

AGENDA
NELSON COUNTY BOARD OF SUPERVISORS
March 10, 2015
THE REGULAR MEETING CONVENES AT 2:00 P.M.
IN THE GENERAL DISTRICT COURTROOM
AT THE COURTHOUSE IN LOVINGSTON

- I. Call to Order**
 - A. Moment of Silence
 - B. Pledge of Allegiance

- II. Consent Agenda**
 - A. Resolution – **R2015-13** Minutes for Approval
 - B. Resolution – **R2015-14** COR Refunds
 - C. Resolution – **R2015-15** FY15 Budget Amendment
 - D. Resolution – **R2015-16** Jefferson Madison Regional Library -The Big Read 2015
 - E. Resolution – **R2015-17** FY15-16 VCA, Local Government Challenge Grant

- III. Public Comments and Presentations**
 - A. Public Comments
 - B. Presentation – Blue Ridge Medical Center Programs (P. Whitehead)(**R2015-23**)
 - C. VDOT Report

- IV. New Business/ Unfinished Business**
 - A. Virginia Department of Health, Pump and Haul Septic Permit (**R2015-18**)
 - B. Authorization for Public Hearing: Proposed Ordinance to Repeal and Re-Enact Article V, Agricultural and Forestal Districts to Include new State Provisions (**R2015-19**)
 - C. Referral to the Planning Commission of Proposed Amendments to Zoning and Subdivision Ordinances to Incorporate the Designation of DEQ as Administrator of the Local Stormwater Management Program (**R2015-20**)
 - D. Authorization for Public Hearing: Proposed Amendments to Zoning Ordinance, Addition of Artist Community (**R2015-21**)
 - E. Nelson County Animal Control Use of Force Policy (**R2015-22**)
 - F. FY15-16 Budget Introduction
 - G. Closed Session Pursuant to State Code §2.2-3711 (A) (2), Consultation With Legal Counsel Pertaining to Actual Litigation

- V. Reports, Appointments, Directives, and Correspondence**
 - A. Reports
 - 1. County Administrator’s Report
 - 2. Board Reports
 - B. Appointments
 - C. Correspondence
 - D. Directives

- VI. Adjournment – Evening Session Has Been Cancelled**

**RESOLUTION R2015-13
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MEETING MINUTES
(February 10, 2015)**

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board's meeting conducted on **February 10, 2015** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

Approved: March 10, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors

February 10, 2015

Virginia:

AT A REGULAR MEETING of the Nelson County Board of Supervisors at 2:00 p.m. in the General District Courtroom located on the third floor of the Nelson County Courthouse, in Lovingston Virginia.

Present: Constance Brennan, Central District Supervisor
Allen M. Hale, East District Supervisor – Vice Chair
Thomas H. Bruguire, Jr. West District Supervisor
Larry D. Saunders, South District Supervisor – Chair
Thomas D. Harvey, North District Supervisor
Stephen A. Carter, County Administrator
Candice W. McGarry, Administrative Assistant/Deputy Clerk
Debra K. McCann, Director of Finance and Human Resources
Tim Padalino, Director of Planning and Zoning

Absent: None

I. Call to Order

Mr. Saunders called the meeting to order at 2:00 PM, with all Supervisors present to establish a quorum.

- A. Moment of Silence
- B. Pledge of Allegiance – Mr. Bruguire led the pledge of Allegiance

II. Resolution Recognizing the Service of the Honorable J. Michael Gamble (R2015-07)

Ms. Brennan read aloud Resolution **R2015-07** recognizing the service of the Honorable J. Michael Gamble.

She then moved to approve resolution **R2015-07** and Mr. Harvey seconded the motion. There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following resolution was adopted:

**RESOLUTION R2015-07
NELSON COUNTY BOARD OF SUPERVISORS
RESOLUTION RECOGNIZING THE HONORABLE J. MICHAEL GAMBLE
March 01, 1991 - February 28, 2015**

WHEREAS, on February 28, 2015, the Honorable J. Michael Gamble officially retires from service as Judge of the Circuit Court of the Twenty-fourth Judicial District of Virginia; and

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WHEREAS, Judge Gamble is a life-long resident of Virginia, a graduate of Nelson County High School (1967), earned his Bachelor's degree from the University of Virginia (1971) and received his J.D. Degree from the University of Virginia College of Law (1974); and

WHEREAS, Judge Gamble received a U. S. Army ROTC Commission in 1971; served three months active duty and six years in active reserves (1971-1978), highest rank, Captain; served as a Company Commander for two years; and

WHEREAS, Judge Gamble practiced law in Amherst, Virginia, from 1974 to 1991, as a member of the firm of Pendleton & Gamble; he served as President of the Lynchburg Bar Association; President of the Amherst-Nelson Bar Association; Chairman of the Sixth District Disciplinary Committee of Virginia State Bar; Special Justice, Substitute General District Court Judge; Assistant Commissioner of Accounts; Town Attorney for Town of Amherst; School Board Attorney for Amherst County; Mentor Judge Advisory Committee; Fifth Regional Representative to Executive Committee of Judicial Conference of Virginia; Chairman of Virginia Model Jury Instructions Committee; and Chairman of Judicial Conduct Committee of Judicial Conference; Member of Boyd-Graves Committee, and Chairman of Subcommittee on Commissioners in Chancery of Task Force of Judicial Functions, Commission on Virginia Court; and

WHEREAS, Judge Gamble was appointed to the Circuit Court bench on March 01, 1991 and over the past twenty-four years Judge Gamble has presided over numerous cases where he has exhibited his knowledge, dedication and professionalism, all of which will be greatly missed; and

WHEREAS, Judge Gamble is an active and important part of his community and profession as a member and former chairman of the Board of Trustees of the Emmanuel United Methodist Church of Amherst; past President of the Amherst Rotary Club, and member of the Amherst Jaycees; and

WHEREAS, it is fitting and proper that the Nelson County Board of Supervisors recognizes the Honorable J. Michael Gamble for his many years of service and commitment to the citizens of Virginia, and to congratulate him on his well-deserved retirement as Judge, with best wishes for many years of happiness and contentment,

NOW, THEREFORE, BE IT RESOLVED BY THE NELSON COUNTY BOARD OF SUPERVISORS, that The Board of Supervisors does hereby go on record as recognizing the Honorable J. Michael Gamble on his retirement from service from the Circuit Court of the Twenty-fourth Judicial District of Virginia.

III. Consent Agenda

Mr. Hale moved to approve the consent agenda and Ms. Brennan seconded the motion. There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following resolutions were adopted:

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A. Resolution – **R2015-08** Minutes for Approval

**RESOLUTION R2015-08
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MEETING MINUTES
(January 13, 2015)**

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board's meeting conducted on **January 13, 2015** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

B. Resolution – **R2015-09** COR Refunds

**RESOLUTION R2015-09
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF COMMISSIONER OF REVENUE REFUNDS**

RESOLVED, by the Nelson County Board of Supervisors that the following refunds, as certified by the Nelson County Commissioner of Revenue and County Attorney pursuant to §58.1-3981 of the Code of Virginia, be and hereby are approved for payment.

<u>Amount</u>	<u>Category</u>	<u>Payee</u>
\$576.00	2014 RE Taxes	Mr. John T. Bell P.O. Box 369 Catharpin, VA 20143

IV. Public Comments and Presentations

Prior to public comments, Mr. Saunders noted that staff would like to recognize and introduce a new employee. Ms. McCann then introduced Laura Lovern who was hired to work part time in the Finance Department. She noted that Ms. Lovern was a Virginia Tech graduate with fifteen (15) years of experience in the area of finance.

Mr. Saunders then asked to deviate from the agenda and allow Mr. Carter to speak to item V D. Dominion Request for Land Use Meeting with Nelson County Staff, prior to taking public comments. Supervisors then agreed by consensus to make the adjustment.

Mr. Carter advised the Board and public that the consideration for the Board was whether or not staff should meet with Dominion on land use concerns. He noted that Dominion had requested a meeting and after that was tabled, they asked if County Staff could just answer their list of questions. He the noted that staff needed direction from the Board on this.

Mr. Carter further explained that the meeting request had resulted from them asking questions regarding local permits. He noted that they were advised that there were no local

permits that would be needed. He added that he had gotten guidance from FERC that this was part of the regulatory process and the guidance provided by Mr. Payne, County Attorney, was that this was nothing out of the ordinary. He reiterated for the public that the referenced meeting was not about them getting any local permits or land use variances from the County.

Mr. Carter emphasized this by reading aloud part of the email to Ms. King of Dominion regarding them not getting any local permits. He added that an opinion provided by Mr. Payne also noted that there may not be any local permits that the County would have to consider. Mr. Carter noted that there may be some flood plain issues; however his understanding was that no local permits would be provided and to date, the County Attorney had confirmed this.

Mr. Carter then reiterated that staff needed the Board's guidance and did not in any way want the public to think there were secret meetings being held or that anything was being done outside of the public purview.

Mr. Saunders then advised that he had wanted to clarify this before public comments began in case it answered some questions held by the public in attendance.

A. Public Comments

1. Eleanor Amidon, speaking on behalf of Vicki Wheaton of Faber

Ms. Amidon read aloud an email to Planning and Zoning Director, Tim Padalino regarding flood plains. In the email, she asked how the Planning and Zoning office would proceed when applications for permits in the flood plain came in and would he issue them. She also asked if he had sought out the expert advice on floodplains that he indicated he would. She then noted that Ms. Wheaton requested that his office overlay Nelson floodplain maps with the proposed pipeline route. She also advised that she would forward court precedents pertaining to similar situations to him as she discovered them.

2. Eleanor Amidon, Afton

Ms. Amidon noted that her understanding was that counties were delegated land use authority by the state and were responsible for their flood plains. She read an excerpt from Charley Banks, the Virginia National Floodplain Program Coordinator, who stated "it was up to the County to administrate their floodplains, and the county is responsible if lawsuits result from failure to do so." She then recommended that the Board look closely at the report on the no adverse impact (NAI) floodplain management with an eye toward incorporating this into local ordinances, so that there was a uniform way to respond to all types of development requests. She then added that she would appreciate a response to this recommendation on or before the next meeting in March.

3. Tom Harvey, Ennis Mountain

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Mr. Harvey noted that he owned 800 acres and was not directly impacted by the proposed pipeline. He noted that he thought there was a lot happening that was not as transparent as it should be and that the pipeline as planned was not well thought out. He explained that he was not against pipelines or energy independence for the U.S.; however he was against the pipeline as it was laid out. He acknowledged the amount of developing opposition and noted he thought a win/win solution would be found. He then insisted that there be total openness and transparency in the process.

4. Charlie Weinberg, Ennis Mountain Rd.

Mr. Weinberg stated that the ACP was pumping gas to tidewater and it was unlikely that any users would be connecting in Nelson. He added that he thought the majority of jobs would be fleeting and it could not be deemed a sustainable source of economic well-being. He noted that the tax revenue would peak in 2022 and would decline and the only way to influence pipe revenue was to increase Real Estate taxes on everyone. Mr. Weinberg then stated that when R2014-67 was adopted, two Board members noted that they voted no not because they opposed the content of the resolution, but because they needed more information. He then asked if those two members had learned enough to take a position on the ACP and perhaps revisit this resolution.

5. Jill Fulmer, Afton

Ms. Fulmer requested that everyone remember that Dominion was not a public utility but was a for profit corporation. She noted that they had profit in mind and not the best interest of the county and that the Board was elected to ensure the overall wellbeing of citizens. She then asked that all meetings with Dominion be open to public attendance and feedback.

6. Craig Cooper, Nellysford

Mr. Cooper noted that he appreciated Mr. Carter's comments of clarification. He then asked that any meetings held with Dominion be public and announced in advance, as there were many concerned and Dominion was not being straightforward or transparent in their plans. He then asked the Board to please ensure that all staff and employees did everything in public with full disclosure and transparency and to ask them to follow procedures and laws.

7. James Klemic, Afton

Mr. Klemic noted that at the first Dominion meeting, they were asked about water usage during the process and they did not answer. He noted that if they used the available water in the County, Nelson would be in trouble and that water would need to be provided from elsewhere. He added that it would have negative impacts forever afterwards if it were not addressed and that water was an important resource for the County and this needed to be looked at.

8. Ernie Reid

Mr. Reid thanked those in attendance and the late Austin Embrey for bringing him to Nelson County. He noted that Nelson County had a way of keeping out things that were not in the best interest of the county. He noted that people in other communities were looking to Nelson for support in what they were doing in dealing with the same types of issues and problems. He added that Nelson had really come together as a community and this had electrified the area and was unparalleled. He noted this showed how democracy worked and he thanked the Board for leading the effort.

9. Donna Truslow, Crozet

Ms. Truslow noted that she had attended lobbying in Richmond. She reported that the state of Oklahoma had banned fracking in the entire state because they were having earthquakes directly related to fracking. She noted that she had spoken with Senator Marsden and according to him, New York had banned it as well.

She then noted that it had disturbed her that they had asked representatives to abstain from accepting gifts from Dominion and their subsidiaries and no one had signed to her knowledge. She then reported that Senator Creigh Deeds had reported accepting money from Dominion.

Ms. Truslow then noted that it had been proven that the current electoral system was rigged, that integrity needed to be restored in every voting precinct, and money could not be allowed to rule.

10. Matt Dwyer, Howardsville VA

Mr. Dwyer noted that he had attended federal Court in Harrisonburg earlier in the week and was in Richmond the previous day. He noted that what could be done at the local level was all that they could do and that the County had to use whatever means it had locally. He added that Dominion was already asking for variances in Highland County and he wanted to reiterate what had already been said by others in asking for transparency during the process.

B. Presentation – FY14 Financial Audit Report -Robinson, Farmer, Cox Assoc. (D. Foley)

Mr. Dave Foley of RFCA addressed the Board and noted that he was the Audit Manager for the County's FY14 financial audit. Mr. Foley noted that their results were included in three reports. He referred to page 1 of the independent auditors report and page 2, the opinion on financial statements. He noted that they had issued the cleanest opinion they could give which was called "unmodified". He noted two (2) additional reports that were included in the back of the audit on page 101, internal controls of financial reporting. He noted that this was clean as well and he noted he felt the County had strong controls in place and there were no weaknesses or deficiencies. Mr. Foley then noted a third report on page 103 and he noted this was the report on compliance over major federal programs. He explained that they

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complete a checklist and this was a clean report as well. He then concluded by noting that there were no other issues to be reported.

Mr. Foley then thanked Ms. McCann, Mr. Carter, and staff for all of their preparation related to the audit. He added that they also did an excellent job assisting them when they were on site.

Ms. Brennan then thanked him for a clean audit and thanked staff. Mr. Bruguier thanked staff for running a fiscally responsible county and Mr. Saunders thanked everyone involved and county staff for doing a great job.

C. Presentation – Piedmont Virginia Community College (F. Friedman)

Dr. Frank Friedman, President of Piedmont Virginia Community College addressed the Board. He first introduced Mr. Tom Proulx, the County's member of the Board of Directors.

Dr. Friedman then discussed enrollment, noting that it had leveled off in 2011 and was at 5,554 in the fall; down from the peak. He noted that this typically meant that more people were going back to work. He noted that Nelson County had enrollment of 198 in the fall, which was slightly less than the peak. He added that a large chunk of this was high school students. He reported that in the fall, there were 44 high school students taking online courses and 25 were taking face to face courses at the High School. He noted that they wanted to expand this and wanted to certify more of the High School teachers to teach their courses so it would be free. He explained that if the High School had certified teachers teaching their courses then there was no cost involved.

Dr. Friedman then discussed the Early College Program which he noted was infusing courses into the high school curriculum so students could earn an AS degree at the same time as their high school diploma. He noted that a barrier to that was that most of those courses were online or with their faculty and was not free. He added that financial aid was not available for this; however monies that the Board put in the budget had made a huge difference and was a great investment. Dr. Friedman reported there were eight (8) students in the program now and this should double by next year to around fifteen (15).

Dr. Friedman then reported that they were working on short term programs to get people back to work quickly. He noted there were two new ones in the healthcare area that were being funded by the hospitals: Pharmacy Technician and Central Processing (sterilization of instruments and ORs). He added that they were putting in a retail management certification program and an IT certification specializing in Cyber Security.

Mr. Saunders thanked Dr. Friedman for his report and Ms. Brennan added how fabulous PVCC was. She noted that she liked the new short term training courses. Dr. Friedman then noted that there would be a meeting on how to expand services in Nelson County coming up soon.

D. VDOT Report

Mr. Don Austin was present to report and noted the following:

Mr. Austin reported that the Six Year Plan update was to be done in late spring. He noted that they were waiting for information from Richmond which would be late in coming; however they would work with revising the priority list with the Board in the next few months. He added that it would likely be May or June before the public hearing was held. Mr. Austin noted that they were working on primary roads too but this would be delayed another 30-60 days. He then noted that HB1887 changed the formula for distributing transportation funds to localities.

Mr. Austin noted that they had gotten complaints about litter in the County and that they had two inmate crews working on this; one on Route 151 and another on Route 29. He noted that they came from Rustburg to do the work.

Mr. Austin noted that the shoulder widening north of Route 6 and Route 29 would be done in late spring.

Mr. Austin inquired again about replacing the two historical markers at \$1600 each that according DHR would have to be run through them and paid for by the County. He noted that he was getting clarification on how the replacement would happen. Supervisors and Staff noted that it had been decided to move forward at the previous meeting and Mr. Austin noted he would work with Mr. Carter on starting this process.

Mr. Austin noted that on the Ariel Drive request, this was looked at this past fall and he noted that this was an unpaved road and the traffic count was 60 vehicles per day. He noted that any resurfacing would have to run through the Rural Rustic program and it was not currently on the list and would have to be added.

Mr. Saunders suggested that this be reviewed when the Board revised the list for the Rural Rustic Program and it was noted to be Route 645.

Mr. Bruguiera, Mr. Hale, and Ms. Brennan had no VDOT issues to discuss.

Mr. Harvey noted that gravel was needed over on Route 151 at the new school and up from Pounding Branch and below Sunrise Drive.

Mr. Harvey then noted that he had met with VDOT out of Charlottesville on the Afton Overlook clean up and they were good to go with that and were easy to work with.

Mr. Saunders inquired as to whether or not the Y intersection at Laurel Road and Browning's Cove Road had been addressed and Mr. Austin noted it had not and was still on the list.

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Mr. Saunders then inquired as to whether or not VDOT could put lines on the crossover at Wilson Hill Rd. and Route 29 and Mr. Austin noted they would look at turning movements etc. on that and traffic volumes.

1. VDOT Request to Abandon & Add Segments of Route 665,
Roseland Road (**R2015-06 Deferred**)

Mr. Austin noted that the area to be abandoned was the location of the park and ride and VDOT maintained it. Mr. Carter noted that at the last meeting when this subject was presented there were concerns expressed over who would maintain it going forward and VDOT would continue to maintain the area.

Mr. Austin reiterated that it would be maintained by VDOT and added that this was where they had shifted the intersection to the right and the request was to abandon that area as a public road and maintain the right of way; which went close to the river.

Mr. Bruguiere moved to approve Resolution **R2015-06** VDOT Request for Abandonment and Addition of Realigned Segment on Route 655 Roseland Road. Ms. Brennan seconded the motion and there being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following resolution was adopted:

RESOLUTION R2015-06
NELSON COUNTY BOARD OF SUPERVISORS
VDOT REQUEST FOR ABANDONMENT AND ADDITION
OF REALIGNED SEGMENT ON ROUTE 655 ROSELAND ROAD

WHEREAS, the Virginia Department of Transportation has constructed Roseland Road (Route 655) on a new alignment under the completed project 0151-062-112, C-501, B-607, and

WHEREAS, the project sketch dated January 5, 2015 and VDOT Form(s) AM-4.3, attached and incorporated herein as part of this resolution, defines adjustments required in the Secondary System of State highways as a result of construction, and

WHEREAS, certain segment identified is ready to be accepted into the Secondary System of State Highways, and

WHEREAS, the new road serves the same citizens as served by the portion of old road identified in the Form AM-4.3 and project sketch to be abandoned, which no longer serves a public need, and

NOW THEREFORE, BE IT RESOLVED, this board hereby requests the Virginia Department of Transportation to take the necessary action to abandon segment D-D1 identified on the incorporated Form AM-4.3 and attached project sketch dated January 5, 2015 as a part of the Secondary System of State Highways, pursuant to §33.2-912, Code of Virginia, and

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BE IT FURTHER RESOLVED, this board requests the Virginia Department of Transportation to add the segment E-D1 identified on the incorporated Form AM-4.3 to the Secondary System of State highways, pursuant to §33.2-705 of the Code of Virginia, for which sections this Board hereby guarantees the right of way to be clear and unrestricted, including any necessary easements for cuts, fills, and drainage, and

BE IT FINALLY RESOLVED that a certified copy of this resolution and incorporated forms be forwarded to the Virginia Department of Transportation's Area Land Use Engineer.

2. Citizen Request to Abandon a Portion of Route 641 (R. McSwain)

Mr. Robert McSwain presented a PowerPoint that showed pictorially the aspects of the request. He noted that the portion of the road he was requesting to be abandoned went up Simpson's Ridge and down to Eades Hollow. He noted that these roads had been used for logging and by hunt clubs. He noted that the average width of the road was 11 ft. in the state maintained portion. He added that he would not be restricting the Bridgewater property with the abandonment and Mr. Bridgewater would have full access to the property as he did now.

Mr. Bruguiere noted from the maps that the only people involved were Mr. Whitehead, him, and Mr. Bridgewater and he asked if he would have to grant them easements. Mr. McSwain noted that he would not have to now that Whitehead was not abandoning his section now and the boundary of abandonment had been moved. He added that there would be a public road up to Bridgewater, then the other sections would be abandoned; and only 2 properties were affected now.

Mr. McSwain noted that he would need to know how many miles would be abandoned for the resolution and Mr. Austin noted that VDOT could help him with that.

Mr. McSwain further noted that there was no public need for people to be going up there unless they had permission. He noted that he would have to put up a gate between him and Bridgewater at the corner and that this was a modified smaller version of his original request.

Mr. Whitehead in attendance noted that the McSwains were great people and he had no objections to the amended request to abandon the road after his property. He added that he wanted to keep the right of way in front of his property.

Mr. Hale noted that he did not see the Wilhelm property and asked how he got to it. Mr. McSwain noted where it was on the map and noted that he wanted to keep that discontinued so he could access his property as it would otherwise be landlocked.

Mr. Carter then noted that the Board could ask Mr. Austin questions and if they wanted to proceed, it would require a resolution of intent and some other steps. He added that they could discuss discontinuance versus abandonment.

Mr. Austin noted that in the abandonment process, the County had to pass a resolution of intent to abandon. He noted that they would then post this and notices on the roadways and advise property owners. He added that the resolution notified VDOT of intent also and they provided comment and action was taken after that. He added that abandonment for VDOT included returning property to property owners.

Mr. Austin then noted that discontinuance was what VDOT needed to do on their end and VDOT would issue a resolution through the County and would hold public hearings. He added that the public right of way stayed in place when a road was discontinued. He noted that if the road served multiple property owners, they would typically discontinue it.

He clarified by saying that with abandonment, everything went away and with discontinuance, only the maintenance went away.

Mr. Harvey noted that he would like to see an agreement from all property owners involved. Mr. Hale noted that he could look into this and suggested that action be taken at the next meeting. The Board agreed by consensus and the matter was deferred until the March meeting.

3. Ariel Drive Surface Treatment Request

This matter was discussed with Mr. Austin's VDOT report.

V. New Business/ Unfinished Business

A. Emergency Services Council Interest Free Loan Request – Wintergreen Fire Dept.

Mr. Carter noted that the EMS Council was requesting \$250,000 for a fire truck for Wintergreen Fire Department. He added that they currently had no loan balances and the balance in the fund was \$446,201.40. Mr. Carter noted that these requests come to the Board for approval through the Emergency Services Council and Wintergreen Fire Department had noted that they would repay the loan faster than required.

Mr. Bruguiere confirmed that the EMS Council endorsed the request without any issues and it was supposed that the truck would be housed in the valley. Mr. Carter noted that the letter of requested stated it would primarily serve the valley area and would serve the County.

Mr. Hale then moved to approve a loan of \$250,000 for Wintergreen Fire Department and Ms. Brennan seconded the motion. Mr. Harvey then clarified that this was not related to the purchase of trucks funding rotation.

There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion.

B. Remuneration of NC Broadband Authority Board Members (R2015-10)

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Mr. Carter reported that the Broadband Authority Bylaws provided for payment of Board Members by resolution of the Board. He noted that information regarding payment amounts for other County Boards/Commissions had been provided.

Mr. Hale then suggested payment of \$75 per meeting being in keeping with what the Planning Commission and EDA were paid. He then moved to approve resolution **R2015-10**, Remuneration of Nelson County Broadband Authority Members inserting the amount of \$75 per meeting attended plus mileage and Mr. Bruguere seconded the motion.

Mr. Saunders then noted that Mr. Patrick did put in a lot of time as Chair of the Authority and he inquired as to whether or not the Chair could be paid more than the other members. Mr. Hale and Mr. Harvey noted that none of the other Boards did this.

Mr. Saunders then noted that at a recent training he attended, he learned that the majority of other counties did pay the Chair more than the other members. He noted that Board of Supervisors Chairs were typically paid \$2,000 more than the others.

Mr. Bruguere agreed that Chairs should receive a little higher stipend and Mr. Saunders noted that the Board should consider this in the future.

