconciliations.
- Investigates and coordinates problems of a complex nature and designs corrective procedures.
- Coordinates with Human Resources to integrate employee, payroll and benefit data to ensure best overall organizational practices, and benefit issues and/or needs.
- Processes garnishments for payroll.
- Processes and reconciles optional benefits.
- Processes and reconciles employee deferred compensation.
- Prepares employment reports.
- Processes VRS for retirement contributions and life insurance and reconciles reports.
- Prepares all quarterly payroll tax returns and payroll deposits.
- Processes and reconciles W-2's.
- Maintains complex accounting records in compliance with State and Federal regulations guidelines.
- Provides assistance to outside auditors by preparing work papers and financial reports as required.
- Determines payroll procedures and associated internal controls.
- Provides assistance with implementation and testing of enhancements to payroll software.
- Verifies coding and approval on invoices; inputs invoices on system from generated invoices or purchase orders.
- Verifies accounts payable invoice entry for accuracy; posts accounts payable to general ledger and verifies accuracy of posted batches; balances batches with program totals.
- Loads and prints accounts payable checks; runs register and various reports; prepares checks for mailing; files checks, documents and reports; prepares accounts payable schedule. Troubleshoots problems with financial software system.

- Manages and oversees the County EMS Cost Recovery Program; reconciles accounts receivables and billings; collaboration between billing company and providers; review of hardship waivers; program compliance.
- Assists with reconciliation of schools revenues and expenditures.
- Prepares and processes assigned journal entries.
- Answers telephone; greets visitors; responds to complaints and inquiries.
- Receives and processes incoming and outgoing mail.
- Performs related tasks as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of payroll, accounts payable, billing and bookkeeping terminology and methods; general knowledge of routine accounting principles and practices as related to the payroll and accounts payable process; thorough knowledge of standard office procedures, practices and equipment; ability to maintain complex financial and payroll records and to prepare financial reports accurately; ability to understand and follow complex oral and written instructions; ability to establish and maintain effective working relationships with associates, vendors and the general public.

ACCEPTABLE EDUCATION, EXPERIENCE, AND TRAINING

Any combination of education and experience equivalent to graduation from an accredited community college with major course work in bookkeeping, accounting or related field and considerable experience involving the maintenance of payroll, financial or statistical records.

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally, and a negligible amount of force frequently or constantly to move objects; work requires fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for preparing and analyzing written or computer data, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is not subject to adverse environmental conditions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

POST-OFFER REQUIREMENTS

- Background check

Recommended by:	Approved as to form:	Approved:
	Gail Parrish	Steven M. Nichols
Department Head Date	Human Resources Manager Date: April 27, 2017	County Administrator Date: April 27, 2017

Approved by Board of Supervisors on May 3, 2017. **(PENDING)**

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB R

MEETING DATE:	May 3, 2017				
AGENDA TITLE:	Raymond James Contract Addendum for Bidding Agent Services				
MOTION(S):	I move the Board of Supervisors approve the contract addendum between Fluvanna County and Raymond James Public Finance Investment Strategies Group to provide Bidding Agent Services relating to the competitive procurement of an escrow float contract for the proceeds of the Virginia Public School Authority's Series 2012 D Bonds to fund the escrow for the Virginia Public School Authority's Series 2008 Bonds, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		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:	Approve				
TIMING:	Routine				
DISCUSSION:	<p><u>Background:</u></p> <ul style="list-style-type: none"> • Series 2012 D Bonds advance refunded the Special Obligation School Financing Bonds, Fluvanna County (the "County") Series 2008 ('Refunded Bonds'). • Series 2012 D Bond Proceeds were invested in certain securities in order to pay principal and interest (Draw Requirement) on the Refunded Bonds until 12/1/2018. This is the first date the Refunded Bonds can be paid off in full. • The structure of the securities' maturity dates (Net Cashflow) did not perfectly align with the draw requirements of the principal and interest due on the Refunded Bonds. • The securities in the 2012 D Escrow were purchased via competitive process in 2012 to produce the lowest escrow cost and greatest refunding savings to the County. • This misalignment is allowing for future opportunity to reinvest cash that can generate potential value for the County. <ul style="list-style-type: none"> ○ 105-day float period beginning on 8/15/2018 ○ 75-day float period beginning on 9/16/2018 • An Escrow float contract ("Float Agreement") can be structured whereas a provider will pay VPSA/County an upfront cash payment today for the right to invest the cash from those securities maturing on 8/15/18 and 9/15/18, respectively, in exchange for another investment the Provider would deliver 				

	<p>at that time which would mature on or before 12/1/2018.</p> <ul style="list-style-type: none"> The amount of cash from those securities for reinvestment is \$57,108,000. The up-front payment is a way for VPSA/County to capture value from the recent increase in short-term rates. <p><u>Options:</u></p> <ol style="list-style-type: none"> 1. Move forward with the Float Agreement and proceed now ("take the sure thing - ~\$74K") 2. Move forward with the Float Agreement and proceed to "best" advantage ("watch the market/ set higher net savings") 3. Wait to move forward with the Float Agreement ("wait and watch the market") 4. Evaluate the option to purchase State and Local Government Series (SLGS) or other allowable defeasance securities (i.e. Treasury Notes, T-Bills), execute in Fall 2018 ("whatever the market is, assuming SLGS window is open") 5. If SLGS window is closed in Fall 2018, put bids out for other allowable defeasance securities (i.e. Treasury Notes, T-Bills) 6. Take no action <p>If the Board of Supervisors approve and move forward with the Bidding Agent Services contract addendum, staff will bring back a resolution on the May 17, 2017 meeting to determine the specifics of Net Cash Savings they would like to set related to this transaction.</p>				
FISCAL IMPACT:	Depending which option the Board of Supervisors chooses, it can provide additional unbudgeted revenue in either FY17 or FY18.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Contract Addendum for Bidding Agent Services				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X			

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB S

MEETING DATE:	May 3, 2017				
AGENDA TITLE:	Advertisement of the Proposed Fluvanna County Code Amendment Concerning Prohibition on Possession of Open or Opened Container(s) of Alcoholic Beverages in Designated Public Areas and on County Property, Subject to Exceptions				
MOTION(s):	I move the Board of Supervisors authorize staff to advertise a Public Hearing on June 21, 2017, entitled, "AN ORDINANCE TO AMEND THE FLUVANNA COUNTY CODE BY THE ADDITION IN CHAPTER 14 OF A SECTION 6, CONCERNING PROHIBITION OF OPEN OR OPENED CONTAINER(S) OF ALOCHOLIC BEVERAGES IN DESIGNATED PUBLIC AREAS AND ON COUNTY PROPERTY; EXCEPTIONS."				
TIED TO STRATEGIC INITIATIVES?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Cpt. David Wells, Sheriff's Office, Frederick W. Payne, County Attorney, & Steve Nichols, County Administrator				
PRESENTER(S):	Frederick W. Payne, County Attorney				
RECOMMENDATION:	Approval.				
TIMING:	Current.				
DISCUSSION:	<p>Enabling legislation allows localities to prohibit the possession of open or opened containers of alcoholic beverages in designated public areas, including public parks, playgrounds, public streets, and on sidewalks adjoining public streets. The County also has the authority to prohibit the possession of open or opened containers of alcoholic beverages on County-owned property. This is subject to exceptions, including any time the Virginia Alcoholic Beverage Control Board has granted a license for the service and/or consumption of alcohol or where the County has granted permission for the service and/or consumption of alcohol on County-owned property, as is permitted in Section 14-4 of the Fluvanna County Code.</p> <p>This ordinance is intended as a supplement to the provisions of Section 14-4 of the Fluvanna County Code.</p>				
FISCAL IMPACT:	None				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Ordinance				

REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX				SHERIFF

AN ORDINANCE TO AMEND THE FLUVANNA COUNTY CODE BY THE ADDITION IN CHAPTER 14 OF A SECTION 6 CONCERNING PROHIBITION ON POSSESSION OF OPEN OR OPENED CONTAINER(S) OF ALCOHOLIC BEVERAGES IN DESIGNATED PUBLIC AREAS AND ON COUNTY PROPERTY

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS, pursuant to Virginia Code Section 4.1-128.B, that the County Code be, and it is hereby, amended, in Chapter 14, by the addition of a Section 14-6, which is hereby enacted as follows:

Sec. 14-6. Prohibition on possession of open or opened container(s) of alcoholic beverages in designated public areas and on county property; exceptions.¹

It shall be unlawful for any person to possess an open or opened container containing an alcoholic beverage in any public park, playground, public street, and any sidewalk adjoining any public street and on or in any county-owned property. Any person violating this section shall be guilty of a class 4 misdemeanor.

As used herein, an “open or opened container” means any vessel containing an alcoholic beverage, in any condition other than sealed with the original manufacturer’s seal.²

As used herein, “alcoholic beverage” shall have the same meaning and definition set forth in Virginia Code § 4.1-100, as amended.

Nothing in this section shall prevent any person from possessing an open or opened container containing an alcoholic beverage in any area for any purpose approved and licensed by the Virginia Alcoholic Beverage Control Board, pursuant to Virginia Code §§ 4.1-308(B), (C), and (D), or as provided in Section 14-4(C) of this Code.

This Section serves as a supplement to Section 14-4 of this Code and shall not be construed to limit the application thereof.

¹ For enabling legislation, see Code of Va., § 4.1-128.B.

² See Code of Va., § 18.2-323.1

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB T

MEETING DATE:	May 3, 2017				
AGENDA TITLE:	Advertisement of the Proposed Fluvanna County Code Amendment Concerning Designation of the Sheriff as a Person Lawfully in Charge of the Property for Purposes of Trespass				
MOTION(s):	I move the Board of Supervisors authorize staff to advertise a Public Hearing on June 21, 2017, entitled, "AN ORDINANCE TO AMEND THE FLUVANNA COUNTY CODE BY THE ADDITION IN CHAPTER 14 OF A SECTION 5, CONCERNING DESIGNATION OF THE SHERIFF AS A 'PERSON LAWFULLY IN CHARGE OF THE PROPERTY' FOR THE PURPOSE OF FORBIDDING ANOTHER TO GO OR REMAIN UPON THE LANDS, BUILDINGS OR PREMISES OF THE OWNER."				
TIED TO STRATEGIC INITIATIVES?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Cpt. David Wells, Sheriff's Office, Frederick W. Payne, County Attorney, & Steve Nichols, County Administrator				
PRESENTER(S):	Frederick W. Payne, County Attorney				
RECOMMENDATION:	Approval.				
TIMING:	Current.				
DISCUSSION:	<p>Enabling legislation allows localities to pass an ordinance such as this to provide additional protection to property owners. This ordinance allows property owners to specifically grant local law enforcement the authority to act as their agent to enforce trespassing laws without the property owner being present. This provision is commonly used in counties and cities in the Commonwealth.</p> <p>This provision is particularly helpful in the context of rental properties, commercial areas, or other property with absentee property owners. It can also help to protect owners of land who have frequent problems with trespassing and illegal dumping.</p>				
FISCAL IMPACT:	None				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Ordinance				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX				SHERIFF

AN ORDINANCE TO AMEND THE FLUVANNA COUNTY CODE BY THE ADDITION
IN CHAPTER 14 OF A SECTION 5, CONCERNING DESIGNATION OF THE SHERIFF AS A
"PERSON LAWFULLY IN CHARGE OF THE PROPERTY" FOR THE PURPOSE OF
FORBIDDING ANOTHER TO GO OR REMAIN UPON THE LANDS, BUILDINGS OR PREMISES
OF THE OWNER

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS, pursuant to Virginia Code Section 15.2-1717.1, that the County Code be, and it is hereby, amended, in Chapter 14, by the addition of a Section 14-5, which is hereby enacted as follows:

Sec. 14-5. Designation of the Sheriff as a "person lawfully in charge of the property" for the purpose of forbidding another to go or remain upon the lands, buildings or premises of the owner.

Pursuant to § 15.2-1717.1 of the Code of Virginia, the owner of real property located within the County may make, and the Sheriff may accept, designation by such owner, designating the Sheriff as a "person lawfully in charge of the property" for the purpose of forbidding another to go or remain upon the lands, buildings or premises of the owner as specified in the designation. Any such designation shall be in writing and shall be kept on file with the Sheriff. The Sheriff shall promulgate rules, regulations and/or a procedure for the acceptance and use of such designation.

For purposes of this section, "the Sheriff" shall be deemed to include all lawfully appointed and serving deputies, as well as the Sheriff in person.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB U

MEETING DATE:	May 3, 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



Care Coordination Program

The University of Virginia Memory and Aging Care Clinic (MACC) is excited to host a pilot program for patients who have been recently diagnosed with cognitive deficits or dementia.

This program provides patients and their care partners with a Care Coordinator. Patients will be provided support and services that fit their individual needs.

The goal of this program is to improve the quality of memory care.

This program is funded by the Administration for Community Living.

The potential benefits of participating in this program will be evaluated.

What the program offers:

- Coordination of health care services
- Education about memory loss
- Emotional support
- Coping strategies
- Assistance with long-term care planning

Possible benefits include:

- Easier coordination of clinical care
- Better understanding of memory loss
- Reduced stress
- Improved mood
- Improved quality of life

**To determine if you are eligible or to learn more, call or email Jordan Oliva
(434)924-0453 jo4u@virginia.edu**



Effective Strategies Program

The University of Virginia Memory and Aging Care Clinic (MACC) is excited to host a pilot program for individuals concerned about their memory or experiencing memory changes.

The Effective Strategies Program involves attending 2 educational sessions per week, for 10 weeks.

The program is run by experts trained in brain health, aging, and memory loss.

Each session features a presentation and group discussion led by health care providers from different specialties.

Possible Benefits of Participation:

- Live independently for longer
- Learn strategies to function better in life
- Better understanding of memory loss
- Improved mood
- Increased social/emotional support

This program is funded by the Administration for Community Living.

There is no cost to participate in this program.

The potential benefits of participating in this program will be evaluated.

To determine if you are eligible or to learn more, please call or email Jordan Oliva: (434)924-0453 jo4u@virginia.edu

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB V

MEETING DATE:	May 3, 2017				
AGENDA TITLE:	TJPDC Local and Regional Projects Briefing				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Jason Smith, Community & Economic Development Director				
PRESENTER(S):	Chip Boyles, TJPDC Executive Director				
RECOMMENDATION:	For Discussion				
TIMING:	N/A				
DISCUSSION:	<p>TJPDC is in the process of developing our Annual Work Program for FY 2018. While the TJPDC has developed their annual work plan every year in the past, we have not always practiced including our member governments in the process. This year, in addition to regional efforts, we have developed a process that identifies an amount of time our staff may spend directly on local projects for each of our member localities. We would like to begin to work with your elected officials and staff in identifying priority activities for your local government that we may assist with. We would also like to discuss if there may be any regional activities that you would suggest the TJPDC to undertake. We understand that we are a regional agency and our major priorities and activities will remain regional issues, but we are happy to be able to assist with localized needs.</p> <p>We would like to offer that each member government decide how best to identify these local needs and suggested regional topics for inclusion in the annual work program. We are glad to work with staff or elected officials in this effort. The TJPDC Board of Commissioners suggested that we present this new initiative to each elected body and then follow whatever process that they feel best works for that locality. We would like to at the same time provide a brief summary of the type of projects (local and regional) that we have worked on and a qualifications statement of our staff.</p> <p>During this process, we would also be available to discuss any individual local needs that you would like us to prepare proposals for consideration.</p>				
FISCAL IMPACT:	N/A				

POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Brief Pending				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FY17 Overview

BOS Meeting 2017-05-03 p.87/245

FY18 Local Government Inquiries

Fluvanna County

May 3, 2017



Thomas Jefferson Planning District Commission

Mission Statement

The mission of the Thomas Jefferson Planning District Commission is to serve our local governments by providing regional vision, collaborative leadership and professional service to develop effective solutions.

- ❑ Regional Vision
- ❑ Collaborative Leadership
- ❑ Professional Service

Thomas Jefferson Planning District Commission

- Planning District Commissions were established by the General Assembly in 1969. Presently, there are 21 PDCs and Regional Commissions in Virginia. They are made up of elected officials and citizens appointed by local governments.
- The purpose of Planning District Commissions is to encourage and facilitate regional solutions to problems of area-wide significance. This cooperation recognizes regional opportunities and the importance of regional influences in planning and implementing public policies and services.

Thomas Jefferson Planning District Commission

- The Thomas Jefferson PDC was formed in 1972 and is guided by a locally appointed, twelve member Commission, of which at least 51% are local elected officials. Member localities include the City of Charlottesville and the Counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson.
- Funding sources include annual contributions from our member local governments, state appropriations, grants from federal and state governments, contract services and private foundations.
- Services provided to member localities and the public include planning, technical assistance, data, and information gathering.

Thomas Jefferson Planning District Commission

FY 17 Budget

- Total revenues of \$2,006,204
 - Federal revenues = 58%
 - State revenues = 18%
 - Local contracts = 16%
 - Local member per capita = 7.5%
 - Rent & Interest = .5%
- Expenses
 - 11 Employees = 37%
 - Rent = 4%
 - Contracts = 3%
 - Pass Through Payments = 46%
 - Other operating = 10%

TJPDC Services

FY17

Direct

- ☐ Nelson Rockfish Valley Small Area Plan
- ☐ Nelson Route 29 Econ Dev Study
- ☐ Albemarle Plan Review Services
- ☐ Nelson BOS Strategic Planning Facilitation
- ☐ Fluvanna FEMA Mitigation Grant
- ☐ Fluvanna Econ Dev Brochure
- ☐ Albemarle Broadband Plan Grant
- ☐ Smart Scale Transp. Applications
- ☐ Stanardsville TAP Grant
- ☐ 5th Street Station TAP Grant
- ☐ Charlottesville Better Block Demo Project

TJPDC Services

FY17

Regional

- ☐ Legislative Forum
- ☐ GO Virginia Assistance to CVPED
- ☐ Regional Broadband Facilitation
 - ☐ Fluvanna Broadband Committee
- ☐ Rivanna River Basin Commission
- ☐ MPO Route 29 Coordination
- ☐ MPO Regional Transit Study
- ☐ MPO I-64 Corridor Study
- ☐ Federal Intergovernmental Reviews

TJPDC Services

FY17

Regional

- ☐ Regional Solid Waste Plan
- ☐ Regional Hazard Mitigation Plan
- ☐ Rivanna River Corridor Facilitation
- ☐ Regional Social Services Hub
- ☐ Regional VTRANS State Transp. Plan
- ☐ Housing Preservation Grant
- ☐ HOME Affordable Housing Consortium
- ☐ Rideshare Coordination & Inventories

Regional

FY18

New in FY18, TJPDC calculates each local government's per capita contributions and subtracts out payments required for regional matches and for the administrative loss in the legislative liaison program. **75% of the balance is used for regional programs and 25% is available for direct local government services.**

Regional

FY18

- ❑ Regional programs include assistance in areas of:
 - ❑ GO Virginia
 - ❑ Regional Broadband Coordination
 - ❑ Regional Rural Transportation Planning
 - ❑ Regional Educational and Training Presentations
 - ❑ Rivanna River Basin Commision
 - ❑ Regional Quality of Life Report
 - ❑ Regional staff & program facilitation
 - ❑ MPO LRTP
 - ❑ Rural Long Range Transportation Plan
 - ❑ Lunch & Learn Series

Fluvanna

FY18

- ❑ Fluvanna's 25% of TJPDC per capita for local assistance offers approximately 33 hours of direct staff assistance to the City.
- ❑ Direct service examples include:
 - ❑ Contract offsets to assist with planning studies, land use planning, comp planning, plan review assistance, etc.
 - ❑ Strategic Planning facilitation
 - ❑ Grant writing
 - ❑ Attending meetings
 - ❑ Small planning studies
 - ❑ Use of TJPDC / WSC Meeting Spaces

Fluvanna

FY18 Fund Request

Per capita request = \$ 16,220 (pop
26,162)

MPO Match = \$0

Rural Match= (\$3,260)

Balance = \$12,960

Regional 75% = \$9,720

Fluvanna 25% = \$3,240

Approx. 33 hours

Fluvanna

FY18

The TJPDC is asking for your assistance in developing regional and especially your local needs for FY 2018.

You may work with us directly, or through your staff, or especially through your representatives on our commission, to identify your recommended regional needs and to request any direct assistance that we may provide in FY2018.

Thomas Jefferson Planning District Commission

QUESTIONS

Chip Boyles

Executive Director

cboyles@tipdc.org

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB W

MEETING DATE:	May 3, 2017				
AGENDA TITLE:	FLDP Presentation: Civil War Park Improvements				
MOTION(s):	None.				
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):	Burt Marks, FLDP Class of 2017				
RECOMMENDATION:					
TIMING:	Normal				
DISCUSSION:					
FISCAL IMPACT:	TBD				
POLICY IMPACT:	TBD				
LEGISLATIVE HISTORY:	None.				
ENCLOSURES:	Presentation				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

Palmyra Village Improvements

A project of the Fluvanna Leadership
Development Program

Phyllis Hartwell

Skip Hartwell

Tamela Hirt

Burt Marks

Florin Moldovan


(A.K.A. The Palmyra Village People)

Palmyra Village Improvements

What can be done to attract more people to the village of Palmyra?


- } Tourist attractions
- } Use by organizations such as FLDP

With more traffic comes a greater need to address safety issues.



Palmyra Village Improvements

Topics

- } Emancipation Proclamation Monument/Civil War Park Accessibility
 - } Safety Improvements
- 

Proclamation Monument/Civil War Park Accessibility

Currently, the Civil War Park is not accessible to people with disabilities.

- } The east entrance to the park meets the minimum ADA required width, however the concrete walkway has a step that keeps it from being ADA-compliant.



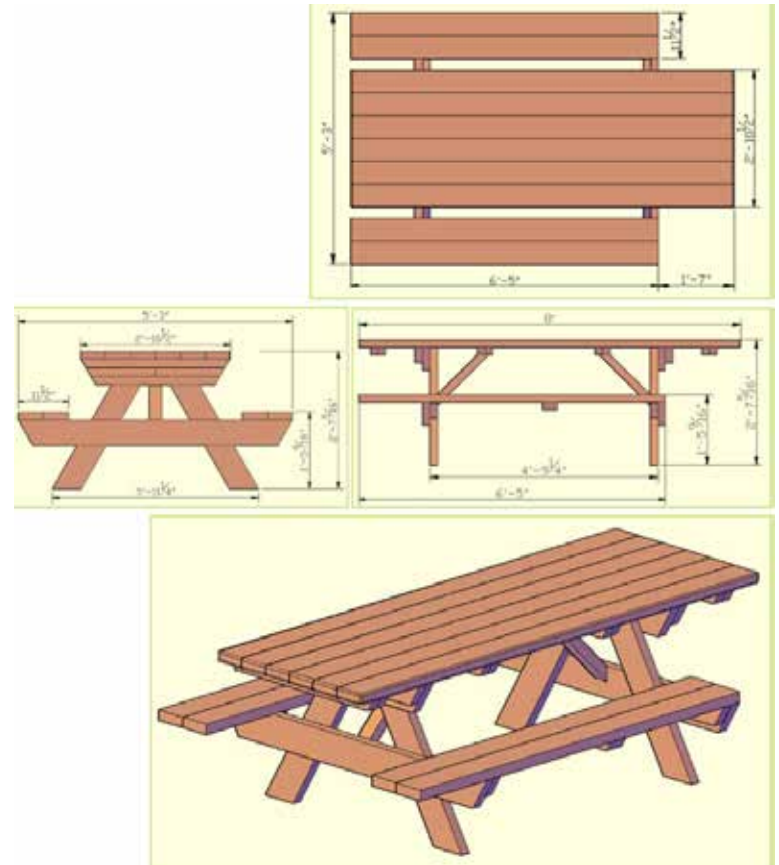
Proclamation Monument/Civil War Park Accessibility

- } The intent is to eliminate the step and provide for an entrance with a running slope of maximum 8.33%.
- } Trim adjacent hedges and maintain a minimum of 36" in clear width.



Proclamation Monument/Civil War Park Accessibility

- } In addition, we would extend the walkway to the north side of the entrance and install a handicapped-accessible picnic table.



Proclamation Monument/Civil War Park Accessibility

- } Materials for the table were donated by Better Living.
- } The table was built by FUMA students.



Proclamation Monument/Civil War Park Accessibility

- } As an added benefit to making the Civil War Park ADA-compliant, the Fluvanna Historical Society has expressed its interest in placing the recently acquired Emancipation Proclamation Monument in the Park.
- } The monument, however, would only be placed at this location if the Park becomes ADA-compliant.

Proclamation Monument/Civil War Park Accessibility

Walkway option A

Crushed Stone

- } Not the preferred material for users.
- } The most affordable option.
- } Easy to build.



Proclamation Monument/Civil War Park Accessibility

Walkway option B

Pavers

- } Multiple choices available on the market.
- } Easy to build.



Proclamation Monument/Civil War Park Accessibility

Walkway option C

Stamped Concrete

- } Similar look as the current entrance.
- } Requires professional installation.



