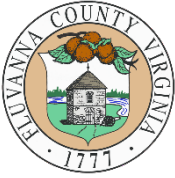


FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

MEETING DATE:	June 5, 2019				
AGENDA TITLE:	CARE Task Force Charter Renewal & Appointment Extensions				
MOTION(s):	I move to approve a one-year extension of the CARE Task Force Charter until June 30, 2020 and further move to extend Task Force member appointments for terms to end June 30, 2020.				
STRATEGIC INITIATIVE?	Yes XX	No	If yes, list initiative(s):		C1
AGENDA CATEGORY:	Public Hearing	Action Matter XX	Presentation	Consent Agenda	Other
STAFF CONTACT(S):	Steven M. Nichols, County Administrator				
PRESENTER(S):	Steven M. Nichols, County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Current				
DISCUSSION:	<p>The CARE Task Force was established by the BOS on July 5, 2017.</p> <p>The Task Force Charter was previously extended from Dec 31, 2017 until June 30, 2018, and again from July 1, 2018 until June 30, 2019.</p> <p>The Task Force requests to continue work through FY20; interested members are requesting reappointment (see attached)</p>				
FISCAL IMPACT:	TBD				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	CARE Task Force was established by the BOS on July 5, 2017.				
ENCLOSURES:	<ul style="list-style-type: none"> • Charter • Current Appointees 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



CHARTER COLUMBIA AREA RENEWAL EFFORT (CARE) TASK FORCE

Approved
By BOS:
July 5, 2017

1. Purpose. The purpose of the Columbia Area Renewal Effort (CARE) Task Force is to advise, assist, support, and advocate for positive change and renewal efforts in the Columbia area. The Task Force will prepare a report of proposed actions for consideration by the Board of Supervisors.



2. Task Force Duration. The work of the Task Force is intended to be completed and a final report of recommendations submitted to the Board of Supervisors by December 31, 2017, unless an extension is approved by the Board.

3. Tasks / Responsibilities. In collaboration with County staff and other local agencies, the Task Force shall develop a list of proposed action steps to:

- a. Promote citizen engagement.
- b. Support renewal and clean-up efforts.
- c. Identify and develop green space opportunities and options.
- d. Advocate for improved public safety awareness and positive actions.
- e. Protect and enhance unique historical/architectural resources.
- f. Review and assess Historic District designation options.
- g. Support business attraction.
- h. Propose and support public events for the Columbia area.

4. Membership. Membership shall be comprised as follows:

- a. Columbia-area resident, business, and/or property owner members (8) (appointed by Board of Supervisors)
- b. Columbia Interfaith Council representative
- c. Fluvanna Historical Society Representative
- d. Fluvanna County Columbia District Supervisor
- e. Fluvanna County Sheriff (or representative)
- f. Fluvanna County Administrator (or representative)
- g. Fluvanna County Community & Economic Development representatives (2)

- h. Fluvanna County Public Works representative
- i. Fluvanna County Parks & Recreation representative
- j. The Chair may request other ad hoc members to participate in task force efforts, as needed. This will likely include subject matter experts and representatives from local support agencies.

5. Organizational Structure

a. Chair. The Task Force will be chaired by Board of Supervisors' representative (or designee).

b. Meetings

(1) **Public meetings are generally scheduled for the third** Monday of each month at 7:00 pm.

(2) Meetings will be advertised via the County website. Additional or special meetings may be called by the Chair with 72-hour notice to members and posting of the notification on the County website.

(3) A quorum shall consist of a simple majority of members.

c. Minutes. Minutes of each meeting will be prepared by a designated County representative, and following adoption by the Task Force, shall be posted on the County website.

d. Recommendations and Reports. Task Force reports and action recommendations will be submitted in writing to the County Administrator for consideration by the Board of Supervisors on a regular meeting agenda. Documentation will include background information and justification for any recommended actions.

6. Parliamentary Authority

a. The Task Force shall be governed in its proceedings by the current edition of Robert's Rules of Order, Newly Revised.

b. Decisions will commonly be made by consensus. A formal vote shall be taken when a decision is required for policy recommendations and action items, or if the decision requires referral to the Board of Supervisors for formal approval.

CARE Task Force Members

Last Name	First Name	Position
Duncan	Robin	Powhatan Resident
Hess	Eric	Sheriff
Johnson	Tricia	Fluvanna Historical Society
Jones	Chuck	Columbia Interfaith Council
Kenney	Melissa	Fluvanna Resident
Mitchell	Darrick	Columbia Resident
Nichols	Steve	County Administrator
Robinson	Brad	Senior Planner
Sarafin	Justin	Dir. Preservation Initiatives & Engagement
Shelley	Isaac	Local Business/Property Owner
Sheridan	Mike	Columbia District Supervisor
Shumate	Susan	Columbia Interfaith Council
Spitzer	Aaron	Director, Parks & Recreation
Stephens	Wayne	Director, Public Works
Tinsley	Carolyn	Columbia Resident
Zimmer	Ed	Planning Commission Rep
Zoll	Kevin	Building Official
Knepper	James	Not seeking reappointment
Mehfoud	John	Moved out of area
Mehfoud	Suzanne	Moved out of area