Mr. Hale and Mr. Harvey maintained their opposition to this and there being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following resolution was adopted:

**RESOLUTION R2015-10
NELSON COUNTY BOARD OF SUPERVISORS
REMUNERATION OF NELSON COUNTY
BROADBAND AUTHORITY MEMBERS**

WHEREAS, Section 3.7, Compensation of the adopted Bylaws of the Nelson County Broadband Authority prescribes that compensation of Authority members may be fixed from time to time by resolution of the Board of Supervisors,

NOW THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors does hereby set the compensation for Nelson County Broadband Authority Members at \$75.00 per meeting attended and Members will be reimbursed for any actual expenses necessarily incurred in the performance of their duties.

Ms. Brennan then asked staff to check on the status of the James River ASAP Policy Board.

C. Courthouse Project Phase II
1. Expense Reimbursement Resolution (**R2015-11**)

Mr. Carter noted that the Board had the authority to recover project costs sixty days prior to the financing being in place such as Architectural and Engineering fees. He noted that the

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Board had previously approved a reimbursement resolution for the project; however the project amount was lower than the latest estimate which had been updated to \$7.5M.

Mr. Hale questioned the need to do this if the County was going to use fund balance for some of this and Mr. Carter noted that staff was still vetting financing and things could change. He added that they could come up with an even more beneficial strategy and he added that this had been done with the larger projects.

Mr. Hale supposed that it gave the County flexibility even though it was not required. Mr. Carter confirmed this and recommended the Board approve it since it gave them the ability to recover costs if needed. Ms. McCann noted that if they had any project funds remaining, they could use this to pay for things that had already been paid for.

Mr. Bruguiere then moved to approve Resolution **R2015-11**, Resolution of Board of Supervisors of Nelson County Virginia Declaring its Intention to Reimburse Itself From the Proceeds of One or More Tax-Exempt Financings for Certain Expenditures Made And/Or To Be Made in Connection with the Acquisition, Construction, Expansion, Renovation and Equipping of Nelson County Courthouse Facilities.

Mr. Hale seconded the motion and Mr. Carter assured the Board that the proposed resolution was not threatening in any way. There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following resolution was adopted:

RESOLUTION R2015-11
RESOLUTION OF BOARD OF SUPERVISORS OF NELSON COUNTY,
VIRGINIA DECLARING ITS INTENTION TO REIMBURSE ITSELF
FROM THE PROCEEDS OF ONE OR MORE TAX-EXEMPT
FINANCINGS FOR CERTAIN EXPENDITURES MADE AND/OR TO
BE MADE IN CONNECTION WITH THE ACQUISITION,
CONSTRUCTION, EXPANSION, RENOVATION AND EQUIPPING
OF NELSON COUNTY COURTHOUSE FACILITIES

WHEREAS, the County of Nelson (**the “Issuer”**) is a political subdivision organized and existing under the laws of the Commonwealth of Virginia; and

WHEREAS, the Issuer has paid beginning no earlier than 60 days prior to the date of adoption of this resolution, and will pay, on and after the date hereof, certain expenditures (**“Expenditures”**) for the acquisition, construction, expansion, renovation and equipping of Nelson County Courthouse facilities and related administrative space and holding areas (**the “Project”**); and

WHEREAS, the Board of Supervisors of the Issuer (**the “Board”**) has determined that those moneys previously advanced no earlier than 60 days prior to the date of adoption of this resolution and to be advanced on and after the date hereof to pay the Expenditures are

available only for a temporary period and it is necessary to reimburse the Issuer for the Expenditures from the proceeds of one or more issues of tax-exempt bonds (the “Bonds”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. The Board hereby declares the Issuer’s intent to reimburse the Issuer with the proceeds of the Bonds for the Expenditures with respect to the Project made on and after the dates referenced above. The Issuer reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds.

Section 2. Each Expenditure was and will be either (a) of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of the Expenditures), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Issuer so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Issuer.

Section 3. The maximum principal amount of the Bonds expected to be issued for the Project is \$7,500,000.

Section 4. The Issuer will make a reimbursement allocation, which is a written allocation by the Issuer that evidences the Issuer’s use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Issuer recognizes that exceptions are available for certain “preliminary expenditures,” costs of issuance, certain de minimis amounts, expenditures by “small issuers” (based on the year of issuance and not the year of expenditure) and expenditures for construction projects of at least 5 years.

Section 5. This resolution shall take effect immediately upon its passage.

2. Energy Audit Proposal – Architectural Partners

Mr. Carter noted that this was presented in follow up on a Board directive and he had enlisted Architectural Partners to give a proposal on this. He noted that the County could add this as additional services to the overall Courthouse Phase II project contract. Mr. Carter noted that Jim Vernon had proposed that the majority of the assessment would be completed by their work and bid out with the overall project; everything they would address would be done within the project. He noted that secondly, they proposed to look at the new courts complex, Jefferson Building, old jail and hallway that weren't part of the Phase II project and would then report recommendations for a cost of \$9,680.

Ms. Brennan noted that this was different than doing what the schools did; which was noted to be a performance contracting audit. Mr. Carter noted that he could ask them if that was something they could do.

February 10, 2015

Mr. Hale noted that he did not think this needed to be done since most of these spaces had just been built or renovated. He added that in Phase II, the committee had reduced the budget by taking out areas that were not going to change and he would consider this if the bids came in less than the estimate.

Mr. Harvey then noted that he thought Ms. Brennan's intent was to do what the schools have done with Honeywell.

Mr. Hale suggested this be revisited down the road after completion of the project and the Board agree by consensus to table the matter and no action was taken.

Mr. Carter then added that what the schools did was to have Honeywell assess HVAC systems and come up with savings that would cover the cost of the replacement of old systems with new equipment.

3. Authorization to Execute A/E Contract for Final Design &
Construction Management (**R2015-12**)

Mr. Hale moved to approve Resolution **R2015-12**, Resolution Authorizing the Execution of a Contract for Final Architectural Design and Construction Services Related to the Renovation of the Historic Courthouse (Courthouse Project Phase II).

Mr. Bruguiere seconded the motion and Mr. Hale noted that staff had been instructed to prepare the resolution at the last meeting when the Board decided to move forward.

There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following resolution was adopted:

RESOLUTION R2015-12
NELSON COUNTY BOARD OF SUPERVISORS
RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
FINAL ARCHITECTURAL DESIGN AND CONSTRUCTION SERVICES
RELATED TO THE RENOVATION OF THE HISTORIC COURTHOUSE
(COURTHOUSE PROJECT PHASE II)

WHEREAS, in accordance with the Virginia Public Procurement Act, §2.2-4300 of the Code of Virginia, Competitive Negotiation Process, proposals for project RFP#2014-NC01, Professional Architectural, Engineering and Planning Services Nelson County Courthouse Design and Construction Services were solicited and received on May 28, 2014; with interviews of the top ranked firms conducted on July 11, 2014 and the contract for these services subsequently awarded to Architectural Partners, and

WHEREAS, the Courthouse Project Phase II Committee has worked with Architectural Partners to develop a feasible preliminary design, and

WHEREAS, on January 13, 2015, the Nelson County Board of Supervisors approved the preliminary design plan known as Option E and authorized staff to proceed with negotiating

February 10, 2015

a contract with Architectural Partners for final design and construction administration services for a maximum total project cost of \$7,500,000;

NOW THEREFORE BE IT RESOLVED, by the Nelson County Board of Supervisors, the County Administrator, Stephen A. Carter, is hereby authorized to execute a contract in the amount of \$573,775.00 with Architectural Partners on behalf of Nelson County for final design and construction administration services related to Phase II of the Courthouse project.

D. Dominion Request for Land Use Meeting with Nelson County Staff

Mr. Carter suggested that in lieu of a meeting, the Dominion questions could be answered and could be posted for a couple of weeks on the website in order to get citizen input. After that, the answers could then be sent to Dominion. Alternatively, the blank questions could be posted on the website in order to get input and staff answers could be posted as well.

Mr. Hale noted that there was no legal requirement to respond and he suggested that staff address questions pertinent to County offices. He added that these should be addressed in writing, posted on the website for comment and then add as a response, a series of questions posed to them regarding the project. He then noted that with Dominion it was a one way street and he did not favor a meeting, public or otherwise, because what they said did not have any weight to it.

Supervisors then discussed whether or not the County should respond to the questions given it would take up staff time and that Dominion had not answered the Board's questions. Conversely, they discussed whether or not they should be treated as any other applicant would be treated when doing business with a County Office, specifically planning and Zoning. There was some sentiment that if the questions were not answered, the pipeline would go where they wanted it and it may be better to work with them on it to get a better product. The overriding sentiment was that Dominion had not been forthcoming in any way and that the Board did not want staff to spend their time on the questions.

Mr. Harvey then moved that the County not respond to Dominion on the questions they had submitted and Ms. Brennan seconded the motion. There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion.

Other concerns raised during the discussion included: Could Dominion put in the pipeline and then in future years put another one in the same place, could local Ordinances be overridden by FERC, were floodplain permits federal permits. Ms. Brennan also noted that she would like the Board to consider a resolution asking Dominion to look at all possible alternate routes using existing right of ways and/or collocating with other utilities.

Mr. Carter also assured the Board and public that the County has had limited contact with Dominion other than helping them with meeting space. Ms. Brennan then indicated that she would like to know about any future contact that County offices have with Dominion as she wanted to know what Dominion was asking staff about.

E. Solid Waste Collection Roll-Off Truck & Bucket Truck Purchase

Solid Waste Collection Roll-Off Truck:

Mr. Carter noted this had been discussed the previous meeting and Supervisors tabled it in order to get Mr. Harvey's input. He noted that staff would like to replace a 2009 truck and hoist system with a 2016 model. He noted that procurement was through a cooperative procurement arrangement and staff was proposing to proceed with Board approval. He added that Truck and Equipment Corp. would provide the truck and the tarp system would be provided by Cavalier Equipment. In addition, he noted that staff was requesting an automatic transmission which would cost another \$8,031 above the budgeted funding.

It was noted that the 2009 truck was an automatic and Supervisors noted that most drivers used an automatic and these had better resale value.

Mr. Hale noted that one of the drivers said he would be happy enough with a straight transmission and Ms. McCann advised that the newest truck had a manual transmission and they would have both if the truck purchased was an automatic.

Supervisors then agreed by consensus to go with an automatic transmission.

Mr. Harvey then moved to purchase the truck specified at the cost of \$98,031.00. Mr. Hale seconded the motion and there being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion.

Bucket Truck Purchase:

Mr. Carter noted that staff had been looking for a used bucket truck to use for changing out street lights etc. and Mr. Harvey had related that a local dealer had one. He noted that Paul Truslow had looked into it and was okay with it and the cost was \$6,500.00. He added that if the Board wanted to proceed with the purchase they would need to note that the purchase was in the County's best interest since there was no competitive pricing obtained.

Mr. Harvey related that he had been up in the bucket and it worked perfectly; adding that it was a VDOT truck and was well maintained. Mr. Saunders noted that rental for a bucket truck was \$300 per day or \$1,000 per week. He added that he had looked at one that was similar for \$11,000.00. Mr. Harvey then recommended that the truck be certified. He noted that the School Board may need it 60% of the time to the County's 40% and staff should be trained on its use. Mr. Saunders added that it was tall enough to reach street lights.

Ms. Brennan then moved that the County purchase the bucket truck for \$6,500.00 and Mr. Bruguere seconded the motion. Mr. Saunders reiterated that he thought it was adequate to meet the County's needs and the purchase was in the best interest of the County; however he would like to get it painted as it had some rust spots.

There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion.

VI. Reports, Appointments, Directives, and Correspondence

A. Reports

1. County Administrator's Report

Mr. Carter reported the following:

1. Courthouse Project Phase II: Review and approval consideration of the contract with Architectural Partners for provision of project design and construction services is a 2-10-15 agenda item.

2. Broadband: A public announcement on the County's Local Innovation Grant application to VA-DHCD is scheduled for 10:00 a.m. on 2-13 at Bold Rock Cidery.

3. BR Tunnel and BR Railway Trail Projects: a) **BRRT** – Project close out by VDOT is pending final materials verification by the Department. a) **BRT** – Construction of Phase 1 is in progress and moving towards completion. Bid advertisement for construction of Phase 2 is projected to be issued by 4-15-15. A decision on the County's Phase 3 TAP grant application is pending.

4. Radio Project: The new radio system is operational with staff and the project consultants working on punch list items.

Mr. Harvey added that the radio system issues had been 90% operator error and that the equipment was doing its job. He noted that discrepancies existed in Dispatch; however Jaime Miller was working on it and the issues were getting better.

5. Lovingson Health Care Center: No additional progress has been made on this subject.

Mr. Carter added that he had been emailing with two companies and had sent them both the Howard studies. He noted that it was not sounding too promising; however both said they would look at the studies and come over to meet sometime in Mid-March.

6. Solid Waste –A) Region 2000 Service Authority: The Authority's work on a long term expansion using a recently acquired property is presently on hold. **B) Glass Recycling:** Competitive pricing obtained for purchase of recycling containers. \$26,700 to \$31,600 is required to equip the staffed collection sites. Budgetary funding is \$20,000. Subject to Board input, the balance will be taken from either the FY 14-15 Contingency Reserve (Non-Recurring) Account or from savings within the Capital Outlay department budget. **C) Groundwater Monitoring:** The County, through its solid waste consultant, has submitted a request to VA-DEQ to reduce the scope and testing parameters of the closed landfill groundwater monitoring program. A decision by DEQ will require several weeks.

A) Mr. Carter noted that the existing landfill expansion would last the Authority until 2030 so about 15 more years. He noted that the Authority would continue to engage Campbell

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County in expanding and would also be looking at alternatives. He added that the County had an advantage in having its own transfer station and that at any time, they could get out of the Authority and resume what was being done before.

B) Mr. Carter noted the low and high costs and stated that the higher cost was from the preferred vendor. He noted that staff had done an analysis on it and the County would save a little bit of money in doing this. He added that this was speculative because it was hard to gauge from historical records how many trips would be made. He noted that the analysis showed that in 5.5 years, the equipment investment would be paid for.

Supervisors' consensus was that they wanted to see the analysis before agreeing to implement this.

Ms. Brennan then inquired as to what was done with the glass and Mr. Carter noted that it gets taken to a company in North Carolina and they did something with it.

C) Mr. Carter noted that staff budgeted around \$90,000-\$100,000 annually and it typically came in around \$40,000-\$70,000.

7. FY 15-16 Budget: In process. Draft budget submittal to the Board is projected to be mid- March 2015.

Mr. Harvey indicated that he would like to get the budget sooner and would like more departmental involvement. Ms. Brennan agreed noting she would also like to talk with each department about their budgets.

Mr. Hale suggested that as the budget was being developed, they should address issues that would have a substantial impact; such as having open discussion on raises.

Mr. Carter noted that the two largest issues were a pay adjustment and school funding.

Ms. Brennan noted she would like to see the historical trend on pay raises and then discuss what the state may do.

Mr. Saunders indicated he would like to see the School Board's proposal and salary scales etc.

8. South Rockfish Valley Historic District Project: In progress and administered by VA-DHR (first public meeting is 6 p.m. on 2-10 at Bold Rock Cidery).

9. 2015 Lockn' Festival: Initial planning meet with Festival sponsors, County and state agency(s) staffs conducted on 2-6-15 at Oak Ridge Estate.

Mr. Bruguiere noted that LOCKN needed to start their permitting process a lot earlier than when they were advertising for events. He added that he thought they should have the required permits before advertising ticket sales.

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Mr. Saunders reported that they were already 600% ahead of sales last year and that they had started selling tickets for Christmas presents.

Mr. Harvey noted that they should have approval of the event and then amendments to it if something changed from year to year. Mr. Saunders noted that they were also working on getting a different abc license.

10. 2015 General Assembly Session: Session ends on 2-28-15 (Cross-over day is 2-10, which provides for both houses completing work on its own legislation) Veto session – 4-8-15.

11. Department Reports: Included with 1-13-15 BOS agenda.

2. Board Reports

Ms. Brennan reported the following:

1. Attended a LOCKN meeting. She noted that there would be an event called Blue Ridge Bowl on the LOCKN land in April hosting 3,000 people. She noted that they were hoping to get permanent water on the site and phase in sewer. She added that they were organizing cell phone service improvements.

2. Attended a JABA Business Development Meeting. She noted they were looking at ways to raise money to fund services. She noted that they had gotten the right to promote and sell tracker devices that went in shoes; so that if the wearer went beyond a certain area, someone would be notified.

3. Attended Department of Social Services Board meeting.

Mr. Bruguire reported attending the Emergency Services Council meeting. He noted that the Wintergreen Fire Department truck request was discussed along with the new radios and pagers. He noted that he met with Motorola and staff on the fix and they were on the right track.

Mr. Hale reported the following:

1. Attended the Blue Ridge Tunnel Progress Meeting and noted that the Contractor, FCE, was to remove the muck at the entrance and into the tunnel. He added that it would be determined who would pay for it and that they had started on it. He noted that this would take care of the poor drainage at the tunnel entrance.

2. The TJPDC meeting was not held as they did not have a quorum

Mr. Harvey reported the following:

1. Did not attend NCSA meeting due to illness.

2. Met at the Afton Overlook with the Culpeper VDOT people and the landowner and noted there was a tremendous difference in dealing with them versus the Lynchburg office. He then noted that he wanted to start having some meetings on this and noted that the landowner was willing to let them do whatever they wanted. He added that they had to have state permission to shut down the overlook when they were working on it. He then suggested that if the Rockfish Valley Fire Department took this on as a project, they would pay for it and then get reimbursed up to whatever the Board agreed upon. It was noted that the permit applicant needed to be the County or it could possibly be the Fire Department for insurance purposes.

Mr. Hale supposed that the Board would be amenable to this; however he would like to know some numbers. Mr. Harvey noted he thought a maximum cost of \$10,000 was likely. He added that he would like to see a deck built out there so people would be discouraged from going over the side.

Mr. Hale then inquired as to whether or not VDOT would maintain it and Mr. Harvey noted that there were some people willing to do it and Ms. Brennan noted her preference was to see VDOT take some ownership of it.

Mr. Harvey then noted that if the Fire Department took this on as a project, then citizens could donate to the project through them.

Supervisors then agreed by consensus that \$10,000 for this was reasonable and agreeable to the Board.

Mr. Saunders reported the following:

1. Met with Blue Mountain Brewery Owners a couple of times.
2. Attended LOCKN meeting.
3. Attended Blue Ridge Tunnel progress meeting.
4. Attended Chairman School in Richmond and noted there were 15 counties represented with 19 people in attendance. He noted that there was one person from Brunswick County that had attended three other times and who said that training was the best one with great participation.
5. Met with Constituents on the Atlantic Coast Pipeline.

B. Appointments

Ms. McGarry noted that there were no new appointments for the Board's consideration and there remained vacancies on the Local Board of Building Code Appeals and the Library Advisory Council – East District.

1. Letter re: Jefferson Area Disability Services Board

Ms. McGarry then reported that a letter dated January 22, 2015 was received from the Thomas Jefferson Planning District Commission advising that the Jefferson Area Disability Services Board was being disbanded.

She noted that the letter stated that this was due to the state establishing another such Council called No Wrong Door (NWD) in response to the Federal initiative called Aging and Disability Resource Connections (ADRC). She added that per the state initiative, the Jefferson Area Board for Aging (JABA) had been designated as the lead agency and coordinator for the NWD Council and agency and organizational representatives on the former DSB have been invited to join the new NWD Council. She noted that the individual representatives would not be included in the new Council structure and the County's individual representative, Mr. Jason Hatfield had been notified of these changes via courtesy copy of the letter. She added that a letter would be sent to him on behalf of the Board, thanking him for his exemplary service to the DSB.

Ms. McGarry then noted that at the January 13th Board Meeting, Ms. Kelly Hughes, the new School Division Special Education Director was appointed as the County's agency representative to the DSB. She noted that she had been apprised of the aforementioned changes and JABA had been given her contact information in order to coordinate her participation on the new NWD Council; which was presently in its developmental stages. Ms. McGarry then noted that she had requested that JABA provide her with the Council's organizational details once they were established and these would be forwarded to the Board at that time.

Ms. Brennan questioned whether or not there could be any role for Mr. Hatfield and Ms. McGarry noted she would check.

C. Correspondence

1. Nelson Co. Electoral Board – Repairs to Lovington Voting precinct Parking Area

Mr. Carter noted that staff has checked this out and the area needed re-grading and gravel; however this could wait until just prior to the elections. Mr. Hale noted that this could be repaired at minimal expense and should be fixed. Supervisors agreed by consensus to wait until elections.

Ms. Brennan noted receipt of thank you cards from the FFA.

Mr. Harvey noted that the state had decided to not pay anything on new voting machines and it was noted that these vendors were coming for demonstrations.

D. Directives

Ms. Brennan, Mr. Hale, and Mr. Bruguiere noted they had no new directives.

February 10, 2015

Mr. Hale directed staff to have Woolpert respond to the committee's concerns regarding Phase II, well before bidding in April. He added that a new itemized list for changes made already was needed in advance.

Mr. Harvey then noted he was disturbed over the County's letter to Blue Mountain Brewery; which had been requested several years ago and they had recently spent money to comply unnecessarily; with the same result.

Mr. Carter disagreed noting that they had failed to comply with County regulations and after getting pressure, they were let off the hook.

Mr. Harvey indicated he did not agree and Mr. Saunders noted that Mr. Smack was surprised about the letter and he noted that he told him to not look back and to move forward.

Mr. Bruguere noted that Mr. Smack was upset and blamed the County for his VDOT woes; whereas site plan reviews always brought in all agencies. Mr. Harvey then noted that VDOT had indicated that they were only involved because the County had asked them to be.

Ms. Brennan then stated that this was a learning opportunity and things could now be done exactly so and everyone should be treated the same.

Mr. Bruguere noted that staff was going to have to lead everyone through the process one step at a time as there were a lot of hoops to jump through. Ms. Brennan agreed and noted that staff was trying to help people be successful and would need to babysit some.

Mr. Harvey then questioned something that Mr. Massie had done and Mr. Carter noted that Mr. Massie was to follow up on zoning complaints and if there was a violation; he would follow up appropriately.

Mr. Harvey then asked the Board for their position on the cardboard issue at Rockfish; noting that there was one attendant at Rockfish who did not allow a person in a company van to dump their trash and that person had even offered to show the attendant the trash.

Mr. Carter questioned the fairness of Mr. Harvey's point, and noted that the attendants were trained to follow the Ordinance and not allow commercial trash to be dumped at the collection sites. He noted that the Ordinance said that commercial waste was to be taken to the transfer station and a tipping fee paid. He noted that he had told the owner of the company that the people buying the furniture could dump the trash because it would be residential at that point; however if they dumped it, they would need to take it to the transfer station and pay a fee. He added that if the Board wanted to change the Ordinance, they were encouraged to do so; however otherwise, citizens had to follow the Ordinance that was adopted.

Mr. Saunders had the following Directives:

February 10, 2015

1. Gladstone dumpster site: Mr. Saunders noted he had looked at the site and noted that there was one compactor on site and trash was blowing around there. He noted he would like to see the entire lot paved out to Route 60. He added he would like to see the site monitored and cleaned up at least once a month. He advised that the concrete pad was 60 x 75 and there was a 130 ft. entrance going in. He noted that he had received complaints that the site was muddy in winter and dusty in summer and that people from other counties were dumping there. He asked staff to review this and make the site more presentable.

Paving the site was discussed and it was supposed that they could pave over top of the pads there or remove six inches of stone around it. It was noted that a cost estimate would be needed for this.

Mr. Hale questioned the possibility of moving this to the Gladstone Fire Department site and Mr. Harvey noted he thought the County did own the current site; which was confirmed by staff.

Mr. Saunders then indicated he would like a maintenance schedule developed for the site. Mr. Carter advised that one of the drivers' responsibilities was to clean the site; however they were probably not going there as often as he would like. He added that the issue was that people were randomly dropping trash on the ground.

Mr. Saunders then noted that if the site were cleaner or neater; people would take better care of it. Mr. Bruguere indicated that he would also like to see it paved and suggested getting bids for this.

2. Mr. Saunders noted getting an email from an east district constituent who wanted to know what could be done to put a telephone tower at the Faber Fire Department. Mr. Bruguere noted that the County has permitted cell tower sites all over the County that had not been built yet.

3. Mr. Saunders reported that a boat ramp in Norwood was forthcoming through the Prices and that Emily Harper was working on this.

VII. Adjournment – The Evening Session Has Been Cancelled

At 5:40 pm, Ms. Brennan moved to adjourn and Mr. Hale seconded the motion. There being no further discussion, Supervisors voted unanimously by voice vote to approve the motion and the meeting adjourned.

**RESOLUTION R2015-14
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF COMMISSIONER OF REVENUE REFUNDS**

RESOLVED, by the Nelson County Board of Supervisors that the following refunds, as certified by the Nelson County Commissioner of Revenue and County Attorney pursuant to §58.1-3981 of the Code of Virginia, be and hereby are approved for payment.