Proclamation Monument/Civil War Park Accessibility

- } Fluvanna County Board of Supervisors approval is required in order to allow for the monument placement on county property.
- } We feel the addition of the monument to the park would only add to its historical significance and we encourage the BOS to vote in agreement.



Proclamation Monument/Civil War Park Accessibility

- } If the Board Of Supervisors approves the placement of the Proclamation Monument in the Civil War Park, the walkway would be extended to the monument location.
- } Hence, the Proclamation Monument would be Accessible as well.



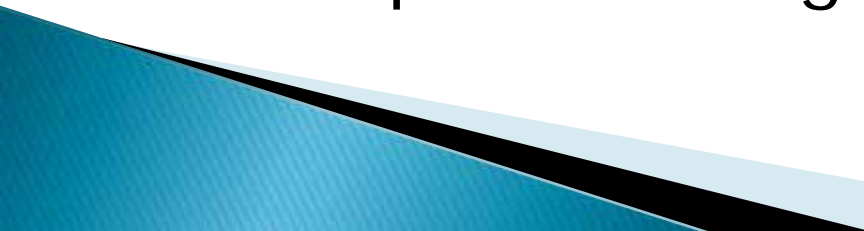
Proclamation Monument/Civil War Park Accessibility

- } The project has been discussed with the Fluvanna County Planning, Zoning and Public Works Departments.
- } A verbal approval of our plan was given by all Departments.
- } An Eagle Scout candidate has been identified.




Proclamation Monument/Civil War Park Accessibility

Funding

- } We have been given a cost estimate of \$5,000 to \$10,000 to make the park entrance ADA compliant and to extend the walkway.
 - } We have also been assured that if the BOS agrees to contribute \$1,000.00 toward the cost of the project, the remaining funds will be acquired through private funding.
- 

Proclamation Monument/Civil War Park Accessibility

Next Steps

- } We are presenting our plan to you to request your approval for the Monument placement on County property and \$1,000.00 towards the project.
 - } Once BoS approval is granted and seed money obtained, the remainder of funding can be secured.
- 

Proclamation Sign/Civil War Park Accessibility

BOS Meeting 2017-05-03 p.119/245

Project Management

- Mr. Wayne Stephens, Fluvanna County Public Works Director and County Engineer, has graciously offered to lead the construction efforts once the BOS approval is obtained and the funding secured.




Proclamation Sign/Civil War Park Accessibility

Timeline

- } We are hopeful that the project will be completed no later than September 22, 2017 which coincides with the 155th anniversary of the Preliminary Emancipation Proclamation issuance signed by President Abraham Lincoln.



Palmyra Village Safety Improvements

- } Ledge in front of vacant lot
 - } Historic Courthouse stairs
 - } Ditch along Main Street / Civil War Park
- 

Palmyra Village Safety Improvements

BOS Meeting 2017-05-03 p.122/245

Grade differences/fall protection

- } On the west side of Main Street, there is a vacant lot with a walkway at lot level and stairs at the south end.
- } There is also a sidewalk nearly 2 feet below and there was nothing to prevent pedestrians from falling onto the sidewalk.



Palmyra Village Safety Improvements

BOS Meeting 2017-05-03 p.123/245

As completed by
Mr. Wayne
Stephens



Palmyra Village Safety Improvements

Historic Courthouse Stairs

- } The first FLDP class venue – the charming Historic Courthouse – has revealed the first potential area for improvements: the lack of lighting at stairs. Fortunately, our flashlights aided in exiting the area and no one got hurt.

Palmyra Village Safety Improvements

Historic Courthouse Stairs

- } The stairs are currently lit by one light pole on each side of stairs. The light poles are illuminated by DC power via micro Photovoltaic (PV) panels located on top of poles.



Palmyra Village Safety Improvements

BOS Meeting 2017-05-03 p.126/245

Historic Courthouse Stairs

- } While the flashlights that people have can help, a more permanent solution would be in order.



Palmyra Village Safety Improvements

Improvement Option A

- } **Replace** existing PV light poles with new, more efficient PV or AC-powered light poles and LED lighting.

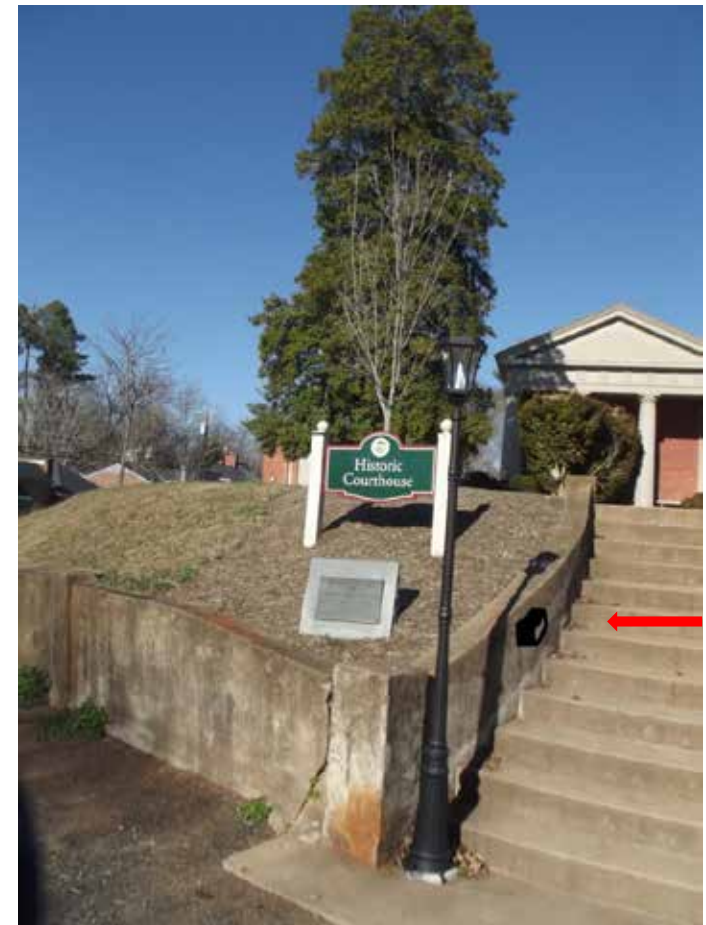
Improvement Option B

- } **Supplement** the existing PV Light Poles with PV or AC-powered lighting fixtures located along the side of stairs.

Palmyra Village Safety Improvements

Improvement Option B

- } An estimate by Budget Electrical and Mechanical totals \$3000-\$4000 including bringing AC power from the building to the fixtures.
- } They propose two fixtures on each side of the steps, as pictured to the right.



Palmyra Village Safety Improvements

BOS Meeting 2017-05-03 p.129/245

Street gutter at Civil War Park

- } The drainage ditch along the north and west is wide enough to fall into and deep enough to cause injury.
- } The ditch can easily be mistaken for a sidewalk, which is what would be expected next to parked cars.



flash photo à

Palmyra Village Safety Improvements

Street gutter at Civil War Park

- } Exiting the Leadership Development meeting at the Historic Courthouse, I fell into the ditch while walking to my car, suffered minor injury and ruined clothing.



Palmyra Village Safety Improvements

BOS Meeting 2017-05-03 p.131/245

Street gutter at Civil War Park


Improvement Option A

- } We envision a grating over the ditch, as shown here.
- } The cost, as estimated by Quality Welding, is \$30-35 per linear foot, or about \$7,000.



Palmyra Village Safety Improvements

Street gutter at Civil War Park Improvement Option B

- } The county has an extensive plan (not funded yet) which would include installing utility pipes into the ditch and covering the ditch with a sidewalk.
 - } This plan, if executed, would make the proposed grating unnecessary. Hence, we did not pursue any further research work on this problem.
- 

Palmyra Village Safety Improvements

- } I am not planning to sue the county.
- } We may not be so fortunate with regard to the next accident!



Palmyra Village Improvements


Credits

- } Mr. Roger Black
- } Mr. Brad Robinson
- } Mr. Wayne Stephens
- } Ms. Tricia Johnson
- } Mr. Marvin Moss
- } Ms. Catherine Garcia
- } Better Living
- } Thank you in advance
to the Fluvanna BOS for your consideration.



Palmyra Village Improvements

We urge you to:

- } **Approve** the placement of the Emancipation Proclamation Monument at Civil War Park.
 - } **Appropriate** \$1,000 as seed money to encourage private fund raising to make Civil War Park ADA-compatible.
 - } **Receive favorably** the future staff recommendations to eliminate safety hazards.
- 

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

TAB X

MEETING DATE:	May 3, 2017				
AGENDA TITLE:	FCPS Computer Instructional Technology & Infrastructure Replacement CIP				
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 / Director of Finance				
PRESENTER(S):	Eric Dahl, Deputy County Administrator / Director of Finance				
RECOMMENDATION:	N/A				
TIMING:	N/A				
DISCUSSION:	FCPS Computer Instructional Technology & Infrastructure Replacement CIP <ul style="list-style-type: none"> • Discuss specific Technology uses • New Equipment vs. Replacement Parts • County CIP Budget vs. Schools Operational Budget 				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Presentation FY17 CIP Schools Technology Request FY18 CIP Schools Technology Request				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			



COUNTY OF FLUVANNA, VA
FY 2017-2021 CAPITAL IMPROVEMENTS PLAN

BOS Meeting 2017-05-03 p.139/245

Project Title: Computer, Instructional Technology and Infrastructure Replacement Cycle
Agency/Department: School Division **Contact: (Print Name)** Chuck Winkler **Order in Rank #:** 1

Select One Category:	Project Description, Justification & Location (Add'l space available on page 3):
<input type="checkbox"/> FY16 Proj - add'l funding	<p>This funding will cover the costs to implement an annually recurring replacement cycle for FCPS's computers, instructional technology and infrastructure. The 2015-2016 request for this project was moved to 2016-2017 via BOS action.</p> <p>The school division currently has 2800 computers with an estimated total value of \$2.2 million dollars. 55% of these computers are used by both students and staff for instruction and support. They are also over 6 years old, are no longer covered by a warranty and are not part of a replacement cycle. Their antiquated age leads to frequent failures, lower performance, security breaches and reliability problems. All student testing computers are covered under a 5 year replacement cycle that is funded through state VPSA funds. However, testing computers alone do not meet the demand for student and staff computer access for instruction and support.</p> <p>(Continued page 3)</p>
<input checked="" type="checkbox"/> FY17-20 Proj in current CIP	
<input type="checkbox"/> New Project FY17-21	

Revenues (all figures in \$)	Proposed Source (if known)	FY2017	FY2018	FY2019	FY2020	FY2021	Total FY 17 - FY 21
Borrowing - <i>Indicate annual debt service & first year</i>							0.00
Cash							0.00
Revenue Bonds- <i>Indicate source of revenue</i>							0.00
Grant							0.00
Other							0.00
Totals		0.00	0.00	0.00	0.00	0.00	0.00
Expenditures (all figures in \$)	Prospective Vendor(s) (if known)	FY2017	FY2018	FY2019	FY2020	FY2021	Total FY 17 - FY 21
Engineering & Planning (10% of project costs)							0.00
Land Acquisition (estimate \$15k per acre)							0.00
Construction							0.00
Equipment		600,000.00	600,000.00	600,000.00	600,000.00	600,000.00	3,000,000.00
Other							0.00
Totals		600,000.00	600,000.00	600,000.00	600,000.00	600,000.00	3,000,000.00

For Office Use Only:	
County Administrator Recommendation:	<div style="text-align: center;"> Chuck Winkler <small>Digitally signed by Chuck Winkler DN: cn=Chuck Winkler, o=Fluvanna County Public Schools, ou, email=cwinkler@apps.fluco.org, c=US Date: 2015.08.31 09:57:20 -04'00'</small> </div>
Planning Commission Recommendation:	
Department Head Signature	

COUNTY OF FLUVANNA, VA
FY 2017-2021 CAPITAL IMPROVEMENTS PLAN
PROJECTED OPERATIONAL COSTS AND REVENUES

BOS Meeting 2017-05-03 p.140/245

Project Title: Computer, Instructional Technology and Infrastructure Replacement Cycle

Instructions: Enter the anticipated additional operational costs for the project beginning with the projected year of completion. If additional staff will be needed, indicate the number of positions planned. Also enter any anticipated operational revenue for the projected project.

Additional Anticipated Operational Expenses		FY2017	FY2018	FY2019	FY2020	FY2021	Total FY 17 - FY 21
Additional Staff Salary							0.00
VRS	10.58%						0.00
FICA	7.65%						0.00
Group Life	1.19%						0.00
Health Insurance							0.00
Worker's Comp							0.00
Vehicle							0.00
Vehicle Insurance							0.00
Utilities							0.00
Furniture and Fixtures							0.00
Equipment							0.00
Contractual Costs							0.00
Other							0.00
							0.00
Total Operational Costs		0.00	0.00	0.00	0.00	0.00	0.00
Total Anticipated Operational Revenues							0.00

How does this project relate to or address the future goals outlined in the Comprehensive Plan? Be Specific in description and reference comp plan chapter.

This request relates to Chapter 11, Goal 2, Items 2, 3, and 5-8 of the Comprehensive Plan.



Project Title: Computer, Instructional Technology and Infrastructure Replacement Cycle

Additional Narrative Description or Special Explanations:

The school division does not have a replacement cycle implemented for any instructional technology which is estimated in value at \$930,000. Instructional technology would include items found in a typical classroom across all grade levels such as an LCD projector, interactive whiteboard, document camera, and a television. With over 260 instructional rooms, there is a significant amount of instructional technology being used for instruction. The instructional technology within the High School is now 3 years old and in all other buildings is over 5 years old. The mass majority of this equipment is out of warranty.

The school division does not have a replacement cycle for the information technology infrastructure which is valued at an estimated \$2.5 million dollars and is 6-12 years old. Infrastructure would include the equipment for the data network, telephone system, television system, bus radio system, surveillance systems and servers. Having a robust and reliable infrastructure is critical in providing the services students and staff depend on for instruction and operations.

Virginia's Department of Education recommends replacing computers and instructional technology every 3-4 years which follows the International Society for Technology in Education's recommendations. Infrastructure replacement cycles vary with servers being replaced every 4 years while data networking equipment in 6-8 years or when their functionality has been outgrown or parts are obsolete.

We recommend that we start immediately replacing the oldest computers, instructional technology and infrastructure equipment annually. This will not replace all equipment at once or be able to cover an upgrade to certain infrastructural systems in 1 year. The total value of our equipment is \$5.6 million and would take 9.38 years to replace if all equipment was to be replaced with an annual \$600,000 budget. However, this funding will provide a maintainable and predictable cycle that should be adjusted as needs change over the ensuing years. Adjustments to this cycle should occur when instructional programs are implemented or removed that require computers, instructional technology and infrastructural changes.

FY2018-2022 CAPITAL IMPROVEMENT PLAN REQUEST**Fluvanna County****Section 1 - PROJECT INFORMATION**

Project Title:	Technology Replacement Cycle			Department/Agency Ranking:	1
Department/Agency:	Fluvanna County Public Schools	Contact Person:	Chuck Winkler		
Funding Category:	<input type="checkbox"/> New Project(FY18-22)	<input checked="" type="checkbox"/> Existing Project(FY18-21)	<input type="checkbox"/> FY17 Project (Add'l Funding)		
Applicable Comprehensive Plan Chapter(s):	<input type="checkbox"/> 1. Natural Environment	<input type="checkbox"/> 4. Transportation	<input type="checkbox"/> 7. Parks and Recreation	<input checked="" type="checkbox"/> 10. Education	
	<input type="checkbox"/> 2. Land Use & Community Design	<input type="checkbox"/> 5. Economic Development	<input type="checkbox"/> 8. Housing	<input type="checkbox"/> 11. Public Safety	
	<input type="checkbox"/> 3. Infrastructure	<input type="checkbox"/> 6. Historic Preservation	<input type="checkbox"/> 9. Human Services	<input type="checkbox"/> 12. Financial Sustainability	

Section 2 - PROJECT COSTS

Expenditure Category	Prospective Vendor (if known)	FY2018	FY2019	FY2020	FY2021	FY2022	FY18-22 Total
Engineering & Planning							\$ 0
Construction							\$ 0
Equipment		\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
Land Acquisition							\$ 0
Other (specify)							\$ 0
Other (specify)							\$ 0
TOTALS		\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000

Section 3 - PROJECTED OPERATIONAL COSTS & REVENUES

Additional Anticipated Operational Expenses	FY2018	FY2019	FY2020	FY2021	FY2022	FY18-22 Total
Additional Staff Salary						\$ 0
Benefits	Calculated at 20% of Staff Salary	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Vehicle						\$ 0
Vehicle Insurance						\$ 0
Utilities						\$ 0
Furniture and Fixtures						\$ 0
Equipment						\$ 0
Contractual costs						\$ 0
Other (specify)						\$ 0
Total Operational Costs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Anticipated Operational Revenues						\$ 0

Project Title:	Technology Replacement Cycle
Section 4 - PROJECT DESCRIPTIONS OR SPECIAL EXPLANATIONS	
<p>FY 2018:</p> <p>This funding will cover the costs to implement an annually recurring replacement cycle for FCPS's computers and instructional technology.</p> <p>The school division currently has over 5000 computers with an estimated total value of \$2.6 million dollars. 45% of these computers are used by both students and staff for instruction and support. They are also no longer covered by a warranty and are not part of a replacement cycle. Their antiquated age leads to frequent failures, lower performance, security breaches and reliability problems. All student testing computers are covered under a 5 year replacement cycle that is funded through state VPSA funds. However, testing computers alone do not meet the demand for student and staff computer access for instruction and support. **Continued in FY 2019**</p>	
<p>FY 2019:</p> <p>The school division does not have a replacement cycle implemented for any instructional technology which is estimated in value at \$930,000. Instructional technology would include items found in a typical classroom across all grade levels such as an LCD projector, interactive whiteboard, document camera, and a television. With over 260 instructional rooms, there is a significant amount of instructional technology being used for instruction. The instructional technology within the High School is now over 4 years old and in all other buildings is over 5 years old. The mass majority of this equipment is out of warranty.</p> <p>Virginia's Department of Education recommends replacing computers and instructional technology every 4 years which follows the International Society for Technology in Education's recommendations.</p>	
<p>FY 2020:</p>	
<p>FY 2021:</p>	
<p>FY 2022:</p>	

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB YZ

MEETING DATE:	May 3 rd , 2017				
AGENDA TITLE:	FY17 3 rd Quarter Budget Report				
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):	Marty Brookhart, Management Analyst				
PRESENTER(S):	Marty Brookhart, Management Analyst				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	FY17 3 rd Quarter Budget Report				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	FY17 3 rd Quarter Budget Report				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

FY17 3rd Quarter Budget Report

COUNTY OF FLUVANNA
YTD BUDGET REPORT

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
TOTAL OPERATIONAL EXPENSES	20,535,586	-31,263.82	20,504,322.18	14,618,366.13	1,358.00	5,884,598.05	71.3%
TOTAL SCHOOL EXPENSES	38,278,423	575,527.80	38,853,950.80	26,167,860.17	.00	12,686,090.63	67.3%
TOTAL CAFETERIA EXPENSES	1,478,168	54,331.00	1,532,499.00	1,069,544.36	.00	462,954.64	69.8%
TOTAL DEBT SERVICE	7,847,009	-177,000.00	7,670,009.00	7,572,213.41	.00	97,795.59	98.7%
TOTAL UTILITIES EXPENSES	326,745	-4,437.20	322,307.80	126,318.00	.00	195,989.80	39.2%
TOTAL FUSD EXPENSES	351,002	8,922.60	359,924.60	196,506.82	.00	163,417.78	54.6%
GRAND TOTAL	68,816,933	426,080.38	69,243,013.38	49,750,808.89	1,358.00	19,490,846.49	71.9%
CIP	9,473,750						
GRAND TOTAL	78,290,683						

** Report Generated by Marty Brookhart **

FY17 3rd Qtr Operational Expenditures

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 COUNTY OF FLUVANNA
 YTD BUDGET REPORT

 P 1
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FOR 2017 09

ACCOUNTS FOR: 100	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
110 BOARD OF SUPERVISORS								
10011000	401114	BOARD COMPENSATION	40,800	.00	40,800.00	29,815.37	.00	10,984.63 73.1%
10011000	402100	FICA	3,121	.00	3,121.00	1,645.74	.00	1,475.26 52.7%
10011000	402300	MEDICAL INSURANCE	28,288	-1,620.00	26,668.00	18,862.77	.00	7,805.23 70.7%
10011000	402700	WORKER'S COMPENSAT	41	-28.59	12.41	12.41	.00	.00 100.0%*
10011000	403100	PROFESSIONAL SERVI	53,000	850.00	53,850.00	48,589.00	.00	5,261.00 90.2%*
10011000	403100	12DAY PROFESSIONAL	5,000	.00	5,000.00	.00	.00	5,000.00 .0%
10011000	403300	CONTRACT SERVICES	0	.00	.00	4,896.00	.00	-4,896.00 100.0%*
10011000	403500	PRINTING AND BINDI	100	.00	100.00	36.74	.00	63.26 36.7%
10011000	403600	ADVERTISING	3,500	.00	3,500.00	3,633.60	.00	-133.60 103.8%*
10011000	405210	POSTAL SERVICES	400	.00	400.00	57.90	.00	342.10 14.5%
10011000	405230	TELECOMMUNICATIONS	4,100	.00	4,100.00	1,884.28	.00	2,215.72 46.0%
10011000	405307	PUBLIC OFFICIALS L	10,000	.00	10,000.00	9,338.00	.00	662.00 93.4%*
10011000	405510	MILEAGE ALLOWANCES	2,000	.00	2,000.00	1,261.95	.00	738.05 63.1%
10011000	405530	SUBSISTENCE & LODG	4,800	.00	4,800.00	2,475.28	.00	2,324.72 51.6%
10011000	405540	CONVENTION AND EDU	1,900	.00	1,900.00	1,355.00	.00	545.00 71.3%
10011000	405810	DUES OR ASSOCIATIO	8,000	.00	8,000.00	6,954.00	.00	1,046.00 86.9%*
10011000	406001	OFFICE SUPPLIES	500	.00	500.00	.00	.00	500.00 .0%
10011000	406012	BOOKS/PUBLICATIONS	1,250	.00	1,250.00	382.69	.00	867.31 30.6%
10011000	406014	OTHER OPERATING SU	2,000	.00	2,000.00	1,630.42	.00	369.58 81.5%*
TOTAL BOARD OF SUPERVISORS		168,800	-798.59	168,001.41	132,831.15	.00	35,170.26	79.1%

FY17 3rd Qtr Operational Expenditures

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 COUNTY OF FLUVANNA
 YTD BUDGET REPORT