<u>Amount</u>	<u>Category</u>	<u>Payee</u>
\$304.92	2014 RE Taxes	Sandra Hoffman & Deborah Bowling 817 Centenary Dr. Arrington, VA 22922
\$46.75	2012-2014 PP Taxes	Stuart L. Smith & Elizabeth L. Smith 160 Rutile Lane Roseland, VA 22967

Approved: March 10, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors

**COUNTY OF NELSON
JEAN W. PAYNE
COMMISSIONER OF REVENUE
P.O.BOX 246
LOVINGSTON, VA 22949**

**Telephone 434-263-7070
Fax 434-263-7074**

February 23, 2015

*Larry Saunders, Chairman
Board of Supervisors
County of Nelson
Lovington, Va 22949*

Dear Mr. Saunders,

This letter is to request a refund in the amount of \$304.92 to Sandra Hoffman and Deborah Bowling, at 817 Centenary Drive, Arrington, VA 22922. This refund is due to an overpayment on Real Estate taxes on Tax Map 85-A-93D.

Sincerely,



*Jean W. Payne
Commissioner of Revenue*

The undersigned has reviewed the request of the Commissioner and consents to the refund to Sandra Hoffman and Deborah Bowling, for overpayment of Real Estate taxes.



*Phillip D. Payne IV
County Attorney*

COUNTY OF NELSON
JEAN W. PAYNE
COMMISSIONER OF REVENUE
P. O. Box 246
Lovington, VA 22949

Telephone: 434-263-7070
Fax: 434-263-7074
Email: jpayne@nelsoncounty.org

February 26, 2015

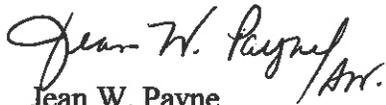
Mr. Larry Saunders, Chairman
Nelson County Board of Supervisors
P. O. Box 336
Lovington, VA 22949

Re: Smith, Stuart Louis
Smith, Elizabeth Loving
160 Rutile Lane Roseland, VA 22967
1994 Jayco Travel Trailer #0052

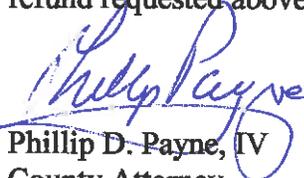
This letter shall serve as written request that a 2012, 2013 and 2014 personal property tax refund of 46.75 be issued to the above referenced taxpayer. This vehicle was destroyed in 2003.

Supporting data is available in this office for you review.

Respectfully requested,


Jean W. Payne
Commissioner of Revenue

The undersigned has reviewed the request of the Commissioner and consents to the refund requested above.


Phillip D. Payne, IV
County Attorney

**RESOLUTION R2015-15
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2014-2015 BUDGET
NELSON COUNTY, VA
March 10, 2015**

BE IT RESOLVED by the Board of Supervisors of Nelson County that the Fiscal Year 2014-2015 Budget be hereby amended as follows:

I. Transfer of Funds (General Fund)

<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$ 5,000.00	4-100-999000-9905	4-100-031020-1009

Adopted: March 10, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors

EXPLANATION OF BUDGET AMENDMENT

- I. The **Transfer of Funds** includes a transfer from General Fund Contingency for **\$5,000** to provide funds for additional part-time speed enforcement. After these requests, \$1,446,277 remains in the General Fund Contingency of which \$1,148,601 is recurring revenue.

**RESOLUTION R2015-13
NELSON COUNTY BOARD OF SUPERVISORS
JEFFERSON-MADISON REGIONAL LIBRARY'S
THE BIG READ 2015: "THE NAMESAKE" BY JHUMPA LAHIRI**

WHEREAS, The Big Read is designed to restore reading to the center of American culture and provides our citizens with the opportunity to read and discuss a single book within our community; and

WHEREAS, the Jefferson-Madison Regional Library invites all book lovers to participate in the Big Read that will be held throughout March 2015. The Library's goal is to encourage all residents of Central Virginia to read and discuss "The Namesake" by Jhumpa Lahiri; and

WHEREAS, the novel follows the Ganguli family from their traditional life in Calcutta through their fraught transformation into Americans; and

WHEREAS, the Big Read is an initiative of the National Endowment for the Arts in partnership with Arts Midwest; and is supported by the Art and Jane Hess Fund of the Library Endowment;

NOW, THEREFORE, be it resolved by the Nelson County Board of Supervisors, that The Big Read be observed during March 2015 and all residents are encouraged to read "The Namesake" by Jhumpa Lahiri during this time.

Adopted: March 10, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors



201 E. Market Street | Charlottesville, VA
434.979.7151 | FAX 434.971.7035 | jmrl.org

Dear Ms. McGarry,

Jefferson-Madison Regional Library invites all readers to participate in an exciting program that will be held during March 2015. JMRL is partnering with the National Endowment for the Arts (NEA) in the Big Read for the ninth consecutive year.

The Big Read concept is simple: to have as many people as possible in our community reading the same book at the same time. This year, "The Namesake" by Jhumpa Lahiri will be the Big Read. JMRL will be hosting many free community programs and discussions about the book, as well as other Indian-themed events, at all library branches. The schedule of events for the Big Read can be found at www.jmrl.org/bigread.

What's in a name? For Gogol Ganguli, American-born of Bengali parentage bearing a Russian writer's surname, this question is neither easily answered nor easily dismissed. Lahiri's understated exploration of identity and cultural assimilation in "The Namesake" illuminates for us all the question "Who am I?" while bringing alive the colors, flavors, and textures of immigrant Indian life in America.

JMRL was one of only 77 nonprofits nationwide to receive a \$5,000 grant from NEA to participate in the Big Read. NEA launched The Big Read after a survey in 2004 showed a decline in the reading of literature. Less than half of American adults read literature, according to the report. The NEA presents The Big Read in partnership with Arts Midwest. The Big Read is supported by the Art and Jane Hess Fund of the Library Endowment.

Enclosed are the brochures with all library events, which will be distributed throughout the area. Please distribute these brochures to the Board of Supervisors, the County Administrator, and of course, keep one for yourself! Thank you.

Sincerely,

A handwritten signature in cursive script that reads 'Abby Harris'.

Abby Harris
Public Communications Specialist
Jefferson-Madison Regional Library
201 East Market Street, Charlottesville, VA 22902
434.979.7151 ext 211



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**RESOLUTION R2015-17
NELSON COUNTY BOARD OF SUPERVISORS
VIRGINIA COMMISSION OF THE ARTS
2015-2016 LOCAL GOVERNMENT CHALLENGE GRANT**

BE IT RESOLVED, By the Nelson County Board of Supervisors that the County Administrator is hereby authorized to execute and submit an application for 2015-2016 Local Government Challenge Grant funding to the Virginia Commission of the Arts.

BE IT FURTHER RESOLVED, said application is to include a local match of \$5,000.00 to be confirmed upon formal adoption of Nelson County's Fiscal Year 2015-2016 Budget by the Board of Supervisors.

Adopted: March 10, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors

Purpose

To encourage local governments to support the arts.

Description

The Commission will match, up to \$5,000, subject to funds available, the tax monies given by independent town, city, and county governments to arts organizations. The money, which does not include school arts budgets or arts programming by parks and recreation departments, may be granted either by a local arts commission/council or directly by the governing board.

Eligible Applicants

Independent city, town, or county governments in Virginia.

Eligible Activities

Grants to independent arts organizations for arts activities in the locality. The Commission does not match payments paid to performers for specific performances. Local governments seeking such funding should apply in the Performing Arts Touring Assistance Program.

Deadline

April 1, 2015 by 5:00 PM, for local government grants awarded in FY16 (July 1, 2015 – June 30, 2016)

NOTE: A local government that has not approved its budget by the grant deadline may apply conditionally and confirm the application as soon as possible.

Amount of Assistance

Up to \$5,000, subject to funds available. The local government match must be from local government funds; federal funds may not be included.

Criteria for Evaluating Applications

- Artistic quality of the organizations supported by the city/county/town
- Clearly defined policies and procedures for awarding local funds to arts organizations
- Degree of involvement of artists and arts organizations in the local process of awarding grants
- Responsiveness to community needs
- Evidence of local government support of the arts

Application/Review/Payment Procedures

1. Local governments submit complete application forms by the deadline (not a postmark deadline). The Commission does not accept application materials via fax or other electronic means (e.g. e-mail).
2. The Commission staff reviews each application for completeness and eligibility.
3. The Commission staff makes recommendations on levels of funding for each application.
4. The Commission board reviews the staff recommendations and takes final action on the applications in June.
5. After confirmation of the grant award, each local government will confirm in writing to the Commission that its governing board has appropriated the matching funds and the funds from the Commission. This confirmation must take the form of the appropriate page of the local government's approved 2015-2016 budget or a copy of the check (s) to the sub grantee (s). The Commission will pay the grant in full after receiving this confirmation no later than February 1, 2016.



Local Government Challenge Grant 2015-2016

Applicants should read the [2015-2016 Online Guidelines for Funding](#) and Grant Conditions to ensure compliance with all conditions. **The grant application deadline is April 1, 2015.** *This is not a postmark date.*

Mail Completed Application to:
Virginia Commission for the Arts
1001 East Broad Street, Suite 330
Richmond, VA 23219
804.225.3132 (Voice/TDD)
www.arts.virginia.gov

INSTRUCTIONS

The Local Government Challenge Grant Application is an interactive, fillable form that has fields in which you must enter text. The boxes for the fields are highlighted. You must fill in every field in order for this application to be considered complete and ready for review. Once you complete the application, print and submit one hard copy with an original signature to the Commission office by 5:00 pm, April 1, 2015. **(This is not a postmark date)**. Save a copy for your files. There is no option to submit an electronic version of this form. For all questions, please contact the Commission staff at (804) 225-3132.

GRANTEE INFORMATION

1. Applicant Local Government Name: County of Nelson		Website: www.nelsoncounty-va.gov	
2. Mailing Address: P.O. Box 336			
3. Physical Address if different: 84 Courthouse Square			
3. City: Lovingston	4. County: Nelson	5. State: VA	6. Zip: 22949
7. Application Contact: Stephen A. Carter		8. Contact Title: County Administrator	
9. Contact Email: scarter@nelsoncounty.org		10. Telephone/Extension: 434-263-7000	
11. Federal Employer ID #: 54-6001441		*12. DUNS Number: 05-255-1322	
**13. VA House #: 59	14. VA Senate #:25	15. US Congressional District #: 5	

*** All applicants must include their 9-digit DUNS number when applying for a grant.** This requirement is for the local government applicant only. Sub-grantee DUNS numbers are not required. For more information click here: <http://www.dnb.com/get-a-duns-number.html>

**** Give the number of the Virginia House, Senate and the U.S. Congressional district in which the local government is located.** The specific street address of your organization determines these numbers. If you do not know the numbers of the State or U.S. Congressional district in which your organization is located, contact your County Election Commission office or visit: <http://whosmy.virginiageneralassembly.gov>

*Do not list more than one (1) House, Senate or Congressional district in each space.

GRANT AMOUNT REQUEST

Applicant governments must match the amount requested from the Commission on at least a dollar-for-dollar basis with local government funds up to \$5,000; federal funds may not be included. A local government that has not approved its budget by the grant deadline may apply conditionally. After the grant has been approved, any change in the allocation of funds sub-granted to local arts organizations must be approved by the Commission.

16. Amount of Virginia Commission for the Arts assistance requested for FY2016: **\$5000**

17. Proposed local government arts appropriation for FY2016: **\$5000**

GRANT INFORMATION

18. What is the process for awarding the above grants?

The County of Nelson, Board of Supervisors, reviews and approves funding. The approval is based on the demonstrated ability of the organization to deliver programs that will positively impact the quality of life and enhance education in the County.

19. Who is involved in making these decisions?

Jeff Comer, Superintendent, Nelson County Schools has assigned Elizabeth Tabony, Gifted Resource teacher, to evaluate school needs from available independent Virginia arts organizations, as defined by VCA Challenge Grant, paragraph 8.

20. What criteria are sought in evaluating applicants?

See #19

21. List of current board/council members, if a board/council is involved in making funding decisions:

County of Nelson Board of Supervisors:

Allen M. Hale

Constance Brennan

Thomas H. Bruguere, Jr.

Thomas D. Harvey

Larry D. Saunders

22. Give a brief description of the arts organization(s) proposed to receive Commission assistance through the Local Government Challenge Grant in 2015-2016.

Wintergreen Performing Arts, Inc. is a not-for-profit corporation established to enhance the quality of life in the communities of Central Virginia, by providing cultural education and promoting an understanding and appreciation of, as well as participation in, the performing arts. Wintergreen Performing Arts, Inc. offers three programs to fulfill the above Mission Statement: The Performance Series concerts, The Wintergreen Summer Music Festival, and the Local Education Mission.

SUBGRANTEE (S) INFORMATION

23. Please list which local independent arts organizations will receive the Commission grant money sub-grant. After the Commission grant has been approved, any changes in the allocation of sub-grants to local arts organizations must be approved by the Commission. **Note:** Sub-grants (grants made by the local government) of any Commission funds, not to exceed \$5,000, from the Local Government Challenge grant program may only go to independent Virginia arts organizations for arts activities in the locality. Virginia arts organizations are defined as those organizations whose primary purpose is the arts (production, presentation or support of dance, literary arts, media arts, music, theater, or visual or related arts), that are incorporated in Virginia, and have their headquarters and home seasons, or activities equivalent to a home season, in the state. Units of government and educational institutions cannot be considered arts organizations.

Name of Organization Physical Mailing Address	Sub Grantee Contact Name & Title	Sub Grantee Email Address	Proposed VCA \$ Grant Share
1. Wintergreen Performing Arts	Mary Jo Russell	russsmaryjo@msn.com	5000
2.			
3.			
4.			

5.			
6.			

Note: Attach additional local independent arts organizations on a separate piece of paper if necessary.

POPULATIONS BENEFITED

24. Select any categories that, by your best estimate, made up 25% or more of the population that directly benefited from the award during the period of support. These responses should refer to populations reached directly, rather than through broadcasts or online programming.

Populations Benefited By Race

- N: American Indian/Alaska Native
- A: Asian
- B: Black/African American
- H: Hispanic/Latino
- P: Native Hawaiian/Other Pacific Islander
- W: White
- G: No single race/ethnic group listed above made up more than 25% of the population directly benefited.

Populations Benefited By Distinct Groups

- D: Individuals with Disabilities
- I: Individuals in Institutions (include people living in hospitals, hospices, nursing homes, assisted care facilities, correctional facilities, and homeless shelters)
- P: Individuals below the Poverty Line
- E: Individuals with Limited English Proficiency
- M: Military Veterans/Active Duty Personnel
- Y: Youth at Risk
- G: No single distinct group made up more than 25% of the population directly benefit

Populations Benefited By Age

- 1. Children/Youth (0-18 years)
- 2. Young Adults ((19-24 years)
- 3. Adults (25-64 years)
- 4. Older Adults (65+ years)
- 5. No single age group made up more than 25% of the population directly benefited

Arts Education

Choose the one item which best describes the funded activities.

- 50% or more of the funded activities are arts education directed to K through 12 students, higher education students, pre-kindergarten children, and/or adult learners (including teachers and artists).
- Less than 50% of the funded activities are arts education directed to K through 12 students, higher education students, pre-kindergarten children, and/or adult learners (including teachers and artists).
- None of the funded activities involve arts education

Certification of Assurances & Grant Conditions for Local Government Grantees

Virginia Commission for the Arts grantees are required to be non-profit Virginia organizations and exempt from federal income tax under Section 501(a), which includes the 501(c)3 designation of the Internal Revenue code, or are units of government, educational institutions, or local chapters of tax exempt national organizations.

No part of any Commission grant shall be used for any activity intended or designed to influence a member of Congress or the General Assembly to favor or oppose any legislation.

Each Commission grantee will:

- provide accurate, current and complete financial records of each grant;
- maintain accounting records which are supported by source documentation;
- maintain effective control over and accountability for all funds, property, and other assets ensuring that assets are used solely for authorized purposes;
- maintain procedures ensuring timely disbursement of funds;
- provide the Commission, or its authorized representatives, access to the grant-related financial records.

The grantee will expend any and all grant funds only for purposes described in the application form and attachments. The grantee must request permission in writing to make changes to the proposed sub grantees, budget, schedule, program and or personnel. The requested changes must be approved in advance by the Commission.

Each Commission grantee will comply with these federal statutes and regulations:

- Title VI, Section 601, of the Civil Rights Act of 1964, which provides that no person, on the ground of race, color or national origin, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
- Title IX, Section 1681, of the Education Amendments of 1972, which provides that, with certain exceptions, no person, on the basis of sex or age, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.
- Americans With Disabilities Act and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination against persons with physical or mental disabilities in federally assisted programs. Compliance with this Act includes the following: notifying employees and beneficiaries of the organization that it does not discriminate on the basis of handicap and operation of programs and activities which, when viewed in their entirety, are accessible to persons with disabilities. Compliance also includes maintenance of an evaluation plan developed with the assistance of persons with disabilities or organizations representing disabled persons which contains: policies and practices for making programs and activities accessible; plans for making any structural modifications to facilities necessary for accessibility; a list of the persons with disabilities and/or organizations consulted; and the name and signature of the person responsible for the organization's compliance efforts. ("ADA Coordinator")

No final report is required for the Local Government Challenge Grant. Each local government will confirm in writing to the Commission that its governing board has appropriated the matching funds. Confirmation of the match must include either a copy of the appropriate page from the city's/jurisdiction's approved FY2016 budget or a copy of the check (s) to the sub-grantee (s).

The Commission will pay the grant in full after receiving this confirmation. **The deadline for this confirmation is February 1, 2016.**

In all published material (printed programs, news releases, web news, email alerts, advertisements, flyers, etc.) and announcements regarding the particular activity or activities supported, acknowledgment of the Commission must be made. A suggested phrase is "(organization or activity) is partially supported by funding from the Virginia Commission for the Arts and the National Endowment for the Arts."

This application must be signed by an individual duly authorized by the governing body of the locality to act on its behalf and submitted with every grant application made to the Commission. The signature of the individual indicates the locality's compliance with all of the grant conditions listed above.

The undersigned certifies to the best of his/her knowledge that:

- the information in this application and its attachments is true and correct;
- the filing of this application has been duly authorized by the governing body of the applicant organization;
- the applicant organization agrees to comply with all grant conditions cited above.

The undersigned further certifies that he or she has the legal authority to obligate the applicant locality.

Name of Local Government: County of Nelson

Name of Authorizing Official: Stephen A. Carter

Title: County Administrator

Signature of Authorizing Official: _____ Date:

Email of Authorizing Official: scarter@nelsoncounty.org

NOTE: Only documents with original signatures will be accepted. Do not send copies or email/fax this application.

Our History

Blue Ridge Medical Center first opened the doors of a small modular building in July 1985 with one doctor and three exam rooms. In an effort to meet the growing needs of area residents, Blue Ridge Medical Center has expanded through five building additions and ongoing service expansions to provide new services and a larger facility. Over eighty staff members provide 10,000 patients annually with top-of-the-line primary and preventive care, which is our daily objective and is paramount to successfully addressing our mission to provide quality health care to all people in Nelson County and neighboring communities; and to improve their general health and well-being through prevention, education, and treatment.

In December 2011, we moved into our new state-of-the-art medical facility made possible by a large Federal grant and other community investments. Our new building has lobby space and exam rooms designed especially for children. We have, for the first time, a retail space in our pharmacy that provides over-the-counter medications and supplies for our patients. Telemedicine will also be available to allow access to specialty care onsite.

In February 2012, we started BRMC's Pediatric program. We have two excellent pediatricians currently on staff. This allows parents in Amherst and Nelson County to access this important primary care specialty close to home.

The move to our new facility also allowed us to make a long-time dream a reality—the addition of dental care to the Blue Ridge Medical Center campus. The original building that was our home over the past 25 years and is next door to our current facility has been rebuilt to accommodate a six-operatorial dental facility.

As more than 30% of BRMC's patients reside to our south, we opened an Outreach Office in downtown Amherst in 2010. Having this office allows us to make non-medical services available close to home for over 3,000 of our patients. It also allows us to be a part of more of the communities we serve.



*A member of the
Virginia Community Health Care
Association*

4038 Thomas Nelson Highway
Arrington, Virginia 22922
434-263-4000 Phone • 434-263-4160 Fax
www.brmedical.org

Medical & Dental Services

Blue Ridge Medical Center

Blue Ridge Medical Center provides a full range of outpatient medical services from prenatal to geriatric. Our physicians and nurse practitioners are highly qualified and board certified in their fields. Additionally, they each hold faculty positions at the University of Virginia Medical Center.

Specialists services include **dentistry, physical therapy, and counseling** by appointment. Laboratory and X-ray services are available on site.

Our mission is to provide quality health care to all people in Nelson County and neighboring communities; and to improve their general health and well-being through prevention, education, and treatment.

Pharmacy

The Blue Ridge Medical Center Pharmacy opened in 2001 and today fills over 4,000 prescriptions monthly. In addition, the Medication Assistance Program (MAP) works with pharmaceutical companies to provide low cost prescriptions for qualified individuals. The MAP program has more than 1,200 participants and fills over 900 prescriptions for 300 plus clients per month.

Primary Care Providers

- Tracy Buni, MD, Family Medicine
- Ben Brown, MD, Family Medicine
- Emily Edwards, DO, Family Medicine
- Gerald Dewitt, MD, Pediatrics
- Michael Hurst, MD, Pediatrics
- Steve Alderfer, FNP, Family Medicine
- Lois Alderfer, FNP, Family Medicine
- Ann Pettigrew, FNP, Family Medicine

Specialists

- Aba Mills, DDS, Dentist
- Christie Hope, RDH, Dental Hygienist
- Janet Ngai, PT, Physical Therapy
- Juliana Frosch, PMHNP, Behavior Health

Pharmacy

- Kathy Bryant, R.Ph., Pharmacy Director
- Miriam Gaisey, Pharm.D., Clinical Pharmacist
- Tasha Bush, R.Ph., Pharmacist
- Sarah Fitzgerald, CPhT
- Charlotte Petroskey, CPhT
- Troy Booth, CPhT
- Megan Coffey, CPhT (MAP)
- Joy McDaniel, CPhT (MAP Coordinator)

Blue Ridge Medical Center provides community based support services through its Rural Health Outreach Program.

Rural Health Outreach Program (RHOP)

RHOP provides a variety of outreach services including:

- **School Based Health Services**—Registered nurses are stationed in each public school in Nelson County.
- **Latino Outreach Program**—Interpretation, mobile clinic services, and trained community health promoters help remove barriers to health care for area Latinos.
- **Health Education Groups**—Diabetes self-management is offered in 4-class series one or two times per year.
- **Health Depots and Home Visits**—Health screening checks are offered at community sites; and home visits with an RHOP nurse can be scheduled as funding is made available.
- **Case Management**—RHOP staff will help individuals in need connect with other health and human service agencies to improve well-being and quality of life.

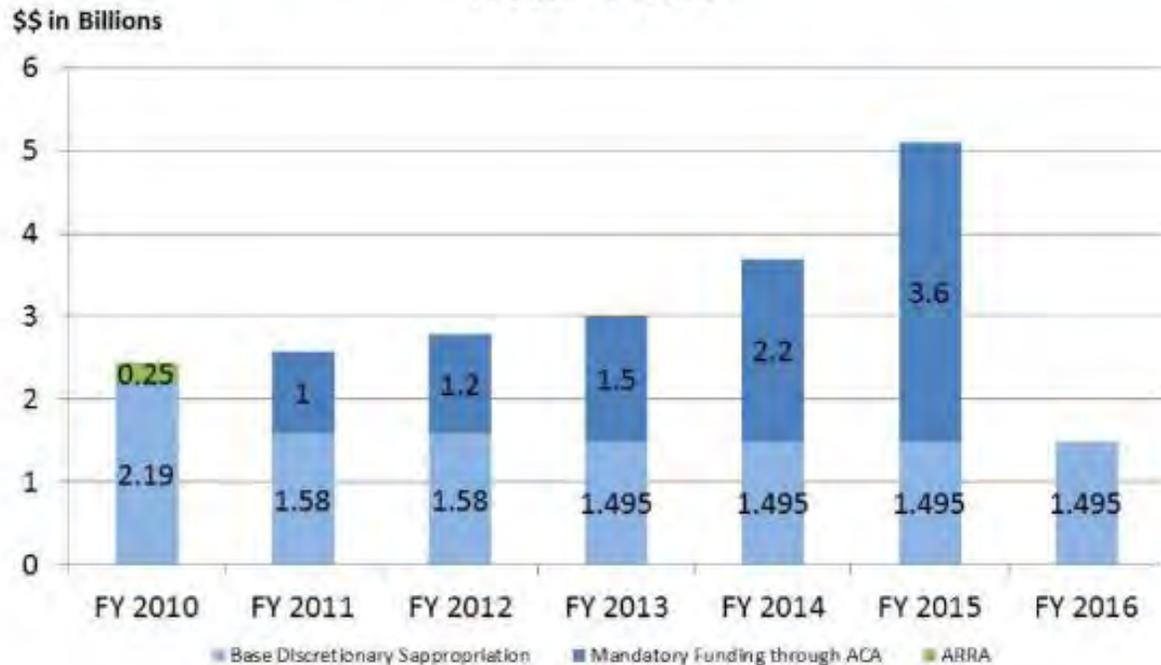


4038 Thomas Nelson Highway
Arrington, Virginia 22922
434-263-4000 Phone • 434-263-4160 Fax
www.brmedical.org

HEALTH CENTERS FUNDING CLIFF

Health Center Funding Under Current Law

Community Health Center Funding:
FY 2010 – FY 2016



- Mandatory funding expires at the end of FY15
- Without action by Congress, up to 70% cut to Health Center grants
- NHSC, THC's in same position (though ALL mandatory)

RESOLUTION R2015-23
NELSON COUNTY BOARD OF SUPERVISORS
SUPPORTING BLUE RIDGE MEDICAL CENTER AND
OTHER FEDERALLY QUALIFIED HEALTH CENTERS IN THE UNITED STATES

WHEREAS, Blue Ridge Medical Center has been providing quality, patient centered, cost-effective health care for residents of Nelson County and surrounding communities for thirty years, and

WHEREAS, the County of Nelson has invested considerable support for Blue Ridge Medical Center in the form of direct funding for its School Based Health Care program and other programs, and

WHEREAS, the County of Nelson applied for and received a Community Development Block Grant to assist with the establishment of a dental facility for Blue Ridge Medical Center, and

WHEREAS, Blue Ridge Medical Center has over 11,000 active patients and provided care in over 59,000 patient visits in 2014,

WHEREAS, Blue Ridge Medical Center provides primary care, dental care, behavioral health care, a pharmacy, and a variety of support services for the people of Nelson County and surrounding communities, and

WHEREAS, Nelson County is a designated Health Professional Shortage Area (HPSA) and has a “Medically Underserved Population” (MUP), and

WHEREAS, it is imperative that health centers across the country like Blue Ridge Medical Center have funding stability so they can continue to meet the pressing needs of those who would otherwise go without access to basic primary care, and

WHEREAS, health centers are currently facing a significant loss of federal funding in the years ahead, something that would immediately reduce access to care in our community, and

WHEREAS, limited access to primary care has an impact on health at significant cost to taxpayers since lack of access often causes people to delay seeking health care until they are seriously ill and require inpatient or emergency department care at a much higher cost to all payers, local and federal, and

WHEREAS, health centers play a vital role in preserving and expanding access to care in the communities they serve, and

WHEREAS, health centers have enjoyed bipartisan support for 50 years and have continued to provide a safety net for those in need throughout a continually changing health care environment,

NOW THEREFORE BE IT RESOLVED, that in this 50th year of health center service nationally and in this 30th year of local service by Blue Ridge Medical Center, there remains a vital need for uninterrupted quality, patient-centered, cost effective care provided by Federally Qualified Health Centers including Blue Ridge Medical Center, and

BE IT FURTHER RESOLVED, that the Nelson County Board of Supervisors does hereby support the continuation of Federal support at levels necessary to continue health care services that are affordable for low income members of our communities.

Adopted: _____, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors



2461 Rockfish Valley Hwy
Nellysford, VA 22958

434-361-0088

www.wildwolfbeer.com

434-361-0099 (fax)

March 2, 2015

Mr. Steve Carter, County Administrator
Nelson County
P.O. Box 336
Lovingston, VA 22949

Subject: Wild Wolf Brewing Company Haul Permit

Dear Mr. Carter,

I am in the process of completing our new event space, designed to handle 146 people. I am working with the Health Department on this project in order to get their approval on the new space. I decided to go with a portable restroom trailer for the event hall, in order to alleviate unnecessary strain on an already overburdened drain field. Even though we are in the process of expanding the drain field, it made more sense to design the space with the portable restroom trailer so that I could have the black water tank pumped on a regular basis.

As requested by the Health Department, I am in the process of setting up a contract with Cavalier Septic for regular pump outs of the restroom trailer. This is really not an issue since they already service us on a regular basis and have been more than willing to come out for an emergency when needed.

The Health Department also requested that I be added to the County Haul Permit as a contingency measure.

In order to satisfy the Health Department requirement and move forward on this project, I am respectfully requesting to be added to this permit, although I fully intend to have pump outs done by Cavalier or a replacement septic company should that be needed.

Should you have any questions or concerns please feel free to contact me at your convenience.

Best regards,

Mary Wolf, President
2461 Rockfish Valley Hwy
Nellysford, VA 22958
434-361-0088
marywolf@aol.com

Cc: Maureen Kelly, Director Economic Development, Nelson County

MEMORANDUM

To: District Environmental Health Managers
District Health Directors
Office of Environmental Health Services

From: Daniel Price, Program Manager
Division of Onsite Sewage and Water Services

Through: Robert W. Hicks, Director
Office of Environmental Health Services

Date: December 17, 2009

Subject: GMP #75.A Onsite -Permanent Pump and Haul - General Permit

GMP #75.A primarily replaces the section numbers in the agreement and general permit from the previous onsite sewage regulations with current Virginia Administrative Code numbers as reflected in the current 2000 Sewage Handling and Disposal Regulations.

GMP #75.A is effective immediately and GMP #75 is hereby rescinded. Each environmental health manager is responsible for distribution of this policy memorandum to appropriate environmental health supervisors and specialists.

BACKGROUND

Since the adoption of the Sewage Handling and Disposal Regulations (Regulations) in 1982, each individual application for permanent pump and haul was processed through the central office with the State Health Commissioner and the local governing entity entering into an agreement (contract) for each individual site. Section 12 VAC 5-610-599.3.2. of the Regulations currently reads, in part:

2. "Upon completion of the contract between the department and the government entity the commissioner shall issue a single pump and haul permit to the government entity. A separate construction permit shall be issued to the government entity for each sewage storage facility."

PURPOSE

The purpose of this policy is to allow local governing entities to enter into one Agreement and General Permit which acts as "a single pump and haul permit" from the Commissioner. This will allow the local health department to issue "a separate construction permit... to the government entity for each sewage storage facility."

This policy will allow for sewage storage facility permit processing to be decentralized, i.e., processed at the district level, without having to go through unnecessary, non-substantive reviews at the central office and Commissioner's level. This change will also streamline the processing time for district health department staff and local governments.

The changes brought about by this policy are in processing only, i.e., all permanent pump and haul facilities must continue to be operated under the auspices and supervision of the local governing entity. The determination of which sites are acceptable to the local government for permanent pump and haul continues to be made by the local government, within the parameters of section 12 VAC 5-610-598 et. seq. and all other applicable regulations, statutes and ordinances. Public health and environmental health objectives will remain the same as well.

Permanent pump and haul applications will be processed in the following manner:

OVERVIEW OF PROCEDURES FOR PERMANENT PUMP AND HAUL

A. The local governing entity applies to the Commissioner for a General Permit (see part 1- GENERAL PERMIT APPROVAL PROCESS, AND APPENDICES IA AND IB- SAMPLE AGREEMENT AND GENERAL PERMIT).

B. The local governing entity applies to local health department for individual storage facility permits (see part 2, STORAGE FACILITY APPROVAL PROCESS).

C. The Commissioner revokes permit(s) or local health department sends Notice of Violation under certain conditions (see part 3, ENFORCEMENT PROCEDURES AND PERMIT REVOCATION PROCESS).

1. GENERAL PERMIT APPROVAL PROCESS

A. Upon receipt of an application for permanent pump and haul, the local health department evaluates the proposal using Section 599.3 of the Regulations and GMP #75.A.

B. The local health department will discuss the general permit process with representatives of the local government and the applicant.

C. The local government will decide whether it wishes to conduct permanent pump and haul.

GMP #75.A Onsite -Permanent Pump and Haul - General Permit

Page 3 of 8

D. The local government will adopt an ordinance, resolution, or otherwise grant approval. This ordinance, resolution, or approval may be as open or restrictive in scope as the local government deems necessary.

E. Local health department assists the local government in preparing the Permanent Pump and Haul Agreement and General Permit (see Appendices IA and IB). Each existing permanent pump and haul facility in the jurisdiction as well as any others for which the local government has stated its approval should be listed in the agreement.

F. An appropriate representative of the local government will sign the agreement before submitting it to the local health department.

G. The local health department will forward the agreement and any recommendations to the Office of Environmental Health Services for review and approval by the Commissioner.

H. The approved Permanent Pump and Haul Agreement and General Permit is issued to the local government through the local health department.

2. STORAGE FACILITY APPROVAL PROCESS

A. After approval of the Permanent Pump and Haul Agreement and General Permit, the local government may decide to add an individual pump and haul storage facility under the authority of its General Permit.

B. Does the previously approved ordinance, resolution, or approval authorize the additional facility? If the answer is no, authorization must be given by the local government prior to proceeding. Property owners or facility owners must obtain local government approval. Local government may require that the owner post a suitable bond prior to endorsement of the application. If the answer is yes, or if local government grants approval, then:

C. The local government applies to the local health department for a Storage Facility Construction Permit. The local government may require that the owner pay any local application fees which are normally charged for other types of sewage construction permits. No state application fee will be charged.

D. The local health department issues a standard Sewage Disposal System Construction Permit to the local government in accordance with applicable state and local requirements. This construction permit is valid for 18 months and is not transferable. Certification letters will not be issued for permanent pump and haul.

E. The local health department inspects and approves the storage facility. Records of pump-out including date, time, volume, disposal site, and report of any spillage, may be required to be submitted to the local health department as a condition of the approval. Most local governments contract with the property owner and a licensed sewage handler for pumping and maintenance of the facility, rather than conducting the work themselves. This policy has no effect on that practice. Our

GMP #75.A Onsite -Permanent Pump and Haul - General Permit

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concern is to ensure that no health hazard is created, and that the facility is operated in conformance with the regulations.

F. Pump and haul begins.

G. The local health department keeps records on all pump and haul facilities. It is not necessary to update the General Permit Agreement each time a new facility is added. The General Permit will be issued only once. Each local health department should keep an up-to-date listing of all active storage facilities.

Onsite inspections should be conducted periodically (at least annually) by local health department staff to ensure that each facility is in compliance with the regulations.

3. ENFORCEMENT PROCEDURES AND PERMIT REVOCATION PROCESS

A. Permanent pump and haul begins.

B. Local health department keeps records and conducts inspections. If a violation of the regulations occurs, local health department staff will work with local government to obtain correction.

C. If the local government fails to appropriate funds, changes its ordinance, or otherwise withdraws sponsorship of an operation, it notifies the local health department and the Commissioner in writing.

D. The local health department issues a standard Notice of Violation informing the owner of the facility that the sewage system is no longer approved under the regulations, and that a violation of the regulations may be occurring. A copy of the Notice of Violation should be sent to the local government.

E. The facility may be removed, or the structure vacated until an acceptable means of sewage disposal is identified, installed and approved. Violations which threaten public health will be given high priority.

F. If revocation of a permanent pump and haul permit issued to a local government entity is necessary, such situations will be handled on a case by case basis in accordance with the Department's policies and applicable laws and regulations. District health directors should contact the Division of Onsite Sewage and Water Services in these cases.

APPENDIX IA (COUNTY AGREEMENT)

**PERMANENT PUMP AND HAUL
AGREEMENT AND GENERAL PERMIT**

This PERMIT is issued by the State Health Commissioner (“Commissioner”) to the Board of Supervisors of the County of [REDACTED] (“County”) Pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq. of the State Board of Health Sewage Handling and Disposal Regulations (July 2000, the “Regulations”)

The Commissioner and County believe that pumping and hauling pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq. of the *Regulations* is the only practical method for disposal of sewage in certain cases. Accordingly, the County has adopted, or agrees to adopt, either by ordinance, resolutions, or other means, a framework for authorizing and appropriating funds, or otherwise ensuring for the provision of pump and haul services, either directly or through a private contractor, to the facilities from which sewage is pumped and hauled.

Pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq., of the *Regulations*, the Commissioner and the County agrees as follows:

1. The County will notify the Commissioner, in writing, within one week to the expiration of, revocation of, or failure to renew the appropriation for the pump and haul services to a served structure.
2. The County will notify the Commissioner, in writing, of any material change in circumstances affecting the pump and haul operation that is the subject of this Agreement, including but not limited to the availability of sewer hookup to the structure (s) served and any significant change in the use of a served facility.
3. The Commissioner, or the Commissioner’s designee, will notify the County in writing of any information he/she may receive that indicates or seems to indicate a violation of the permit.

This authorizes the County pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq. of the *Regulations* to pump and haul sewage on a permanent basis from the facilities or structures listed below:

- 1.

The County is furthermore authorized, pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq., its ordinances, resolutions, or other approval and this Permit, to add or remove individual facilities from this list (by withdrawing its supervision of the pump and haul...). This permit shall be subject to the following conditions:

1. County may require bonding or other assurances from the third party owner of any served structures or facility.
2. In order to add a structure or facility, the County shall apply to the local health department for a storage facility construction permit. The standard State fee for a sewage system application shall not apply; however, the County may require that the third party submit any local fees which may apply.

GMP #75.A Onsite -Permanent Pump and Haul - General Permit

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3. No sewage storage facility shall be placed into operation until the local health department has inspected and approved the system.
4. If the County ceases providing pump and haul services to any services to any individual facility, the County shall notify the Commissioner immediately. In such instances, the Commissioner, or the Commissioner's designee, shall notify the owner of the facility that pump and haul is no longer an approved method of sewage disposal and that a violation of the Regulations may be occurring. The Commissioner, or the Commissioner's designee, may initiate any lawful enforcement action necessary to enforce the Regulations.
5. If the General Permit is revoked, the County must cease pump and haul operations at all facilities immediately.

STATE HEALTH COMMISSIONER

By: _____

Date: _____

BOARD OF SUPERVISORS OF THE COUNTY OF
, VIRGINIA

By: _____

Date: _____

APPENDIX 1B (CITY AGREEMENT)

**PERMANENT PUMP AND HAUL
AGREEMENT AND GENERAL PERMIT**

This PERMIT is issued by the State Health Commissioner (“Commissioner”) to the City Council of the City of (“City”) Pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq. of the State Board of Health Sewage Handling and Disposal Regulations (July 2000, the “*Regulations*”)

The Commissioner and City believe that pumping and hauling pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq. of the *Regulations* is the only practical method for disposal of sewage in certain cases. Accordingly, the City has adopted, or agrees to adopt, either by ordinance, resolutions, or other means, a framework for authorizing and appropriating funds, or otherwise ensuring for the provision of pump and haul services, either directly or through a private contractor, to the facilities from with sewage is pumped and hauled.

Pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq., of the *Regulations*, the Commissioner and the City agrees as follows:

1. The City will notify the Commissioner, in writing, within one week to the expiration of, revocation of, or failure to renew the appropriation for the pump and haul services to a served structure.
2. The City will notify the Commissioner, in writing, of any material change in circumstances affecting the pump and haul operation that is the subject of this Agreement, including but not limited to the availability of sewer hookup to the structure (s) served and any significant change in the use of a served facility.
3. The Commissioner, or the Commissioner’s designee, will notify the City in writing of any information he/she may receive that indicates or seems to indicate a violation of the permit.

This authorizes the City pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq. of the *Regulations* to pump and haul sewage on a permanent basis from the facilities or structures listed below:

- 1.

The City is furthermore authorized, pursuant to Part IV, Article 4 § 12 VAC 5-610-598 et seq., its ordinances, resolutions, or other approval and this Permit, to add or remove individual facilities from this list (by withdrawing its supervision of the pump and haul...). This permit shall be subject to the following conditions:

1. City may require bonding or other assurances from the third party owner of any served structures or facility.
2. In order to add a structure or facility, the City shall apply to the local health department for a storage facility construction permit. The standard State fee for a sewage system application shall not apply; however, the City may require that the third party submit any local fees which may apply.

GMP #75.A Onsite -Permanent Pump and Haul - General Permit

Page 8 of 8

3. No sewage storage facility shall be placed into operation until the local health department has inspected and approved the system.

4. If the City ceases providing pump and haul services to any services to any individual facility, the City shall notify the Commissioner immediately. In such instances, the Commissioner, or the Commissioner's designee, shall notify the owner of the facility that pump and haul is no longer an approved method of sewage disposal and that a violation of the Regulations may be occurring. The Commissioner, or the Commissioner's designee, may initiate any lawful enforcement action necessary to enforce the Regulations.

5. If the General Permit is revoked, the City must cease pump and haul operations at all facilities immediately.

STATE HEALTH COMMISSIONER

By: _____

Date: _____

CITY COUNCIL OF THE CITY OF
, VIRGINIA

By: _____

Date: _____

6. Method of guarantee that facility will be completed. Attach documents as proof such as Bond, Contracts, etc. _____

7. Sewage Handling Permit Holder _____
Name and Number of Permit Holder
Address: _____ Telephone: _____
(Attach copy of contract with Sewage Handling Permit Holder)

8. Time period requested for pump and haul (maximum time one year) from _____
_____ to _____

9. Method of bonding to insure pump and haul for the specified time period in 8 above _____

10. Quantity of sewage to be hauled per day _____ gallons.

11. Route(s) of transport _____

12. Time of day for transport _____

13. Emergency response capability _____

14. Disposition of Sewage _____
(Attach a copy of agreement with owner of receiving treatment facility)

15. Conference date requested: _____

16. Concurrence of Local Political Subdivision _____
Name _____ Date _____
Title _____

Department Use

1. Contract with Handler having valid sewage handling permit Yes No

2. Receiving facility satisfactory Yes No
Comments _____

3. Bonding and/or assurances approved by Bureau and Attorney General Yes No
Comments _____

4. Plans and Specifications for storage facility satisfactory Yes No Not Required

5. Construction Permit issued for storage facility Yes No Not Required
Permit No. _____ Date _____

6. Storage Facility Inspected Yes No
Comments _____

7. Recommended Pump & Haul Permit Be Issued

Sanitarian _____ Date _____

8. Authorize Pump & Haul Permit To Be Issued

Supervisory Sanitarian _____ Date _____

12VAC5-610-410. Special permits for pump and haul of sewage.

A special permit for a definite time period issued by the commissioner is required for pump and haul. (See Part III, Article 2 of this chapter.)

Exception.

1. No such special permit is required for pump and haul associated with pumpout facilities at marinas or other places where boats are moored which are authorized by the Rules and Regulations Governing Sewerage and Sanitary Facilities at Marinas and Other Places Where Boats are Moored.
2. Where pump and haul is a maintenance requirement of an approved sewage disposal system such as pumping septage from a septic tank or periodic pumping of a holding privy, no such separate special permit is required.

Statutory Authority §§ [32.1-12](#) and [32.1-164](#) of the Code of Virginia.

12VAC5-610-420. Procedure for obtaining a pump and haul permit.

A. An owner who seeks a pump and haul permit shall follow the following steps:

1. Application;
2. Conference;
3. Plans, specifications, and other data as may be required;
4. Securing a contract with a sewage handling contractor having a valid sewage handling permit;
5. Submission of a detailed construction schedule for completion of the permanent receiving facilities; and
6. Bonding.

B. Application. An application shall be made through the district or local health department on a form provided by the department.

C. Conference. A conference is necessary with the district or local health department for the purpose of discussing the reasons for pump and haul and the methods and equipment to be utilized in the pump and haul operation.

D. Plans and specifications. Plans and specifications in sufficient detail shall be provided, when required, to show the sewage collection and holding facilities. See [12VAC5-610-250](#) C and E for further details relating to plans and specifications.

E. Contract with a sewage handling contractor. The owner shall secure and maintain a contract with a sewage handling contractor having a valid sewage handling permit. The contract shall be for a period of time sufficient to complete the construction necessary to alleviate the need for pump and haul.

The contract shall contain at a minimum, the following conditions:

1. Duration of contract;
2. Pumping schedule;
3. Availability of equipment;
4. Emergency response capability;
5. Disposal site, including limitations, utilized by the contractor; and
6. The contractor shall maintain and submit records on a monthly basis to the owner and the department. The records shall indicate the date, time and volume of each load, the disposal site or sites utilized and overflows or spillage.

F. Submission of detailed construction schedules. A detailed construction schedule shall show at a minimum, initial construction date and date of completion. Progress reports shall be submitted monthly.

G. Bonding. The commissioner may require any owner holding or applying for a permit issued pursuant to this section to post a bond with surety approved by the commissioner for the purpose of insuring continuation of the pump and haul operation for the specified time period contained in the pump and haul permit. Such bond shall be forfeited if the owner ceases to continue the pump and haul operation before the need for pump and haul has been alleviated. The forfeited bond shall be expended as necessary to restore and maintain the pump and haul operation for the permitted time period. Forfeiture of the bond shall not relieve the permit holder of any other legal obligations set forth in this chapter. No bond shall be required of a government entity holding a permit in accordance with [12VAC5-610-550](#).

Statutory Authority §§ [32.1-12](#) and [32.1-164](#) of the Code of Virginia.

12VAC5-610-440. Issuance of the special pump and haul permit.

After concurrence of the local political subdivision and upon satisfactory completion of the requirements set forth in [12VAC5-610-420](#), [12VAC5-610-430](#), Article 4 ([12VAC5-610-598](#) et seq.) of Part IV and Article 7 ([12VAC5-610-990](#) et seq.) of Part V of this chapter, and if the commissioner determines that issuance of the pump and haul permit is in the best interest of public health, a permit shall be issued.

Statutory Authority

§§ [32.1-12](#) and [32.1-164](#) of the Code of Virginia.

Candy McGarry

From: Steve Carter
Sent: Thursday, February 26, 2015 4:30 PM
To: Phillip Payne
Cc: Candy McGarry
Subject: FW: Follow up / February 9th discussion (Wild Wolfe Brewery)

Same VDH inputs but with responses from M. Wolfe.

SAC

Stephen A. Carter
Nelson County Administrator
P. O. Box 336
84 Courthouse Square
Lovingston, VA 22949
Ph. (434) 263-7001
Fx. (434) 263-7004

From: Mary Wolf [mailto:marywolf@aol.com]
Sent: Thursday, February 19, 2015 9:13 AM
To: 'Rice, Gary (VDH)'
Cc: Steve Carter; David Thompson; 'McClelland, John (VDH)'; 'Myers, Eric (VDH)'; 'Eick, Thomas (VDH)'; 'Cody Hoehna'; 'Jim Taggart'; 'Don Hearl'; Maureen A Kelley; 'Daniel Wolf'
Subject: RE: Follow up / February 9th discussion

Ms. Wolf,

As a follow up to our February 9, 2015 meeting at your establishment, I'd like to share the following regarding our conversation about the proposed event space:

- Your plans for proposed event space include 146 seats. Note: The new proposed event space drawing also showed 6 additional tables on the deck for an additional 24 seats, but you indicated that these tables were not going to be placed there .

That is incorrect. As I indicated during our meeting, those tables are there strictly to allow guests to wander out to the deck for appetizers – weather permitting. I could request that the seating be approved for an additional 24 people, but that would be ridiculous – you never book an event without proper seating indoors for all guests (planning for bad weather) – there would be no way to accommodate an additional 24 people inside the event hall.

- A building permit was issued by Nelson County on 10/15/2014 and the construction of the building is nearing completion.
- It was mentioned that you would like to use the area in front of the new event space for picnic tables in the future. Room for 8 + tables exists. (There was no defined date for installing these picnic tables).

As I indicated during our meeting, I have NO plans of adding tables out front until all septic improvements have been proven and the Engineer agrees that the system can handle the additional load.

- You propose purchasing a toilet trailer with a 600 gallon waste-water holding tank. Based on your documented water figures for your bathroom use in your main establishment, it is calculated that 4 gallons of wastewater per day per seat (146) could be accommodated in the toilet trailer tank.

As I indicated in my email to you on 2/13/15, the RV toilets in the restroom trailer use 1 pint per flush. Standard toilets use 1.6 gallons per flush. That equates to 12.8 flushes per one flush in the restaurant. The **actual** average per person in the restaurant has been 3.25 gallons per person over the past 5 months. Even if we use 4 gallons per person, and assume that half of that is toilet flushing, we can still handle more than 10 times the amount of flushing with the tank capacity – ASSUMING that the event is fully booked, which will happen 10-15% of the time.

- You initially mentioned food will be produced in the kitchen with hot holding on the proposed mobile unit and that some foods would be prepared on the mobile unit. When asked again, you stated that perhaps 25% of food will be produced in the main kitchen and 75% in the proposed mobile unit that will be parked at the back of the building most of the time. No dimensions on the actual mobile food unit were provided. Foods will be held hot or cold on the mobile unit and plated from the unit for guests in the event space. We agreed to forward mobile unit plan review guidelines and a mobile food unit application to you.

It should be obvious from this that I am not 100% sure how things will work best for us. It would be far more helpful for you to provide advice and guidance as to the best way to handle these types of events in order to minimize impact on our drainfield.

I also stated at the meeting that I have held off purchasing a trailer until I had guidance from the health department. I showed you drawings at the meeting for a unit that was similar to what I believe I will end up with, but you declined to take those copies with you.

I was told I would receive the application within a day or two. **Two weeks later, I still do not have the application.** I sent a follow up email to Eric on Tuesday, once again requesting the application.

- Plans for the bar area inside the proposed event space include a three compartment sink and a separate hand sink.
- You did mention that your facility needs to expand brewing operations to keep up with demand. You would prefer to keep the expanded beer brewing on location and not move it to another facility.

That has absolutely nothing to do with this. I CLEARLY stated that if/when I was ready to expand our operations (whether here or elsewhere that drain field expansion plans would be a part of that effort). I also stated that IF we decided to expand here we would look into hooking into the municipal system.

- Your staff monitor daily water meter readings and these figures are available for health department review.
- Your intentions are to purchase the mobile toilet facilities which would be placed and accessed in the rear of the building. The facilities are to remain on site on a semi-permanent basis and will necessitate pumping as they are filled up. This requires that you contract with a Licensed Pump and Haul Contractor, but more importantly, as this will be a Permanent Pump and Haul operation, you will need to be granted approval to operate as such under the auspices of a Permanent Pump and Haul Permit held by the County of Nelson. Please contact Steve Carter, Nelson County Administrator to initiate your request as soon as possible. There may be complications with Nelson County accepting such an arrangement and obtain a Permanent Pump and Haul Permit.