 P 2
 glytdbud

FOR 2017 09

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
120 COUNTY ADMINISTRATOR							
10012000 401100 FULL-TIME SALARIES	160,424	6,052.00	166,476.00	120,927.40	.00	45,548.60	72.6%
10012000 401300 PART-TIME SALARIES	0	.00	.00	6,487.18	.00	-6,487.18	100.0%*
10012000 401310 OVERTIME PAY	3,000	.00	3,000.00	458.83	.00	2,541.17	15.3%
10012000 401335 TECHNOLOGY STIPEND	1,200	.00	1,200.00	876.85	.00	323.15	73.1%
10012000 401336 VEHICLE STIPEND	4,800	.00	4,800.00	3,507.78	.00	1,292.22	73.1%
10012000 402100 FICA	12,272	462.50	12,734.50	9,248.89	.00	3,485.61	72.6%
10012000 402210 VRS	16,973	-2,705.90	14,267.10	10,030.54	.00	4,236.56	70.3%
10012000 402250 DISABILITY	247	.00	247.00	189.93	.00	57.07	76.9%*
10012000 402300 MEDICAL INSURANCE	10,680	1,020.00	11,700.00	8,287.50	.00	3,412.50	70.8%
10012000 402400 GROUP LIFE	1,909	272.50	2,181.50	1,541.07	.00	640.43	70.6%
10012000 402700 WORKER'S COMPENSAT	160	-35.60	124.40	124.40	.00	.00	100.0%*
10012000 405210 POSTAL SERVICES	506	.00	506.00	715.09	.00	-209.09	141.3%*
10012000 405230 TELECOMMUNICATIONS	960	.00	960.00	584.59	.00	375.41	60.9%
10012000 405410 LEASE/RENT	4,488	.00	4,488.00	5,654.26	.00	-1,166.26	126.0%*
10012000 405510 MILEAGE ALLOWANCES	400	.00	400.00	375.30	.00	24.70	93.8%*
10012000 405530 SUBSISTENCE & LODG	1,100	.00	1,100.00	948.58	.00	151.42	86.2%*
10012000 405540 CONVENTION AND EDU	1,200	.00	1,200.00	505.00	.00	695.00	42.1%
10012000 405810 DUES OR ASSOCIATIO	1,610	.00	1,610.00	351.76	.00	1,258.24	21.8%
10012000 406001 OFFICE SUPPLIES	2,500	.00	2,500.00	1,677.40	.00	822.60	67.1%
10012000 406008 VEHICLE FUEL	100	.00	100.00	.00	.00	100.00	.0%
10012000 406012 BOOKS/PUBLICATIONS	350	.00	350.00	332.67	.00	17.33	95.0%*
10012000 406014 OTHER OPERATING SU	0	.00	.00	34.98	.00	-34.98	100.0%*
10012000 408102 FURNITURE & FIXTUR	500	.00	500.00	100.00	.00	400.00	20.0%
TOTAL COUNTY ADMINISTRATOR	225,379	5,065.50	230,444.50	172,960.00	.00	57,484.50	75.1%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
125 COUNTY ATTORNEY							
10012500 401100 FULL-TIME SALARIES	127,700	-127,700.00	.00	.00	.00	.00	.0%
10012500 402100 FICA	9,769	-9,769.00	.00	.00	.00	.00	.0%
10012500 402210 VRS	10,663	-10,663.00	.00	.00	.00	.00	.0%
10012500 402300 MEDICAL INSURANCE	8,700	-8,700.00	.00	.00	.00	.00	.0%
10012500 402400 GROUP LIFE	1,520	-1,520.00	.00	.00	.00	.00	.0%
10012500 402700 WORKER'S COMPENSAT	128	-128.00	.00	.00	.00	.00	.0%
10012500 403100 PROFESSIONAL SERVI	0	168,140.00	168,140.00	185,748.46	.00	-17,608.46	110.5%*
10012500 405210 POSTAL SERVICES	400	-400.00	.00	.00	.00	.00	.0%
10012500 405230 TELECOMMUNICATIONS	960	-960.00	.00	.00	.00	.00	.0%
10012500 405510 MILEAGE ALLOWANCES	400	-400.00	.00	.00	.00	.00	.0%
10012500 405530 SUBSISTENCE & LODG	2,500	-2,500.00	.00	.00	.00	.00	.0%
10012500 405540 CONVENTION AND EDU	1,800	-1,800.00	.00	.00	.00	.00	.0%
10012500 405810 DUES OR ASSOCIATIO	1,500	-1,500.00	.00	.00	.00	.00	.0%
10012500 406001 OFFICE SUPPLIES	1,000	-1,000.00	.00	.00	.00	.00	.0%
10012500 406008 VEHICLE FUEL	100	-100.00	.00	.00	.00	.00	.0%
10012500 406012 BOOKS/PUBLICATIONS	500	-500.00	.00	.00	.00	.00	.0%
10012500 408102 FURNITURE & FIXTUR	500	-500.00	.00	.00	.00	.00	.0%
TOTAL COUNTY ATTORNEY	168,140	.00	168,140.00	185,748.46	.00	-17,608.46	110.5%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
130 COMMISSIONER OF THE REVENUE							
10013000 401100 FULL-TIME SALARIES	242,361	9,465.00	251,826.00	183,500.89	.00	68,325.11	72.9%
10013000 401300 PART-TIME SALARIES	2,000	.00	2,000.00	.00	.00	2,000.00	.0%
10013000 402100 FICA	18,808	724.00	19,532.00	13,704.01	.00	5,827.99	70.2%
10013000 402210 VRS	25,224	-3,280.00	21,944.00	14,827.80	.00	7,116.20	67.6%
10013000 402250 DISABILITY	183	.00	183.00	286.37	.00	-103.37	156.5%*
10013000 402300 MEDICAL INSURANCE	27,240	-2,880.00	24,360.00	17,005.00	.00	7,355.00	69.8%
10013000 402400 GROUP LIFE	2,853	501.00	3,354.00	2,338.56	.00	1,015.44	69.7%
10013000 402700 WORKER'S COMPENSAT	240	-29.99	210.01	210.01	.00	.00	100.0%*
10013000 403100 PROFESSIONAL SERVI	17,520	.00	17,520.00	11,265.85	.00	6,254.15	64.3%
10013000 403310 BLDGS EQUIP REP &	600	.00	600.00	212.12	.00	387.88	35.4%
10013000 403500 PRINTING AND BINDI	2,000	.00	2,000.00	1,267.10	.00	732.90	63.4%
10013000 403600 ADVERTISING	200	.00	200.00	.00	.00	200.00	.0%
10013000 405210 POSTAL SERVICES	1,240	.00	1,240.00	1,547.40	.00	-307.40	124.8%*
10013000 405230 TELECOMMUNICATIONS	1,100	.00	1,100.00	727.64	.00	372.36	66.1%
10013000 405410 LEASE/RENT	4,780	.00	4,780.00	5,226.47	.00	-446.47	109.3%*
10013000 405510 MILEAGE ALLOWANCES	300	.00	300.00	.00	.00	300.00	.0%
10013000 405530 SUBSISTENCE & LODG	1,500	.00	1,500.00	400.18	.00	1,099.82	26.7%
10013000 405540 CONVENTION AND EDU	1,800	.00	1,800.00	1,240.00	.00	560.00	68.9%
10013000 405810 DUES OR ASSOCIATIO	515	.00	515.00	305.00	.00	210.00	59.2%
10013000 406001 OFFICE SUPPLIES	2,000	.00	2,000.00	1,933.70	.00	66.30	96.7%*
10013000 406008 VEHICLE FUEL	600	.00	600.00	278.36	.00	321.64	46.4%
10013000 406021 ADP SUPPLIES	400	.00	400.00	.00	.00	400.00	.0%
10013000 408102 FURNITURE & FIXTUR	1,500	.00	1,500.00	572.11	.00	927.89	38.1%
10013000 408107 EDP EQUIPMENT	800	.00	800.00	.00	.00	800.00	.0%
TOTAL COMMISSIONER OF THE REVE	355,764	4,500.01	360,264.01	256,848.57	.00	103,415.44	71.3%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
135 REASSESSMENT							
10013500 403100 PROFESSIONAL SERVI	82,872	.00	82,872.00	81,126.64	.00	1,745.36	97.9%*
10013500 403600 ADVERTISING	600	.00	600.00	376.00	.00	224.00	62.7%
10013500 405210 POSTAL SERVICES	8,100	.00	8,100.00	8,994.83	.00	-894.83	111.0%*
10013500 406001 OFFICE SUPPLIES	100	.00	100.00	116.01	.00	-16.01	116.0%*
10013500 408102 FURNITURE & FIXTUR	250	.00	250.00	.00	.00	250.00	.0%
TOTAL REASSESSMENT	91,922	.00	91,922.00	90,613.48	.00	1,308.52	98.6%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
140 TREASURER							
10014000 401100 FULL-TIME SALARIES	280,896	4,462.00	285,358.00	205,944.30	.00	79,413.70	72.2%
10014000 401300 PART-TIME SALARIES	0	.00	.00	782.00	.00	-782.00	100.0%*
10014000 402100 FICA	21,489	341.00	21,830.00	14,985.21	.00	6,844.79	68.6%
10014000 402210 VRS	29,719	-5,115.00	24,604.00	15,618.28	.00	8,985.72	63.5%
10014000 402300 MEDICAL INSURANCE	39,960	-1,425.00	38,535.00	27,965.00	.00	10,570.00	72.6%
10014000 402400 GROUP LIFE	3,343	418.00	3,761.00	2,461.36	.00	1,299.64	65.4%
10014000 402700 WORKER'S COMPENSAT	290	-89.67	200.33	200.33	.00	.00	100.0%*
10014000 403100 PROFESSIONAL SERVI	10,000	.00	10,000.00	7,375.00	.00	2,625.00	73.8%
10014000 403500 PRINTING AND BINDI	12,400	.00	12,400.00	8,413.92	.00	3,986.08	67.9%
10014000 403600 ADVERTISING	600	.00	600.00	417.00	.00	183.00	69.5%
10014000 404102 DMV DMV-ONLINE	16,700	.00	16,700.00	380.00	.00	16,320.00	2.3%
10014000 405210 POSTAL SERVICES	25,200	.00	25,200.00	16,880.83	.00	8,319.17	67.0%
10014000 405230 TELECOMMUNICATIONS	1,300	.00	1,300.00	950.14	.00	349.86	73.1%
10014000 405410 LEASE/RENT	7,890	.00	7,890.00	6,011.51	.00	1,878.49	76.2%*
10014000 405540 CONVENTION AND EDU	1,000	.00	1,000.00	406.09	.00	593.91	40.6%
10014000 405810 DUES OR ASSOCIATIO	830	.00	830.00	.00	.00	830.00	.0%
10014000 406001 OFFICE SUPPLIES	3,800	.00	3,800.00	2,858.53	.00	941.47	75.2%*
10014000 408102 FURNITURE & FIXTUR	500	.00	500.00	.00	.00	500.00	.0%
10014000 408107 EDP EQUIPMENT	1,600	.00	1,600.00	.00	.00	1,600.00	.0%
TOTAL TREASURER	457,517	-1,408.67	456,108.33	311,649.50	.00	144,458.83	68.3%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
150 INFORMATION TECHNOLOGY							
10015000 401100 FULL-TIME SALARIES	105,381	-11,642.00	93,739.00	64,868.83	.00	28,870.17	69.2%
10015000 401310 OVERTIME PAY	1,000	.00	1,000.00	57.81	.00	942.19	5.8%
10015000 402100 FICA	8,062	-891.00	7,171.00	4,871.63	.00	2,299.37	67.9%
10015000 402210 VRS	11,149	-3,115.00	8,034.00	5,514.43	.00	2,519.57	68.6%
10015000 402250 DISABILITY	0	.00	.00	96.75	.00	-96.75	100.0%*
10015000 402300 MEDICAL INSURANCE	10,680	-6,698.00	3,982.00	3,647.50	.00	334.50	91.6%*
10015000 402400 GROUP LIFE	1,254	-27.00	1,227.00	847.96	.00	379.04	69.1%
10015000 402700 WORKER'S COMPENSAT	71	4.16	75.16	75.16	.00	.00	100.0%*
10015000 403100 PROFESSIONAL SERVI	9,000	18,000.00	27,000.00	1,454.21	.00	25,545.79	5.4%
10015000 403131 ADP SERVICES	154,820	41,000.00	195,820.00	145,678.50	.00	50,141.50	74.4%
10015000 403600 ADVERTISING	0	.00	.00	135.80	.00	-135.80	100.0%*
10015000 405230 TELECOMMUNICATIONS	29,450	.00	29,450.00	20,563.72	.00	8,886.28	69.8%
10015000 405410 LEASE/RENT	250	.00	250.00	999.00	.00	-749.00	399.6%*
10015000 405510 MILEAGE ALLOWANCES	200	.00	200.00	.00	.00	200.00	.0%
10015000 405540 CONVENTION AND EDU	2,000	.00	2,000.00	.00	.00	2,000.00	.0%
10015000 405810 DUES OR ASSOCIATIO	500	.00	500.00	.00	.00	500.00	.0%
10015000 406001 OFFICE SUPPLIES	200	.00	200.00	141.72	.00	58.28	70.9%
10015000 406012 BOOKS/PUBLICATIONS	1,000	.00	1,000.00	693.11	.00	306.89	69.3%
10015000 406021 ADP SUPPLIES	9,000	.00	9,000.00	8,156.79	.00	843.21	90.6%*
10015000 408102 FURNITURE & FIXTUR	1,000	.00	1,000.00	369.90	.00	630.10	37.0%
10015000 408107 EDP EQUIPMENT	27,600	.00	27,600.00	23,561.48	.00	4,038.52	85.4%*
TOTAL INFORMATION TECHNOLOGY	372,617	36,631.16	409,248.16	281,734.30	.00	127,513.86	68.8%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
160 FINANCE							
10016000 401100 FULL-TIME SALARIES	239,593	9,864.00	249,457.00	181,789.58	.00	67,667.42	72.9%
10016000 401310 OVERTIME PAY	300	.00	300.00	.00	.00	300.00	.0%
10016000 402100 FICA	18,329	755.00	19,084.00	12,966.11	.00	6,117.89	67.9%
10016000 402210 VRS	25,349	-3,382.00	21,967.00	15,308.44	.00	6,658.56	69.7%
10016000 402250 DISABILITY	720	.00	720.00	704.70	.00	15.30	97.9%*
10016000 402300 MEDICAL INSURANCE	33,000	3,053.00	36,053.00	25,640.00	.00	10,413.00	71.1%
10016000 402400 GROUP LIFE	2,851	506.00	3,357.00	2,349.18	.00	1,007.82	70.0%
10016000 402700 WORKER'S COMPENSAT	240	-69.12	170.88	170.88	.00	.00	100.0%*
10016000 403100 PROFESSIONAL SERVI	2,000	.00	2,000.00	657.50	.00	1,342.50	32.9%
10016000 403300 CONTRACT SERVICES	725	.00	725.00	746.00	.00	-21.00	102.9%*
10016000 403305 SURPLUS COSTS	250	.00	250.00	.00	.00	250.00	.0%
10016000 403500 PRINTING AND BINDI	200	.00	200.00	73.48	.00	126.52	36.7%
10016000 403600 ADVERTISING	150	.00	150.00	486.00	.00	-336.00	324.0%*
10016000 405210 POSTAL SERVICES	2,000	.00	2,000.00	1,185.29	.00	814.71	59.3%
10016000 405230 TELECOMMUNICATIONS	500	.00	500.00	240.99	.00	259.01	48.2%
10016000 405410 LEASE/RENT	2,100	.00	2,100.00	2,049.35	.00	50.65	97.6%*
10016000 405510 MILEAGE ALLOWANCES	200	.00	200.00	124.20	.00	75.80	62.1%
10016000 405530 SUBSISTENCE & LODG	1,200	.00	1,200.00	188.64	.00	1,011.36	15.7%
10016000 405540 CONVENTION AND EDU	2,000	.00	2,000.00	565.00	.00	1,435.00	28.3%
10016000 405810 DUES OR ASSOCIATIO	1,100	.00	1,100.00	1,060.00	.00	40.00	96.4%*
10016000 406001 OFFICE SUPPLIES	3,000	.00	3,000.00	1,094.35	.00	1,905.65	36.5%
10016000 406012 BOOKS/PUBLICATIONS	100	.00	100.00	.00	.00	100.00	.0%
10016000 408102 FURNITURE & FIXTUR	500	.00	500.00	.00	.00	500.00	.0%
TOTAL FINANCE	336,407	10,726.88	347,133.88	247,399.69	.00	99,734.19	71.3%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
170 REGISTRAR/ELECTORAL BOARD							
10017000 401100 FULL-TIME SALARIES	54,680	12,231.00	66,911.00	40,713.74	.00	26,197.26	60.8%
10017000 401114 BOARD COMPENSATION	8,424	.00	8,424.00	6,155.24	.00	2,268.76	73.1%
10017000 401300 PART-TIME SALARIES	42,753	5,987.00	48,740.00	36,024.98	.00	12,715.02	73.9%
10017000 401310 OVERTIME PAY	2,013	.00	2,013.00	2,195.36	.00	-182.36	109.1%*
10017000 402100 FICA	7,454	629.00	8,083.00	6,464.18	.00	1,618.82	80.0%*
10017000 402210 VRS	9,648	-1,603.00	8,045.00	4,421.96	.00	3,623.04	55.0%
10017000 402250 DISABILITY	127	.00	127.00	79.65	.00	47.35	62.7%
10017000 402300 MEDICAL INSURANCE	14,100	-1,860.00	12,240.00	7,650.00	.00	4,590.00	62.5%
10017000 402400 GROUP LIFE	1,085	145.00	1,230.00	697.47	.00	532.53	56.7%
10017000 402700 WORKER'S COMPENSAT	116	-45.43	70.57	70.57	.00	.00	100.0%*
10017000 403300 CONTRACT SERVICES	62,154	3,000.00	65,154.00	43,587.75	.00	21,566.25	66.9%
10017000 403600 ADVERTISING	750	.00	750.00	230.00	.00	520.00	30.7%
10017000 405210 POSTAL SERVICES	3,500	1,100.00	4,600.00	2,823.10	.00	1,776.90	61.4%
10017000 405230 TELECOMMUNICATIONS	1,930	.00	1,930.00	470.29	.00	1,459.71	24.4%
10017000 405410 LEASE/RENT	2,910	1,900.00	4,810.00	3,186.22	.00	1,623.78	66.2%
10017000 405510 MILEAGE ALLOWANCES	2,500	.00	2,500.00	1,107.40	.00	1,392.60	44.3%
10017000 405530 SUBSISTENCE & LODG	2,400	.00	2,400.00	14.15	.00	2,385.85	.6%
10017000 405540 CONVENTION AND EDU	2,600	.00	2,600.00	4,704.83	.00	-2,104.83	181.0%*
10017000 405810 DUES OR ASSOCIATIO	455	.00	455.00	180.00	.00	275.00	39.6%
10017000 406001 OFFICE SUPPLIES	3,500	500.00	4,000.00	1,361.04	.00	2,638.96	34.0%
10017000 408101 MACHINERY AND EQUI	8,000	.00	8,000.00	.00	.00	8,000.00	.0%
10017000 408102 FURNITURE & FIXTUR	3,800	.00	3,800.00	1,890.77	.00	1,909.23	49.8%
TOTAL REGISTRAR/ELECTORAL BOAR	234,899	21,983.57	256,882.57	164,028.70	.00	92,853.87	63.9%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
180 HUMAN RESOURCES							
10018000 401100 FULL-TIME SALARIES	56,515	3,477.00	59,992.00	43,255.12	.00	16,736.88	72.1%
10018000 402100 FICA	4,323	266.00	4,589.00	3,254.64	.00	1,334.36	70.9%
10018000 402210 VRS	5,979	-838.00	5,141.00	3,592.82	.00	1,548.18	69.9%
10018000 402300 MEDICAL INSURANCE	5,880	660.00	6,540.00	4,382.50	.00	2,157.50	67.0%
10018000 402400 GROUP LIFE	673	113.00	786.00	551.91	.00	234.09	70.2%
10018000 402700 WORKER'S COMPENSAT	65	-24.69	40.31	40.31	.00	.00	100.0%*
10018000 403100 PROFESSIONAL SERVI	18,700	.00	18,700.00	11,178.00	.00	7,522.00	59.8%
10018000 405230 TELECOMMUNICATIONS	0	.00	.00	30.39	.00	-30.39	100.0%*
10018000 405350 RECRUITMENT	1,500	.00	1,500.00	1,125.35	.00	374.65	75.0%*
10018000 405360 EMPLOYEE RECOGNITI	8,750	.00	8,750.00	4,964.15	.00	3,785.85	56.7%
10018000 405410 LEASE/RENT	550	.00	550.00	404.46	.00	145.54	73.5%
10018000 405510 MILEAGE ALLOWANCES	100	.00	100.00	.00	.00	100.00	.0%
10018000 405530 SUBSISTENCE & LODG	250	.00	250.00	.00	.00	250.00	.0%
10018000 405540 CONVENTION AND EDU	1,000	.00	1,000.00	.00	.00	1,000.00	.0%
10018000 405810 DUES OR ASSOCIATIO	530	.00	530.00	270.00	.00	260.00	50.9%
10018000 406001 OFFICE SUPPLIES	500	.00	500.00	1,274.09	.00	-774.09	254.8%*
10018000 406012 BOOKS/PUBLICATIONS	130	.00	130.00	79.45	.00	50.55	61.1%
TOTAL HUMAN RESOURCES	105,445	3,653.31	109,098.31	74,403.19	.00	34,695.12	68.2%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<hr/>							
210 GENERAL DISTRICT COURT							
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10021000 403320 MAINTENANCE CONTRA	3,015	.00	3,015.00	2,173.49	.00	841.51	72.1%
10021000 405230 TELECOMMUNICATIONS	4,000	.00	4,000.00	1,940.13	.00	2,059.87	48.5%
10021000 405410 LEASE/RENT	112	.00	112.00	30.00	.00	82.00	26.8%
10021000 405510 MILEAGE ALLOWANCES	150	.00	150.00	.00	.00	150.00	.0%
10021000 405540 CONVENTION AND EDU	500	.00	500.00	.00	.00	500.00	.0%
10021000 405810 DUES OR ASSOCIATIO	60	.00	60.00	.00	.00	60.00	.0%
10021000 406001 OFFICE SUPPLIES	700	.00	700.00	474.84	.00	225.16	67.8%
TOTAL GENERAL DISTRICT COURT	8,537	.00	8,537.00	4,618.46	.00	3,918.54	54.1%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
220 COURT SERVICE UNIT							
10022000 405210 POSTAL SERVICES	160	.00	160.00	116.00	.00	44.00	72.5%
10022000 405230 TELECOMMUNICATIONS	900	.00	900.00	244.63	.00	655.37	27.2%
10022000 405410 LEASE/RENT	250	.00	250.00	139.50	.00	110.50	55.8%
10022000 405510 MILEAGE ALLOWANCES	550	.00	550.00	284.43	.00	265.57	51.7%
10022000 405540 CONVENTION AND EDU	300	.00	300.00	44.56	.00	255.44	14.9%
10022000 406001 OFFICE SUPPLIES	700	.00	700.00	110.77	.00	589.23	15.8%
TOTAL COURT SERVICE UNIT	2,860	.00	2,860.00	939.89	.00	1,920.11	32.9%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
230 CLERK OF THE CIRCUIT COURT							
10023000 401100 FULL-TIME SALARIES	381,817	.00	381,817.00	269,259.67	.00	112,557.33	70.5%
10023000 401310 OVERTIME PAY	2,000	.00	2,000.00	579.87	.00	1,420.13	29.0%
10023000 402100 FICA	29,209	.00	29,209.00	19,024.04	.00	10,184.96	65.1%
10023000 402210 VRS	40,396	-10,258.00	30,138.00	21,875.04	.00	8,262.96	72.6%
10023000 402250 DISABILITY	185	.00	185.00	781.38	.00	-596.38	422.4%*
10023000 402300 MEDICAL INSURANCE	66,120	1,473.00	67,593.00	46,617.50	.00	20,975.50	69.0%
10023000 402400 GROUP LIFE	4,544	63.00	4,607.00	3,449.53	.00	1,157.47	74.9%
10023000 402600 UNEMPLOYMENT	0	.00	.00	2,268.00	.00	-2,268.00	100.0%*
10023000 402700 WORKER'S COMPENSAT	371	-125.17	245.83	245.83	.00	.00	100.0%*
10023000 403100 PROFESSIONAL SERVI	36,000	18,766.00	54,766.00	26,883.51	.00	27,882.49	49.1%
10023000 403140 TTFND TECHNOLOGY TR	7,000	.00	7,000.00	6,932.40	.00	67.60	99.0%*
10023000 403150 RECPR RECORD PRESER	14,000	17,900.00	31,900.00	31,900.00	.00	.00	100.0%*
10023000 403300 CONTRACT SERVICES	1,500	.00	1,500.00	574.58	.00	925.42	38.3%
10023000 403310 BLDGS EQUIP REP &	500	.00	500.00	175.00	.00	325.00	35.0%
10023000 403320 MAINTENANCE CONTRA	1,200	.00	1,200.00	315.00	.00	885.00	26.3%
10023000 403500 PRINTING AND BINDI	3,000	.00	3,000.00	1,289.02	.00	1,710.98	43.0%
10023000 405210 POSTAL SERVICES	5,000	.00	5,000.00	2,000.00	.00	3,000.00	40.0%
10023000 405230 TELECOMMUNICATIONS	1,500	.00	1,500.00	379.72	.00	1,120.28	25.3%
10023000 405410 LEASE/RENT	3,300	.00	3,300.00	2,519.22	.00	780.78	76.3%*
10023000 405510 MILEAGE ALLOWANCES	750	.00	750.00	183.60	.00	566.40	24.5%
10023000 405540 CONVENTION AND EDU	1,000	.00	1,000.00	800.00	.00	200.00	80.0%*
10023000 405810 DUES OR ASSOCIATIO	400	.00	400.00	.00	.00	400.00	.0%
10023000 406001 OFFICE SUPPLIES	7,000	.00	7,000.00	3,883.70	.00	3,116.30	55.5%
10023000 406012 BOOKS/PUBLICATIONS	100	.00	100.00	8.75	.00	91.25	8.8%
10023000 408102 FURNITURE & FIXTUR	1,000	10,212.00	11,212.00	-2.41	.00	11,214.41	.0%
10023000 408107 EDP EQUIPMENT	2,500	.00	2,500.00	.00	.00	2,500.00	.0%
TOTAL CLERK OF THE CIRCUIT COU	610,392	38,030.83	648,422.83	441,942.95	.00	206,479.88	68.2%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
235 CIRCUIT COURT JUDGE							
10023500 401115 COMPENSATION-JUROR	10,800	.00	10,800.00	2,044.86	.00	8,755.14	18.9%
10023500 401116 COMPENSATION-JURY	180	.00	180.00	180.00	.00	.00	100.0%*
10023500 401117 COMPENSATION-CIVIL	4,500	.00	4,500.00	2,220.00	.00	2,280.00	49.3%
10023500 401118 COMPENSATION-GRAND	1,260	.00	1,260.00	750.00	.00	510.00	59.5%
10023500 401119 COMPENSATION-WITNE	1,500	.00	1,500.00	.00	.00	1,500.00	.0%
10023500 401120 COURT APPOINTED AT	500	.00	500.00	.00	.00	500.00	.0%
10023500 403100 PROFESSIONAL SERVI	28,500	.00	28,500.00	2,789.00	.00	25,711.00	9.8%
10023500 405230 TELECOMMUNICATIONS	450	.00	450.00	113.16	.00	336.84	25.1%
10023500 405810 DUES OR ASSOCIATIO	150	.00	150.00	.00	.00	150.00	.0%
10023500 406001 OFFICE SUPPLIES	750	.00	750.00	318.25	.00	431.75	42.4%
10023500 408102 FURNITURE & FIXTUR	6,000	7,862.00	13,862.00	2,689.03	.00	11,172.97	19.4%
10023500 408107 EDP EQUIPMENT	2,500	.00	2,500.00	141.58	.00	2,358.42	5.7%
TOTAL CIRCUIT COURT JUDGE	57,090	7,862.00	64,952.00	11,245.88	.00	53,706.12	17.3%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
240 COMMONWEALTHS ATTORNEY							
10024000 401100 FULL-TIME SALARIES	292,782	9,526.00	302,308.00	225,548.02	.00	76,759.98	74.6%
10024000 401100 VICWT FULL-TIME SAL	47,545	931.00	48,476.00	35,300.27	.00	13,175.73	72.8%
10024000 402100 FICA	22,398	728.00	23,126.00	15,820.33	.00	7,305.67	68.4%
10024000 402100 VICWT FICA	3,637	71.00	3,708.00	2,611.75	.00	1,096.25	70.4%
10024000 402210 VRS	30,976	-7,776.00	23,200.00	17,331.37	.00	5,868.63	74.7%
10024000 402210 VICWT VRS	5,030	-883.00	4,147.00	2,852.94	.00	1,294.06	68.8%
10024000 402250 DISABILITY	0	.00	.00	365.48	.00	-365.48	100.0%*
10024000 402300 MEDICAL INSURANCE	37,920	2,490.00	40,410.00	27,415.00	.00	12,995.00	67.8%
10024000 402300 VICWT MEDICAL INSUR	5,880	240.00	6,120.00	4,335.00	.00	1,785.00	70.8%
10024000 402400 GROUP LIFE	3,484	63.00	3,547.00	2,735.46	.00	811.54	77.1%*
10024000 402400 VICWT GROUP LIFE	566	67.00	633.00	449.96	.00	183.04	71.1%
10024000 402700 WORKER'S COMPENSAT	210	32.72	242.72	242.72	.00	.00	100.0%*
10024000 403300 CONTRACT SERVICES	2,875	.00	2,875.00	272.40	.00	2,602.60	9.5%
10024000 403320 MAINTENANCE CONTRA	4,964	.00	4,964.00	3,206.88	.00	1,757.12	64.6%
10024000 405210 POSTAL SERVICES	775	.00	775.00	134.98	.00	640.02	17.4%
10024000 405230 TELECOMMUNICATIONS	1,700	.00	1,700.00	985.62	.00	714.38	58.0%
10024000 405410 LEASE/RENT	458	.00	458.00	181.95	.00	276.05	39.7%
10024000 405540 CONVENTION AND EDU	5,000	.00	5,000.00	2,599.50	.00	2,400.50	52.0%
10024000 405810 DUES OR ASSOCIATIO	1,210	100.00	1,310.00	1,302.00	.00	8.00	99.4%*
10024000 406001 OFFICE SUPPLIES	4,870	.00	4,870.00	2,839.87	.00	2,030.13	58.3%