This is already underway. Nothing about the trailer will be permanent. I may decide to move it around between events.

- You must meet all applicable Building Code requirements, with respect to your plans for the Mobile Food Unit and the placement of the mobile toilet facilities as adjunct structures to the event space. Please contact David Thompson, Nelson County Building Inspector, and clarify your full intentions as to the use of the structure and your use of the proposed mobile food unit. Per your request, a mobile food unit application and plan review guide will be sent to you.

As indicated in the meeting I already have a building permit and have been in regular communication with David Thompson.

- There is also additional information that we would like for you to provide:
 - Event Space (gallons per event), frequency of use? (One time a week?, 2 times a week? Or as often as can be booked?) PE or engineering consulting firm would need to determine upper limit (times per month) for the event space use and design accordingly. VDH could then have this as a condition on the septic permit / food-service permit.

My engineering firm has included the grey water from this space in the designs for the drain field upgrade.

-What is the current status of engineering review of the existing septic system and what plans are being developed to bring the existing restaurant into compliance. VDH engineering staff would need to review as well before any approval(s). We recommend that you not purchase the mobile food unit or toilet trailer until all septic system issues have been resolved and plans approved for the proposed event space (both food & onsite plan review).

This is very frustrating. Our drainfield expansion plans were submitted in early January but apparently the drawings were not the correct scale so work had to be re-done. You, Kemper Lloyd and Tom Eick were all copied on the correspondence, so you are fully aware that I am very close to having the system modifications underway. It takes months to get these units built and delivered. Why would you put that type on constraint on my business rather than reviewing what I have proposed and working with me to assure it will suit the requirements.

It took almost a month just to get this meeting – I first made the request on January 15th.

- **Given the recent discussions and dialogue with you over the past 18 months, we are requesting that you resolve existing septic system issues prior to VDH approval of the event space and mobile food unit and toilet trailer concepts. As noted for some time now, your present seating of 400 seats is noncompliant with the permitted drainfield design of 128 seats. Approval for the new event space should be linked to having the existing restaurant / brewery in compliance and engineering plans for the new event space accounted for. Installation of expanded septic system (if needed) should occur prior to moving forward with the proposed event space.**

I would request that you move in parallel on this and review the event space plans while the drain field work is underway. It makes more sense to me to require that the drain field work is complete prior to being able to open the event hall. There is NO reason everything cannot be in place and be ready once the drainfield expansion is complete.

Considering all that was discussed, we also had other questions that were raised and need to be resolved:

- Existing seats of the existing Wild Wolf Brewery & Restaurant were 400 on the food-service inspection of 12/4/2014. Current septic permit has approval for 128. What plan does the owner have to bring the restaurant seating into compliance?

First of all – I have no idea where the 400 seat number is coming from. We have 310 seats. Second – as I discussed with you during our meeting and as you are fully aware from the fact that drainfield plans have already been submitted we have a completed design and plan to submit the plans (that are now drawn to the proper scale). I would hope to have approval on these plans and have the work underway by the middle of March, no later than the beginning of April.

- How will expanded food production and dishwashing in the main kitchen (to support the event space) be accounted for? What is your plan to account for additional wastewater in your main facility that will be generated by adding the event space to your complex (i.e., kitchen, restrooms, etc.)

Since we have a high efficiency dishwasher that greatly minimizes water usage, **the increased load on dishwashing in the kitchen will be extremely minimal.**

The engineer has factored the additional water usage into the drain field expansion plans.

- What control measures will you have to limit the event space crowd to using facilities provided specifically for the event space?

When you were here for the meeting I went over this very carefully and explained that there are a significant number of ropes in place to manage people and keep them from leaving the space and wandering over to the restaurant. Our managers will manage this just like we manage alcohol consumption and people wandering where they should not go with alcohol.

- Will Nelson County sign off on a Permanent Pump & Haul Permit for the proposed event space toilet trailer?

Yes - already underway.

- Will the toilet trailer be equipped with an overflow alarm?

As I indicated in my email to you on 2/13/15: 'There is a visual indicator on the front of the trailer for the tank level. We will monitor this 5 days per week, as a part of our water meter checking.' Alarms can fail – a visual reading that is monitored several days/week is more than sufficient. Part of our process in wrapping up an event will be to determine whether we need to arrange for a pump out. We do this now with all of our waste tanks – NO DIFFERENT.

- Will the extra demand for potable water be sufficient? Is the Office of Drinking Water (ODW) involved with proposed increase of potable water use?

As I indicated during our meeting, the well drawdown test was being performed that night. It went very well and we have more than sufficient water. Steve Kvech is just waiting for the paperwork from David McGann.

- When Nelson County Building Department issued the building permit, what was their understanding of the proposed sewage disposal for the new event space?

Yes they were.

Please let us know as you make progress in addressing the aforementioned concerns and issues. We will be glad to work closely with you as you take the necessary steps to adequately meet the requirements associated with your proposed plans. Pending your review of this information and questions that will need to be answered, we would like to move forward with a meeting with us and county representatives before the middle of March. Please provide us with suitable dates that would fit your schedule.

Gary Rice, EH Supervisor
Thomas Jefferson Health District

Candy McGarry

From: Steve Carter
Sent: Thursday, February 26, 2015 4:32 PM
To: Phillip Payne
Cc: Candy McGarry
Subject: FW: Wild Wolf Drainfield

M. Wolfe's proposed schedule.

SAC

Stephen A. Carter
Nelson County Administrator
P. O. Box 336
84 Courthouse Square
Lovingston, VA 22949
Ph. (434) 263-7001
Fx. (434) 263-7004

From: Mary Wolf [mailto:marywolf@aol.com]
Sent: Sunday, February 22, 2015 4:20 PM
To: 'McClelland, John (VDH)'
Cc: Steve Carter; Maureen A Kelley; David Thompson; 'Daniel Wolf'; 'Don Hearl'; 'Cody Hoehna'; 'Jim Taggart'
Subject: RE: Wild Wolf Drainfield

I am expecting we will have plans ready to submit this week. Given that, a meeting mid March seems perfect. My goal is the following:

- Plans submitted by the end of February
- Plans approved by the end of March
- Contractors scheduled and parts ordered by the end of March
- April 1 – work begins
- April 30 – work completed

Obviously, a lot of moving parts and not all under my control, but I intend to do my best to make this happen. Assuming this all happens on schedule I would plan to submit the Event Space/Mobile Food Application by the end of March.

§ 32.1-12. Regulations, variances and exemptions.

The Board may make, adopt, promulgate and enforce such regulations and provide for reasonable variances and exemptions therefrom as may be necessary to carry out the provisions of this title and other laws of the Commonwealth administered by it, the Commissioner or the Department.

(Code 1950, § 32-6; 1972, c. 504; 1979, c. 711.)

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§ 32.1-164. Powers and duties of Board; regulations; fees; onsite soil evaluators; letters in lieu of permits; inspections; civil penalties.

A. The Board shall have supervision and control over the safe and sanitary collection, conveyance, transportation, treatment, and disposal of sewage by onsite sewage systems and alternative discharging sewage systems, and treatment works as they affect the public health and welfare. The Board shall also have supervision and control over the maintenance, inspection, and reuse of alternative onsite sewage systems as they affect the public health and welfare. In discharging the responsibility to supervise and control the safe and sanitary treatment and disposal of sewage as they affect the public health and welfare, the Board shall exercise due diligence to protect the quality of both surface water and ground water. Upon the final adoption of a general Virginia Pollutant Discharge Elimination permit by the State Water Control Board, the Board of Health shall assume the responsibility for permitting alternative discharging sewage systems as defined in § [32.1-163](#). All such permits shall comply with the applicable regulations of the State Water Control Board and be registered with the State Water Control Board.

In the exercise of its duty to supervise and control the treatment and disposal of sewage, the Board shall require and the Department shall conduct regular inspections of alternative discharging sewage systems. The Board shall also establish requirements for maintenance contracts for alternative discharging sewage systems. The Board may require, as a condition for issuing a permit to operate an alternative discharging sewage system, that the applicant present an executed maintenance contract. Such contract shall be maintained for the life of any general Virginia Pollutant Discharge Elimination System permit issued by the State Water Control Board.

B. The regulations of the Board shall govern the collection, conveyance, transportation, treatment and disposal of sewage by onsite sewage systems and alternative discharging sewage systems and the maintenance, inspection, and reuse of alternative onsite sewage systems. Such regulations shall be designed to protect the public health and promote the public welfare and may include, without limitation:

1. A requirement that the owner obtain a permit from the Commissioner prior to the construction, installation, modification or operation of a sewerage system or treatment works except in those instances where a permit is required pursuant to Chapter 3.1 (§ [62.1-44.2](#) et seq.) of Title 62.1.
2. Criteria for the granting or denial of such permits.
3. Standards for the design, construction, installation, modification and operation of sewerage systems and treatment works for permits issued by the Commissioner.
4. Standards governing disposal of sewage on or in soils.
5. Standards specifying the minimum distance between sewerage systems or treatment works and:
 - (a) Public and private wells supplying water for human consumption,
 - (b) Lakes and other impounded waters,
 - (c) Streams and rivers,
 - (d) Shellfish waters,
 - (e) Ground waters,
 - (f) Areas and places of human habitation,

(g) Property lines.

6. Standards as to the adequacy of an approved water supply.

7. Standards governing the transportation of sewage.

8. A prohibition against the discharge of untreated sewage onto land or into waters of the Commonwealth.

9. A requirement that such residences, buildings, structures and other places designed for human occupancy as the Board may prescribe be provided with a sewerage system or treatment works.

10. Criteria for determining the demonstrated ability of alternative onsite systems, which are not permitted through the then current sewage handling and disposal regulations, to treat and dispose of sewage as effectively as approved methods.

11. Standards for inspections of and requirements for maintenance contracts for alternative discharging sewage systems.

12. Notwithstanding the provisions of subdivision 1 above and Chapter 3.1 of Title 62.1, a requirement that the owner obtain a permit from the Commissioner prior to the construction, installation, modification, or operation of an alternative discharging sewage system as defined in § [32.1-163](#).

13. Criteria for granting, denying, and revoking of permits for alternative discharging sewage systems.

14. Procedures for issuing letters recognizing onsite sewage sites in lieu of issuing onsite sewage system permits.

15. Performance requirements for nitrogen discharged from alternative onsite sewage systems that protect public health and ground and surface water quality.

C. A fee of \$75 shall be charged for filing an application for an onsite sewage system or an alternative discharging sewage system permit with the Department. Funds received in payment of such charges shall be transmitted to the Comptroller for deposit. The funds from the fees shall be credited to a special fund to be appropriated by the General Assembly, as it deems necessary, to the Department for the purpose of carrying out the provisions of this title. However, \$10 of each fee shall be credited to the Onsite Sewage Indemnification Fund established pursuant to § [32.1-164.1:01](#).

The Board, in its regulations, shall establish a procedure for the waiver of fees for persons whose incomes are below the federal poverty guidelines established by the United States Department of Health and Human Services or when the application is for a pit privy or the repair of a failing onsite sewage system. If the Department denies the permit for land on which the applicant seeks to construct his principal place of residence, then such fee shall be refunded to the applicant.

From such funds as are appropriated to the Department from the special fund, the Board shall apportion a share to local or district health departments to be allocated in the same ratios as provided for the operation of such health departments pursuant to § [32.1-31](#). Such funds shall be transmitted to the local or district health departments on a quarterly basis.

D. In addition to factors related to the Board's responsibilities for the safe and sanitary treatment and disposal of sewage as they affect the public health and welfare, the Board shall, in establishing standards, give due consideration to economic costs of such standards in accordance with the applicable provisions of the Administrative Process Act (§ [2.2-4000](#) et seq.).

E. Further a fee of \$75 shall be charged for such installation and monitoring inspections of alternative discharging sewage systems as may be required by the Board. The funds received in payment of such fees shall be credited to a special fund to be appropriated by the General Assembly, as it deems necessary, to the Department for the purpose of carrying out the provisions of this section. However, \$10 of each fee shall be credited to the Onsite Sewage Indemnification Fund established pursuant to § [32.1-164.1:01](#).

The Board, in its regulations, shall establish a procedure for the waiver of fees for persons whose incomes are below the federal poverty guidelines established by the United States Department of Health and Human Services.

F. Any owner who violates any provision of this section or any regulation of the Board of Health or the State Water Control Board relating to alternative discharging sewage systems or who fails to comply with any order of the Board of Health or any special final order of the State Water Control Board shall be subject to the penalties provided in §§ [32.1-27](#) and [62.1-44.32](#).

In the event that a county, city, or town, or its agent, is the owner, the county, city, or town, or its agent may initiate a civil action against any user or users of an alternative discharging sewage system to recover that portion of any civil penalty imposed against the owner which directly resulted from violations by the user or users of any applicable federal, state, or local laws, regulations, or ordinances.

G. The Board shall establish and implement procedures for issuance of letters recognizing the appropriateness of onsite sewage site conditions in lieu of issuing onsite sewage system permits. The Board may require that a survey plat be included with an application for such letter. Such letters shall state, in language determined by the Office of the Attorney General and approved by the Board, the appropriateness of the soil for an onsite sewage system; no system design shall be required for issuance of such letter. The letter may be recorded in the land records of the clerk of the circuit court in the jurisdiction where all or part of the site or proposed site of the onsite sewage system is to be located so as to be a binding notice to the public, including subsequent purchases of the land in question. Upon the sale or transfer of the land which is the subject of any letter, the letter shall be transferred with the title to the property. A permit shall be issued on the basis of such letter unless, from the date of the letter's issuance, there has been a substantial, intervening change in the soil or site conditions where the onsite sewage system is to be located. The Board, Commissioner, and the Department shall accept evaluations from licensed onsite soil evaluators for the issuance of such letters, if they are produced in accordance with the Board's established procedures for issuance of letters. The Department shall issue such letters within 20 working days of the application filing date when evaluations produced by licensed onsite soil evaluators are submitted as supporting documentation. The Department shall not be required to do a field check of the evaluation prior to issuing such a letter or a permit based on such letter; however, the Department may conduct such field analyses as deemed necessary to protect the integrity of the Commonwealth's environment. Applicants for such letters in lieu of onsite sewage system permits shall pay the fee established by the Board for the letters' issuance and, upon application for an onsite sewage system permit, shall pay the permit application fee.

H. The Board shall establish a program for the operation and maintenance of alternative onsite systems. The program shall require:

1. The owner of an alternative onsite sewage system, as defined in § [32.1-163](#), to have that system operated by a licensed operator, as defined in § [32.1-163](#), and visited by the operator as specified in the operation permit;
2. The licensed operator to provide a report on the results of the site visit utilizing the web-based system required by this subsection. A fee of \$1 shall be paid by the licensed operator at the time the report is filed. Such fees shall be credited to the Onsite Operation and Maintenance Fund established pursuant to § [32.1-164.8](#);
3. A statewide web-based reporting system to track the operation, monitoring, and maintenance requirements of each system, including its components. The system shall have the capability for pre-notification of operation, maintenance, or monitoring to the operator or owner. Licensed operators shall be required to enter their reports onto the system. The Department of Health shall utilize the system to provide for compliance monitoring of operation and maintenance requirements throughout the state. The Commissioner shall consider readily available commercial systems currently utilized within the Commonwealth; and
4. Any additional requirements deemed necessary by the Board.

I. The Board shall promulgate regulations governing the requirements for maintaining alternative onsite sewage systems.

J. The Board shall establish a uniform schedule of civil penalties for violations of regulations promulgated pursuant to subsection B that are not remedied within 30 days after service of notice from the Department. Civil penalties collected pursuant to this chapter shall be credited to the Environmental Health Education and Training Fund established pursuant to § [32.1-248.3](#).

This schedule of civil penalties shall be uniform for each type of specified violation, and the penalty for any one violation shall be not more than \$100 for the initial violation and not more than \$150 for each additional violation. Each day during which the violation is found to have existed shall constitute a separate offense. However, specified violations arising from the same operative set of facts shall not be charged more than once in any 10-day period, and a series of specified violations arising from the same operative set of facts shall not result in civil penalties exceeding a total of \$3,000. Penalties shall not apply to unoccupied structures which do not contribute to the pollution of public or private water supplies or the contraction or spread of infectious, contagious, or dangerous diseases. The Department may pursue other remedies as provided by law; however, designation of a particular violation for a civil penalty pursuant to this section shall be in lieu of criminal penalties, except for any violation that contributes to or is likely to contribute to the pollution of public or private water supplies or the contraction or spread of infectious, contagious, or dangerous diseases.

The Department may issue a civil summons ticket as provided by law for a scheduled violation. Any person summoned or issued a ticket for a scheduled violation may make an appearance in person or in writing by mail to the Department prior to the date fixed for trial in court. Any person so appearing may enter a waiver of trial, admit liability, and pay the civil penalty established for the offense charged.

If a person charged with a scheduled violation does not elect to enter a waiver of trial and admit liability, the violation shall be tried in the general district court with jurisdiction in the same manner and with the same right of appeal as provided for by law. In any trial for a scheduled violation, the Department shall have the burden of proving by a preponderance of the evidence the liability of the alleged violator. An admission of liability or finding of liability under this section shall not be deemed an admission at a criminal proceeding.

This section shall not be interpreted to allow the imposition of civil penalties for activities related to land development.

K. The Department shall establish procedures for requiring a survey plat as part of an application for a permit or letter for any onsite sewage or alternative discharging sewage system, and for granting waivers for such requirements. In all cases, it shall be the landowner's responsibility to ensure that the system is properly located as permitted.

(Code 1950, § 32-9; 1954, c. 646; 1964, c. 436; 1970, c. 645; 1972, c. 775; 1979, c. 711; 1986, c. 401; 1988, c. 203; 1990, cc. 438, 861, 869; 1994, c. [747](#); 1999, c. [871](#); 2003, c. [614](#); 2007, cc. [514](#), [892](#), [924](#); 2009, cc. [695](#), [747](#).)

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12VAC5-610-380. Procedures for obtaining a sewage handling permit.

A. Sewage handling permits are issued by the commissioner. (See [12VAC5-610-240 B.](#)) Applications for such permits shall be directed to the district or local health department. The procedure for obtaining sewage handling permits includes the following:

1. Application;
2. Conference;
3. Scheduling of equipment for initial inspection; and
4. Approval of disposal site or sites.

B. Application. An application for a sewage handling permit shall be made to the local or district health department on a form provided by the department.

C. Conference. A conference will be held with the district or local department for the purpose of discussing the methods and equipment utilized in the handling of sewage.

D. Initial equipment inspection. The owner shall make arrangements with the district or local health department at a suitable time for inspecting the sewage handling equipment.

E. Approval of disposal site or sites.

1. An approved sewerage system or treatment works is a system for which a certificate to operate has been issued jointly by the department and the Department of Environmental Quality or a system which has been issued a separate permit by the commissioner. When the applicant is not the owner of the approved sewerage system or treatment works, the applicant shall append a statement from the owner of the approved sewerage system or treatment works to the application stating that the applicant may discharge septage and/or sewage. The statement shall include the quantity per day and point of discharge as indicated on the application to the approved sewerage system or treatment works.

2. If the disposal site is not an approved sewerage system or treatment works, each disposal site shall be considered a special facility (see [12VAC5-610-590 B](#)) and shall be inspected and approved or disapproved on a case-by-case basis by the district or local health department and the bureau in accordance with [12VAC5-610-250 C](#).

Statutory Authority

§§ [32.1-12](#) and [32.1-164](#) of the Code of Virginia.

Historical Notes

Derived from VR355-34-02 § 2.26 eff. February 5, 1986; amended, eff. May 11, 1988; Virginia Register Volume 16, Issue 16, eff. July 1, 2000.

Article 4

Pump and Haul of Sewage

12VAC5-610-598. General.

Pump and haul pertains to an unusual circumstance wherein sewage is permitted to be transported by vehicle to a point of disposal. Pump and haul includes all facilities and appurtenances necessary to collect and store the sewage for handling by a contractor having a valid sewage handling permit.

Statutory Authority

§§ [32.1-12](#) and [32.1-164](#) of the Code of Virginia.

Historical Notes

Derived from Virginia Register Volume 16, Issue 16, eff. July 1, 2000.

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12VAC5-610-599. Permanent pumping and hauling.

Pumping and hauling on a permanent basis is prohibited unless done under the auspices and supervision of a government entity as provided for in [12VAC5-610-599.3](#) (see subdivision 2 of [12VAC5-610-410](#) for exception). Pumping and hauling for over one year shall be considered as a permanent pumping and hauling operation.

Statutory Authority

§§ [32.1-12](#) and [32.1-164](#) of the Code of Virginia.

Historical Notes

Derived from Virginia Register Volume 16, Issue 16, eff. July 1, 2000.

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12VAC5-610-599.3. Permanent pump and haul.

Permanent pumping and hauling of sewage may be permitted under the following conditions:

1. That the government entity enter into a contract with the department setting forth that the government entity will provide pump and haul services, either directly or through a private contractor holding a sewage handling permit, to the home(s), commercial establishment(s) or occupied structure(s) for the period the occupied structure is utilized or until connection can be made to an approved sewerage facility;

2. Upon completion of the contract between the department and the government entity, the commissioner shall issue a single pump and haul permit to the government entity. A separate construction permit shall be issued to the government entity for each sewage storage facility. The sewage storage facility(s) shall be designed and constructed in accordance with Article 7 ([12VAC5-610-990](#) et seq.) of Part V of this chapter; and

3. When the government entity provides the sewage pump and haul services, it shall conform to the conditions contained in [12VAC5-610-380](#) and Article 8 ([12VAC5-610-1020](#) et seq.) of Part V of this chapter.

Statutory Authority

§§ [32.1-12](#) and [32.1-164](#) of the Code of Virginia.

Historical Notes

Derived from Virginia Register Volume 16, Issue 16, eff. July 1, 2000.

Article 5**Installation of Residential Sewage Disposal Systems in Political Subdivisions Having Soil Drainage Management Contracts
with the State Health Department**

12VAC5-610-1020. General.

All vehicles utilized to transport sewage shall be kept in a clean and sanitary condition.

Statutory Authority

§§ [32.1-12](#) and [32.1-164](#) of the Code of Virginia.

Historical Notes

Derived from VR355-34-02 § 4.37, eff. February 5, 1986; amended, eff. May 11, 1988.

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RESOLUTION R2015-18
NELSON COUNTY BOARD OF SUPERVISORS
AUTHORIZATION TO PROCEED WITH PUMP & HAUL SEWAGE
PERMITTING FROM VIRGINIA DEPARTMENT OF HEALTH (VDH)

WHEREAS, Virginia Administrative Code Section 12VAC5-610-599.3 of the Code of Virginia 1950 as amended prescribes the conditions under which permanent pumping and hauling of sewage may be permitted by the Virginia Department of Health (VDH); and

WHEREAS, the referenced section requires that “the government entity enter into a contract with the department setting forth that the government entity will provide pump and haul services, either directly or through a private contractor holding a sewage handling permit, to the home(s), commercial establishment(s) or occupied structure(s) for the period the occupied structure is utilized or until connection can be made to an approved sewerage facility”; and

WHEREAS, Wild Wolf Brewing Company is seeking a pump and haul sewage solution to its business expansion and has requested to be included in the County’s pump and haul sewage permit;

NOW, THEREFORE, BE IT RESOLVED by the Nelson County Board of Supervisors that pursuant to 12VAC5-610-599.3, §32.1-12, and §32.1-164 of the Code of Virginia, 1950 as amended, the County Administrator is hereby authorized to enter into a contract with the Virginia Department of Health (VDH) to secure the County’s permit for pump and haul sewage services; inclusive of Wild Wolf Brewing Company.

Adopted: _____, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors

DEPARTMENT OF
PLANNING & ZONING



PLANNING COMMISSION
BOARD OF ZONING APPEALS

To: Chair and Members, Nelson County Board of Supervisors (BOS)

CC: Mr. Stephen A. Carter, County Administrator, Clerk of the Board of Supervisors

From: Tim Padalino, Director of Planning & Zoning

Date: March 4, 2015

Subject: Proposed Repeal and Replacement of “Agricultural and Forestal District” Program in Code of the County of Nelson, Virginia (County Code)

Members of Nelson County’s Agricultural and Forestal District (AFD) Advisory Committee have recently identified discrepancies between the Code of Virginia and County Code, regarding the AFD program. These discrepancies are a result of amendments made to the Code of Virginia in 2011 which were never incorporated into the County Code.

Those Advisory Committee members and AFD participants have worked with the County Administrator and County Attorney to draft proposed amendments that, if enacted, would make the County Code closely match the Code of Virginia. These proposed amendments are presented to the BOS as a “repeal and replacement” of the existing AFD Article of the County Code.

The proposed changes (attached, dated 2/12) would result in the Nelson County AFD program more closely matching the state’s language in the following important ways:

- 1.) *An AFD “program administrator” role would be established.* The program administrator would be appointed by the BOS, and would result in a simplified and expedited AFD application process.
 - See Section 9-151 “Definitions” and Section 9-201 “Procedure – Creation of district – Initiation of application review.”
- 2.) *The application requirements would be modernized to allow for maps to be created using GIS and/or other electronic data.* Currently, the local program still uses the original application requirements, which require that maps of the proposed district be drawn by hand onto USGS topo maps and VDOT road maps. That outdated requirement is a time- and labor-intensive process, and results in maps of limited accuracy.
 - See Section 9-153 “Application forms, maps, and required notice.”
- 3.) *The criteria for the minimum size and location of each agricultural and forestal district would be modified.* In addition to the existing criteria, the proposed update would allow for properties located more than one mile from the district “core” to be included in an AFD application, if the parcel “contains agriculturally and forestally significant land.”
 - See Section 9-200 “Minimum size and location of district.”

Requested Actions

In order for the proposed amendments to proceed, the BOS would need to conduct a public hearing and then adopt a resolution to repeal and replace Article V. "Agricultural and Forestal Districts" of Chapter 9. "Planning and Development."

The first step in that process would be to authorize County staff to advertise for a public hearing for "R2015-19" – "Proposed Ordinance to Repeal and Re-Enact Article V, Agricultural and Forestal Districts to Include new State Provisions."

Thank you for your attention to this issue regarding the Agricultural and Forestal District program. Please contact County Administration and/or Planning & Zoning staff with any questions you may have regarding the information contained in this report, and/or the proposed amendments to the County Code.

2/12/15 draft

ARTICLE V. - AGRICULTURAL AND FORESTAL DISTRICTS

DIVISION 1. - GENERALLY

Sec. 9-150. - Purpose and intent.

Sec. 9-151. - Definitions.

Sec. 9-152. - Districts may be created, modified, renewed, continued and terminated.

Sec. 9-153. – Application forms, maps, and required notice.

Sec. 9-154. - Advisory committee established; powers and duties.

Secs. 9-155—9-199. - Reserved.

DIVISION 2. - PROCEDURE

Sec. 9-200. - Minimum size and location of district.

Sec. 9-201. - Creation of district.

Sec. 9-202. - Effect of district creation.

Sec. 9-203. - Addition of land to district.

Sec. 9-204. - Review of district; continuation, modification or termination.

Sec. 9-205. - Withdrawal of land from district.

Sec. 9-206. - Fees.

Sec. 9-207. - Mailing of notices.

Secs. 9-208—9-210. - Reserved.

DIVISION 1. - GENERALLY

Sec. 9-150. - Purpose and intent.

(a) The policy of the county is to conserve, protect, and encourage the development and improvement of its agricultural and forestal lands for the production of food and other agricultural or forestal products. It is also the policy of the county to conserve and protect agricultural and forestal lands as valued natural **and ecological** resources which provide essential open spaces for improvement of air quality, watershed protection, wildlife habitat, and aesthetic benefits for residents and visitors.

(b) It is the purpose and intent of this chapter to provide a means **for a mutual undertaking by landowners and the County to protect and enhance agricultural and forestal land as a viable segment of the economy, and as an important economic and environmental resource.**

(c) **This ordinance enables the use of Agricultural and Forestal Districts as one of four tools itemized in the Nelson County Comprehensive Plan that should be utilized for land use planning.**

State law reference— Va. Code § 15.2-4301

Sec. 9-151. - Definitions.

As used in this article, unless the context requires a different meaning:

Advisory committee means the agricultural and forestal districts advisory committee.

Agricultural products means crops, livestock and livestock products, including but not limited to: field crops, fruits, vegetables, horticultural specialties, cattle, sheep, hogs, goats, horses, poultry, furbearing animals, milk, eggs and furs.

Agricultural production means the production for commercial purposes of crops, livestock and livestock products, and includes the processing or retail sales by the producer of crops, livestock or livestock products which are produced on the parcel or in the district.

Agriculturally and forestally significant land means land that has recently or historically produced agricultural and forestal products, is suitable for agricultural or forestal production or is considered appropriate to be retained for agricultural and forestal production as determined by such factors as soil quality, topography, climate, markets, farm structures, and other relevant factors.

Application means the set of items a landowner or landowners must submit to the board of supervisors when applying for the creation of a district or an addition to an existing district.

District means an agricultural, forestal, or agricultural and forestal district.

Forestal production means the production for commercial purposes of forestal products and includes the processing or retail sales, by the producer, of forestal products which are produced on the parcel or in the district. *Forestal products* include, but are not limited to, saw timber, pulpwood, posts, firewood, Christmas trees and other tree and wood products for sale or for farm use.

Landowner or *owner of land* means any person holding a fee simple interest in property but does not mean the holder of an easement.

Program administrator means the local governing body or local official appointed by the local governing body to administer the agricultural and forestal districts program.

State law reference— Va. Code §15.2-4302.

Sec. 9-152. - Districts may be created, modified, renewed, continued and terminated.

The board of supervisors may create, modify, renew, continue and terminate agricultural and forestal districts and authorize the withdrawal therefrom, as provided in Chapter 43 of Title 15.2 of the Code of Virginia. The board of supervisors may promulgate application forms and may charge a reasonable fee for each application submitted pursuant to this chapter.

State law reference— Va. Code § 15.2-4303.

Sec. 9-153. - Application forms, maps, and required notice.

The program administrator shall prescribe *application forms* for districts that include but need not be limited to the following information:

1. The general location of the district;
2. The total acreage in the district or acreage to be added to an existing district;
3. The name, address, and signature of each landowner applying for creation of a district or an addition to an existing district and the acreage each owner owns within the district or addition;
4. The conditions proposed by the applicant pursuant to Virginia Code § 15.2-4309;
5. The period before first review proposed by the applicant pursuant to Virginia Code § 15.2-4309; and
6. The date of application, date of final action by the local governing body and whether approved, modified or rejected.

The application form shall be accompanied by *maps or aerial photographs*, or both, that clearly show the boundaries of the proposed district and each addition and boundaries of properties owned by each applicant, and any other features as prescribed by the board of supervisors.

For each *notice* required by this chapter to be sent to a landowner, notice shall be sent by first-class mail to the last known address of such owner as shown on the application hereunder or on the current real estate tax assessment books or maps. A representative of the planning commission shall make affidavit that such mailing has been made and file such affidavit with the papers in the case.

State law reference— Va. Code § 15.2-4303.

Sec. 9-154. - Advisory committee established; powers and duties.

An advisory committee is hereby established, as provided herein:

- (1) The committee shall consist of ten (10) members appointed by the board of supervisors. The committee shall be comprised of four (4) landowners who are engaged in agricultural or forestal production, four (4) other landowners of the county, the commissioner of revenue, and one (1) member of the board of supervisors.
- (2) The members of the committee shall serve at the pleasure of the board of supervisors.
- (3) The members of the committee shall serve without pay, but the board of supervisors may, at its discretion, reimburse each member for actual and necessary expenses incurred in the performance of his duties.

(4) The committee shall elect a chairman, vice-chairman and secretary at the first meeting of the committee each calendar year. The secretary need not be a member of the committee.

(5) The committee shall advise the planning commission and the board of supervisors on matters that it considers pursuant to this article, and shall render expert advice as to the nature of farming and forestry and agricultural and forestal resources within a district and the relation of those resources to the county.

(6) The committee shall advise the planning commission and the board of supervisors on matters pertaining to the rural areas of the county which may affect agriculture or forestry.

State law reference— Va. Code § 15.2-4304.

Secs. 9-155—9-199. - Reserved.

DIVISION 2. – PROCEDURE

Sec. 9-200. - Minimum size and location of district.

Each agricultural and forestal district shall have a core of no less than two hundred (200) acres in one (1) parcel or in contiguous parcels. A parcel not part of the core may be included in a district (i) if the nearest boundary of the parcel is within one (1) mile of the boundary of the core, (ii) if it is contiguous to a parcel in the district, the nearest boundary of which is within one (1) mile of the core, or (iii) if the board of supervisors finds, in consultation with the advisory committee or planning commission, that the parcel not part of the core or within one mile of the boundary of the core contains agriculturally and forestally significant land. The land included in such a district may be located in more than one (1) locality provided that the requirements of Virginia Code §15.2-4305 for such districts are satisfied. All included tracts shall be shown as separate parcels in the county real estate records.

State law reference— Va. Code §15.2-4305.

Sec. 9-201. - Creation of district.

Each agricultural and forestal district shall be created as provided herein:

(1) *Application.* On or before June first of each year, an owner or owners of land may submit an application to the planning department for the creation of a district. An application shall be signed by each owner of land to be included within the district. Parcels of land owned by sole owners, co-owners, partnerships, trusts or corporations shall be eligible for inclusion in a district so long as all involved owners sign the application indicating their desire that the parcel be included in the district.

(2) *Initiation of application review.* Upon receipt of an application for a district or for an addition to an existing district, the program administrator shall refer such application to the advisory committee. The advisory committee shall review and make recommendations concerning the application or modification thereof to the planning commission.

The planning commission shall:

1. Notify, by first-class mail, adjacent property owners, as shown on the maps of the locality used for tax assessment purposes, and where applicable, any political subdivision whose territory encompasses or is part of the district, of the application. The notice shall contain (i) a statement that an application for a district has been filed with the program administrator pursuant to this chapter; (ii) a statement that the application will be on file open to public inspection in the office of the clerk of the board of supervisors; (iii) where applicable a statement that any political subdivision whose territory encompasses or is part of the district may propose a modification which must be filed with the planning commission within thirty days of the date of the notice; (iv) a statement that any owner of additional qualifying land may join the application within thirty days from the date of the notice or, with the consent of the board of supervisors, at any time before the public hearing the board of supervisors must hold on the application; (v) a statement that any owner who joined in the application may withdraw his land, in whole or in part, by written notice filed with

the board of supervisors, at any time before the board of supervisors acts, pursuant to Virginia Code § 15.2-4309; and (vi) a statement that additional qualifying lands may be added to an already created district at any time upon separate application pursuant to this chapter;

2. Hold a public hearing as prescribed by law; and

3. Report its recommendations to the board of supervisors including but not limited to the potential effect of the district and proposed modifications upon county planning policies and objectives.

(3) *Evaluation criteria.* The following factors should be considered by the planning commission and the advisory committee, and at any public hearing at which an application is being considered:

a. The agricultural and forestal significance of land within the district or addition and in areas adjacent thereto;

b. The presence of any significant agricultural lands or significant forestal lands within the district and in areas adjacent thereto that are not now in active agricultural or forestal production;

c. The nature and extent of land uses other than active farming or forestry within the district and in areas adjacent thereto;

d. Local developmental patterns and needs;

e. The comprehensive plan and, if applicable, zoning regulations;

f. The environmental benefits of retaining the lands in the district for agricultural and forestal uses; and

g. Any other matter which may be relevant.

In judging the agricultural and forestal significance of land, any relevant agricultural or forestal maps may be considered, as well as soil, climate, topography, other natural factors, markets for agricultural and forestal products, the extent and nature of farm structures, the present status of agriculture and forestry, anticipated trends in agricultural economic conditions and such other factors as may be relevant.

(4) *Hearing by board of supervisors.* After receiving the reports of the planning commission and the advisory committee, the board of supervisors shall hold a public hearing on the application as provided by law, and, after such public hearing, may by ordinance create the district or add land to an existing district as applied for, or with any modifications it deems appropriate.

a. The ordinance shall be adopted pursuant to the conditions and procedures provided in Virginia Code § 15.2-4309, and shall be subject to section 9-202(1). Virginia Code § 15.2-4309 provides, in part:

Any conditions to creation of the district and the period before the review of the district shall be described, either in the application or in a notice sent by first-class mail to all landowners in the district and published in a newspaper having a general circulation within the district at least two (2) weeks prior to adoption of the ordinance creating the district. The ordinance shall state any conditions to creation of the district and shall prescribe the period before the first review of the district, which shall be no less than four (4) years but not more than ten (10) years from the date of its creation. In prescribing the period before the first review, the local governing body shall consider the period proposed in the application. The ordinance shall remain in effect at least until such time as the district is to be reviewed. In the event of annexation by a city or town of any land within a district, the district shall continue until the time prescribed for review.

b. The board of supervisors shall act to either adopt the ordinance creating the district, with or without modification, or reject the application, no later than one hundred eighty (180) days from the date by which the application was received.

c. Upon the adoption of an ordinance creating a district or adding land to an existing district, the board of supervisors shall submit a copy of the ordinance with maps to the local commissioner of the revenue, and the state forester, and the commissioner of agriculture and consumer services for information purposes. The commissioner of the revenue shall identify the parcels of land in the district in the land book and on the tax map, and the board of supervisors shall identify such parcels on the zoning map, where applicable and shall designate the districts on the official comprehensive plan map each time the comprehensive plan map is updated.

State law reference— Va. Code §§15.2-4303 through 15.2-4309.

Sec. 9-202. - Effect of district creation.

The land within an agricultural and forestal district shall be subject to the following upon the creation of the district.

(1) *Prohibition of development to more intensive use.*

a. The board of supervisors may require, as a condition to creation of the district, that any parcel in the district shall not, without the prior approval of the board, be developed to any more intensive use or to certain more intensive uses, other than uses resulting in more intensive agricultural or forestal production, during the period which the parcel remains within the district. The board of supervisors shall not prohibit as a more intensive use, construction and placement of dwellings for persons who earn a substantial part of their livelihood from a farm or forestry operation on the same property, or for members of the immediate family of the owner, or for one (1) dwelling unit for the purpose of a guest cottage, or divisions of parcels for such family members, unless the board finds that such use in the particular case would be incompatible with farming or forestry in the district.

b. To further the purposes of this chapter and to promote agriculture and forestry and the creation of districts, the board of supervisors may adopt programs offering incentives to landowners to impose land use and conservation restrictions on their land within the district. Programs offering such incentives shall not be permitted unless authorized by law.

(2) *Applicability of comprehensive plan and zoning and subdivision ordinances.* The comprehensive plan and the zoning and subdivision ordinances shall apply within each district to the extent that the ordinances do not conflict with conditions of creation or continuation of the district, or the purposes of this article and Chapter 43 of Title 15.2 of the Code of Virginia.

(3) *Limitation on restricting or regulating certain agricultural and forestal farm activities.* The county shall not unreasonably restrict or regulate by ordinance farm structures or agricultural and forestal practices in a manner which is contrary to the purposes of this article and Chapter 43 of Title 15.2 of the Code of Virginia unless such restriction or regulation is directly related to public health and safety. The county may regulate the processing or retail sales of agricultural or forestal products, or structures therefore, in accordance with the comprehensive plan and any county ordinances.

(4) *Consideration of district in taking certain actions.* The county shall take into account the existence of a district and the purposes of this article and Chapter 43 of Title 15.2 of the Code of Virginia in its comprehensive plan, ordinances, land use planning decisions, and administrative decisions and procedures affecting parcels of land adjacent to the district.

(5) *Availability of land use-value assessment.* Land within a district and used for agricultural or forestal production shall automatically qualify for an agricultural or forestal use-value assessment pursuant to Article 4 of Chapter 32 of Title 58.1 of the Code of Virginia (§58.1-3229 et seq.), if the requirements for such assessment contained therein are satisfied. Any ordinance adopted pursuant to § 15.2-4303 shall extend such use-value assessment and taxation to eligible real property within such district whether or not a local ordinance pursuant to § 58.1-3231 has been adopted.

(6) *Review of proposals by agencies of the Commonwealth, political subdivisions and public service corporations to acquire land in district.*

a. Any agency of the Commonwealth or any political subdivision which intends to acquire land or any interest therein other than by gift, devise, bequest or grant, or any public service corporation which intends to: (i) acquire land or any interest therein for public utility facilities not subject to approval by the state corporation commission, provided that the proposed acquisition from any one (1) farm or forestry operation within the district is in excess of one (1) acre or that the total proposed acquisition within the district is in excess of ten (10) acres or (ii) advance a grant, loan, interest subsidy or other funds within a district for the construction of dwellings, commercial or industrial facilities, or water or sewer facilities to serve non-farm structures, shall at least ninety (90) days prior to such action notify the board of supervisors and all of the owners of land within the district. Notice to landowners shall be sent by first-class or registered mail and shall state that further information on the proposed action is on file with the local governing body. Notice to the board of supervisors shall be filed in the form of a report containing the following information:

1. A detailed description of the proposed action, including a proposed construction schedule;
2. All the reasons for the proposed action;

3. A map indicating the land proposed to be acquired or on which the proposed dwellings, commercial or industrial facilities, or water or sewer facilities to serve non-farm structures are to be constructed;
 4. An evaluation of anticipated short-term and long-term adverse impact on agricultural and forestal operations within the district and how such impact is proposed to be minimized;
 5. An evaluation of alternatives which would not require action within the district; and
 6. Any other relevant information required by the board of supervisors.
- b. Upon receipt of a notice filed pursuant to subsection a., the board of supervisors, in consultation with the planning commission and the advisory committee, shall review the proposed action and make written findings as to (i) the effect the action would have upon the preservation and enhancement of agriculture and forestry and agricultural and forestal resources within the district and the policy of this chapter; (ii) the necessity of the proposed action to provide service to the public in the most economical and practical manner; and (iii) whether reasonable alternatives to the proposed action are available that would minimize or avoid any adverse impact on agricultural and forestal resources within the district. If requested to do so by any owner of land that will be directly affected by the proposed action of the agency, corporation, or political subdivision, the director of the department of conservation and recreation, or his designee, may advise the board of supervisors on the issues listed in clauses (i), (ii) and (iii) of this subsection.
- c. If the board of supervisors finds that the proposed action might have an unreasonably adverse effect upon either state or local policy, it shall (i) issue an order within ninety days from the date the notice was filed directing the agency, corporation or political subdivision not to take the proposed action for a period of one hundred fifty (150) days from the date the notice was filed and (ii) hold a public hearing, as prescribed by law, concerning the proposed action. The hearing shall be held where the board of supervisors usually meets or at a place otherwise easily accessible to the district. The locality shall publish notice in a newspaper having a general circulation within the district, and mail individual notice of the hearing to the political subdivisions whose territory encompasses or is part of the district, and the agency, corporation or political subdivision proposing to take the action. Before the conclusion of the 150-day period, the board of supervisors shall issue a final order on the proposed action. Unless the board of supervisors, by an affirmative vote of a majority of all the members, determines that the proposed action is necessary to provide service to the public in the most economic and practical manner and will not have an unreasonably adverse effect upon state or local policy, the order shall prohibit the agency, corporation or political subdivision from proceeding with the proposed action. If the agency, corporation or political subdivision is aggrieved by the final order of the board of supervisors, an appeal shall lie to the circuit court having jurisdiction of the territory wherein a majority of the land affected by the acquisition is located. However, if such public service corporation is regulated by the state corporation commission, an appeal shall be to the state corporation commission.

(7) *Parcel created by division remains in district.* A parcel created from the permitted division of land within a district shall continue to be enrolled in the district.

State law reference— Va. Code §§15.2-4309, 15.2-4312, 15.2-4313.

Sec. 9-203. - Addition of land to district.

One (1) or more parcels may be added to an existing agricultural and forestal district. The procedure for adding such parcels shall be as provided for the creation of a new district. Such additions shall be reviewed at the time previously established for the review of the district to which they are added.

State law reference— Va. Code §15.2-4310.

Sec. 9-204. - Review of district; continuation, modification or termination.

Each agricultural and forestal district may be reviewed as provided herein:

(1) *Review period.* Each district may be reviewed within the period set forth in the ordinance creating the district, which period shall not be less than four (4) years nor more than ten (10) years from the date of its creation, and may thereafter be reviewed within each such subsequent period.

(2) *Initiation of district review.* If the board of supervisors determines that a review is necessary, it shall

begin such review at least ninety (90) days before the expiration date of the period established when the district was created. In conducting such review, the board of supervisors shall ask for the recommendations of the advisory committee and the planning commission in order to determine whether to terminate, modify or continue the district. When a district is reviewed, land within the district may be withdrawn at the owner's discretion by filing a written notice with the Board of Supervisors at any time before it acts to continue, modify or terminate the district.

(3) *Advisory committee review.* Upon referral of the district by the **board of supervisors**, the advisory committee shall review the district and report to the planning commission its recommendations as to whether to terminate, modify or continue the district.

(4) *Planning commission review.* **Upon receipt of the report of the advisory committee on a district, the planning commission shall schedule as part of the review a public meeting with the owners of land within the district, and shall send by first-class mail a written notice of the meeting and review to all such owners. Notice of the public meeting shall be provided to the owners of the land within the district as required by Virginia Code § 15.2-4311. The planning commission shall report to the board of supervisors its recommendations, together with the advisory committee's recommendations, as whether to terminate, modify or continue the district.**

(5) *Hearing by board of supervisors.* After receiving the reports of the planning commission and the advisory committee, the board of supervisors shall hold a public hearing on the district **as provided by law.**

(6) *Action on review.* After the public hearing, the board of supervisors may stipulate conditions to continuation of the district and may establish a period before the next review of the district, which may be different from the conditions or period established when the district was created. Any such different conditions or period shall be described in a notice sent by first class mail to all owners of land within the district and published in a newspaper having a general circulation within the district at least two (2) weeks prior to adoption of the ordinance continuing the district. Unless the district is modified or terminated by the board of supervisors, the district shall continue as originally constituted, with the same conditions and period before the next review as that established when the district was created. If the board of supervisors determines that a review is unnecessary, it shall set the year in which the next review shall occur.

(7) *Effect of failure to complete review by review date.* A district shall not terminate by the failure of the board of supervisors to take action pursuant to paragraph (6) by the review date set forth in the section of this chapter pertaining to the district.

State law reference— Va. Code §15.2-4311.

Sec. 9-205. - Withdrawal of land from district.

(1) At any time after the creation of a district, any owner of land lying in such district may file with the program administrator a written request to withdraw all or part of his land from the district for good and reasonable cause.

a. *Procedure.* The program administrator shall refer the request to the advisory committee for its recommendation. The advisory committee shall make recommendations concerning the request to withdraw to the local planning commission, which shall hold a public hearing and make recommendations to the local governing body. The landowner seeking to withdraw land from a district, if denied favorable action by the governing body, shall have an immediate right of appeal de novo to the circuit. This section shall in no way affect the ability of an owner to withdraw an application for a proposed district or withdraw from a district pursuant to clause (v) of subdivision 1 of § 9-201 (2) or § 9-204 (2).

b. *Criteria for Review.*

1. The proposed new land use will not have a significant adverse impact on agricultural or forestall operations on land within the district;

2. The proposed new land use is consistent with the comprehensive plan;

3. The proposed land use is consistent with the public interest of the county in that it promotes the health, safety, or general welfare of the county rather than only the proprietary interest of the owner; and,

4. The proposed land use was not anticipated by the owner at the time the land was placed in the district and there has been a change in circumstances since that time,

(2) Upon termination of a district or withdrawal or removal of any land from a district created pursuant to this Article, land that is no longer part of a district shall be subject to and liable for roll-back taxes as are provided in Virginia Code § 58.1-3237. Sale or gift of a portion of land in a district to a member of the immediate family as defined in Virginia Code § 15.2-2244 shall not in and of itself constitute a withdrawal or removal of any of the land from a district.

(3) Upon termination of a district or upon withdrawal or removal of any land from a district, land that is no longer part of a district shall be subject to those local laws and ordinances prohibited by the provisions of § 9-202.

(4) Upon the death of a property owner, any heir at law, devisee, surviving cotenant or personal representative of a sole owner of any fee simple interest in land lying within a district shall, as a matter of right, be entitled to withdraw such land from such district upon the inheritance or descent of such land provided that such heir at law, devisee, surviving cotenant or personal representative files written notice of withdrawal with the Board of Supervisors and the commissioner of the revenue within two years of the date of death of the owner.

(5) Upon termination or modification of a district, or upon withdrawal or removal of any parcel of land from a district, the Board of Supervisors shall submit a copy of the ordinance or notice of withdrawal to the commissioner of revenue, the State Forester, and the State Commissioner of Agriculture and Consumer Services for information purposes. The commissioner of revenue shall delete the identification of such parcel from the land book and the tax map, and the Board of Supervisors shall delete the identification of such parcel from the zoning map, where applicable.

(6) The withdrawal or removal of any parcel of land from a lawfully constituted district shall not in itself serve to terminate the existence of the district. The district shall continue in effect and be subject to review as to whether it should be terminated, modified or continued pursuant to § 9-204.