10024000 406012 BOOKS/PUBLICATIONS	7,030	.00	7,030.00	2,335.26	.00	4,694.74	33.2%
10024000 406014 VICWT OTHER OPERATI	0	.00	.00	900.88	.00	-900.88	100.0%*
10024000 408102 FURNITURE & FIXTUR	1,500	-100.00	1,400.00	888.98	.00	511.02	63.5%
10024000 408107 EDP EQUIPMENT	250	.00	250.00	.00	.00	250.00	.0%
TOTAL COMMONWEALTHS ATTORNEY	481,060	5,489.72	486,549.72	350,656.62	.00	135,893.10	72.1%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
310 SHERIFF							
10031000 401100 FULL-TIME SALARIES	1,612,361	-3,876.64	1,608,484.36	1,147,166.59	.00	461,317.77	71.3%
10031000 401300 PART-TIME SALARIES	41,739	1,918.00	43,657.00	29,769.46	.00	13,887.54	68.2%
10031000 401310 OVERTIME PAY	50,000	.00	50,000.00	23,139.10	.00	26,860.90	46.3%
10031000 401320 HOLIDAY & DISCRETI	44,000	.00	44,000.00	51,323.61	.00	-7,323.61	116.6%*
10031000 401325 CONTRACTUAL WAGES	30,000	.00	30,000.00	24,315.00	.00	5,685.00	81.1%*
10031000 402100 FICA	121,314	147.00	121,461.00	92,718.52	.00	28,742.48	76.3%*
10031000 402210 VRS	163,363	-32,121.00	131,242.00	90,631.56	.00	40,610.44	69.1%
10031000 402250 DISABILITY	0	.00	.00	39.44	.00	-39.44	100.0%*
10031000 402300 MEDICAL INSURANCE	158,913	80,303.00	239,216.00	172,644.64	.00	66,571.36	72.2%
10031000 402400 GROUP LIFE	18,374	1,688.00	20,062.00	14,335.58	.00	5,726.42	71.5%
10031000 402600 UNEMPLOYMENT	0	.00	.00	-83.75	.00	83.75	100.0%
10031000 402700 WORKER'S COMPENSAT	25,477	4,639.28	30,116.28	30,116.28	.00	.00	100.0%*
10031000 402750 LINE OF DUTY	10,642	.00	10,642.00	11,447.00	.00	-805.00	107.6%*
10031000 402810 CLOTHING ALLOWANCE	2,800	.00	2,800.00	2,100.00	.00	700.00	75.0%
10031000 403100 PROFESSIONAL SERVI	746	.00	746.00	924.00	.00	-178.00	123.9%*
10031000 403190 INVESTIGATIVE SERV	0	.00	.00	483.90	.00	-483.90	100.0%*
10031000 403300 CONTRACT SERVICES	2,000	.00	2,000.00	1,016.40	.00	983.60	50.8%
10031000 403310 BLDGS EQUIP REP &	3,200	.00	3,200.00	110.06	.00	3,089.94	3.4%
10031000 403315 VEHICLES REP & MAI	25,300	.00	25,300.00	22,228.86	.00	3,071.14	87.9%*
10031000 403320 MAINTENANCE CONTRA	22,138	.00	22,138.00	10,822.21	.00	11,315.79	48.9%
10031000 403600 ADVERTISING	1,000	.00	1,000.00	63.00	.00	937.00	6.3%
10031000 405210 POSTAL SERVICES	2,000	.00	2,000.00	983.13	.00	1,016.87	49.2%
10031000 405230 TELECOMMUNICATIONS	39,559	.00	39,559.00	35,496.31	.00	4,062.69	89.7%*
10031000 405305 VEHICLE INSURANCE	21,000	.00	21,000.00	20,509.76	.00	490.24	97.7%*
10031000 405310 VOLUNTEER ACCIDENT	0	.00	.00	1,000.00	.00	-1,000.00	100.0%*
10031000 405410 LEASE/RENT	4,215	.00	4,215.00	3,373.71	.00	841.29	80.0%*
10031000 405530 SUBSISTENCE & LODG	5,000	.00	5,000.00	7,192.99	.00	-2,192.99	143.9%*
10031000 405540 CONVENTION AND EDU	37,200	.00	37,200.00	37,128.30	.00	71.70	99.8%*
10031000 405550 EXTRADITION OF PRI	1,000	.00	1,000.00	.00	.00	1,000.00	.0%
10031000 405810 DUES OR ASSOCIATIO	2,200	.00	2,200.00	342.00	.00	1,858.00	15.5%
10031000 406001 OFFICE SUPPLIES	8,500	3,876.64	12,376.64	4,402.81	.00	7,973.83	35.6%
10031000 406002 FOOD SUPPLIES	0	.00	.00	24.06	.00	-24.06	100.0%*
10031000 406008 VEHICLE FUEL	60,000	.00	60,000.00	33,519.63	.00	26,480.37	55.9%
10031000 406009 VEHICLE/POWER EQUI	21,050	.00	21,050.00	10,764.60	.00	10,285.40	51.1%
10031000 406010 POLICE SUPPLIES	22,850	432.50	23,282.50	15,141.62	.00	8,140.88	65.0%
10031000 406011 UNIFORM/WEARING AP	10,900	.00	10,900.00	2,346.52	1,358.00	7,195.48	34.0%
10031000 406011 BPVST UNIFORM/WEARI	2,638	.00	2,638.00	1,359.40	.00	1,278.60	51.5%
10031000 406014 OTHER OPERATING SU	1,000	.00	1,000.00	810.22	.00	189.78	81.0%*
10031000 406014 16VOL OTHER OPERATI	0	1,500.00	1,500.00	1,931.96	.00	-431.96	128.8%*
10031000 408101 MACHINERY AND EQUI	2,500	.00	2,500.00	45.50	.00	2,454.50	1.8%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
10031000 408102 FURNITURE & FIXTUR	1,500	.00	1,500.00	.00	.00	1,500.00	.0%
10031000 408103 COMMUNICATIONS EQU	2,000	.00	2,000.00	596.75	.00	1,403.25	29.8%
TOTAL SHERIFF	2,578,479	58,506.78	2,636,985.78	1,902,280.73	1,358.00	733,347.05	72.2%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
320 E911							
10032000 401100 FULL-TIME SALARIES	540,816	14,291.00	555,107.00	362,645.76	.00	192,461.24	65.3%
10032000 401300 PART-TIME SALARIES	18,566	.00	18,566.00	3,016.18	.00	15,549.82	16.2%
10032000 401310 OVERTIME PAY	21,364	.00	21,364.00	16,838.75	.00	4,525.25	78.8%*
10032000 401320 HOLIDAY & DISCRETI	19,440	.00	19,440.00	26,974.72	.00	-7,534.72	138.8%*
10032000 401333 EDUCATIONAL STIPEN	3,500	.00	3,500.00	.00	.00	3,500.00	.0%
10032000 402100 FICA	37,675	1,093.00	38,768.00	30,281.35	.00	8,486.65	78.1%*
10032000 402210 VRS	52,104	-8,860.00	43,244.00	27,729.14	.00	15,514.86	64.1%
10032000 402250 DISABILITY	596	.00	596.00	694.11	.00	-98.11	116.5%*
10032000 402300 MEDICAL INSURANCE	59,940	8,942.00	68,882.00	47,533.33	.00	21,348.67	69.0%
10032000 402400 GROUP LIFE	5,861	749.00	6,610.00	4,356.80	.00	2,253.20	65.9%
10032000 402700 WORKER'S COMPENSAT	492	-143.77	348.23	348.23	.00	.00	100.0%*
10032000 403161 E911 NEW ROAD SIGN	14,006	.00	14,006.00	8,867.50	.00	5,138.50	63.3%
10032000 403300 CONTRACT SERVICES	46,000	.00	46,000.00	33,025.00	.00	12,975.00	71.8%
10032000 403310 BLDGS EQUIP REP &	21,081	.00	21,081.00	5,343.89	.00	15,737.11	25.3%
10032000 403320 E911O MAINTENANCE C	57,885	.00	57,885.00	74,155.72	.00	-16,270.72	128.1%*
10032000 405230 TELECOMMUNICATIONS	70,000	.00	70,000.00	41,885.42	.00	28,114.58	59.8%
10032000 405410 LEASE/RENT	1,320	.00	1,320.00	621.84	.00	698.16	47.1%
10032000 405510 MILEAGE ALLOWANCES	500	.00	500.00	.00	.00	500.00	.0%
10032000 405530 SUBSISTENCE & LODG	2,000	.00	2,000.00	107.37	.00	1,892.63	5.4%
10032000 405540 CONVENTION AND EDU	2,000	.00	2,000.00	.00	.00	2,000.00	.0%
10032000 405540 12WEP CONVENTION AN	0	2,000.00	2,000.00	883.00	.00	1,117.00	44.2%
10032000 405810 DUES OR ASSOCIATIO	500	.00	500.00	406.00	.00	94.00	81.2%*
10032000 406001 OFFICE SUPPLIES	2,000	.00	2,000.00	1,068.32	.00	931.68	53.4%
10032000 406011 UNIFORM/WEARING AP	1,200	.00	1,200.00	640.99	.00	559.01	53.4%
10032000 408107 EDP EQUIPMENT	2,000	.00	2,000.00	301.51	.00	1,698.49	15.1%
TOTAL E911	980,846	18,071.23	998,917.23	687,724.93	.00	311,192.30	68.8%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
325 FIRE AND RESCUE SQUAD							
10032500 402750 LINE OF DUTY	17,030	.00	17,030.00	11,830.00	.00	5,200.00	69.5%
10032500 405305 VEHICLE INSURANCE	0	68,560.00	68,560.00	46,074.08	.00	22,485.92	67.2%
10032500 405308 GENERAL LIABILITY	180,322	-160,999.00	19,323.00	26,940.00	.00	-7,617.00	139.4%*
10032500 405310 VOLUNTEER ACCIDENT	0	22,439.00	22,439.00	12,885.00	.00	9,554.00	57.4%
10032500 405311 F&R WORKERS COMPEN	0	70,000.00	70,000.00	45,768.00	.00	24,232.00	65.4%
10032500 405410 LEASE/RENT	0	.00	.00	71.46	.00	-71.46	100.0%*
10032500 405540 CONVENTION AND EDU	11,000	.00	11,000.00	7,633.24	.00	3,366.76	69.4%
10032500 405623 SCOTTSVILLE VOLUNT	10,000	.00	10,000.00	10,000.00	.00	.00	100.0%*
10032500 405624 SCOTTSVILLE VOL. R	25,000	.00	25,000.00	25,000.00	.00	.00	100.0%*
10032500 405625 FIRE & RESCUE ASSN	453,928	.00	453,928.00	345,890.50	.00	108,037.50	76.2%*
10032500 405626 FIRE & RESCUE CAPI	140,000	.00	140,000.00	140,000.00	.00	.00	100.0%*
10032500 405627 STFRE STATE FIRE FU	61,610	21,761.00	83,371.00	.00	.00	83,371.00	.0%
10032500 405628 24LFE FOUR FOR LIFE	24,590	.00	24,590.00	.00	.00	24,590.00	.0%
10032500 408105 VEHICLE	0	.00	.00	10.00	.00	-10.00	100.0%*
10032500 408107 EDP EQUIPMENT	0	.00	.00	1,157.22	.00	-1,157.22	100.0%*
TOTAL FIRE AND RESCUE SQUAD	923,480	21,761.00	945,241.00	673,259.50	.00	271,981.50	71.2%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
330 FOREST WARDEN							
10033000 405660 FOREST FIRE SUPPRE	9,053	.00	9,053.00	9,011.97	.00	41.03	99.5%*
TOTAL FOREST WARDEN	9,053	.00	9,053.00	9,011.97	.00	41.03	99.5%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
335 CORRECTION AND DETENTION							
10033500 401114 BOARD COMPENSATION	2,208	.00	2,208.00	1,870.00	.00	338.00	84.7%*
10033500 402100 FICA	162	.00	162.00	139.58	.00	22.42	86.2%*
10033500 403840 CONFINEMENT - BRJD	192,432	.00	192,432.00	156,254.20	.00	36,177.80	81.2%*
10033500 406002 FOOD SUPPLIES	500	.00	500.00	31.97	.00	468.03	6.4%
10033500 407003 BRJDC DEBT PAYMENT	71,845	.00	71,845.00	71,734.00	.00	111.00	99.8%*
10033500 407004 CVRJ COST OF PRISO	1,023,942	.00	1,023,942.00	1,023,942.00	.00	.00	100.0%*
TOTAL CORRECTION AND DETENTION	1,291,089	.00	1,291,089.00	1,253,971.75	.00	37,117.25	97.1%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
340 BUILDING INSPECTIONS							
10034000 401100 FULL-TIME SALARIES	174,645	-39,289.00	135,356.00	94,569.84	.00	40,786.16	69.9%
10034000 402100 FICA	13,361	-3,006.00	10,355.00	6,625.81	.00	3,729.19	64.0%
10034000 402210 VRS	18,365	-10,377.00	7,988.00	7,763.26	.00	224.74	97.2%*
10034000 402250 DISABILITY	0	.00	.00	348.02	.00	-348.02	100.0%*
10034000 402300 MEDICAL INSURANCE	22,440	3,248.00	25,688.00	18,105.00	.00	7,583.00	70.5%
10034000 402400 GROUP LIFE	2,078	-858.00	1,220.00	1,193.05	.00	26.95	97.8%*
10034000 402700 WORKER'S COMPENSAT	2,180	934.30	3,114.30	3,114.30	.00	.00	100.0%*
10034000 403100 PROFESSIONAL SERVI	650	.00	650.00	.00	.00	650.00	.0%
10034000 403300 CONTRACT SERVICES	1,000	.00	1,000.00	1,100.00	.00	-100.00	110.0%*
10034000 405210 POSTAL SERVICES	400	.00	400.00	79.23	.00	320.77	19.8%
10034000 405230 TELECOMMUNICATIONS	2,000	.00	2,000.00	1,083.18	.00	916.82	54.2%
10034000 405540 CONVENTION AND EDU	600	.00	600.00	-132.81	.00	732.81	-22.1%
10034000 405810 DUES OR ASSOCIATIO	175	.00	175.00	.00	.00	175.00	.0%
10034000 405997 SURCHARGE	3,000	.00	3,000.00	669.55	.00	2,330.45	22.3%
10034000 406001 OFFICE SUPPLIES	1,500	.00	1,500.00	712.07	.00	787.93	47.5%
10034000 406008 VEHICLE FUEL	4,000	.00	4,000.00	213.33	.00	3,786.67	5.3%
10034000 406012 BOOKS/PUBLICATIONS	300	.00	300.00	992.49	.00	-692.49	330.8%*
10034000 408102 FURNITURE & FIXTUR	0	.00	.00	113.98	.00	-113.98	100.0%*
TOTAL BUILDING INSPECTIONS	246,694	-49,347.70	197,346.30	136,550.30	.00	60,796.00	69.2%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
345 EMERGENCY MANAGEMENT							
10034500 401100 FULL-TIME SALARIES	55,450	954.00	56,404.00	41,176.14	.00	15,227.86	73.0%
10034500 402100 FICA	4,242	73.00	4,315.00	3,147.86	.00	1,167.14	73.0%
10034500 402210 VRS	5,867	-1,033.00	4,834.00	3,398.38	.00	1,435.62	70.3%
10034500 402300 MEDICAL INSURANCE	4,968	1,572.00	6,540.00	4,382.50	.00	2,157.50	67.0%
10034500 402400 GROUP LIFE	660	79.00	739.00	522.16	.00	216.84	70.7%
10034500 402700 WORKER'S COMPENSAT	60	-20.45	39.55	39.55	.00	.00	100.0%*
10034500 403100 PROFESSIONAL SERVI	289,150	-223,573.00	65,577.00	18,000.00	.00	47,577.00	27.4%
10034500 403300 CONTRACT SERVICES	600,000	.00	600,000.00	387,968.72	.00	212,031.28	64.7%
10034500 403300 CSTRC CONTRACT SERV	23,457	.00	23,457.00	11,091.19	.00	12,365.81	47.3%
10034500 403500 PRINTING AND BINDI	300	.00	300.00	.00	.00	300.00	.0%
10034500 403600 ADVERTISING	1,000	.00	1,000.00	.00	.00	1,000.00	.0%
10034500 405230 TELECOMMUNICATIONS	0	.00	.00	329.89	.00	-329.89	100.0%*
10034500 405510 MILEAGE ALLOWANCES	50	.00	50.00	.00	.00	50.00	.0%
10034500 405530 SUBSISTENCE & LODG	500	.00	500.00	.00	.00	500.00	.0%
10034500 405540 CONVENTION AND EDU	3,550	.00	3,550.00	1,509.72	.00	2,040.28	42.5%
10034500 405810 DUES OR ASSOCIATIO	200	.00	200.00	75.00	.00	125.00	37.5%
10034500 406001 OFFICE SUPPLIES	800	.00	800.00	1,251.64	.00	-451.64	156.5%*
10034500 406008 VEHICLE FUEL	1,800	.00	1,800.00	197.88	.00	1,602.12	11.0%
10034500 406012 BOOKS/PUBLICATIONS	100	.00	100.00	40.50	.00	59.50	40.5%
10034500 406020 EMERGENCY SUPPLIES	500	.00	500.00	.00	.00	500.00	.0%
TOTAL EMERGENCY MANAGEMENT	992,654	-221,948.45	770,705.55	473,131.13	.00	297,574.42	61.4%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
350 ANIMAL CONTROL							
10035000 401100 FULL-TIME SALARIES	73,591	6,815.00	80,406.00	58,484.23	.00	21,921.77	72.7%
10035000 401310 OVERTIME PAY	4,500	.00	4,500.00	495.07	.00	4,004.93	11.0%
10035000 401320 HOLIDAY & DISCRETI	0	.00	.00	3,379.71	.00	-3,379.71	100.0%*
10035000 402100 FICA	5,975	521.00	6,496.00	4,259.90	.00	2,236.10	65.6%
10035000 402210 VRS	7,785	-446.00	7,339.00	4,655.86	.00	2,683.14	63.4%
10035000 402300 MEDICAL INSURANCE	5,880	11,928.00	17,808.00	12,527.09	.00	5,280.91	70.3%
10035000 402400 GROUP LIFE	876	245.00	1,121.00	734.38	.00	386.62	65.5%
10035000 402700 WORKER'S COMPENSAT	1,229	-442.12	786.88	786.88	.00	.00	100.0%*
10035000 402750 LINE OF DUTY	697	.00	697.00	715.00	.00	-18.00	102.6%*
10035000 403100 PROFESSIONAL SERVI	500	.00	500.00	.00	.00	500.00	.0%
10035000 403300 CONTRACT SERVICES	128,750	.00	128,750.00	108,274.59	.00	20,475.41	84.1%*
10035000 403310 BLDGS EQUIP REP &	500	.00	500.00	178.00	.00	322.00	35.6%
10035000 403315 VEHICLES REP & MAI	4,800	.00	4,800.00	4,724.47	.00	75.53	98.4%*
10035000 403600 ADVERTISING	500	.00	500.00	.00	.00	500.00	.0%
10035000 405230 TELECOMMUNICATIONS	1,265	.00	1,265.00	1,138.54	.00	126.46	90.0%*
10035000 405305 VEHICLE INSURANCE	1,000	.00	1,000.00	975.00	.00	25.00	97.5%*
10035000 405530 SUBSISTENCE & LODG	1,000	.00	1,000.00	184.40	.00	815.60	18.4%
10035000 405540 CONVENTION AND EDU	750	.00	750.00	380.00	.00	370.00	50.7%
10035000 405820 CLAIMS AND BOUNTIE	2,500	.00	2,500.00	636.62	.00	1,863.38	25.5%
10035000 405825 PASS-THRU SPAY & N	1,000	.00	1,000.00	940.84	.00	59.16	94.1%*
10035000 406001 OFFICE SUPPLIES	500	.00	500.00	.00	.00	500.00	.0%
10035000 406003 AGRICULTURAL SUPPL	400	.00	400.00	.00	.00	400.00	.0%
10035000 406008 VEHICLE FUEL	5,000	.00	5,000.00	2,520.22	.00	2,479.78	50.4%
10035000 406009 VEHICLE/POWER EQUI	600	.00	600.00	633.38	.00	-33.38	105.6%*
10035000 406011 UNIFORM/WEARING AP	1,500	.00	1,500.00	.00	.00	1,500.00	.0%
TOTAL ANIMAL CONTROL	251,098	18,620.88	269,718.88	206,624.18	.00	63,094.70	76.6%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<hr/>							
410 LITTER							
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10041000 403100 ALIED PROFESSIONAL	3,300	.00	3,300.00	.00	.00	3,300.00	.0%
10041000 406014 OTHER OPERATING SU	5,364	.00	5,364.00	2,622.00	.00	2,742.00	48.9%
TOTAL LITTER	8,664	.00	8,664.00	2,622.00	.00	6,042.00	30.3%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
415 FACILITIES							
10041500 401100 FULL-TIME SALARIES	315,170	12,304.00	327,474.00	238,791.78	.00	88,682.22	72.9%
10041500 401310 OVERTIME PAY	8,000	.00	8,000.00	3,291.67	.00	4,708.33	41.1%
10041500 402100 FICA	24,111	941.00	25,052.00	17,752.32	.00	7,299.68	70.9%
10041500 402210 VRS	33,345	-4,338.00	29,007.00	19,719.96	.00	9,287.04	68.0%
10041500 402250 DISABILITY	0	.00	.00	374.80	.00	-374.80	100.0%*
10041500 402300 MEDICAL INSURANCE	70,824	4,921.00	75,745.00	52,643.92	.00	23,101.08	69.5%
10041500 402400 GROUP LIFE	3,751	682.00	4,433.00	3,009.62	.00	1,423.38	67.9%
10041500 402700 WORKER'S COMPENSAT	6,997	-2,516.34	4,480.66	4,480.66	.00	.00	100.0%*
10041500 403100 PROFESSIONAL SERVI	5,000	.00	5,000.00	1,955.00	.00	3,045.00	39.1%
10041500 403300 CONTRACT SERVICES	48,500	.00	48,500.00	53,061.51	.00	-4,561.51	109.4%*
10041500 403310 BLDGS EQUIP REP &	205,250	.00	205,250.00	167,116.91	.00	38,133.09	81.4%*
10041500 403315 VEHICLES REP & MAI	23,300	.00	23,300.00	34,840.23	.00	-11,540.23	149.5%*
10041500 403600 ADVERTISING	350	.00	350.00	165.80	.00	184.20	47.4%
10041500 403700 LAUNDRY AND DRY CL	6,500	.00	6,500.00	5,981.15	.00	518.85	92.0%*
10041500 405210 POSTAL SERVICES	350	.00	350.00	124.50	.00	225.50	35.6%
10041500 405230 TELECOMMUNICATIONS	5,500	.00	5,500.00	4,674.44	.00	825.56	85.0%*
10041500 405305 VEHICLE INSURANCE	16,000	.00	16,000.00	11,729.18	.00	4,270.82	73.3%
10041500 405410 LEASE/RENT	1,500	.00	1,500.00	.00	.00	1,500.00	.0%
10041500 405510 MILEAGE ALLOWANCES	250	.00	250.00	.00	.00	250.00	.0%
10041500 405530 SUBSISTENCE & LODG	2,000	.00	2,000.00	111.30	.00	1,888.70	5.6%
10041500 405540 CONVENTION AND EDU	5,000	.00	5,000.00	1,340.00	.00	3,660.00	26.8%
10041500 405810 DUES OR ASSOCIATIO	1,000	.00	1,000.00	459.99	.00	540.01	46.0%
10041500 406001 OFFICE SUPPLIES	1,500	.00	1,500.00	172.93	.00	1,327.07	11.5%
10041500 406003 AGRICULTURAL SUPPL	17,500	.00	17,500.00	3,322.21	.00	14,177.79	19.0%
10041500 406004 GENERAL MATERIALS	25,000	.00	25,000.00	33,293.87	.00	-8,293.87	133.2%*
10041500 406005 JANITORIAL SUPPLIE	18,000	.00	18,000.00	19,686.89	.00	-1,686.89	109.4%*
10041500 406008 VEHICLE FUEL	22,000	.00	22,000.00	8,394.69	.00	13,605.31	38.2%
10041500 406009 VEHICLE/POWER EQUI	3,500	.00	3,500.00	1,122.79	.00	2,377.21	32.1%
10041500 406014 OTHER OPERATING SU	0	.00	.00	13,723.42	.00	-13,723.42	100.0%*
10041500 408101 MACHINERY AND EQUI	21,200	.00	21,200.00	18,963.58	.00	2,236.42	89.5%*
10041500 408103 COMMUNICATIONS EQUI	750	.00	750.00	.00	.00	750.00	.0%
TOTAL FACILITIES	892,148	11,993.66	904,141.66	720,305.12	.00	183,836.54	79.7%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
420 GENERAL SERVICES							
10042000 403100 PROFESSIONAL SERVI	5,000	.00	5,000.00	.00	.00	5,000.00	.0%
10042000 403320 MAINTENANCE CONTRA	126,600	.00	126,600.00	81,937.32	.00	44,662.68	64.7%
10042000 405110 ELECTRICAL SERVICE	230,000	.00	230,000.00	144,062.67	.00	85,937.33	62.6%
10042000 405120 HEATING SERVICES	130,000	.00	130,000.00	47,497.20	.00	82,502.80	36.5%
10042000 405130 WATER SERVICES	8,900	.00	8,900.00	8,868.45	.00	31.55	99.6%*
10042000 405135 SEWER SERVICES	3,500	.00	3,500.00	2,730.39	.00	769.61	78.0%*
10042000 405140 STREET LIGHTS	9,000	.00	9,000.00	7,714.01	.00	1,285.99	85.7%*
10042000 405230 TELECOMMUNICATIONS	15,000	.00	15,000.00	14,212.97	.00	787.03	94.8%*
10042000 405304 PROPERTY INSURANCE	38,000	.00	38,000.00	49,443.00	.00	-11,443.00	130.1%*
10042000 405308 GENERAL LIABILITY	9,000	.00	9,000.00	9,577.00	.00	-577.00	106.4%*
10042000 405410 LEASE/RENT	0	.00	.00	172.12	.00	-172.12	100.0%*
TOTAL GENERAL SERVICES	575,000	.00	575,000.00	366,215.13	.00	208,784.87	63.7%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
425 PUBLIC WORKS							
10042500 401100 FULL-TIME SALARIES	172,595	4,806.00	177,401.00	121,468.14	.00	55,932.86	68.5%
10042500 401310 OVERTIME PAY	0	.00	.00	56.42	.00	-56.42	100.0%*
10042500 402100 FICA	13,203	368.00	13,571.00	8,751.18	.00	4,819.82	64.5%
10042500 402210 VRS	18,159	-2,912.00	15,247.00	9,507.84	.00	5,739.16	62.4%
10042500 402250 DISABILITY	0	.00	.00	133.20	.00	-133.20	100.0%*
10042500 402300 MEDICAL INSURANCE	24,780	9,573.00	34,353.00	21,485.00	.00	12,868.00	62.5%
10042500 402400 GROUP LIFE	2,054	277.00	2,331.00	1,463.40	.00	867.60	62.8%
10042500 402700 WORKER'S COMPENSAT	2,132	770.56	2,902.56	2,902.56	.00	.00	100.0%*
10042500 403100 PROFESSIONAL SERVI	1,500	.00	1,500.00	.00	.00	1,500.00	.0%
10042500 403182 SOFTWARE SUPPORT F	5,500	.00	5,500.00	4,462.29	.00	1,037.71	81.1%*
10042500 405230 TELECOMMUNICATIONS	2,000	.00	2,000.00	938.19	.00	1,061.81	46.9%
10042500 405410 LEASE/RENT	2,500	.00	2,500.00	2,703.88	.00	-203.88	108.2%*
10042500 405530 SUBSISTENCE & LODG	1,000	.00	1,000.00	.00	.00	1,000.00	.0%
10042500 405540 CONVENTION AND EDU	2,500	.00	2,500.00	215.90	.00	2,284.10	8.6%
10042500 406001 OFFICE SUPPLIES	2,000	.00	2,000.00	2,786.86	.00	-786.86	139.3%*
10042500 406008 VEHICLE FUEL	2,500	.00	2,500.00	245.36	.00	2,254.64	9.8%
10042500 408105 VEHICLE	0	.00	.00	48.66	.00	-48.66	100.0%*
TOTAL PUBLIC WORKS	252,423	12,882.56	265,305.56	177,168.88	.00	88,136.68	66.8%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
430 CONVENIENCE CENTER							
10043000 401100 FULL-TIME SALARIES	25,228	15,207.00	40,435.00	29,405.12	.00	11,029.88	72.7%
10043000 401300 PART-TIME SALARIES	44,116	-25,073.00	19,043.00	14,221.31	.00	4,821.69	74.7%
10043000 401310 OVERTIME PAY	1,500	.00	1,500.00	3,177.90	.00	-1,677.90	211.9%*
10043000 401320 HOLIDAY & DISCRETI	0	.00	.00	309.81	.00	-309.81	100.0%*
10043000 402100 FICA	3,375	1,155.00	4,530.00	3,607.77	.00	922.23	79.6%*
10043000 402210 VRS	0	3,442.00	3,442.00	2,583.73	.00	858.27	75.1%*
10043000 402300 MEDICAL INSURANCE	0	.00	.00	165.32	.00	-165.32	100.0%*
10043000 402400 GROUP LIFE	0	527.00	527.00	394.97	.00	132.03	74.9%
10043000 402700 WORKER'S COMPENSAT	2,615	-772.00	1,843.00	1,843.00	.00	.00	100.0%*
10043000 403170 PERMITS AND FEES	1,200	.00	1,200.00	1,085.00	.00	115.00	90.4%*
10043000 403300 CONTRACT SERVICES	54,500	.00	54,500.00	43,810.12	.00	10,689.88	80.4%*
10043000 403310 BLDGS EQUIP REP &	20,500	.00	20,500.00	17,947.87	.00	2,552.13	87.6%*
10043000 405230 TELECOMMUNICATIONS	1,248	.00	1,248.00	943.53	.00	304.47	75.6%*
10043000 405410 LEASE/RENT	800	.00	800.00	540.00	.00	260.00	67.5%
10043000 406001 OFFICE SUPPLIES	550	.00	550.00	.00	.00	550.00	.0%
10043000 406008 VEHICLE FUEL	500	.00	500.00	498.36	.00	1.64	99.7%*
10043000 408109 BUILDING	0	.00	.00	2,050.00	.00	-2,050.00	100.0%*
TOTAL CONVENIENCE CENTER	156,132	-5,514.00	150,618.00	122,583.81	.00	28,034.19	81.4%

FY17 3rd Qtr Operational Expenditures



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COUNTY OF FLUVANNA
YTD BUDGET REPORT

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FOR 2017 09

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
435 LANDFILL POST CLOSURE							
<u>10043500 403100 PROFESSIONAL SERVI</u>	30,000	.00	30,000.00	8,794.00	.00	21,206.00	29.3%
<u>10043500 403300 CONTRACT SERVICES</u>	16,500	.00	16,500.00	.00	.00	16,500.00	.0%
TOTAL LANDFILL POST CLOSURE	46,500	.00	46,500.00	8,794.00	.00	37,706.00	18.9%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<hr/>							
510 HEALTH							
<u>10051000 403300 CONTRACT SERVICES</u>	265,060	.00	265,060.00	197,131.00	.00	67,929.00	74.4%
<u>10051000 405230 TELECOMMUNICATIONS</u>	0	.00	.00	925.07	.00	-925.07	100.0%*
TOTAL HEALTH	265,060	.00	265,060.00	198,056.07	.00	67,003.93	74.7%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<hr/>							
515 VJCCCA							
<u>10051500 403100 VJCCA PROFESSIONAL</u>	6,585	.00	6,585.00	1,163.40	.00	5,421.60	17.7%
TOTAL VJCCCA	6,585	.00	6,585.00	1,163.40	.00	5,421.60	17.7%

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 COUNTY OF FLUVANNA
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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
520 CSA							
10052000 401100 FULL-TIME SALARIES	61,950	-6,135.00	55,815.00	42,151.68	.00	13,663.32	75.5%*
10052000 402100 FICA	4,739	-469.00	4,270.00	3,110.13	.00	1,159.87	72.8%
10052000 402210 VRS	6,554	-1,770.00	4,784.00	3,002.82	.00	1,781.18	62.8%
10052000 402300 MEDICAL INSURANCE	4,968	3,222.00	8,190.00	5,582.50	.00	2,607.50	68.2%
10052000 402400 GROUP LIFE	737	-6.00	731.00	457.39	.00	273.61	62.6%
10052000 402700 WORKER'S COMPENSAT	62	-17.82	44.18	44.18	.00	.00	100.0%*
10052000 403100 PROFESSIONAL SERVI	500	.00	500.00	.00	.00	500.00	.0%
10052000 405210 POSTAL SERVICES	800	.00	800.00	445.65	.00	354.35	55.7%
10052000 405230 TELECOMMUNICATIONS	150	.00	150.00	34.19	.00	115.81	22.8%
10052000 405410 LEASE/RENT	760	.00	760.00	384.84	.00	375.16	50.6%
10052000 405510 MILEAGE ALLOWANCES	600	.00	600.00	82.93	.00	517.07	13.8%
10052000 405530 SUBSISTENCE & LODG	700	.00	700.00	.00	.00	700.00	.0%
10052000 405540 CONVENTION AND EDU	600	.00	600.00	315.00	.00	285.00	52.5%
10052000 406001 OFFICE SUPPLIES	600	.00	600.00	300.91	.00	299.09	50.2%
10052000 406002 FOOD SUPPLIES	450	.00	450.00	.00	.00	450.00	.0%
10052000 408102 FURNITURE & FIXTUR	500	.00	500.00	.00	.00	500.00	.0%
TOTAL CSA	84,670	-5,175.82	79,494.18	55,912.22	.00	23,581.96	70.3%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
525 CSA PURCHASE OF SERVICES							
10052500 405714 POS MANDATED FFMP	10,000	.00	10,000.00	.00	.00	10,000.00	.0%
10052500 405715 POS MANDATED FFOP	10,000	.00	10,000.00	36,382.52	.00	-26,382.52	363.8%*
10052500 405716 TFC LIC. RES CONG	93,000	.00	93,000.00	94,952.83	.00	-1,952.83	102.1%*
10052500 405718 COMM SVCS	490,000	.00	490,000.00	375,432.77	.00	114,567.23	76.6%*
10052500 405719 COMM SVCS. TRANSIT	15,000	.00	15,000.00	.00	.00	15,000.00	.0%
10052500 405720 NON-MAND COMM BASE	26,170	.00	26,170.00	.00	.00	26,170.00	.0%
10052500 405721 RES. CONG. CARE	649,287	.00	649,287.00	569,556.71	.00	79,730.29	87.7%*
10052500 405723 POS MANDATED SPED-	1,100,000	.00	1,100,000.00	628,082.00	.00	471,918.00	57.1%
10052500 405724 POS MAND SVCS IN P	10,000	.00	10,000.00	33,338.25	.00	-23,338.25	333.4%*
10052500 405725 POS MAND FC LIC RE	50,000	.00	50,000.00	68,775.21	.00	-18,775.21	137.6%*
10052500 405732 EDUC SVCS CONG CAR	200,000	.00	200,000.00	148,930.00	.00	51,070.00	74.5%
10052500 405742 POS MANDATED WSS	20,543	.00	20,543.00	.00	.00	20,543.00	.0%
10052500 406014 OTHER OPERATING SU	26,000	.00	26,000.00	.00	.00	26,000.00	.0%
TOTAL CSA PURCHASE OF SERVICES	2,700,000	.00	2,700,000.00	1,955,450.29	.00	744,549.71	72.4%

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 COUNTY OF FLUVANNA
 YTD BUDGET REPORT

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FOR 2017 09

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
710 PARKS & RECREATION							
10071000 401100 FULL-TIME SALARIES	191,492	-4,933.00	186,559.00	135,495.39	.00	51,063.61	72.6%
10071000 401300 PART-TIME SALARIES	56,642	-1,776.00	54,866.00	44,196.99	.00	10,669.01	80.6%*
10071000 401310 OVERTIME PAY	1,100	.00	1,100.00	818.89	.00	281.11	74.4%
10071000 402100 FICA	18,982	-513.00	18,469.00	13,621.04	.00	4,847.96	73.8%
10071000 402210 VRS	20,181	-4,537.00	15,644.00	11,203.75	.00	4,440.25	71.6%
10071000 402250 DISABILITY	177	.00	177.00	224.27	.00	-47.27	126.7%*
10071000 402300 MEDICAL INSURANCE	32,376	-7,509.00	24,867.00	17,495.17	.00	7,371.83	70.4%
10071000 402400 GROUP LIFE	2,278	113.00	2,391.00	1,719.23	.00	671.77	71.9%
10071000 402600 UNEMPLOYMENT	0	.00	.00	2.33	.00	-2.33	100.0%*
10071000 402700 WORKER'S COMPENSAT	3,198	961.34	4,159.34	4,159.34	.00	.00	100.0%*
10071000 403100 PROFESSIONAL SERVI	32,500	-3,246.53	29,253.47	13,278.30	.00	15,975.17	45.4%
10071000 403300 CONTRACT SERVICES	16,500	.00	16,500.00	7,766.44	.00	8,733.56	47.1%
10071000 403300 CARN CONTRACT SERVI	0	4,900.00	4,900.00	8,991.03	.00	-4,091.03	183.5%*
10071000 403500 PRINTING AND BINDI	8,000	.00	8,000.00	3,674.25	.00	4,325.75	45.9%
10071000 403600 ADVERTISING	2,000	-1,000.00	1,000.00	250.00	.00	750.00	25.0%
10071000 403600 CARN ADVERTISING	0	1,000.00	1,000.00	133.00	.00	867.00	13.3%
10071000 405210 POSTAL SERVICES	500	.00	500.00	470.51	.00	29.49	94.1%*
10071000 405230 TELECOMMUNICATIONS	11,800	.00	11,800.00	7,320.13	.00	4,479.87	62.0%
10071000 405410 LEASE/RENT	7,740	.00	7,740.00	4,885.38	.00	2,854.62	63.1%
10071000 405510 MILEAGE ALLOWANCES	100	.00	100.00	1.25	.00	98.75	1.3%
10071000 405530 SUBSISTENCE & LODG	1,500	-525.00	975.00	990.09	.00	-15.09	101.5%*
10071000 405540 CONVENTION AND EDU	2,000	.00	2,000.00	1,550.90	.00	449.10	77.5%*
10071000 405810 DUES OR ASSOCIATIO	1,060	.00	1,060.00	911.00	.00	149.00	85.9%*
10071000 406001 OFFICE SUPPLIES	3,000	-500.00	2,500.00	823.38	.00	1,676.62	32.9%
10071000 406004 GENERAL MATERIALS	0	.00	.00	97.05	.00	-97.05	100.0%*
10071000 406004 CARN GENERAL MATERI	0	4,300.00	4,300.00	5,736.66	.00	-1,436.66	133.4%*
10071000 406008 VEHICLE FUEL	3,500	.00	3,500.00	1,551.93	.00	1,948.07	44.3%
10071000 406011 UNIFORM/WEARING AP	600	.00	600.00	592.07	.00	7.93	98.7%*
10071000 406012 BOOKS/PUBLICATIONS	500	.00	500.00	413.45	.00	86.55	82.7%*
10071000 406013 RECREATIONAL SUPPL	42,400	-1,000.00	41,400.00	23,162.52	.00	18,237.48	55.9%
10071000 406013 AMUSE RECREATIONAL	21,000	.00	21,000.00	5,545.00	.00	15,455.00	26.4%
10071000 406013 FTBL RECREATIONAL S	1,500	.00	1,500.00	.00	.00	1,500.00	.0%
10071000 409904 SITE IMPROVEMENTS	28,000	-1,000.00	27,000.00	11,720.11	.00	15,279.89	43.4%
TOTAL PARKS & RECREATION	510,626	-15,265.19	495,360.81	328,800.85	.00	166,559.96	66.4%

FY17 3rd Qtr Operational Expenditures



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COUNTY OF FLUVANNA
YTD BUDGET REPORT

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FOR 2017 09

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
730 LIBRARY							
10073000 401100 FULL-TIME SALARIES	117,980	5,324.00	123,304.00	89,648.85	.00	33,655.15	72.7%
10073000 401300 PART-TIME SALARIES	54,467	-2,015.00	52,452.00	31,052.09	.00	21,399.91	59.2%
10073000 401310 OVERTIME PAY	0	.00	.00	21.61	.00	-21.61	100.0%*
10073000 402100 FICA	11,049	2,396.00	13,445.00	9,059.55	.00	4,385.45	67.4%
10073000 402210 VRS	12,400	-1,843.00	10,557.00	7,074.35	.00	3,482.65	67.0%
10073000 402250 DISABILITY	153	.00	153.00	192.96	.00	-39.96	126.1%*
10073000 402300 MEDICAL INSURANCE	14,100	3,205.00	17,305.00	12,312.50	.00	4,992.50	71.1%
10073000 402400 GROUP LIFE	1,405	209.00	1,614.00	1,087.06	.00	526.94	67.4%
10073000 402700 WORKER'S COMPENSAT	132	-27.37	104.63	104.63	.00	.00	100.0%*
10073000 403320 MAINTENANCE CONTRA	8,295	.00	8,295.00	6,096.09	.00	2,198.91	73.5%
10073000 405210 POSTAL SERVICES	800	.00	800.00	52.91	.00	747.09	6.6%
10073000 405230 TELECOMMUNICATIONS	24,936	.00	24,936.00	16,580.89	.00	8,355.11	66.5%
10073000 405410 LEASE/RENT	120	.00	120.00	70.00	.00	50.00	58.3%
10073000 405530 SUBSISTENCE & LODG	750	.00	750.00	.00	.00	750.00	.0%
10073000 405540 CONVENTION AND EDU	750	.00	750.00	.00	.00	750.00	.0%
10073000 405810 DUES OR ASSOCIATIO	150	.00	150.00	277.00	.00	-127.00	184.7%*
10073000 406001 OFFICE SUPPLIES	8,000	.00	8,000.00	5,726.03	.00	2,273.97	71.6%
10073000 406012 BOOKS/PUBLICATIONS	7,000	.00	7,000.00	2,760.39	.00	4,239.61	39.4%
10073000 406012 LIBAD BOOKS/PUBLICA	65,050	6,550.00	71,600.00	71,688.78	.00	-88.78	100.1%*
10073000 408107 EDP EQUIPMENT	7,800	.00	7,800.00	3,654.45	.00	4,145.55	46.9%
TOTAL LIBRARY	335,337	13,798.63	349,135.63	257,460.14	.00	91,675.49	73.7%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
810 COUNTY PLANNER							
10081000 401100 FULL-TIME SALARIES	230,669	51,341.00	282,010.00	202,767.77	.00	79,242.23	71.9%
10081000 401300 PART-TIME SALARIES	0	.00	.00	912.00	.00	-912.00	100.0%*
10081000 401310 OVERTIME PAY	2,500	.00	2,500.00	2,251.26	.00	248.74	90.1%*
10081000 402100 FICA	17,646	3,928.00	21,574.00	15,113.43	.00	6,460.57	70.1%
10081000 402210 VRS	24,405	4,362.00	28,767.00	16,874.09	.00	11,892.91	58.7%
10081000 402250 DISABILITY	430	.00	430.00	472.94	.00	-42.94	110.0%*
10081000 402300 MEDICAL INSURANCE	39,960	6,483.00	46,443.00	32,820.00	.00	13,623.00	70.7%
10081000 402400 GROUP LIFE	2,745	1,653.00	4,398.00	2,591.33	.00	1,806.67	58.9%
10081000 402700 WORKER'S COMPENSAT	953	1,392.00	2,345.00	2,345.00	.00	.00	100.0%*
10081000 403300 CONTRACT SERVICES	15,000	.00	15,000.00	2,400.00	.00	12,600.00	16.0%
10081000 403600 ADVERTISING	500	.00	500.00	189.00	.00	311.00	37.8%
10081000 405210 POSTAL SERVICES	750	.00	750.00	707.59	.00	42.41	94.3%*
10081000 405230 TELECOMMUNICATIONS	2,000	.00	2,000.00	1,544.61	.00	455.39	77.2%*
10081000 405410 LEASE/RENT	4,000	.00	4,000.00	3,669.35	.00	330.65	91.7%*
10081000 405510 MILEAGE ALLOWANCES	0	.00	.00	90.65	.00	-90.65	100.0%*
10081000 405530 SUBSISTENCE & LODG	1,000	.00	1,000.00	.00	.00	1,000.00	.0%
10081000 405540 CONVENTION AND EDU	2,000	.00	2,000.00	1,954.90	.00	45.10	97.7%*
10081000 405810 DUES OR ASSOCIATIO	1,500	.00	1,500.00	193.00	.00	1,307.00	12.9%
10081000 405830 REFUNDS	0	.00	.00	-73.06	.00	73.06	100.0%
10081000 406001 OFFICE SUPPLIES	2,500	.00	2,500.00	2,091.64	.00	408.36	83.7%*
10081000 406008 VEHICLE FUEL	2,000	.00	2,000.00	980.17	.00	1,019.83	49.0%
10081000 406012 BOOKS/PUBLICATIONS	250	.00	250.00	.00	.00	250.00	.0%
10081000 408102 FURNITURE & FIXTUR	1,500	.00	1,500.00	1,248.43	.00	251.57	83.2%*
TOTAL COUNTY PLANNER	352,308	69,159.00	421,467.00	291,144.10	.00	130,322.90	69.1%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
815 PLANNING COMMISSION							
10081500 401114 BOARD COMPENSATION	12,900	.00	12,900.00	9,427.04	.00	3,472.96	73.1%
10081500 402100 FICA	987	.00	987.00	679.59	.00	307.41	68.9%
10081500 403100 PROFESSIONAL SERVI	12,000	4,000.00	16,000.00	16,000.00	.00	.00	100.0%*
10081500 403600 ADVERTISING	6,500	.00	6,500.00	3,337.00	.00	3,163.00	51.3%
10081500 405210 POSTAL SERVICES	2,500	.00	2,500.00	1,569.96	.00	930.04	62.8%
10081500 405510 MILEAGE ALLOWANCES	200	.00	200.00	.00	.00	200.00	.0%
10081500 405530 SUBSISTENCE & LODG	500	.00	500.00	.00	.00	500.00	.0%
10081500 405540 CONVENTION AND EDU	750	.00	750.00	.00	.00	750.00	.0%
TOTAL PLANNING COMMISSION	36,337	4,000.00	40,337.00	31,013.59	.00	9,323.41	76.9%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
820 BOARD OF ZONING APPEALS							
10082000 401114 BOARD COMPENSATION	600	.00	600.00	540.00	.00	60.00	90.0%*
10082000 402100 FICA	46	.00	46.00	41.31	.00	4.69	89.8%*
10082000 403600 ADVERTISING	0	.00	.00	378.00	.00	-378.00	100.0%*
10082000 405510 MILEAGE ALLOWANCES	100	.00	100.00	.00	.00	100.00	.0%
10082000 405540 CONVENTION AND EDU	300	.00	300.00	.00	.00	300.00	.0%
TOTAL BOARD OF ZONING APPEALS	1,046	.00	1,046.00	959.31	.00	86.69	91.7%