State law reference—Va. Code § 15.2-4314

~~An owner of land within an agricultural and forestal district may request that his land be withdrawn from the district, as provided herein:~~

~~(1) *Withdrawal by right by owner.* When each district is reviewed, land within the district may be withdrawn at the owner's discretion by filing a written notice with the board of supervisors at any time before it acts to continue, modify or terminate the district.~~

~~(2) *Withdrawal by right by certain successors to deceased owner.* Upon the death of a property owner, any heir at law, devisee, surviving cotenant or personal representative of a sole owner of any fee simple interest in land lying within a district shall, as a matter of right, be entitled to withdraw such land from such district upon the inheritance or descent of such land provided that such heir at law, devisee, surviving cotenant or personal representative files written notice of withdrawal with the board of supervisors and the commissioner of the revenue within two years of the date of death of the owner.~~

~~(3) *Withdrawal at the discretion of the board of supervisors.* At any time after the creation of a district, an owner of land may request the board of supervisors to withdraw all or part of the land from the district for good and reasonable cause, as provided herein:~~

~~a. *Filing of written request.* The owner shall file a written request for withdrawal with the program administrator. The request shall identify the owner of the land, identify the land or part thereof proposed to be withdrawn, state the reason for the request, and address the criteria for review set forth in paragraph (3)b. The request shall be accompanied by the fee required in section 9-206.~~

~~b. *Criteria for review.* A request to withdraw land from a district may be approved only if the withdrawal is for good and reasonable cause, to include, but not limited to:~~

~~1. The proposed new land use will not have a significant adverse impact on agricultural or forestal operations on land within the district;~~

~~2. The proposed new land use is consistent with the comprehensive plan;~~
~~3. The proposed land use is consistent with the public interest of the county in that it promotes the health, safety or general welfare of the county, rather than only the proprietary interest of the owner; and~~
~~4. The proposed land use was not anticipated by the owner at the time the land was placed in the district, and there has been a change in circumstances since that time.~~
~~e. *Advisory committee review.* Upon receipt of a request to withdraw, the advisory committee shall review the request and report to the planning commission its recommendations. In conducting its review, the committee shall evaluate the request as provided in paragraph (3)b.~~
~~d. *Planning commission review.* Upon receipt of the report of the advisory committee on a request, the planning commission shall hold a public hearing and evaluate the request as provided in paragraph (3) b. The planning commission shall report to the board of supervisors its recommendation, together with the advisory committee's recommendations.~~
~~e. *Hearing by board.* After receiving the reports of the planning commission and the advisory committee, the board of supervisors shall hold a public hearing on the request. The landowner seeking to withdraw land from a district, if denied favorable action by the board of supervisors, shall have an immediate right of appeal de novo to the circuit court serving Nelson County. This section shall in no way affect the ability of an owner to withdraw an application for a proposed district or withdraw from a district pursuant to clause (v) of subdivision 1 of § 15.2-4307 or § 15.2-4311 of the Code of Virginia.~~
~~(4) Upon termination or modification of a district, or upon withdrawal or removal of any parcel of land from a district, the board of supervisors shall submit a copy of the ordinance or notice of withdrawal to the local commissioner of revenue, the state forester and the state commissioner of agriculture and consumer services for information purposes. The commissioner of revenue shall delete the identification of such parcel from the land book and the tax map, and the local governing body shall delete the identification of such parcel from the zoning map, where applicable.~~
~~(5) The withdrawal or removal of any parcel of land from a lawfully constituted district shall not in itself serve to terminate the existence of the district. The district shall continue in effect and be subject to review as to whether it should be terminated, modified or continued pursuant to § 15.2-4311 of the Code of Virginia.~~
~~**State law reference**— Va. Code §§15.2-4307, 15.2-4314.~~

Sec. 9-206. - Fees.

The following fees for actions related to an agricultural and forestal district are hereby established. The fees shall be paid at the time the application is filed, and shall be in the form of cash or of a check payable to the "County of Nelson." A fee shall not be charged for the addition of land to a district or for the review of a district.

- (1) Application to create a district pursuant to section 9-201: Three hundred dollars (\$300.00) or the costs of processing and reviewing the application, including notice publication costs, whichever is less.
 - (2) Requests to withdraw land from a district pursuant to section 9-205: Three hundred dollars (\$300.00) or the costs of processing and reviewing the application, including notice publication costs, whichever is less.
- State law reference**— Va. Code §15.2-4303.

Sec. 9-207. - Mailing of notices.

For each notice required by this chapter to be sent to the landowner, notice shall be sent by first-class mail to the last known address of such owner as shown on the application or on the current real estate tax assessment books or maps. A representative of the planning commission or the board of supervisors shall make affidavit that such mailing has been made and file such affidavit with the papers in the proceeding.

State law reference— Va. Code §15.2-4307.

Secs. 9-208—9-210. - Reserved.

RESOLUTION R2015-19
NELSON COUNTY BOARD OF SUPERVISORS
AUTHORIZATION TO HOLD A PUBLIC HEARING
TO REPEAL AND RE-ENACT ARTICLE V, AGRICULTURAL AND
FORESTAL DISTRICTS, OF THE CODE OF NELSON COUNTY, VIRGINIA
TO INCORPORATE STATE CODE CHANGES TO SECTION 15.2-4300
“AGRICULTURAL AND FORESTAL DISTRICTS ACT”

WHEREAS, Section 15.2-4300, “Agricultural and Forestal Districts Act” of the Code of Virginia, 1950 as amended has been amended:

NOW THEREFORE BE IT RESOLVED, that pursuant to §15.2-1427 of the Code of Virginia 1950 as amended, the County Administrator is hereby authorized to advertise a public hearing to be held on Tuesday, April 14, 2015 at 7:00 p.m. in the General District Courtroom in the Courthouse in Lovingson, Virginia to receive public input on an ordinance proposed for passage to repeal and re-enact Article V, Agricultural and Forestal Districts the Code of Nelson County, to incorporate changes made to Section 15.2-4300 of the Code of Virginia, 1950 as amended. These changes primarily affect revisions to County Code Sections: 9-150 Purpose and Intent, 9-153, Application forms, maps, and required notice, 9-200, Minimum size and location of district, 9-201, Creation of district, 9-204, Review of district, continuation, modification, or termination, and 9-205, Withdrawal of land from district.

Adopted: _____, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors

DEPARTMENT OF
PLANNING & ZONING



PLANNING COMMISSION
BOARD OF ZONING APPEALS

To: Chair and Members, Nelson County Board of Supervisors (BOS)

CC: Mr. Stephen A. Carter, County Administrator, Clerk of the Board of Supervisors

From: Tim Padalino, Director of Planning & Zoning

Date: March 4, 2015

Subject: Proposed Zoning Ordinance Amendments Regarding State-Mandated “Local Stormwater Management Program”

County staff, in collaboration with Ms. M. Ann Neil-Cosby, Attorney with Sands Anderson PC, have identified proposed amendments that would update County ordinances in response to the statewide “Virginia Stormwater Management Program” (VSMP) that was recently established. The amendments would update both the Zoning Ordinance and Subdivision Ordinance.

The proposed amendments were originally drafted by Ms. Neil Cosby at a time when the General Assembly had mandated that all localities adopt a local stormwater management (SWM) ordinance and that the SWM program be administered locally. However, since that time, the General Assembly has since adopted state law (“Amended Stormwater Management Act”) that gives some Virginia localities the option of having the Virginia Department of Environmental Quality (DEQ) be the SWM program administrator.

By a unanimous vote at a regular meeting on March 11, 2014, the Nelson County BOS resolved to “not opt-in” to local SWM program administration; to instead have DEQ provide program administration; and to not enact a local SWM ordinance.

However, some remaining work still needs to be accomplished: our local ordinances need to be amended to properly align with the new requirements established by the statewide VSMP.

Requested Actions

Please review the proposed amendments (attached, dated 11/5/2014) to the Nelson County Zoning Ordinance and Subdivision Ordinance. In order for the amendment process to begin, the BOS would need to refer the proposed amendments to the Planning Commission (PC) to conduct a public hearing and to provide recommendations to the BOS. Accordingly, please consider acting upon “R2015-20” – “Referral to the Planning Commission of Proposed Amendments to Zoning and Subdivision Ordinances to Incorporate the Designation of DEQ as Administrator of the Local Stormwater Management Program .”

Thank you for your attention to this issue regarding the Virginia Stormwater Management Program, and its effects on the Nelson County Zoning Ordinance and Subdivision Ordinance. Please contact County Administration and/or Planning & Zoning staff with any questions you may have regarding the information contained in this report, and/or the proposed amendments to the local ordinances.

RESOLUTION R2015-20
NELSON COUNTY BOARD OF SUPERVISORS
REFERRAL OF AMENDMENTS TO NELSON COUNTY ZONING & SUBDIVISION
ORDINANCES TO NELSON COUNTY PLANNING COMMISSION
(INCORPORATING THE DESIGNATION OF THE DEPARTMENT OF
ENVIRONMENTAL QUALITY (DEQ) AS ADMINISTRATOR OF LOCAL
STORMWATER MANAGEMENT PROGRAM)

WHEREAS, the Nelson County Board of Supervisors (the Board) has received and reviewed in public session conducted on March 10, 2015 a staff report on changes proposed to Appendix A-Zoning (Nelson County Zoning Ordinance) and Subdivision Ordinance of the Code of the County of Nelson, Virginia; and,

WHEREAS, the staff report proposed changes to the Zoning and Subdivision Ordinance in order for these Ordinances to reflect the County's decision to have the Virginia Department of Environmental Quality (DEQ) administer the Local Stormwater Management Program;

NOW, THEREFORE, BE IT RESOLVED by the Nelson County Board of Supervisors, pursuant to the applicable provisions of Title 15.2 Chapter 22, Planning, Subdivision of Land and Zoning of the Code of Virginia, 1950 with specific reference to §15.2-2285 of said Code, that the proposed amendments of the Code of Nelson County to incorporate local Stormwater Management Program administration components be referred to the Nelson County Planning Commission for review and development of a report on the Commission's findings and recommendations to the Board in accordance with §15.2-2285 of the Code of Virginia.

Approved: _____, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors

**PROPOSED AMENDMENTS TO NELSON COUNTY, VIRGINIA
ZONING ORDINANCE**

Article 7 – Residential Planned Community District RPC

7-8

Street Improvements

7-8-5

The uniqueness of each proposal for a Residential Planned Community requires that the specifications for the width, surfacing, construction and geometric design of streets, alleys, ways for public utilities, and the specifications for curbs, gutters, sidewalks, streetlights, and stormwater drainage shall be subject to modification from the specified, waive or modify the specifications otherwise applicable for a particular facility where the Planning Commission finds that such specifications are not required in the interests of the residents of the Residential Planned Community and that the modifications of such specifications are not inconsistent with the interests of the entire county, and conform to all other applicable ordinances and laws.

Article 10 – General Floodplain District FP

10-16

Standards for the floodway district.

The following provisions shall apply within the floodway district:

- A. Encroachments, including fill, new construction, substantial improvements and other developments are prohibited unless certification such as hydrologic and hydraulic analyses (with supporting technical data) is provided demonstrating that encroachments shall not result in any increase in flood levels during occurrence of the base flood. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently accepted technical concepts. Studies, analyses, computations, etc., shall be submitted in sufficient detail to allow a thorough review by the Planning and Zoning Director.

Development activities which increase the water surface elevation of the base flood may be allowed, provided that the property owner first applies and obtains the following:

1. Receives an endorsement from the State's Floodplain Program Engineer;
2. Receives a special use permit from the Nelson County Board of Zoning Appeals for a conditional Flood Insurance Rate Map and floodway revision; and
3. Receives the approval of the Federal Emergency Management Agency.

4. Receives the required stormwater management permit coverage from Virginia Department of Environmental Quality under the applicable Virginia Stormwater Management Program regulations. (TP)Receives a Stormwater Management Permit in accordance with the County's Stormwater Management Ordinance [Chapter _____, Code of Nelson County.]

- B. If Section 10-19 is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of this Article.
- C. The placement of manufactured homes (mobile homes) park or subdivision. A replacement manufactured home may be placed on a lot in an existing manufactured home park or subdivision provided the anchoring, elevation, and encroachment standards are met.

10-20

Standards for subdivision proposals

- A. All subdivision proposals shall be consistent with the need to minimize flood damage;
- B. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems, and stormwater management BMPs/facilities ~~(TP) BMP's/facilities~~ located and constructed to minimize flood damage;
- C. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards; and
- D. Base flood elevation data shall be provided for subdivision proposals and other development proposals (including manufactured home parks and subdivisions) that exceed fifty (50) lots or five (5) acres, whichever is the lesser.

10-21

Design criteria for utilities and facilities.

- A. Sanitary sewer facilities. All new or replacement sanitary sewer facilities and private package sewage treatment plants (including all pumping stations and collector systems) shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into the floodwaters. In addition, they should be located and constructed to minimize or eliminate flood damage and impairment.
- B. Water facilities. All new or replacement water facilities shall be designed to minimize or eliminate infiltration of floodwaters into the system and be located and constructed to minimize or eliminate flood damages.
- C. Drainage facilities. All storm facilities shall be designed to convey the flow of surface waters without damage to persons or property. The systems shall ensure drainage away from buildings and on-site waste disposal sites. The Board of Supervisors may require a primarily underground system to accommodate frequent floods and a secondary surface system to accommodate large, less

frequent floods. Drainage plans shall be consistent with local and regional drainage plans. The facilities shall be designed to prevent the discharge of excess runoff onto adjacent properties.

- D. Utilities. All utilities, such as gas lines, electrical and telephone systems, [and stormwater management \(TP\) BMPs/facilities](#), being placed in floodprone areas should be located, elevated (where possible), and constructed to minimize the chance of impairment during a flooding occurrence.
- E. Streets and sidewalks. Streets and sidewalks should be designed to minimize their potential for increasing and aggravating the levels of flood flow. Drainage openings shall be required to sufficiently discharge flood flows without unduly increasing flood heights.

Article 13 – Site Development Plan

13-4

Site Plan Content

The site plan, or any portion thereof, involving engineering, urban planning, landscape architecture, architecture, or land surveying, shall be prepared by a qualified person. Final Site Plans submitted for approval shall be certified by an architect, landscape architect, engineer, or land surveyor licensed or certified to practice by the Commonwealth of Virginia within the limits of his respective license or certification.

The Major Site Plan shall include:

- A. The plan shall be prepared at a scale of not less than 1"=20" except for the index sheet, unless approved by the Planning and Zoning Director.
- B. If the plan is prepared on more than one sheet, match lines shall clearly indicate where the several sheets join.
- C. Dimensions shall be in feet and decimals of feet to the closest one hundredth of a foot.
- D. The proposed title of the project and the name of the owner(s), engineer, architect, landscape architect, surveyor, and developer, as applicable.
- E. A signature panel to indicate approvals from the following:
 - a. Planning and Zoning Director.
 - b. Virginia Department of Transportation.
 - c. Virginia Department of Health.
 - d. Thomas Jefferson Soil and Water Conservation District.
 - e. Nelson County Service Authority.
- F. Tax map and parcel number.
- G. Adjacent property owners.
- H. North arrow, scale graphic, and date.
- I. Vicinity map.
- J. Existing zoning and zoning district boundaries on the property in the development and on immediately surrounding properties. All special zoning requirements

attached directly to the site as a result of the issuance of any Special Use Permit, variance, or rezoning.

- K. The boundaries of the property in the development, including bearings and distances.
- L. All existing property lines, existing streets or rights-of-way opened or unopened; buildings, watercourses, and lakes; and other existing physical features in or adjoining the project. The physical features, such as watercourses, waterways and lakes on the adjoining properties need only be shown in approximate scale and proportion.
- M. Features of particular historic, cultural, scientific, or scenic significance as identified in the Comprehensive Plan, by the Planning and Zoning Director, or by any County department or state agency having site plan review responsibilities, or by the Virginia Department of Historic Resources, the Virginia Department of Conservation and Recreation, or the Virginia Outdoors Foundation including, but not limited to, historic features, archaeological features, and graveyards.
- N. Building setback lines; the location of all proposed buildings and structures, accessory and main; number of stories and height; proposed general uses for each building; and the number, size, and type of dwelling units where applicable. Preliminary plans and elevations for main and accessory buildings.
- O. Type, location, height, and materials of all existing and proposed fences and walls.
- P. Site coverage, showing percentage of site in buildings, parking, and open space.
- Q. Existing and proposed topography and contour lines of the development site with a contour interval of two (2) feet or less.
- R. The location and size of sanitary and storm sewers, gas lines, water mains, [required stormwater management BMPs/facilities](#), culverts, and other underground structures; all overhead utilities and supporting poles in or affecting the development area, including existing and proposed facilities; and easements for these facilities, including the width of the easement.
- S. The location of all existing and proposed off-street parking and parking bays, loading spaces, and pedestrian walkways, indicating types of surfacing, dimensions of stalls, width of aisles and a specific schedule showing the number of parking spaces.
- T. Final plan for all signs to be erected and/or placed on building. The plan shall show the location and size of each sign along with the purpose of the sign.
- U. A final landscape plan.
- V. Outdoor lighting information, including a photometric plan and location, description and photograph or diagram of each type of outdoor luminary.
- W. All paving, including, without limitation, gravel or other pervious surfaces, shall be of a design and quality to support the traffic which can reasonably be expected to be generated by the proposed use.
- X. Limit of one hundred-year floodplain, and floodway as defined in Article 10 of this ordinance.
- Y. Location of any wetlands in compliance with applicable federal, state, and local definition of wetlands.

- Z. The location and dimensions of proposed recreation or open space, and required amenities and improvements, including details of disposition, in accordance with any open space or recreation plan adopted by the County.
- AA. Cul-de-sacs may not be construed or employed as a parking area. Suitable easements for future public water and sewer facilities necessary to serve the property shall be indicated on the plan.
- BB. All new electrical, telephone, cable television, fiber optic, and other utility lines on the site shall be installed underground.
- CC. To the greatest extent possible, parking areas shall not be located between the adjacent public right-of-way and the principal structure on the site unless topographic features or vegetation provide effective screening.
- DD. Site planning shall consider the future development of adjacent parcels as recommended by the Nelson County Comprehensive Plan or other approved local plan and as may be indicated by any filed site plan, whether approved or under review. The site plan shall provide for safe and convenient vehicular and pedestrian circulation between sites to be occupied by complementary uses.
- EE. If phasing is planned, phase lines and proposed timing of development.
- FF. A copy of the approved final Erosion and Sediment Control [Plan \(TP\)](#) and Stormwater Management Plan, [as applicable \(TP\)](#).
- [GG.](#) [Documentation of approved Virginia Stormwater Management Program permit coverage from Virginia Department of Environmental Quality, as applicable. \(TP\)](#)
- [HHGG.](#) Option: A Preliminary Major Site Plan may be submitted to the Planning Commission for review and comment prior to submittal of the Final Site Plan for review and approval.

13-6
Improvements

13-6-1

All required improvements shall be installed by the developer at his cost. In cases where specifications have been established either by the Virginia Department of Highways for streets, curbs, etc., or by local ordinances and codes, such specifications shall be followed. The developer's bond shall not be released until construction has been inspected and approved by the governing body. All improvements shall be in accordance with the following requirements:

- a. *Streets.* All streets in the proposed development shall be designed and constructed by the developer at no cost to the locality.
- b. *Alignment and layout.* The arrangement of streets in developments shall make provision for the continuation of existing streets in adjoining areas and proposed streets on adjacent approved site plans. The street arrangement must be such as to cause no unnecessary hardship to owners of adjoining property when they plat their land and seek to provide for convenient access to it. Where, in the opinion of the Commission, it is desirable to provide for street access to adjoining property, proposed streets shall be extended by dedication to the boundary line of such

property. Half streets along the boundary of land proposed for development will not be permitted. Wherever possible, streets should intersect at right angles. In all hillside areas streets running with contours shall be required to intersect at angles of not less than sixty (60) degrees, unless approved by the Planning and Zoning Director upon recommendation of the highway engineer.

- c. *Service drives.* Whenever a proposed development contains or is adjacent to a limited-access highway or expressway, provision shall be made for a service drive or marginal street approximately parallel to such right-of-way at a distance suitable for an appropriate use of the land between such highway and the proposed development. Such distances shall be determined with due consideration of the minimum distance required for ingress and egress to the main thoroughfare. The right-of-way of any major highway or street projected across any railroad, limited-access highway or expressway shall be of adequate width to provide for the cuts or fills required for any future separation of grades.
- d. *Approach angle.* Major streets shall approach major or minor streets at an angle of not less than eight (80) degrees, unless the Planning and Zoning Director, upon recommendation of the highway engineer, shall approve a lesser angle of approach for reasons of contour, terrain, or matching of existing patterns.
- e. *Minimum widths.* The minimum width of proposed streets, measured from lot line to lot line, shall be as shown on the major street plan, or if not shown on such plan shall be as specified by the Virginia Department of Highways for acceptance into the State Secondary System.
- f. *Construction requirements.* All public streets shall be constructed to requirement as specified by the Virginia Department of Highways for acceptance into the State Secondary System.
- g. *Minimum street construction.* Private streets will be so constructed as to alignment and grade, that the minimum grade is no greater than the Virginia Department of Highways Standards for the particular terrain. Road metal or base shall be of a material and width acceptable to the Virginia Department of Highways. Proper drainage shall be installed and maintained.
- h. *Names.* Proposed streets which are obviously in alignment with other already existing and named streets, shall bear the names of the existing streets. In no case shall the names of proposed streets duplicate existing street names irrespective of the use of the suffix street, avenue, boulevard, driveway, place, lane, or court. Street names shall be indicated on the preliminary and final plats, and shall be approved by the Planning and Zoning Director. Names of existing streets shall not be changed except by approval of the governing body.
- i. *Storm drainage facilities.* The developer shall provide all necessary information needed to determine what improvements are necessary to properly develop the subject property, including contour intervals, drainage plans and flood control devices. The developer shall also provide

plans for all such improvements together with a properly qualified engineer's or surveyor's statement that such improvements when properly installed, will be adequate for proper development. The highway engineer shall then approve or disapprove the plans. The developer shall also provide any other information required by the highway engineer. The developer shall install and maintain (TP) the approved storm drainage facilities and other stormwater management BMPs/facilities in accordance with applicable Virginia Stormwater Management Program regulations. Conformance with Article _____ [Stormwater Management Ordinance], when required, shall be deemed to satisfy this subsection.

- j. *Fire protection.* Adequate fire hydrants in a development at locations approved by the Planning and Zoning Director shall be installed by the developer, provided adequate public water is available. The location of the fire hydrants shall meet the National Board of Fire Underwriters specifications.
- k. *Easements.* The Commission may require that easements for drainage through adjoining property be provided by the developer. Easements of not less than fifteen (15) feet in width shall be provided for drainage, water, sewer, power lines and other utilities in the subdivision when required by the Planning and Zoning Director.
- l. *Bond.* Before any site plan will be finally approved the developer shall, in lieu of construction, furnish bond, or other security acceptable to the governing body, in an amount calculated by the Planning and Zoning Director to secure the required improvements in accordance with specifications and construction schedules established, which bond shall be payable to and held by the governing body. Bonds required for Erosion & Sediment Control measures and/or stormwater management BMPs/facilities shall be provided as required in Article _____, by the respective programs and regulations. (TP)
- m. *Plans and Specifications.* Two (2) blue or black line prints of the plans and specifications for all required physical improvements to be installed, shall be prepared by a licensed surveyor or licensed engineer and shall be submitted to the Planning and Zoning Director for approval or disapproval within sixty (60) days. If approved, one (1) copy bearing certification of such approval shall be returned to the developer. If disapproved, all papers shall be returned to the developer with the reason for disapproval in writing. If no action in sixty (60) days, the plat shall be deemed approved.

13-6-2

Where the developer can show that a provision of these standards would cause unnecessary hardship if strictly adhered to, and where, because of topographical or other conditions peculiar to the site, in the opinion of the Planning and Zoning Director a departure may be made without destroying the intent of such provisions, the Commission may authorize an exception. Any exception thus authorized is to be stated in writing in the report of the Commission, with the reasoning on which the departure was justified, set forth. No such variance may be granted by

this ordinance which is opposed in writing by the highway engineer or health official or which fails to conform to all other ordinances and laws.

13-7

Administration.

A. *Administrative Authority.*

1. The Board of Supervisors designates the Planning Commission to review and act to approve or disapprove Final Site Plans within its jurisdiction.
2. The Planning and Zoning Director is designated to review and act to approve or disapprove Minor Site Plans, provided however, that the Planning and Zoning Director may refer any application within his jurisdiction to the Planning Commission for review and action.
3. In the performance of its duties in the review of Final Site Plans, the Planning Commission shall request and consider the review and comments of the Planning and Zoning Director, the Site Plan Review Committee, selected County staff, and other public agencies.
4. Approval Procedures.
 - a. The Planning and Zoning Director shall consult with the Virginia Department of Highways and Transportation, the Department of Health, and any other officials and professional representatives he deems necessary in preparation of his comments and recommendations.
 - b. Upon the official submission of a Final Site Plan, the Planning Commission shall complete action in accordance with Section 15.2-2259 of the Code of Virginia as amended from time to time.
 - c. Upon the official submission of a plan requiring approval by the Planning and Zoning Director, the Planning and Zoning Director shall complete action in accordance with Section 15.2-2259 of the Code of Virginia as amended from time to time.
 - d. An "official submission" is a plan that has been filed in the correct form in the proper office accompanied by the appropriate fee and containing all information required by this Article.

B. *Other Administrative Considerations.*

1. The Planning and Zoning Director, as the designated agent of the Planning Commission, shall be responsible for the receipt and processing of all site plan applications, subject to the procedures provided in this chapter.
2. The Planning and Zoning Director may establish, from time to time, such proper and reasonable administrative procedures, in addition to those provided herein, as shall be necessary for the proper administration of this chapter.
3. County Staff and other designated public officials responsible for the supervisions, inspection, testing and enforcement of this chapter shall have the right to enter upon any property subject to the provisions of this chapter and the Zoning Ordinance at all reasonable times during the

periods of plan review and construction for the purpose of ensuring compliance with this chapter.

4. It shall be the responsibility of the applicant, owner or developer to notify the Planning and Zoning Director when each stage of the development shall be ready for field inspection for compliance with the approved site plan in accordance with testing and inspection schedules and regulations promulgated by this chapter.

- C. *Waiver of Requirements for a Site Plan.* The Planning and Zoning Director, at his sole discretion, may waive the requirement for a Minor Site Plan or any required element specified within it upon consideration of the factors outlined below, provided that no such waiver shall be deemed to be a waiver of any other ordinance provision or requirement.