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
830 ECONOMIC DEVELOPMENT							
10083000 401100 FULL-TIME SALARIES	78,793	-2,053.00	76,740.00	55,922.19	.00	20,817.81	72.9%
10083000 402100 FICA	6,028	-157.00	5,871.00	3,922.62	.00	1,948.38	66.8%
10083000 402210 VRS	8,293	-1,972.00	6,321.00	4,646.13	.00	1,674.87	73.5%
10083000 402300 MEDICAL INSURANCE	5,880	5,820.00	11,700.00	8,287.50	.00	3,412.50	70.8%
10083000 402400 GROUP LIFE	938	28.00	966.00	713.89	.00	252.11	73.9%
10083000 402700 WORKER'S COMPENSAT	1,058	-1,001.68	56.32	56.32	.00	.00	100.0%*
10083000 403100 PROFESSIONAL SERVI	6,000	-3,000.00	3,000.00	1,182.50	.00	1,817.50	39.4%
10083000 403500 PRINTING AND BINDI	500	.00	500.00	145.00	.00	355.00	29.0%
10083000 403600 ADVERTISING	500	.00	500.00	1,316.60	.00	-816.60	263.3%*
10083000 403800 EDEV MARKETING	0	1,500.00	1,500.00	750.00	.00	750.00	50.0%
10083000 403800 TOUR MARKETING	0	2,600.00	2,600.00	200.00	.00	2,400.00	7.7%
10083000 405210 POSTAL SERVICES	100	.00	100.00	9.40	.00	90.60	9.4%
10083000 405230 TELECOMMUNICATIONS	700	.00	700.00	875.11	.00	-175.11	125.0%*
10083000 405510 MILEAGE ALLOWANCES	250	.00	250.00	126.36	.00	123.64	50.5%
10083000 405530 SUBSISTENCE & LODG	2,000	.00	2,000.00	377.86	.00	1,622.14	18.9%
10083000 405540 CONVENTION AND EDU	2,000	.00	2,000.00	2,044.49	.00	-44.49	102.2%*
10083000 405810 DUES OR ASSOCIATIO	500	.00	500.00	965.00	.00	-465.00	193.0%*
10083000 406001 OFFICE SUPPLIES	500	.00	500.00	305.40	.00	194.60	61.1%
10083000 406014 OTHER OPERATING SU	0	.00	.00	683.72	.00	-683.72	100.0%*
10083000 407010 FLU ECO DEV AUTHOR	1,000	.00	1,000.00	1,000.00	.00	.00	100.0%*
TOTAL ECONOMIC DEVELOPMENT	115,040	1,764.32	116,804.32	83,530.09	.00	33,274.23	71.5%

FY17 3rd Qtr Operational Expenditures



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COUNTY OF FLUVANNA
YTD BUDGET REPORT

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
840 COOPERATIVE EXTENSION							
10084000 403300 CONTRACT SERVICES	76,077	.00	76,077.00	35,866.81	.00	40,210.19	47.1%
10084000 405230 TELECOMMUNICATIONS	650	.00	650.00	290.48	.00	359.52	44.7%
10084000 405410 LEASE/RENT	250	.00	250.00	146.00	.00	104.00	58.4%
10084000 405540 CONVENTION AND EDU	1,750	.00	1,750.00	699.10	.00	1,050.90	39.9%
10084000 405810 DUES OR ASSOCIATIO	400	.00	400.00	400.00	.00	.00	100.0%*
10084000 406001 OFFICE SUPPLIES	500	.00	500.00	.00	.00	500.00	.0%
10084000 406003 AGRICULTURAL SUPPL	1,200	.00	1,200.00	1,200.00	.00	.00	100.0%*
10084000 406014 OTHER OPERATING SU	1,500	.00	1,500.00	1,133.60	.00	366.40	75.6%*
10084000 408101 MACHINERY AND EQUI	5,000	28,531.61	33,531.61	.00	.00	33,531.61	.0%
TOTAL COOPERATIVE EXTENSION	87,327	28,531.61	115,858.61	39,735.99	.00	76,122.62	34.3%

FY17 3rd Qtr Operational Expenditures

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 COUNTY OF FLUVANNA
 YTD BUDGET REPORT

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ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
850 NON PROFITS							
10085000 405670 PIEDMONT VA. COMM.	7,380	.00	7,380.00	7,380.00	.00	.00	100.0%*
10085000 405671 SMALL BUSINESS DEV	2,500	.00	2,500.00	2,500.00	.00	.00	100.0%*
10085000 405672 T J PLANNING DIST.	33,843	.00	33,843.00	25,382.25	.00	8,460.75	75.0%
10085000 405673 SOIL & WATER CONSE	20,000	.00	20,000.00	20,000.00	.00	.00	100.0%*
10085000 405674 JEFFERSON AREA BOA	83,946	.00	83,946.00	62,959.50	.00	20,986.50	75.0%
10085000 405675 MACAA	49,913	.00	49,913.00	37,434.75	.00	12,478.25	75.0%*
10085000 405676 REGION TEN COMMUNI	126,250	.00	126,250.00	94,687.50	.00	31,562.50	75.0%
10085000 405677 JAUNT	79,404	.00	79,404.00	59,553.00	.00	19,851.00	75.0%
10085000 405678 T J EMS	16,095	.00	16,095.00	16,095.00	.00	.00	100.0%*
10085000 405679 CV PARTNERSHIP EC	12,985	.00	12,985.00	12,985.00	.00	.00	100.0%*
10085000 405680 PIEDMONT HOUSING A	2,100	.00	2,100.00	2,100.00	.00	.00	100.0%*
10085000 405681 READYKIDS (CYFS)	2,100	.00	2,100.00	2,100.00	.00	.00	100.0%*
10085000 405682 PIEDMONT WORKFORCE	3,896	.00	3,896.00	3,896.00	.00	.00	100.0%*
10085000 405683 JEFFERSON AREA CHI	51,000	.00	51,000.00	38,250.00	.00	12,750.00	75.0%
10085000 405684 SHELTER FOR HELP/E	9,000	.00	9,000.00	9,000.00	.00	.00	100.0%*
10085000 405685 OFFENDER AID & RES	13,261	.00	13,261.00	13,261.00	.00	.00	100.0%*
10085000 405686 LEGAL AID	4,000	.00	4,000.00	4,000.00	.00	.00	100.0%*
10085000 405687 SEXUAL ASSAULT RES	1,000	.00	1,000.00	1,000.00	.00	.00	100.0%*
10085000 405688 RIVANNA CONSERVATI	1,750	.00	1,750.00	1,750.00	.00	.00	100.0%*
10085000 405691 FLUVANNA HOUSING F	16,000	.00	16,000.00	16,000.00	.00	.00	100.0%*
10085000 405692 ARTS ARTS COUNCIL	10,000	.00	10,000.00	10,000.00	.00	.00	100.0%*
10085000 405693 COUNTY MUSEUM	525	.00	525.00	525.00	.00	.00	100.0%*
10085000 405694 LEADERSHIP DEVELOP	1,000	.00	1,000.00	1,000.00	.00	.00	100.0%*
10085000 405695 YOUTH ADVISORY COU	1,500	.00	1,500.00	159.00	.00	1,341.00	10.6%
10085000 407020 FLU CHAMBER OF COM	3,500	.00	3,500.00	3,500.00	.00	.00	100.0%*
TOTAL NON PROFITS	552,948	.00	552,948.00	445,518.00	.00	107,430.00	80.6%

FY17 3rd Qtr Operational Expenditures

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 COUNTY OF FLUVANNA
 YTD BUDGET REPORT

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FOR 2017 09

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
860 MISCELLANEOUS NON DEPARTMENTAL							
10086000 401100 FULL-TIME SALARIES	116,194	-97,005.00	19,189.00	.00	.00	19,189.00	.0%
10086000 402210 VRS	-142,369	142,505.00	136.00	.00	.00	136.00	.0%
10086000 402300 MEDICAL INSURANCE	78,500	-78,500.00	.00	.00	.00	.00	.0%
10086000 402700 WORKER'S COMPENSAT	0	879.00	879.00	.00	.00	879.00	.0%
10086000 403100 PROFESSIONAL SERVI	25,000	.00	25,000.00	.00	.00	25,000.00	.0%
10086000 405860 CONTINGENCY GRANTS	25,000	-17,900.00	7,100.00	.00	.00	7,100.00	.0%
10086000 405870 BOARD CONTINGENCY	150,000	-19,206.10	130,793.90	.00	.00	130,793.90	.0%
10086000 405880 PERSONNEL CONTINGE	75,000	-75,000.00	.00	.00	.00	.00	.0%
TOTAL MISCELLANEOUS NON DEPART	327,325	-144,227.10	183,097.90	.00	.00	183,097.90	.0%
TOTAL GENERAL FUND	18,255,698	-50,652.87	18,205,045.13	13,156,608.32	1,358.00	5,047,078.81	72.3%

FY17 3rd Qtr Operational Expenditures

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 COUNTY OF FLUVANNA
 YTD BUDGET REPORT

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FOR 2017 09

ACCOUNTS FOR: 105 SOCIAL SERVICES	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
530 SOCIAL SERVICE ADMINISTRATION							
10553000 401100 FULL-TIME SALARIES	1,096,266	45,998.00	1,142,264.00	743,798.92	.00	398,465.08	65.1%
10553000 401114 BOARD COMPENSATION	4,680	.00	4,680.00	3,417.72	.00	1,262.28	73.0%
10553000 401300 PART-TIME SALARIES	76,512	-51,582.00	24,930.00	16,538.48	.00	8,391.52	66.3%
10553000 401310 OVERTIME PAY	35,000	5,000.00	40,000.00	28,067.37	.00	11,932.63	70.2%
10553000 401320 HOLIDAY & DISCRETI	13,536	.00	13,536.00	9,488.00	.00	4,048.00	70.1%
10553000 402100 FICA	84,898	4,396.00	89,294.00	58,002.31	.00	31,291.69	65.0%
10553000 402210 VRS	110,907	-24,491.00	86,416.00	58,196.52	.00	28,219.48	67.3%
10553000 402250 DISABILITY	2,837	.00	2,837.00	1,958.73	.00	878.27	69.0%
10553000 402300 MEDICAL INSURANCE	159,228	18,240.00	177,468.00	123,425.00	.00	54,043.00	69.5%
10553000 402400 GROUP LIFE	12,474	634.00	13,108.00	9,209.58	.00	3,898.42	70.3%
10553000 402700 WORKER'S COMPENSAT	4,505	-1,667.95	2,837.05	2,837.05	.00	.00	100.0%*
10553000 402830 STAFF DEVELOPMENT	4,000	.00	4,000.00	3,225.50	.00	774.50	80.6%*
10553000 403100 PROFESSIONAL SERVI	41,680	.00	41,680.00	14,181.92	.00	27,498.08	34.0%
10553000 403125 IT SERVICES	1,500	.00	1,500.00	650.00	.00	850.00	43.3%
10553000 403310 BLDGS EQUIP REP &	4,760	.00	4,760.00	2,215.25	.00	2,544.75	46.5%
10553000 403315 VEHICLES REP & MAI	7,000	.00	7,000.00	3,343.71	.00	3,656.29	47.8%
10553000 403320 MAINTENANCE CONTRA	12,238	.00	12,238.00	.00	.00	12,238.00	.0%
10553000 403600 ADVERTISING	1,400	.00	1,400.00	985.00	.00	415.00	70.4%
10553000 405110 ELECTRICAL SERVICE	12,100	.00	12,100.00	9,182.18	.00	2,917.82	75.9%*
10553000 405210 POSTAL SERVICES	7,184	.00	7,184.00	4,519.65	.00	2,664.35	62.9%
10553000 405230 TELECOMMUNICATIONS	14,199	.00	14,199.00	9,991.12	.00	4,207.88	70.4%
10553000 405304 PROPERTY INSURANCE	5,319	.00	5,319.00	4,394.61	.00	924.39	82.6%*
10553000 405410 LEASE/RENT	14,009	.00	14,009.00	10,506.96	.00	3,502.04	75.0%*
10553000 405510 MILEAGE ALLOWANCES	250	.00	250.00	169.31	.00	80.69	67.7%
10553000 405530 SUBSISTENCE & LODG	1,750	.00	1,750.00	2,598.66	.00	-848.66	148.5%*
10553000 405810 DUES OR ASSOCIATIO	1,460	.00	1,460.00	877.99	.00	582.01	60.1%
10553000 406001 OFFICE SUPPLIES	15,000	.00	15,000.00	12,724.69	.00	2,275.31	84.8%*
10553000 406002 FOOD SUPPLIES	420	.00	420.00	545.33	.00	-125.33	129.8%*
10553000 406005 JANITORIAL SUPPLIE	300	.00	300.00	.00	.00	300.00	.0%
10553000 406008 VEHICLE FUEL	5,760	.00	5,760.00	1,418.76	.00	4,341.24	24.6%
10553000 408101 MACHINERY AND EQUI	758	.00	758.00	340.00	.00	418.00	44.9%
10553000 408102 FURNITURE & FIXTUR	0	.00	.00	4,990.74	.00	-4,990.74	100.0%*
10553000 409904 SITE IMPROVEMENTS	0	22,862.00	22,862.00	1,500.00	.00	21,362.00	6.6%
TOTAL SOCIAL SERVICE ADMINISTR	1,751,930	19,389.05	1,771,319.05	1,143,301.06	.00	628,017.99	64.5%

FY17 3rd Qtr Operational Expenditures



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COUNTY OF FLUVANNA
YTD BUDGET REPORT

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FOR 2017 09

ACCOUNTS FOR: 105 SOCIAL SERVICES	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
540 PUBLIC ASSISTANCE							
10554000 405701 GENERAL RELIEF	7,000	.00	7,000.00	720.00	.00	6,280.00	10.3%
10554000 405702 AUXILIARY GRANTS P	10,000	.00	10,000.00	14,529.00	.00	-4,529.00	145.3%*
10554000 405705 AID TO DEPENDENT C	2,000	.00	2,000.00	.00	.00	2,000.00	.0%
10554000 405706 ADC/FOSTER CARE	25,000	.00	25,000.00	27,456.46	.00	-2,456.46	109.8%*
10554000 405707 EMERGENCY ASSISTAN	500	.00	500.00	.00	.00	500.00	.0%
10554000 405709 SPECIAL NEEDS ADOPT	152,000	.00	152,000.00	71,026.00	.00	80,974.00	46.7%
10554000 405712 SUBSIDIZED ADOPT T	236,762	.00	236,762.00	175,048.56	.00	61,713.44	73.9%
TOTAL PUBLIC ASSISTANCE	433,262	.00	433,262.00	288,780.02	.00	144,481.98	66.7%

FY17 3rd Qtr Operational Expenditures



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COUNTY OF FLUVANNA
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ACCOUNTS FOR: 105 SOCIAL SERVICES	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<hr/>							
550 PURCHASE OF SERVICES							
<u>10555000 405711 PURCHASE OF SERVIC</u>	60,313	.00	60,313.00	15,509.13	.00	44,803.87	25.7%
TOTAL PURCHASE OF SERVICES	60,313	.00	60,313.00	15,509.13	.00	44,803.87	25.7%

FY17 3rd Qtr Operational Expenditures



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COUNTY OF FLUVANNA
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ACCOUNTS FOR:
105 SOCIAL SERVICES

ORIGINAL
APPROP

TRANFRS/
ADJSTMTS

REVISED
BUDGET

YTD EXPENDED

ENC/REQ

AVAILABLE
BUDGET

PCT
USED

560 DAYCARE PROGRAM

10556000 403100 PROFESSIONAL SERVI	7,425	.00	7,425.00	996.04	.00	6,428.96	13.4%
TOTAL DAYCARE PROGRAM	7,425	.00	7,425.00	996.04	.00	6,428.96	13.4%

FY17 3rd Qtr Operational Expenditures



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ACCOUNTS FOR: 105 SOCIAL SERVICES	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<hr/>							
570 FOSTER HOME COORDINATOR							
<hr/>							
10557000 403300 CONTRACT SERVICES	1,400	.00	1,400.00	.00	.00	1,400.00	.0%
10557000 405711 PURCHASE OF SERVIC	6,400	.00	6,400.00	.00	.00	6,400.00	.0%
TOTAL FOSTER HOME COORDINATOR	7,800	.00	7,800.00	.00	.00	7,800.00	.0%

FY17 3rd Qtr Operational Expenditures



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COUNTY OF FLUVANNA
YTD BUDGET REPORT

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ACCOUNTS FOR: 105 SOCIAL SERVICES	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
580 FAMILY SUPPORT							
<u>10558000 405711 PURCHASE OF SERVIC</u>	19,158	.00	19,158.00	13,171.56	.00	5,986.44	68.8%
TOTAL FAMILY SUPPORT	19,158	.00	19,158.00	13,171.56	.00	5,986.44	68.8%
TOTAL SOCIAL SERVICES	2,279,888	19,389.05	2,299,277.05	1,461,757.81	.00	837,519.24	63.6%

FY17 3rd Qtr **Total** Operational Expenditures



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COUNTY OF FLUVANNA
YTD BUDGET REPORT

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
TOTAL OPERATIONAL	20,535,586	-31,263.82	20,504,322.18	14,618,366.13	1,358.00	5,884,598.05	71.3%

FY17 3rd Qtr **School** Expenditures

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 COUNTY OF FLUVANNA
 YTD BUDGET REPORT

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ACCOUNTS FOR: 251 SCHOOL	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
610 VSUP							
25161000 496000 VSUP INSTRUCTION	0	.00	.00	73,827.84	.00	-73,827.84	100.0%*
620 INSTRUCTION							
25162000 496001 INSTRUCTION	28,055,654	270,128.43	28,325,782.43	19,227,452.28	.00	9,098,330.15	67.9%
630 ADMIN/ATTENDANCE/HEALTH							
25163000 496002 ADMIN,ATTENDANCE &	1,686,125	.00	1,686,125.00	1,333,527.82	.00	352,597.18	79.1%*
640 PUPIL TRANSPORTATION SERV							
25164000 496003 PUPIL TRANSPORTATI	2,872,099	23,159.95	2,895,258.95	1,813,493.65	.00	1,081,765.30	62.6%
650 OPERATION & MAINT SERV							
25165000 496004 OPERATION AND MAIN	3,909,906	70,101.94	3,980,007.94	2,478,300.01	.00	1,501,707.93	62.3%
670 TECHNOLOGY							
25167000 496008 TECHNOLOGY	1,754,639	212,137.48	1,966,776.48	1,241,258.57	.00	725,517.91	63.1%
TOTAL SCHOOL	38,278,423	575,527.80	38,853,950.80	26,167,860.17	.00	12,686,090.63	67.3%

FY17 3rd Qtr **Cafeteria** Expenditures



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COUNTY OF FLUVANNA
YTD BUDGET REPORT

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ACCOUNTS FOR:
252 CAFETERIA

ORIGINAL
APPROP

TRANFRS/
ADJSTMTS

REVISED
BUDGET

YTD EXPENDED

ENC/REQ

AVAILABLE
BUDGET

PCT
USED

680 CAFETERIA

[25268000 406002 FOOD SUPPLIES](#)

1,478,168

54,331.00

1,532,499.00

1,933,957.53

.00

462,954.64

69.8%

TOTAL CAFETERIA

1,478,168

54,331.00

1,532,499.00

1,933,957.53

.00

462,954.64

69.8%

FY17 3rd Qtr **Debt Service** Expenditures



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ACCOUNTS FOR: 401 DEBT SERVICE	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
910 DEBT SERVICE - COUNTY							
40109910 495000 ADMINISTRATIVE FEE	15,000	.00	15,000.00	2,300.00	.00	12,700.00	15.3%
40109910 495027 2008 PIERCE PUMPIN	48,767	.00	48,767.00	48,617.59	.00	149.41	99.7%*
40109910 495031 2008 PIERCE KENTS	6,058	.00	6,058.00	6,207.02	.00	-149.02	102.5%*
40109910 495040 2012 FIRE TRUCK -	52,391	-1,347.00	51,044.00	51,044.00	.00	.00	100.0%*
40109910 495041 2012 FIRE TRUCK -	8,866	1,347.00	10,213.00	10,213.19	.00	-.19	100.0%*
40109910 495050 2014 FIRE TRUCK -	40,000	.00	40,000.00	40,000.00	.00	.00	100.0%*
40109910 495051 2014 FIRE TRUCK -	20,544	.00	20,544.00	20,544.00	.00	.00	100.0%*
40109910 495052 2014C - COURTHOUSE	115,000	.00	115,000.00	115,000.00	.00	.00	100.0%*
40109910 495053 2014C - COURTHOUSE	69,729	.00	69,729.00	69,728.40	.00	.60	100.0%*
40109910 495054 2014C - LIBRARY PR	190,000	.00	190,000.00	190,000.00	.00	.00	100.0%*
40109910 495055 2014C - LIBRARY IN	57,387	.00	57,387.00	57,387.00	.00	.00	100.0%*
40109910 495999 DEBT PLACEHOLDER	177,000	-177,000.00	.00	.00	.00	.00	.0%
920 DEBT SERVICE - SCHOOLS							
40109920 495001 MIDDLE SCH VPSA 19	49,458	.00	49,458.00	49,458.00	.00	.00	100.0%*
40109920 495004 VPSA 1999 SERIES C	50,000	.00	50,000.00	50,000.00	.00	.00	100.0%*
40109920 495005 LITERARY LOAN 1999	309,852	.00	309,852.00	309,851.13	.00	.87	100.0%*
40109920 495006 G O SCH BONDS 2005	318,773	.00	318,773.00	318,773.00	.00	.00	100.0%*
40109920 495012 MIDDLE SCHOOL VPSA	1,292	.00	1,292.00	1,292.09	.00	-.09	100.0%*
40109920 495014 VPSA 1999 SERIES-C	9,050	.00	9,050.00	9,050.00	.00	.00	100.0%*
40109920 495015 LITERARY LOAN 1999	55,773	.00	55,773.00	55,773.20	.00	-.20	100.0%*
40109920 495016 G O SCH BOND 2005A	163,102	.00	163,102.00	163,102.29	.00	-.29	100.0%*
40109920 495020 HS VPSA S O 2008 I	205,250	.00	205,250.00	120,156.25	.00	85,093.75	58.5%
40109920 495036 VPSA OSCB SERIES 2	426,825	.00	426,825.00	426,825.00	.00	.00	100.0%*
40109920 495037 NEW HS VPSA SPEC 0	1,700,000	.00	1,700,000.00	1,700,000.00	.00	.00	100.0%*
40109920 495044 VPSA SERIES 2012B	660,000	.00	660,000.00	660,000.00	.00	.00	100.0%*
40109920 495045 VPSA SERIES 2012B	2,331,078	.00	2,331,078.00	2,331,077.50	.00	.50	100.0%*
40109920 495046 VPSA SERIES 2012A	230,000	.00	230,000.00	230,000.00	.00	.00	100.0%*
40109920 495047 VPSA SERIES 2012A	124,618	.00	124,618.00	124,617.50	.00	.50	100.0%*
40109920 495048 VPSA SERIES 2014C	215,000	.00	215,000.00	215,000.00	.00	.00	100.0%*
40109920 495049 VPSA SERIES 2014C	196,196	.00	196,196.00	196,196.25	.00	-.25	100.0%*
TOTAL DEBT SERVICE	7,847,009	-177,000.00	7,670,009.00	7,572,213.41	.00	97,795.59	98.7%

FY17 3rd Qtr **Utilities** Expenditures



04/19/2017 13:35
5311mbro

COUNTY OF FLUVANNA
YTD BUDGET REPORT

P 54
glytdbud

FOR 2017 09

ACCOUNTS FOR: 502 SEWER	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
000 UTILITIES							
50200000 401100 FULL-TIME SALARIES	91,757	-19,586.00	72,171.00	52,471.05	.00	19,699.95	72.7%
50200000 401310 OVERTIME PAY	2,000	.00	2,000.00	2,689.11	.00	-689.11	134.5%*
50200000 401320 HOLIDAY & DISCRETI	1,000	.00	1,000.00	2,172.21	.00	-1,172.21	217.2%*
50200000 402100 FICA	3,308	-1,498.00	1,810.00	3,549.61	.00	-1,739.61	196.1%*
50200000 402210 VRS	4,575	-175.00	4,400.00	4,357.83	.00	42.17	99.0%*
50200000 402300 MEDICAL INSURANCE	6,000	17,451.00	23,451.00	16,586.89	.00	6,864.11	70.7%
50200000 402400 GROUP LIFE	515	157.00	672.00	669.64	.00	2.36	99.6%*
50200000 402700 WORKER'S COMPENSAT	1,440	-786.20	653.80	653.80	.00	.00	100.0%*
50200000 403170 PERMITS AND FEES	12,500	.00	12,500.00	8,239.00	.00	4,261.00	65.9%
50200000 403300 CONTRACT SERVICES	35,750	.00	35,750.00	11,816.54	.00	23,933.46	33.1%
50200000 403310 BLDGS EQUIP REP &	15,000	.00	15,000.00	3,464.60	.00	11,535.40	23.1%
50200000 403600 ADVERTISING	600	.00	600.00	.00	.00	600.00	.0%
50200000 403700 LAUNDRY AND DRY CL	500	.00	500.00	380.97	.00	119.03	76.2%*
50200000 405110 ELECTRICAL SERVICE	14,000	.00	14,000.00	8,373.63	.00	5,626.37	59.8%
50200000 405210 POSTAL SERVICES	400	.00	400.00	.00	.00	400.00	.0%
50200000 405230 TELECOMMUNICATIONS	2,000	.00	2,000.00	1,398.85	.00	601.15	69.9%
50200000 405540 CONVENTION AND EDU	1,500	.00	1,500.00	100.00	.00	1,400.00	6.7%
50200000 405810 DUES OR ASSOCIATIO	300	.00	300.00	.00	.00	300.00	.0%
50200000 406001 OFFICE SUPPLIES	700	.00	700.00	618.05	.00	81.95	88.3%*
50200000 406003 AGRICULTURAL SUPPL	3,000	.00	3,000.00	.00	.00	3,000.00	.0%
50200000 406004 GENERAL MATERIALS	5,500	.00	5,500.00	1,087.43	.00	4,412.57	19.8%
50200000 406006 CHEMICAL SUPPLIES	10,000	.00	10,000.00	7,465.31	.00	2,534.69	74.7%
50200000 406008 VEHICLE FUEL	4,400	.00	4,400.00	223.48	.00	4,176.52	5.1%
50200000 408110 DEPRECIATION EXPEN	50,000	.00	50,000.00	.00	.00	50,000.00	.0%
50200000 409111 REDEMPTION OF PRIN	60,000	.00	60,000.00	.00	.00	60,000.00	.0%
TOTAL SEWER	326,745	-4,437.20	322,307.80	126,318.00	.00	195,989.80	39.2%

FY17 3rd Qtr **FUSD** Expenditures



04/19/2017 13:35
5311mbro

COUNTY OF FLUVANNA
YTD BUDGET REPORT

P 55
glytdbud

FOR 2017 09

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENC/REQ	AVAILABLE	PCT
505 FORK UNION SANITARY DISTRICT	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
000 FUSD							
50500000 401100 FULL-TIME SALARIES	73,651	15,328.00	88,979.00	64,694.43	.00	24,284.57	72.7%
50500000 401310 OVERTIME PAY	5,000	.00	5,000.00	3,806.83	.00	1,193.17	76.1%*
50500000 401320 HOLIDAY & DISCRETI	2,000	.00	2,000.00	1,989.36	.00	10.64	99.5%*
50500000 402100 FICA	9,563	1,173.00	10,736.00	4,842.73	.00	5,893.27	45.1%
50500000 402210 VRS	13,225	-4,453.00	8,772.00	5,386.08	.00	3,385.92	61.4%
50500000 402300 MEDICAL INSURANCE	22,675	-1,979.00	20,696.00	14,698.87	.00	5,997.13	71.0%
50500000 402400 GROUP LIFE	1,488	-147.00	1,341.00	827.37	.00	513.63	61.7%
50500000 402700 WORKER'S COMPENSAT	4,163	-999.40	3,163.60	3,163.60	.00	.00	100.0%*
50500000 403100 PROFESSIONAL SERVI	13,500	.00	13,500.00	8,110.00	.00	5,390.00	60.1%
50500000 403170 PERMITS AND FEES	7,250	.00	7,250.00	7,574.10	.00	-324.10	104.5%*
50500000 403310 BLDGS EQUIP REP &	27,200	.00	27,200.00	5,980.16	.00	21,219.84	22.0%
50500000 403315 VEHICLES REP & MAI	0	.00	.00	119.78	.00	-119.78	100.0%*
50500000 403600 ADVERTISING	400	.00	400.00	.00	.00	400.00	.0%
50500000 403700 LAUNDRY AND DRY CL	2,500	.00	2,500.00	1,271.78	.00	1,228.22	50.9%
50500000 405110 ELECTRICAL SERVICE	41,000	.00	41,000.00	22,609.72	.00	18,390.28	55.1%
50500000 405210 POSTAL SERVICES	2,800	.00	2,800.00	1,290.13	.00	1,509.87	46.1%
50500000 405230 TELECOMMUNICATIONS	4,500	.00	4,500.00	4,197.52	.00	302.48	93.3%*
50500000 405304 PROPERTY INSURANCE	200	.00	200.00	200.00	.00	.00	100.0%*
50500000 405305 VEHICLE INSURANCE	2,300	.00	2,300.00	2,441.45	.00	-141.45	106.2%*
50500000 405410 LEASE/RENT	1,800	.00	1,800.00	2,594.25	.00	-794.25	144.1%*
50500000 405540 CONVENTION AND EDU	1,500	.00	1,500.00	100.00	.00	1,400.00	6.7%
50500000 405711 PURCHASE OF SERVIC	4,000	.00	4,000.00	780.00	.00	3,220.00	19.5%
50500000 405810 DUES OR ASSOCIATIO	700	.00	700.00	.00	.00	700.00	.0%
50500000 406001 OFFICE SUPPLIES	1,000	.00	1,000.00	.00	.00	1,000.00	.0%
50500000 406003 AGRICULTURAL SUPPL	16,000	-16,000.00	.00	.00	.00	.00	.0%
50500000 406004 GENERAL MATERIALS	7,000	.00	7,000.00	5,502.68	.00	1,497.32	78.6%*
50500000 406006 CHEMICAL SUPPLIES	0	16,000.00	16,000.00	12,056.37	.00	3,943.63	75.4%*
50500000 406008 VEHICLE FUEL	7,000	.00	7,000.00	5,163.50	.00	1,836.50	73.8%
50500000 406009 VEHICLE/POWER EQUI	1,200	.00	1,200.00	871.08	.00	328.92	72.6%
50500000 409111 REDEMPTION OF PRIN	43,278	.00	43,278.00	.00	.00	43,278.00	.0%
50500000 409115 REDEMPTION OF INTE	34,109	.00	34,109.00	16,235.03	.00	17,873.97	47.6%
TOTAL FORK UNION SANITARY DIST	351,002	8,922.60	359,924.60	196,506.82	.00	163,417.78	54.6%

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB A

MEETING DATE:	May 3, 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, April 5, 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 April 5, 2017				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
April 5, 2017
Regular Meeting 4:00 pm
Public Hearings 7:00pm

- MEMBERS PRESENT:** John M. (Mike) Sheridan, Columbia District, Chair
Patricia Eager, Palmyra District
Tony O'Brien, Rivanna District
Donald W. Weaver, Cunningham District
- ABSENT:** Mozell Booker, Fork Union District, Vice Chair
- 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 4:03pm, Chair Sheridan called the Regular Session of April 5, 2017 to order.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA
Mr. O'Brien asked the Board if an update by Sheriff Hess regarding opiate use and response might be included on the Agenda; with the consensus of the Board,
MOTION
Mr. Weaver moved to accept the Agenda, as amended. Mr. O'Brien seconded and the Agenda was adopted by a vote of 4-0. AYES: Sheridan, Eager, O'Brien, & Weaver. NAYS: None. ABSENT: Booker.

- COUNTY ADMINISTRATOR'S REPORT**
Mr. Nichols reported on the following topics:
- Ø Staff Stars and Community Efforts
 - New safety railing along Main Street
 - Anthony Tanner, Public Works: Built/welded two custom-made oxygen bottle safety racks for Palmyra Rescue Station
 - Repairs at the Fork Union Community Center
 - Cheryl Elliott, Fluvanna's Emergency Services Coordinator, was recently honored by the Virginia Emergency Management Association for her service on the Association's Board
 - Ø Spotlight on Business : Stayton-Eurell Graphics
 - Ø Announcements and Updates
 - Victoria (Tori) Melton - New Deputy Treasurer III, Started work on Monday, April 3rd
 - Peter Welch selected as our new Assistant Public Works Director, Effective March 19th
 - Health Care Contributions Proposal for Married Couples when both are Employees - Increased health plan contributions approved by the Board on Mar 15th; Based on the new rates, the County would not accrue any savings while also saving employee costs; Recommend drop policy change plan
 - Another late night FUSD water line repair - Thank goodness for the new Bobcat!
 - VDOT Supplemental 6-Year Plan Update - Public Hearing planned for Wednesday, May 17th
 - FCPS Broadband Project Update: The RFP was posted on 2/10/2017; Mandatory site visits for all School, Library, and County facilities were completed last Friday 3/24/2017.Five companies participated in site surveys. The companies represented most of the different RFP proposal options available to respondents, including self-provisioned fiber, leased lit fiber, and leased dark fiber. Sealed bids are due to the School Board Office by April 14 at 2pm. Fluvanna County Consortium must award bid or decline all April 28.
 - Steve Nichols out of town on April 8-11, 2017 - Eric Dahl, Deputy County Administrator, will be Acting County Administrator.
 - Ø Next Meetings

Day	Date	Time	Purpose	Location
Wed	Apr 12	7:00 PM	BOS Meeting - Adopt FY18 Budget and CY17 Tax Rate	Courtroom
Wed	Apr 19	7:00 PM	Regular Meeting	Courtroom
Wed	May 3	4:00 PM	Regular Meeting	Courtroom
Wed	May 17	7:00 PM	Regular Meeting	Courtroom

PUBLIC COMMENTS #1

At 4:13pm Chair Sheridan opened the first round of Public Comments.

- Curtis Putnam, Columbia District, addressed the Board to inquire about Tab O: *CRM Request – Admin Building Bathrooms*.

With consent of the Board Mr. Nichols addressed Mr. Putnam's questions, noting that \$375,000 was allocated 6 years prior to fund renovations to the Administrative Building. Noting that there were not enough funds to complete the renovations, Staff returned to the Board to request the additional funds.

- Perrie Johnson, Fork Union District, petitioned the Board to approve the FY18 Budget at the higher end of the proposed tax rate.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:17pm.

PUBLIC HEARINGS

At 7:00pm Meeting.

ACTION MATTERS

Appointment to the Youth Advisory Council—Steven M. Nichols, County Administrator, presented the candidate to fill the Fluvanna Representative on the Youth Advisory Council that was left vacant by the passing of Mr. Bill Hughes.

With no discussion,

MOTION

Mr. O'Brien moved to appoint Dr. Jacqueline Meyers to the Youth Advisory Council (YAC), replacing Mr. Bill Hughes, with a term to begin April 5, 2016 and to terminate June 30, 2019. Mr. Weaver offered second and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

Agreement with VDOT Regarding "Watch for Children" Signage – Wayne Stephens, Public Works Director and County Engineer, addressed the Board, explaining the process by which the County may place "Watch for Children" signs in the County and requested the Board approve an agreement with VDOT allowing the County to place the signs. Mr. Stephens noted this action comes at the request of Mrs. Eager, on behalf of a County resident living in Sycamore Landing. Discussion focused long-term maintenance and upkeep, future requests, and determining who will place the signs.

MOTION

Mrs. Eager moved 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. Mr. Weaver gave second and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

E911 Radio Project: Black & Veatch Fourth Addendum—Cheryl Elliott, Emergency Services Coordinator requested an addendum to the Black and Veatch Contract, noting that 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:

- Relocates the potential 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.

This Black & Veatch contract addendum does not add additional services. CO#6 to the Motorola contract was approved by the BOS on March 15, 2017.

With no discussion,

MOTION

Mr. O'Brien moved 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. Mrs. Eager seconded and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

Authorization to Advertise a Public Hearing for an FY17 Budget Amendment—Eric Dahl, DCA & Finance Director, requested to place an advertisement for the an FY17 Budget Amendment. Mr. Dahl reminded the Board that Virginia Code requires a Public Hearing when the proposed amendment is larger than 1% of the operating 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.

Following general discussion,

MOTION

Mr. O'Brien moved 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. Mrs. Eager seconded and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

Child Abuse Prevention Month Presentation and Proclamation—Kirby Baughn, Family Services Supervisor, Fluvanna Department of Social Services, gave a presentation outlining the activities of the Family Services division of Social Services, and highlighted that April is National Child Abuse Prevention Month. Mrs. Baughn described the characteristics of abuse and neglect, provided Fluvanna statistics (July 2015 – June 2016,) and briefly discussed the role Social Services plays in allegations of child abuse and/or neglect.

Following general discussion,

MOTION

Mrs. Eager moved 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. Mr. O'Brien seconded and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, & Weaver. NAY: None. ABSENT: Booker.

PRESENTATIONS

National Crime Victims' Rights Week Presentation—Jeff Haislip, Commonwealth's Attorney and Sherri Stader, Director of the Fluvanna County Victim/Witness Assistance Program, in commemoration of Victims' Rights Week, presented Mrs. Lisa Black, the Victim Perseverance Award. Mrs. Black, the victim of a car wreck caused by a drunk driver, has shown great strength, patience, and resilience during her recovery and the criminal justice process. In honor of her perseverance, this award shall henceforth be called the Lisa Black Victim Perseverance Award.

JABA - Memory Clinic and Dementia Care Coordinator Program—George Worthington, JABA Supervisor for ADRC Development – *rescheduled*.

Crofton Trail Master Plan Proposal - Marvin Moss, Fluvanna Heritage Trail Foundation, provided an update on the proposed Crofton Trail Master Plan, as prepared by Land Planning Design Associates. Mr. Moss indicated that he will be fundraising for this project, and requested the Board allocate CIP funds in out-years to spur momentum. At the end of his presentation, Mr. Moss gave an update on the status of the Heritage Farm Museum, and indicated that the Farm Museum committee would like to have a groundbreaking at Old Farm Day, May 6, 2017.

Columbia Area Update – Steve Nichols, County Administrator, provided an update on activities in the former Town of Columbia and the Hazard Mitigation Grant. Mr. Nichols noted that things are beginning to move along, including: the process to acquire and demolish properties identified in the grant; purchase contracts are being drafted and once the properties are acquired, a demolition contractor will be hired. He also updated the board on replacement of street signage and the potential removal of derelict vehicles and equipment along the roadside.

2017 Fluvanna County Residents Survey – Steve Nichols, County Administrator, presented an overview of the 2017 Fluvanna County Residents Survey. Highlights included: generally, residents believe Fluvanna is a good place to live, raise children, has excellent public safety services, and there are not enough jobs, or business development in the county. The complete survey results will be posted on the County website.

Opiate and Heroin Prevalence in Commonwealth of Virginia—Sheriff Eric Hess gave an overview of the severity of opiate addiction nationally and locally. While noting that Fluvanna does not appear to have the issues with heroin addiction of other counties, there is a presence in the County. Sheriff Hess reported that Narcan, an opiate-overdose reversal agent, is available without a prescription in pharmacies in the area.

RECESS FOR DINNER AND CLOSED MEETING

CLOSED MEETING

MOTION TO ENTER INTO A CLOSED MEETING

At 6:13pm, 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.1: A.3, A.6, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, and Legal Matters. Mr. Weaver seconded. The motion carried, with a vote of 4-0. AYE: Sheridan, Eager, O'Brien, and Weaver. NAY: None. ABSENT: Booker.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 7:16pm, 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 4-0. AYES: Sheridan, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: Booker.

RECONVENE IN OPEN SESSION AND CALL TO ORDER

At 7:17pm Chair Sheridan, reconvened the April 5, 2017 Regular Meeting.

CONSENT AGENDA

The following item was discussed before approval:

Local Workforce Development Area Re-Designation—Steven M. Nichols, County Administrator

The following items were approved under the Consent Agenda for April 5, 2017:

- Minutes of March 1, 2017—Kelly Belanger Harris, Clerk to the Board
- Minutes of March 8, 2017—Kelly Belanger Harris, Clerk to the Board
- Minutes of March 15, 2017—Kelly Belanger Harris, Clerk to the Board
- First Amendment to CVEC Contract of Sale—Cheryl Elliott, Emergency Services Coordinator
- Local Workforce Development Area Re-Designation—Steven M. Nichols, County Administrator
- CRM Request – Admin Building Bathrooms—Wayne Stephens, Director of Public Works and County Engineer
- Canine Fund Transfer—Captain Von Hill, Sheriff’s Office
- FY17 Aid to Localities Funding – Fire Department—Martin Brookhart, Management Analyst
- FY17 FCPS National Board Certification Incentive Grant—Ed Breslauer, FCPS Finance Director
- FY17 FCPS Title IA Supplemental Appropriation Request—Ed Breslauer, FCPS Finance Director
- FY17 Records Preservation Grant Supplemental Appropriation—Martin Brookhart, Management Analyst
- Local Government Education Week Proclamation—Steven M. Nichols, County Administrator

MOTION
Mr. O’Brien moved to approve the items on the Consent Agenda for April 5, 2017. Mr. Weaver seconded and the motion passed 4-0. AYE: Sheridan, Eager, O’Brien, & Weaver. NAY: None. ABSENT: Booker.

UNFINISHED BUSINESS
None.

NEW BUSINESS
Mrs. Eager asked for an update on the Strategic 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.* Mr. Nichols reported that Planning Staff will be updating the Board on April 19, 2017 regarding this topics.

Mrs. Eager also reported on an FLDP presentation highlighting businesses in the County; an FLDP participant identified 300 business in the County that do not currently appear on a list maintained by the Commissioner of the Revenue, and feels there are probably another 300 not identified.

PUBLIC COMMENTS #2
At 7:33pm, 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 7:33pm.

FY18 BUDGET AND CY17 TAX RATES PUBLIC HEARINGS
Calendar Year 2017 Tax Rates—Eric Dahl, DCA & Finance Director, gave a brief overview of the process by which tax rates are determined, as well as the current and equalized rates. Mr. Nichols reminded the Board that the maximum advertised tax rate for Calendar Year 2017 was \$.925/\$100. Mr. Payne stated for the record that Virginia Code requires there be one week between the Public Hearing and adoption of the Budget and Tax Rates.
At 7:38pm, Chair Sheridan opened the Public Hearing.
There being no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:39pm.

Fiscal Year 2018 Budget—Eric Dahl, DCA & Finance Director, provided a recap of budget items discussed during the many Budget Work Sessions, and Regular Meetings.
Mr. Dahl highlighted current and proposed CIP funding as well as current and proposed tax rates:

Fiscal Year	Capital Fund	Tax Category	FY17 Adopted	FY18 Proposed
2018	\$1,447,100	Real Property	\$0.917	\$0.907
2019	\$11,374,400			
2020	\$3,830,180	Mobile Homes	0.917	0.907
2021	\$4,505,680	Personal Property (Residential)	4.35	4.35
2022	\$17,689,180	Personal Property (Business)	4.35	2.90
TOTAL:	\$38,846,540	Machinery & Tools	2.00	1.90

Mr. Nichols provided a review and overview of the proposed budget. Clarifying that there are additional changes since the Board’s last review, and highlighted some of these changes: additional revenue from the State for schools, staffing changes that decreased staffing costs, and various decreases in departmental budgets based on reduced number of projects. Mr. Nichols then demonstrated the impact of an employee raise (1%, 1.5%, & 2%) and noted some increases in operational expenses, including advertising for Public Hearings, which increased by 25%.
Following very generalized and brief discussion, at 7:58, Chair Sheridan opened the Public Hearing.
There being no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:58pm.

CLOSED MEETING
MOTION TO ENTER INTO A CLOSED MEETING
At 7:59pm, 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.1, A.3, A.6, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Real Estate, Investment of Funds, and Legal Matters. Mr. Weaver seconded. The motion carried, with a vote of 4-0. AYE: Sheridan, Eager, O’Brien, and Weaver. NAY: None. ABSENT: Booker.

MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION

At 9:13pm, 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 4-0. AYES: Sheridan, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: Booker.

MOTION

Mr. O'Brien moved the Board of Supervisors approve a performance bonus for Ms. Gail Parrish, Human Resources Manager, in the amount of \$350.00 from FY17 Employee Recognition funds, to acknowledge her extraordinary efforts on the County's FY18 Employee Health Insurance Plan. Mrs. Eager seconded and the motion passed 4-0. AYE: Sheridan, Eager, O'Brien, and Weaver. NAY: None. ABSENT: Booker.

MOTION

Mrs. Eager moved that the Board of Supervisors authorize the County Administrator and the County Attorney to accept the sum of \$80,332.65 in satisfaction of the obligation of the guarantor/issuer of the Letter of Credit guaranteeing the satisfactory construction of Country Creek Way in Fox Hollow Subdivision, provided that collected funds be received by the County not later than Close of Business, on April 12, 2017. Mr. Weaver seconded and the motion carried 4-0. AYE: Sheridan, Eager, O'Brien, and Weaver. NAY: None. ABSENT: Booker.

ADJOURN

MOTION:

At 9:16pm Mr. O'Brien moved to adjourn the Regular Meeting and Budget Work Session of Wednesday, April 5, 2017. Mr. Weaver seconded and the motion carried with a vote of 4-0. AYES: Sheridan, Eager, O'Brien and Weaver. NAYS: None. ABSENT: Booker.

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 B

MEETING DATE:	May 3, 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, April 12, 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 April 12, 2017				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
April 12, 2017
Regular Meeting 7:00pm

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
Donald W. Weaver, Cunningham District

ABSENT: None.

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

CALL TO ORDER
At 7:06pm, Chair Sheridan called the Regular Session of April 12, 2017 to order.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA
Mr. Nichols noted that Presentation Pleasant Grove Road
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, O'Brien, & Weaver. NAYS: None. ABSENT: None.

COUNTY ADMINISTRATOR'S REPORT
Mr. Nichols reported on the following topics:

- Ø Announcements and Updates
 - Treasurer's Office Renovation nearly complete
 - Burt Marks, 2017 FLDP Class, would like to make a presentation to the Board regarding a monument commemorating the Emancipation Proclamation. Would like to petition the Board to: Have the monument placed in Civil War Park. Provide seed money to have the park brought to ADA standards.
- Ø Next Meetings

Day	Date	Time	Purpose	Location
Wed	Apr 19	7:00 PM	Regular Meeting	Courtroom
Wed	May 3	4:00 PM	Regular Meeting	Courtroom
Wed	May 17	7:00 PM	Regular Meeting	Courtroom

PUBLIC COMMENTS #1
At 7:12pm, 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 7:12pm.

PUBLIC HEARINGS
None.

ACTION MATTERS
FY 2018 Budget and 2017 Tax Rates Adoption – Eric Dahl, DCA / Finance Director, provided a timeline of the FY18 Budget, highlighting changes, and recommending and requesting the Board approve the resolution to set the tax rates with a revised Real Property tax rate of \$0.907 per \$100, a Personal Property tax rate of \$4.35 per \$100, a Business Personal Property Tax Rate of \$2.90 per \$100, a Machinery & Tools tax rate of \$1.90 per \$100 and adopt the FY18 Operations Budget.
With these rates, the following was presented for approval:

General Fund Operations	\$71,871,487
Capital Improvements Plan	\$ 1,447,100
Enterprise Funds	\$ 2,306,328
TOTAL:	\$75,624,915

Wide-ranging discussion focused on Employee Pay Plan, County Attorney services, CSA Services, Emergency Services Vehicles, Sheriff's Office, Parks and Recreation, and Tourism and Economic Development.
Following this discussion,

MOTION

Mr. O'Brien moved the Board of Supervisors adopt the resolution entitled "A Resolution to Adopt the FY18 Operations Budget, Set the Tax Rates and Appropriate Funds." On a second by Mrs. Booker, the motion passed 4-1. AYE: Sheridan, Booker, Eager, & O'Brien. NAY: Weaver. ABSENT: None.

Mr. Nichols shifted the discussion to the FY2018-2022 Capital Improvements Plan.
With limited discussion,

Motion

Mr. O'Brien moved that the Board of Supervisors adopt the resolution entitled "Adoption of the FY2018-2022 Capital Improvements Plan." Mrs. Booker offered second and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

CRM Request – Historic Courthouse Emergency Roof Repairs—Wayne Stephens, Director of Public Works and County Engineer, brought forward a request for funds to cover emergency repairs of the Historic Courthouse. Mr. Stephens provided pictures of a failing roof support and discussed the specialized nature of any repair that might be attempted. As these supports are original to the structure (constructed in 1830), Mr. Stephens, requested treating this as an emergency from a procurement standpoint, with the usual procurement process being set aside in favor of an already-identified craftsman to make the necessary repairs. Mr. Nichols advised that the County Attorney has suggested that this is not deemed to be an emergency, and therefore is subject to the regular procurement process.

MOTION

Mrs. Booker moved that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to provide \$20,000.00 from the Capital Reserve Maintenance Fund to pay the costs of repairing structural damage to the roof framing on the Historic Courthouse, And, furthermore, that completing the necessary repairs to the building be deemed an emergency from a procurement standpoint. On a second from Mrs. Eager, the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, & Weaver. NAY: None. ABSENT: None.

PRESENTATIONS

Pleasant Grove Road—Wayne Stephens, Director of Public Works and County Engineer – *deferred until April 19, 2017.*

CONSENT AGENDA

None.

NEW BUSINESS

None.

PUBLIC COMMENTS #2

At 9:14pm Chair Sheridan opened the second round of Public Comments.

With no one wishing to speak, Chair Sheridan closed the second round of Public Comments at 9:14pm.

Prior to the motion to enter a Closed Meeting, Mrs. Eager commented on the formerly-approved CRM Request for Bathroom Renovations in the Administration Building (approved April 5, 2017.) Mrs. Eager stated her belief that the approved funds would be better used to fund the Courthouse renovations. Mr. Stephens addressed the concerns, noting that the renovation, while including aesthetic upgrades, changes the plumbing structure in the Administration Building, adding multiple shut-off points, instead of the one-valve system currently in place. Additionally, ADA-compliant upgrades were included in the approved request.

CLOSED MEETINGMOTION TO ENTER INTO A CLOSED MEETING

At 9:26pm, 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.1, A.3, A.6, & A.7 of the Code of Virginia, 1950, as amended, for the purpose of discussing Real Estate and Legal Matters. Mr. Weaver 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 9:53pm, 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." Mrs. Booker seconded. The motion carried, with a roll call vote, of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

ADJOURNMOTION:

At 9:55pm Mr. O'Brien moved to adjourn the Regular Meeting of Wednesday, April 12, 2017. Mr. Weaver seconded and the motion carried with a vote of 4-0. 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 C

MEETING DATE:	May 3, 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, April 19, 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 April 19, 2017				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
April 19, 2017
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
Donald W. Weaver, Cunningham District

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

CALL TO ORDER
At 7:01pm, Chair Sheridan called the Regular Meeting of April 19, 2017 to order.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA
Mr. Nichols requested the Board entertain a New Business item, *Zion Crossroads Water & Sewer Financing Comparison*.
MOTION
Mr. O'Brien moved to accept the Agenda, with changes. Mr. Weaver seconded and the Agenda was adopted by a vote of 5-0. AYES: Sheridan, Booker, Eager, O'Brien, and Weaver. NAYS: None. ABSENT: None.

COUNTY ADMINISTRATOR'S REPORT
Mr. Nichols reported on the following topics:

- Ø Welcome to Mr. Stephen Harvey - Outreach Director For Congressman Tom Garrett
- Ø FCPR Annual Easter Egg Hunt: Held on April 15 at Pleasant Grove Park, ~200 children searched for 6,000 prefilled eggs
- Ø Announcements and Updates
 - Old Farm Day is coming soon - Saturday, May 6th, from 9 am to 4 pm!
 - Apr 13th - Once again...a late night FUSD water line repair.
- Ø Upcoming Meetings:

Day	Date	Time	Purpose	Location
Wed	May 3	4:00 PM	Regular Meeting	Courtroom
Wed	May 17	4:00 PM 7:00 PM	Projects Work Session Regular Meeting	Morris Room Courtroom
Wed	Jun 7	4:00 PM	Regular Meeting	Courtroom
Wed	Jun 21	7:00 PM	Regular Meeting	Courtroom

PUBLIC COMMENTS #1
At 7:08pm 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 7:09pm.

PUBLIC HEARING
FY17 Budget Amendment Public Hearing—Eric Dahl, DCA and Finance Director, came before the Board to present a Budget Amendment, noting that a Public Hearing is required for any amendment greater than 1% of the adopted Operating Budget. This action is necessary to correctly reflect an increase in the FY17 budget from the issuance of the \$7,653,740 Virginia Resource Authority Taxable Qualified Energy Conservation Revenue Bond (VirginiaSAVES Green Community program – Fluvanna County Projects) Series 2017. This bond provides \$7,398,098 for equipment purchasing and project construction funds and \$255,642 for the cost of issuance, which is broken down as follows:

VASaves Program Fee:	\$153,075
VASaves Bond Counsel:	\$ 35,000
County Bond Counsel:	\$ 32,000
Financial Advisor:	\$ 20,000
VRA Commitment Fee:	\$ 9,567
Bank Legal Fees:	\$ 5,000
Escrow Agent, Trustee & Counsel Fees:	\$ 1,000
TOTAL COST OF ISSUANCE:	\$255,642

The proposed amendment calls for an increase of \$7,653,740 in revenues from the issuance of the VRA Bond and \$7,398,098 in expenditures for equipment purchasing and project construction funds and \$255,642 in expenditures for the

cost of issuance. The current total amended budget for FY17 is \$88,182,462. With this budget amendment, it would bring the total amended budget for FY17 to \$95,836,202.

At 7:14pm, Chair Sheridan opened the Public Hearing.

There being no one wishing to speak, Chair Sheridan closed the Public Hearing at 7:14pm.

There being no discussion,

MOTION

Mrs. Booker moved the Board of Supervisors approve an FY17 budget amendment of \$7,653,740 for the issuance of the Virginia Resource Authority Taxable Qualified Energy Conservation Revenue Bond (VirginiaSAVES Green Community program – Fluvanna County Projects) Series 2017, with \$7,398,098 in expenditures for equipment purchasing and project construction funds and \$255,642 in expenditures for the cost of issuance, increasing the FY17 Amended Budget to \$95,836,202. Mr. Weaver seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

ACTION MATTERS

Raymond James Contract Addendum for Bidding Agent Services—Eric Dahl, DCA and Finance Director, presented a request to approve a contract addendum between Fluvanna County and Raymond James Public Finance Investment Strategies Group to provide Bidding Agent Services relating to the competitive procurement of an escrow float contract for the proceeds of the Virginia Public School Authority's Series 2012 D Bonds to fund the escrow for the Virginia Public School Authority's Series 2008 Bonds. Following this overview, the Board chose to defer action until the April 19, 2017, Regular Meeting.

Appointment/Reappointment to the James River Water Authority—Steven M. Nichols, County Administrator, presented Charles "Mark" Dunning as a candidate for reappointment to the James River Water Authority (JRWA.)

With no discussion,

MOTION

Mrs. Eager moved to reappoint Charles "Mark" Dunning to the James River Water Authority (JRWA) Citizen Representative Position, with a term to begin April 19, 2017 and to terminate April 18, 2021. Mr. Weaver seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

Appointment to the JABA Board of Directors—Steven M. Nichols, County Administrator, presented the candidate for appointment to the Jefferson Area Board for Aging (JABA) Board of Directors. Mr. Nichols noted that Mr. Paul Bevins, the only candidate, currently serves on the JABA Advisory Board.

With no discussion,

MOTION

Mrs. Booker moved to appointed Paul Bevins to the Jefferson Area Board for Aging (JABA) Board of Directors, replacing William Hughes, with a term to begin April 19, 2017 and to terminate June 30, 2019. Mr. O'Brien seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

An Agreement between FSPCA and the County of Fluvanna for the Provision of Public Animal Shelter Services – Steve Nichols, County Administrator, brought forward a request to approve the agreement between Fluvanna County and the Fluvanna County Society for the Prevention of Cruelty to Animals (FSPCA.)

Summary of Significant Changes:

- Initial Agreement term 24 months, commencing as of July 1, 2017.
- Renewed up to three times, automatically, as of each successive anniversary of the Commencement Date, for additional twelve (12) month terms.
- Termination clause 12 months' prior written notice.
- County funding increases from \$5.00 to \$6.00 per capita beginning in FY18; this increase of \$25,691 was included in the FY18 approved budget.
- FSPCA reimbursement to the County for cost of certain repairs over \$1,000.
- Spay/neuter and microchip all Public Shelter Animals prior to adoption unless otherwise recommended by a licensed veterinarian.

Suzy Morris, FSPCA Board, addressed the Supervisors, thanking them for the continuing support shown the FSPCA. Ms. Morris highlighted FSPCA programming, changes to the facilities, and spoke briefly on the direction of the FSPCA.

MOTION

Mr. O'Brien moved to approve the document entitled, "AN AGREEMENT BETWEEN FLUVANNA COUNTY SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS AND THE COUNTY OF FLUVANNA, VIRGINIA FOR THE PROVISION OF PUBLIC ANIMAL SHELTER SERVICES" as presented, and hereby authorize the County Administrator to execute the agreement, subject to County Attorney approval as to form. Mrs. Eager seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O'Brien, and Weaver. NAY: None. ABSENT: None.

PRESENTATIONS

Community Health Improvement Plan—Dr. Denise Bonds, Director, Thomas Jefferson Health District, presented the results and findings of the Mobilizing for Action through Planning and Partnerships (MAPP.)

Fire and Rescue Update – Cheryl Elliott, Emergency Services Coordinator, recognized John Lye, Chief of Lake Monticellos Water Rescue & President, FRA, Mike Brent, Fluvanna Fire Chief, and Michael Grandstaff, Communications Director, Sheriff's Office, noting they were there for questions. Ms. Elliott provided a comprehensive overview of service provided by Fluvanna Fire and Rescue units, statistics on types and locations of calls, recruitment and retention options, and provided an update on Cost Recovery. Ms. Elliott then provided a brief status update on the E91 Radio Project.

Comparison of Code Compliance Procedures—James Newman, Planner, presented an overview of current County ordinance regarding Trash and Inoperable Vehicles. Mr. Newman reviewed localities’ near Fluvanna to compare County Code, noting that there is no cohesive process for responding to trash and inoperable vehicles. Following the presentation, Mr. Newman sought direction from the Board for moving forward with amending County Ordinance with regards to Trash and Inoperable Vehicles. Mr. Nichols also discussed potential ordinance updates for derelict or unsafe structures.

Pleasant Grove Road Update—Wayne Stephens, Director of Public Works and County Engineer, gave an update on paving the Pleasant Grove access road, focusing on potential funding and paving plan. Noting that maximum potential funding available utilizing VDOT Recreational Access Program funds & currently allocated county funding is approximately \$506,000, Mr. Stephens displayed a possible paving plan that would maximize those funds. The Board concurred with pursuing grant funding options.

CONSENT AGENDA

The following items were discussed before approval:

- Accounts Payable Report, February 2017*—Eric Dahl, DCA and Finance Director
- Accounts Payable Report, March 2017*—Eric Dahl, DCA and Finance Director

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

- Accounts Payable Report, February 2017*—Eric Dahl, DCA and Finance Director
- Accounts Payable Report, March 2017*—Eric Dahl, DCA and Finance Director
- Fluvanna-Charlottesville Judge’s Secretarial Services Agreement*—Eric Dahl, DCA and Finance Director
- FY17 3rd Quarter Voluntary Contributions*—Martin Brookhart, Management Analyst
- FY17 Library E-Rate Funds Supplemental Appropriation*—Martin Brookhart, Management Analyst
- FY17 Sheriff’s Office Insurance Claim – 2012 Dodge Charger VIN 2945*—Martin Brookhart, Management Analyst
- FY17 Sheriff’s Office Insurance Claim – 2012 Dodge Charger VIN 2946*—Martin Brookhart, Management Analyst
- FY17 Sheriff’s Office Insurance Claim – 2014 Dodge Charger VIN 9289*—Martin Brookhart, Management Analyst

MOTION

Mrs. Booker moved to approve the items on the Consent Agenda for April 19, 2017, as presented, and ratified the February 2017 Accounts Payable in the amount of \$1,670,789.80, and the March 2017 Accounts Payable in the amount of \$2,364,709.64. Mr. Weaver seconded and the motion passed 5-0. AYE: Sheridan, Booker, Eager, O’Brien, & Weaver. NAY: None. ABSENT: None.

UNFINISHED BUSINESS

Mr. Payne reported an update to the Needham Village road bond, reporting that there has been positive response from the bank and that the county will be receiving the bond funds in the near future. Mr. Nichols reported that work to bring Country Creek Way in Fox Hollow Subdivision is progressing, though not yet complete. He also informed the Board that the Erosion & Sediment Control Letter of Credit funds had been received and will be available to reimburse authorized expenses after the road is accepted into the VDOT system.

NEW BUSINESS

Zion Crossroads Water & Sewer Financing Comparison – Eric Dahl, DCA/Finance Director, brought forward options for funding the Zion Crossroads Water and Sewer project. Mr. Dahl remarked that Project Funding Options could include taking on 100% Debt through financing, or could be funded with Partial Debt and Partial Cash (e.g., \$4M cash and \$6M debt.) If debt funded, there are timing considerations; the Summer Pool application is due May 1st, 2017. Though there are Fall 2017 and Spring 2018 Pools, Mr. Dahl pointed out that contractor payments may begin arriving before the funds are available.

Debt Funding Options discussed:

- | | |
|---|------------------------------------|
| • Virginia Resources Authority (~3.11%) | • USDA/Rural Development (~3.375%) |
| • EDA of Fluvanna County, Lease Revenue Bond (~3.18%) | • Bank Loan |
| | • General Obligation Bond |

Mr. Dahl recommended the Board consider the VRA Virginia Pooled Financing Program Summer 2017, and indicated that if the Board chose to move forward with this option that the application deadline is May 1, 2017. The Board authorized Staff to proceed with the \$10M financing application for the VRA Summer 2017 Pool.

PUBLIC COMMENTS #2

At 10:31pm 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 10:31 pm.

ADJOURN

MOTION:

At 10:31pm Mrs.Booker moved to adjourn the regular meeting of Wednesday, April 19, 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.

Kelly Belanger Harris
Clerk to the Board

John M. Sheridan
Chair

DRAFT

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB D

MEETING DATE:	May 3 rd , 2017				
AGENDA TITLE:	FY17 E-911 PSAP Grant Supplemental Appropriation				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$18,000 to the E-911 FY17 budget for funds received from the PSAP Grant 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):	Michael Grandstaff, Director of Communications – E-911				
PRESENTER(S):	Marty Brookhart, Management Analyst				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Effective Immediately				
DISCUSSION:	<p>For FY17, \$57,885 was budgeted in the E911 PSAP Grant Program.</p> <p>To date, E911 has expended an extra \$18,000 that was reimbursed by the program on April 18th, 2017.</p>				
FISCAL IMPACT:	Approval of the motion as stated above will allow Finance staff to increase revenues and expenditures by \$18,000.				
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 E

MEETING DATE:	May 3, 2017																
AGENDA TITLE:	FY17 FCPS Small School Division Enrollment Loss Fund Supplemental Appropriation																
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$127,920 to the Fluvanna County Public Schools FY17 budget for funds received from the Commonwealth's Small School Division Enrollment Loss Fund.																
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):														
		X															
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other												
				X													
STAFF CONTACT(S):	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 will receive \$127,920 in new FY17 funding from the State for the Small School Division Enrollment Loss Fund. The Schools are requesting that the appropriation be allocated as follows:</p> <table style="margin-left: 40px;"> <tr><td>Instruction:</td><td style="text-align: right;">\$30,240</td></tr> <tr><td>Administration:</td><td style="text-align: right;">\$27,000</td></tr> <tr><td>Technology:</td><td style="text-align: right;">\$39,795</td></tr> <tr><td>Operations:</td><td style="text-align: right;">\$15,885</td></tr> <tr><td>Transportation:</td><td style="text-align: right;"><u>\$15,000</u></td></tr> <tr><td>TOTAL:</td><td style="text-align: right;">\$127,920</td></tr> </table> <p>FCPS FY17 State Revenue will increase from \$19,836,021.68 to \$19,963,941.68.</p> <p>FCPS FY17 budget will increase from \$38,866,183.47 to \$38,994,103.47.</p>					Instruction:	\$30,240	Administration:	\$27,000	Technology:	\$39,795	Operations:	\$15,885	Transportation:	<u>\$15,000</u>	TOTAL:	\$127,920
Instruction:	\$30,240																
Administration:	\$27,000																
Technology:	\$39,795																
Operations:	\$15,885																
Transportation:	<u>\$15,000</u>																
TOTAL:	\$127,920																
FISCAL IMPACT:	<p>Approval of this supplemental appropriation will authorize staff to increase State Revenue and Operational Expenses by \$127,920.</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 F

MEETING DATE:	May 3, 2017				
AGENDA TITLE:	Historic Courthouse Safety Issues				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
					XX
STAFF CONTACT(S):	Wayne Stephens, Public Works Director/County Engineer				
PRESENTER(S):	Wayne Stephens, Public Works Director/County Engineer				
RECOMMENDATION:	For Discussion				
TIMING:	N/A				
DISCUSSION:	Two supervisors asked about potential safety improvements at the Historic Courthouse. Specifically, potential installation of hand railings on the front steps and safety railings on the sides of the front porch.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Letters from the Fluvanna Historical Society and Virginia Department of Historic Resources with recommendations the Historic Courthouse.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX			XX	

**Fluvanna Historical Society
PO Box 8
Palmyra, VA 22963**

April 17, 2017

Mr. Steve Nichols
County Administrator
Fluvanna County
PO Box 540
Palmyra, VA 22963

Dear Mr. Nichols:

I am writing on behalf of the Board of Directors of the Fluvanna Historical Society regarding a proposal to add railings to the front steps of Fluvanna's historic courthouse. Although we too are concerned for the safety and welfare of our citizens, we believe there are viable alternatives to the proposed railings. For the reasons elucidated below, the Society is seriously opposed to such an action and would consider it a desecration of Fluvanna's most important building.

Our courthouse is cited in almost every definitive book written about Greek Revival architecture as a prime example of the genre. It is considered by many to be the most perfect of the early courthouses built in Virginia. I would point out that when the basement was added and the building was restored in a major project in the early 1980's every effort was made to ensure that the building's historic fabric and appearance were kept intact. Indeed the county hired noted architects specializing in structures of this era to advise it on the project and to honor John Hartwell Cocke's design for this well-documented building. It is notable that they evidently avoided any major alterations to the front facade including the addition of railings on the steps.

The alteration is really quite simple. There is a side entrance with a ramp for the physically handicapped that leads directly into the courthouse. This ramp is infrequently used but that could easily be changed with proper signage directing those who would have difficulty navigating the steep front steps to that entrance. The entrance is original to the courthouse, and the alterations to accommodate those with physical limitations were made in a careful way so as not to detract from the building's architecture. We should try to make that alternative available every time the courthouse is in use.

We thank you for considering our recommendation on this subject of great importance to the Society and its members.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Marvin F. Moss". The signature is fluid and cursive, with the first name "Marvin" being more prominent than the last name "Moss".

Marvin F. Moss
President

April 19, 2017

Dear Ms. Mickelson:

Thank you for the note regarding the Fluvanna County Courthouse Square located in Palmyra. As you know this 1831 building is listed in both the *National Register of Historic Places* and the *Virginia Landmarks Register* and is one of the Commonwealth's few antebellum courthouses to survive without additions or changes to any of its primary exterior elevations.

No public building is exempt from the Americans with Disabilities Act. However, Congress did recognize the national interest in historic preservation when the ADA regulations were being written. Essentially, it was determined that when making historic buildings accessible, there needed to be flexibility. If achieving accessibility threatened or destroyed qualities of the Palmyra Courthouse that made it worthy of preserving, alternative guidelines for achieving accessibility should be used. Our office, the Department of Historic Resources, works with the historic property owner, his architect, and the local code official to agree on alternatives to code when necessary. Historic buildings are existing buildings, therefore barrier removal, in many cases, is all that is required. For buildings undergoing extensive rehabilitation work, generally speaking, there is flexibility in how ADA should be achieved. And in some instances, physical accessibility is impossible; creative, programmatic access is often the solution, instead.

In this case, we agree that a side entrance with an accessible path of travel and ramp for the physically disabled is appropriate. Although infrequently used, this will change if signage is provided to direct guests who have difficulty navigating the front steps of the courthouse. Because the primary front elevation is original and unaltered, we believe the proposed side entrance will accommodate those with physical limitations while simultaneously achieving historic preservation goals.

Should you have additional questions, please feel free to call me.

Sincerely,

William Mills Crosby, Jr.
Historic Architect
Virginia Department of Historic Resources



Historic Courthouse Safety Issues

May 3, 2017



Historic Courthouse Safety Issues

- BOS members asked about potential safety measures for the Historic Courthouse.
 - Specifically, potential installation of hand railings on the front steps and safety railings on the sides of the front porch.
- The front steps are particularly high and can be difficult to navigate.
- The sides of the front porch do not have safety railings and drop off several feet to ground level.



Safety Improvement Option #1

- Install safety railings on the front steps and on sides of porch

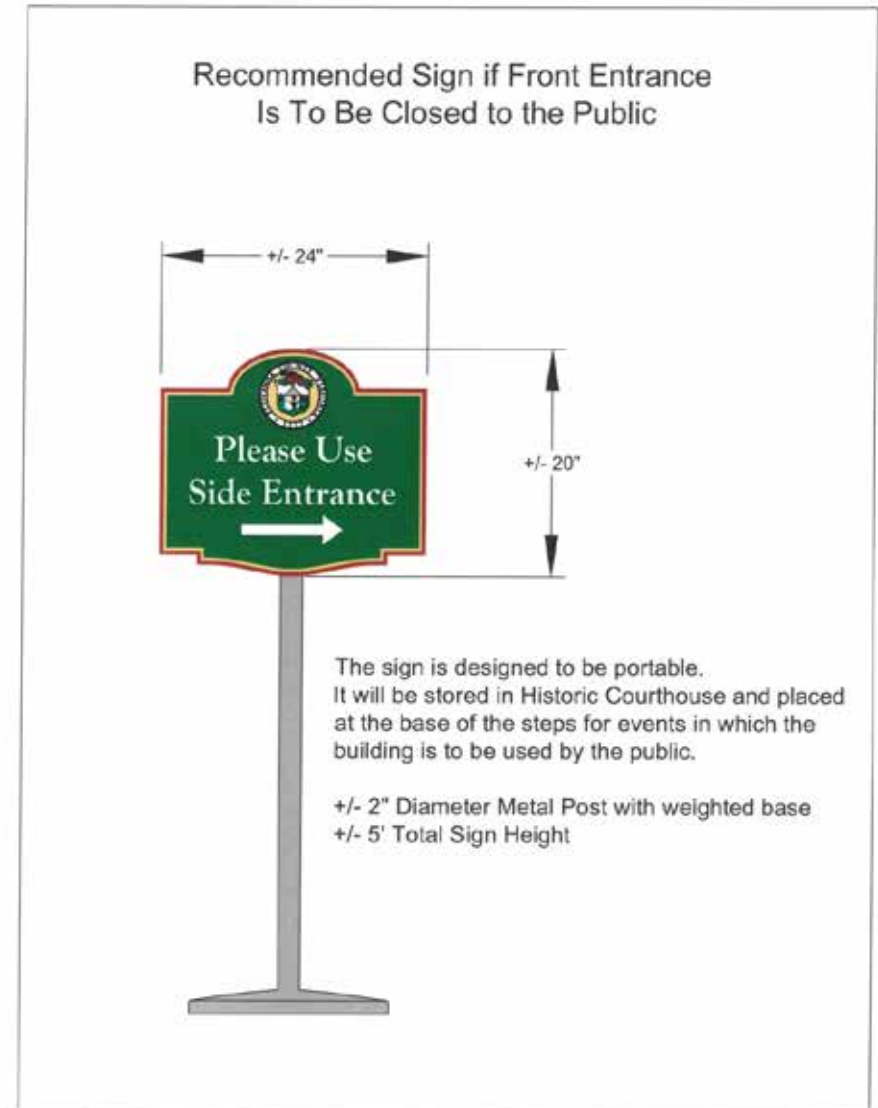




Safety Improvement Option #2

BOS Meeting 2017-05-03 p.234/245

- Close the front entrance to the Historic Courthouse to the general public
- Whenever the building is to be open to the public, place a portable sign at the base of the front steps directing people to the side entrance.





Safety Improvement Option #3

- Allow the front entrance to remain open to the public
- Encourage the use of the side entrance via a portable sign at the base of the front steps which provides directions to the more easily accessible side entrance.





Safety Improvement Option #4

- Securely mount period-correct, custom-built, wooden benches at each end of the porch.
 - These could be modeled after the benches on the front porch at Bremono Plantation.





Agency Comments

April 19, 2017

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William Mills Crosby, Jr.
Historic Architect
Virginia Department of Historic Resources

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Sincerely yours,

Marvin F. Moss
President



Other Options?

Discussion

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

December 20, 2016

No.	Item
1	FY17 Capital Reserve Memo 2017-05-03
2	FY17 Contingency Balance 2017-05-03
3	
4	
5	
6	
7	
8	
9	
10	

COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

MEMORANDUM

Date: May 3, 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
Less: Administration Building Bathroom Renovations – 04.05.17	-\$35,000
Less: Historic Courthouse Roof Repairs – 04.12.17	-\$20,000
Available:	\$146,975

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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

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MEMORANDUM

Date: May 3, 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