Commented [anc1]: Note to County Staff, the criteria for Minor Site Plans are not included in this section of the Ordinance.

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The Planning Commission, at its sole discretion, may waive the requirements for the Major Site Plan or any required element specified within it upon consideration of the following factors:

1. Where it can be clearly established by the applicant that the use will not require the improvements subject to review in this chapter.
2. Where it can be clearly demonstrated by the applicant that a waiver from the requirement to submit a site plan (or a portion thereof) will be in keeping with the intent of this chapter.
3. Where it can be clearly shown that the application for a site plan and building permit involves building and safety regulations which are not critical to the purpose and intent of the Zoning Ordinance.
4. Where it can be clearly established by the applicant that such waiver will not have an adverse effect on: (a) the public health, safety, welfare, and convenience; (b) the planning for and provision of adequate public facilities, utilities, drainage, environmental controls, and transportation facilities; (c) preservation of agricultural, forestry and conservation lands; and (d) other relevant considerations related to the Comprehensive Plan.
5. Where it can be demonstrated that any change in, or expansion of, a use that meets the following criteria:
 - a. Such change or expansion does not occasion additional parking as required by this ordinance, and
 - b. No additional ingress/egress to a public road or changed ingress/egress is recommended by the Planning and Zoning Director based on intensification or use, and
 - c. No additional ingress/egress or alteration of existing ingress/egress is proposed, and
 - d. Disturbed land is less than five thousand (5,000) square feet in area, and
 - e. It has been verified in writing by the Planning and Zoning Director that: (a) availability and connection water and sewer are attainable; or (b) adequate private well and septic facilities can be provided where public water and sewer are not available.

6. An applicant seeking a waiver from a requirement to submit a Major or Minor Site Plan (or any portion thereof) shall, upon request, provide written documentation to the Planning and Zoning Director addressing the applicable conditions for waiver.
For Final Site Plan waivers, the Planning and Zoning Director shall refer the request and applicant's supporting documentation to the Planning Commission for action at its next regularly scheduled meeting. The applicant shall be notified in writing of the outcome of such action by the Planning and Zoning Director within ten (10) days upon action by the Planning Commission.
7. Notwithstanding any grant of waiver the applicant is not relieved by such grant of having to obtain all necessary permits and approvals, including but not limited to a building permit, erosion and sediment control ~~permit~~plan approval, stormwater management permit coverage (TP), and, upon completion of improvements, a certificate of occupancy.

NELSON COUNTY, VIRGINIA, CODE OF ORDINANCES
APPENDIX B – SUBDIVISIONS

Section 4 – Design Standards

4-3 Streams, Drainage, ~~and Erosion Control~~, and Stormwater Management

- A. Streams: When any stream is located within the boundaries of a property being subdivided, the developer/subdivider shall reserve a fifty (50) foot wide buffer zone (measured from the bank of the stream) on each side of the stream.

If a stream lies outside the subdivision boundary and the property being subdivided is located less than fifty (50) feet from the bank of the stream, the developer/subdivider shall reserve as a buffer zone whatever portion of the subdivided property lies within fifty (50) feet of the stream measured from the stream bank.

No residential structure or associated outbuilding shall be permitted within this buffer zone and such buffer zone shall not be considered part of any required street ~~width~~.

Commented [anc1]: Note: these existing buffer requirements are more restrictive than current SWM regulations require.

- B. Drainage: For drainage purposes adequate easements, no less than ten (10) feet wide, shall be reserved over each manmade drainage course.

- C. Erosion and Sediment Control Plan ~~and Stormwater Management Improvements~~. If any subdivision requires land disturbing activity for which an erosion and sedimentation control plan must be filed pursuant to the Nelson County Erosion and Sediment Control Ordinance, then the developer/subdivider must submit such plan and receive approval from the plan approving authority. ~~Systems and Best Management Practices shall be provided as part of the erosion control plan for storm runoff quantity and quality control in accordance with the "Design Guidelines and Development Standards for Stormwater Management in Nelson County, Virginia, Manual," dated August, 2003, as amended. Such plan must be filed as an addendum with the final plat. The developer/subdivider must apply for a land disturbing permit prior to commencement of any land disturbing activity.~~

- D. Stormwater Management Plan. If any subdivision requires land disturbing activity for which a stormwater management plan must be filed pursuant to the Virginia Stormwater Management Program regulations Nelson County Stormwater Mmanagement Ordinance, then the developer/subdivider must submit such plan and receive approval from the Program Administrator Virginia Department of Environmental Quality, and provide documentation of VSMP permit coverage as an addendum to the Final Plat. (TP)

5-4
Preliminary Plat.

- A. General Requirements. Four (4) copies of the preliminary plat prepared by a person qualified to do such work, including but not limited to land planners, urban planners, professional engineers and surveyors, or persons having training or experience in subdivision planning or design shall be filed with the agent. The preliminary plat shall be drawn to a scale of one hundred (100) feet to the inch. Where conditions warrant, an alternate scale may be approved by the agent.
- B. Contents of Preliminary Plat. The preliminary plat shall show the following:
- (1) A topographic map with a contour interval of not greater than twenty (20) feet (or as approved by the agent) showing all the area covered by the proposed subdivision property related to Coast and Geodetic Survey data with the boundary lines of the tract to be subdivided and the 100-year flood plain limits delineated where applicable.
 - (2) The approximate total acreage of the proposed subdivision, proposed location of lots, lot numbers in numerical order, approximate dimensions and area of each lot, and block identification.
 - (3) The approximate location, width, and names of all existing or proposed streets within or adjacent to the proposed subdivision; the approximate locations of all railroads, watercourses, and existing buildings shown on Coast and Geodetic Survey maps or other topographic data and located within the boundaries of the proposed subdivision.
 - (4) The approximate location of all parcels of land intended to be dedicated, or reserved for public use, or to be reserved in the deed for the common use of property owners in the subdivision.
 - (5) The title under which the subdivision is proposed to be recorded, the names and addresses of the record owner and developer/subdivider, the name of the individual who prepared the plat, the date of drawing, number of sheets, the North point, and the scale.
 - (6) A vicinity sketch map of the area within a two-mile radius of the proposed subdivision showing the relationship of the proposed subdivision to the adjoining property; and showing all adjoining roads, their names and numbers, and other landmarks.
 - (7) Proposed provisions for all utilities including but not limited to electric, telephone, water and sewage, and stormwater management BMPs/facilities.

5-5 Final Plat

D. Addenda with Final Plat

9. An approved stormwater management plan and/or documentation of permit coverage under the Virginia Stormwater Management Program, as applicable under the Code of Virginia. (TP) ~~is required by the Nelson County Code.~~

DEPARTMENT OF
PLANNING & ZONING



PLANNING COMMISSION
BOARD OF ZONING APPEALS

To: Chair and Members, Nelson County Board of Supervisors

CC: Mr. Stephen A. Carter, County Administrator, Clerk of the Board of Supervisors

From: Tim Padalino, Director of Planning & Zoning

Date: March 3, 2015

Subject: Proposed Zoning Ordinance Amendment to Establish a New Provision for “Artists Community” Land Use

The Nelson County Planning Commission has recently initiated a proposed amendment to the Zoning Ordinance, pursuant to Zoning Ordinance §16-1-3. The proposed amendment would establish a new provision for conducting an “Artist Community” land use in the Agricultural (A-1) District. This issue was initially introduced by Mr. Gregory A. Smith, Executive Director for the Virginia Center for the Creative Arts (VCCA), which is currently located in Amherst County at Sweetbriar College, and which has expressed interest in potentially relocating to Nelson County.

This report contains a detailed description of the proposed amendments; a summary of the review process to date; and requests for further action by the Board of Supervisors (BOS).

Summary of Amendment Process To-Date

- **11/19:** At the November Planning Commission (PC) meeting, Mr. Smith of VCCA presented a request to the Nelson County Planning Commission to consider the possibility of initiating a Zoning Ordinance amendment that would create a new “Artists Community” land use and definition, as a permissible use in the Agricultural (A-1) District.
- **12/17:** At the December PC meeting, (draft) recommendations were reviewed among PC members, County staff, and Mr. Smith.
- **1/28:** At the January PC meeting, PC members and County staff discussed recommendations that had been revised to reflect the previous requests and suggestions made at the December PC meeting. The PC also directed staff to prepare for a public hearing to be conducted on this matter at the February 25th PC meeting.
- **2/25:** At the February PC meeting, the Planning Commission conducted a public hearing in accordance with all applicable Code of Virginia and County Code requirements. The Legal Notice was advertised in the February 12th and 19th editions of the Nelson County Times. The only comments received during the public hearing were from Mr. Smith of VCCA; no other members of the public provided comments or posed questions. The PC voted unanimously (5-0) to recommend that the Board of Supervisors conduct a public hearing on the proposed amendments, and consider adopting the amendments as proposed.

Proposed Amendments (as reviewed at February 25th PC public hearing)

➤ Article 2: “Definitions”

Add the following definitions:

Artist Community: A facility that provides resident artists with artist community residencies in a rural setting. An artist community includes art studio(s), exhibition and presentation space(s), and temporary lodging accommodations for resident artists; and includes the accompanying office(s), kitchen and food service(s), communal space(s), and maintenance area(s) to service the resident artists and staff. An artist community shall be a not-for-profit organization governed by a Board of Directors, managed by a professional staff, and focused on a specific mission.

Artist Community Residencies: time and space scheduled for resident artists to create work not at the artists’ home base; residencies are applied for on a competitive basis, selected through a peer review process, documented in a written contract, and scheduled for a period not to exceed ninety-five (95) consecutive days.

Resident Artists: professionals who create new work in literary, visual, musical, theatrical, dance, and other forms, as evidenced by their education in said fields, training, and expenditure of time in their studio endeavor, regardless of whether they make their living by it.

➤ Article 4: “Agricultural District (A-1)”

Add the following provisions to “Section 4-1-a Uses – Permitted by Special Use Permit only:”

Section 4-1-46a: Artist Community, conditional upon the following limiting factors:

- Minimum property size of 20 acres;
- Maximum floor area of 40,000 square feet (cumulative / all facilities);
- Maximum of 25 resident artists at any time with each resident artist being limited to a maximum duration of ninety-five (95) consecutive days;
- Maximum of 15 public events per year (monthly Open Houses/Open Studios and infrequent fundraising events)
- Existing structures are adaptively reused (as applicable) and new structures are designed to be compatible with rural character of surrounding area
- Restrictions on future division of the property

Additional Details & Considerations

After the PC public hearing, Mr. Smith provided an email containing the following updates regarding various details and considerations of the Virginia Center for the Creative Arts (VCCA):

A. (*Regarding taxation and economic impacts*): The VCCA is a 501 (c) 3 not-for-profit organization. While the benefits to the County would not be in property taxes, the VCCA has at least three means of impact on the local economy:

1. The VCCA employs 20 people; about a third of whom are professionals, and two-thirds work in our food service, buildings & grounds, and clerical work – and are therefore drawn from the local population;

2. Our employees, as well as the 400 resident artists (called “Fellows”), purchase goods and services such as: groceries, art supplies, haircuts, beer and wine, snow plowing services, gasoline & propane, building supplies, etc.; and
3. Some artists have bought properties in Central Virginia after spending time in residence at the VCCA.

While it would be difficult to quantify these impacts, the VCCA's annual operating budget is about \$1 million, and there are occasional capital purchases and projects on top of that. So we probably would have a similar impact to the [Ligmincha] Buddhist Center or Monroe Institute.

- B. *(Regarding specific properties in Nelson County):* We [VCCA] are talking with a property owner about a possible gift of her 79-acre parcel, and are alternatively considering buying a site. Until the Zoning Text Amendment goes through the BOS, the VCCA won't act on either option.

Requested Actions

In order for the proposed amendments to proceed, the BOS would need to conduct a public hearing and then adopt a resolution to amend the Zoning Ordinance.

The first step in that process would be to authorize County staff to advertise for a public hearing to be conducted by the BOS in accordance with all applicable Code of Virginia and County Code requirements. The next available BOS meeting date for such a public hearing is April 14th.

Thank you for your attention to this issue regarding proposed amendments for a new “Artist Community” land use in Nelson County’s Agricultural District. Please contact me with any questions you may have regarding the information contained in this report.

RESOLUTION R2015-21
NELSON COUNTY BOARD OF SUPERVISORS
AUTHORIZATION FOR PUBLIC HEARING
TO AMEND THE CODE OF NELSON COUNTY, VIRGINIA
APPENDIX A, ZONING ORDINANCE, ARTICLE 2 (DEFINITIONS) AND
ARTICLE 4 (AGRICULTURAL DISTRICT A-1) TO INCLUDE
“ARTIST COMMUNITY”

WHEREAS, the Planning Commission has completed its review, held a public hearing, and has made its recommendation to the Board of Supervisors regarding proposed amendments to the Code of Nelson County, Appendix A, Zoning Ordinance, Article 2 (Definitions) and Article 4 (Agricultural District A-1) to include “Artist Community”,

NOW THEREFORE BE IT RESOLVED, that pursuant to §15.2-1427, §15.2-2204, and §15.2-2285 of the Code of Virginia 1950 as amended, the County Administrator is hereby authorized to advertise a public hearing to be held on Tuesday, April 14, 2015 at 7:00 p.m. in the General District Courtroom in the Courthouse in Lovingston, Virginia to receive public input on an ordinance proposed for passage to amend Appendix A, Zoning Ordinance, Article 2 Definitions and Article 4 Agricultural District A-1 to include items regarding “Artist Community”.

Adopted: _____, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors

§ 15.2-1427. Adoption of ordinances and resolutions generally; amending or repealing ordinances.

A. Unless otherwise specifically provided for by the Constitution or by other general or special law, an ordinance may be adopted by majority vote of those present and voting at any lawful meeting.

B. On final vote on any ordinance or resolution, the name of each member of the governing body voting and how he voted shall be recorded; however, votes on all ordinances and resolutions adopted prior to February 27, 1998, in which an unanimous vote of the governing body was recorded, shall be deemed to have been validly recorded. The governing body may adopt an ordinance or resolution by a recorded voice vote unless otherwise provided by law, or any member calls for a roll call vote. An ordinance shall become effective upon adoption or upon a date fixed by the governing body.

C. All ordinances or resolutions heretofore adopted by a governing body shall be deemed to have been validly adopted, unless some provision of the Constitution of Virginia or the Constitution of the United States has been violated in such adoption.

D. An ordinance may be amended or repealed in the same manner, or by the same procedure, in which, or by which, ordinances are adopted.

E. An amendment or repeal of an ordinance shall be in the form of an ordinance which shall become effective upon adoption or upon a date fixed by the governing body, but, if no effective date is specified, then such ordinance shall become effective upon adoption.

F. In counties, except as otherwise authorized by law, no ordinance shall be passed until after descriptive notice of an intention to propose the ordinance for passage has been published once a week for two successive weeks prior to its passage in a newspaper having a general circulation in the county. The second publication shall not be sooner than one calendar week after the first publication. The publication shall include a statement either that the publication contains the full text of the ordinance or that a copy of the full text of the ordinance is on file in the clerk's office of the circuit court of the county or in the office of the county administrator; or in the case of any county organized under the form of government set out in Chapter 5, 7 or 8 of this title, a statement that a copy of the full text of the ordinance is on file in the office of the clerk of the county board. Even if the publication contains the full text of the ordinance, a complete copy shall be available for public inspection in the offices named herein.

In counties, emergency ordinances may be adopted without prior notice; however, no such ordinance shall be enforced for more than sixty days unless readopted in conformity with the provisions of this Code.

G. In towns, no tax shall be imposed except by a two-thirds vote of the council members.

(Code 1950, §§ 15-8, 15-10; 1950, p. 113; 1954, c. 529; 1956, cc. 218, 664; 1956, Ex. Sess., c. 40; 1958, cc. 190, 279; 1960, c. 606; 1962, c. 623, § 15.1-504; 1966, cc. 405, 612; 1968, c. 625; 1970, c. 581; 1972, cc. 41, 837; 1973, c. 380; 1978, c. 235; 1983, c. 11; 1997, c. [587](#); 1998, c. [823](#); 2000, c. [895](#).)

§ 15.2-2204. Advertisement of plans, ordinances, etc.; joint public hearings; written notice of certain amendments.

A. Plans or ordinances, or amendments thereof, recommended or adopted under the powers conferred by this chapter need not be advertised in full, but may be advertised by reference. Every such advertisement shall contain a descriptive summary of the proposed action and a reference to the place or places within the locality where copies of the proposed plans, ordinances or amendments may be examined.

The local planning commission shall not recommend nor the governing body adopt any plan, ordinance or amendment thereof until notice of intention to do so has been published once a week for two successive weeks in some newspaper published or having general circulation in the locality; however, the notice for both the local planning commission and the governing body may be published concurrently. The notice shall specify the time and place of hearing at which persons affected may appear and present their views, not less than five days nor more than 21 days after the second advertisement appears in such newspaper. The local planning commission and governing body may hold a joint public hearing after public notice as set forth hereinabove. If a joint hearing is held, then public notice as set forth above need be given only by the governing body. The term "two successive weeks" as used in this paragraph shall mean that such notice shall be published at least twice in such newspaper with not less than six days elapsing between the first and second publication. After enactment of any plan, ordinance or amendment, further publication thereof shall not be required.

B. When a proposed amendment of the zoning ordinance involves a change in the zoning map classification of 25 or fewer parcels of land, then, in addition to the advertising as required by subsection A, written notice shall be given by the local planning commission, or its representative, at least five days before the hearing to the owner or owners, their agent or the occupant, of each parcel involved; to the owners, their agent or the occupant, of all abutting property and property immediately across the street or road from the property affected, including those parcels which lie in other localities of the Commonwealth; and, if any portion of the affected property is within a planned unit development, then to such incorporated property owner's associations within the planned unit development that have members owning property located within 2,000 feet of the affected property as may be required by the commission or its agent. However, when a proposed amendment to the zoning ordinance involves a tract of land not less than 500 acres owned by the Commonwealth or by the federal government, and when the proposed change affects only a portion of the larger tract, notice need be given only to the owners of those properties that are adjacent to the affected area of the larger tract. Notice sent by registered or certified mail to the last known address of such owner as shown on the current real estate tax assessment books or current real estate tax assessment records shall be deemed adequate compliance with this requirement. If the hearing is continued, notice shall be remailed. Costs of any notice required under this chapter shall be taxed to the applicant.

When a proposed amendment of the zoning ordinance involves a change in the zoning map classification of more than 25 parcels of land, or a change to the applicable zoning ordinance text regulations that decreases the allowed dwelling unit density of any parcel of land, then, in addition to the advertising as required by subsection A, written notice shall be given by the local planning commission, or its representative, at least five days before the hearing to the owner, owners, or their agent of each parcel of land involved, provided, however, that written notice of such changes to zoning ordinance text regulations shall not have to be mailed to the owner, owners, or their agent of lots shown on a subdivision plat approved and recorded pursuant to the provisions of Article 6 (§ [15.2-2240](#) et seq.) where such lots are less than 11,500 square feet. One notice sent by first class mail to the last known address of such owner as shown on the current real estate tax assessment books or current real estate tax assessment records shall be deemed adequate compliance with this requirement, provided that a representative of the local commission shall make affidavit that such mailings have been made and file such affidavit with the papers in the case. Nothing in this subsection shall be construed as to invalidate any subsequently adopted amendment or ordinance because of the inadvertent failure by the representative of the local commission to give written notice to the owner, owners or their agent of any parcel involved.

The governing body may provide that, in the case of a condominium or a cooperative, the written notice may be mailed to the unit owners' association or proprietary lessees' association, respectively, in lieu of each individual unit owner.

Whenever the notices required hereby are sent by an agency, department or division of the local governing body, or their representative, such notices may be sent by first class mail; however, a representative of such agency, department or division shall make affidavit that such mailings have been made and file such affidavit with the papers in the case.

A party's actual notice of, or active participation in, the proceedings for which the written notice provided by this section is required shall waive the right of that party to challenge the validity of the proceeding due to failure of the party to receive the written notice required by this section.

C. When a proposed comprehensive plan or amendment thereto; a proposed change in zoning map classification; or an application for special exception for a change in use or to increase by greater than 50 percent of the bulk or height of an existing or proposed building, but not including renewals of previously approved special exceptions, involves any parcel of land located within one-half mile of a boundary of an adjoining locality of the Commonwealth, then, in addition to the advertising and written notification as required by this section, written notice shall also be given by the local commission, or its representative, at least 10 days before the hearing to the chief administrative officer, or his designee, of such adjoining locality.

D. When (i) a proposed comprehensive plan or amendment thereto, (ii) a proposed change in zoning map classification, or (iii) an application for special exception for a change in use involves any parcel of land located within 3,000 feet of a boundary of a military base, military installation, military airport, excluding armories operated by the Virginia National Guard, or licensed public-use airport then, in addition to the advertising and written notification as required by this section, written notice shall also be given by the local commission, or its representative, at least 30 days before the hearing to the commander of the military base, military installation, military airport, or owner of such public-use airport, and the notice shall advise the military commander or owner of such public-use airport of the opportunity to submit comments or recommendations.

E. The adoption or amendment prior to July 1, 1996, of any plan or ordinance under the authority of prior acts shall not be declared invalid by reason of a failure to advertise or give notice as may be required by such act or by this chapter, provided a public hearing was conducted by the governing body prior to such adoption or amendment. Every action contesting a decision of a locality based on a failure to advertise or give notice as may be required by this chapter shall be filed within 30 days of such decision with the circuit court having jurisdiction of the land affected by the decision. However, any litigation pending prior to July 1, 1996, shall not be affected by the 1996 amendment to this section.

F. Notwithstanding any contrary provision of law, general or special, the City of Richmond may cause such notice to be published in any newspaper of general circulation in the city.

G. When a proposed comprehensive plan or amendment of an existing plan designates or alters previously designated corridors or routes for electric transmission lines of 150 kilovolts or more, written notice shall also be given by the local planning commission, or its representative, at least 10 days before the hearing to each electric utility with a certificated service territory that includes all or any part of such designated electric transmission corridors or routes.

H. When any applicant requesting a written order, requirement, decision, or determination from the zoning administrator, other administrative officer, or a board of zoning appeals that is subject to the appeal provisions contained in § [15.2-2311](#) or [15.2-2314](#), is not the owner or the agent of the owner of the real property subject to the written order, requirement, decision or determination, written notice shall be given to the owner of the property within 10 days of the receipt of such request. Such written notice shall be given by the zoning administrator or other administrative officer or, at the direction of the administrator or officer, the requesting applicant shall be required to give the owner such notice and to provide satisfactory evidence to the zoning administrator or other administrative officer that the notice has been given. Written notice mailed to the owner at the last known address of the owner as shown on the current real estate tax assessment books or current real estate tax assessment records shall satisfy the notice requirements of this subsection.

This subsection shall not apply to inquiries from the governing body, planning commission, or employees of the locality made in the normal course of business.

(Code 1950, § 15-961.4; 1962, c. 407, § 15.1-431; 1964, c. 632; 1968, cc. 354, 714; 1973, cc. 117, 334; 1974, cc. 100, 570; 1975, c. 641; 1976, c. 642; 1977, c. 65; 1982, c. 291; 1990, c. 61; 1992, cc. 353, 757; 1993, cc. 128, 734; 1994, c. [774](#); 1995, c. [178](#); 1996, cc. [613](#), [667](#); 1997, c. [587](#); 2001, c. [406](#); 2002, c. [634](#); 2004, cc. [539](#), [799](#); 2005, c. [514](#); 2007, cc. [761](#), [813](#); 2011, c. [457](#); 2012, c. [548](#); 2013, cc. [149](#), [213](#).)

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§ 15.2-2285. Preparation and adoption of zoning ordinance and map and amendments thereto; appeal.

A. The planning commission of each locality may, and at the direction of the governing body shall, prepare a proposed zoning ordinance including a map or maps showing the division of the territory into districts and a text setting forth the regulations applying in each district. The commission shall hold at least one public hearing on a proposed ordinance or any amendment of an ordinance, after notice as required by § [15.2-2204](#), and may make appropriate changes in the proposed ordinance or amendment as a result of the hearing. Upon the completion of its work, the commission shall present the proposed ordinance or amendment including the district maps to the governing body together with its recommendations and appropriate explanatory materials.

B. No zoning ordinance shall be amended or reenacted unless the governing body has referred the proposed amendment or reenactment to the local planning commission for its recommendations. Failure of the commission to report 100 days after the first meeting of the commission after the proposed amendment or reenactment has been referred to the commission, or such shorter period as may be prescribed by the governing body, shall be deemed approval, unless the proposed amendment or reenactment has been withdrawn by the applicant prior to the expiration of the time period. In the event of and upon such withdrawal, processing of the proposed amendment or reenactment shall cease without further action as otherwise would be required by this subsection.

C. Before approving and adopting any zoning ordinance or amendment thereof, the governing body shall hold at least one public hearing thereon, pursuant to public notice as required by § [15.2-2204](#), after which the governing body may make appropriate changes or corrections in the ordinance or proposed amendment. In the case of a proposed amendment to the zoning map, the public notice shall state the general usage and density range of the proposed amendment and the general usage and density range, if any, set forth in the applicable part of the comprehensive plan. However, no land may be zoned to a more intensive use classification than was contained in the public notice without an additional public hearing after notice required by § [15.2-2204](#). Zoning ordinances shall be enacted in the same manner as all other ordinances.

D. Any county which has adopted an urban county executive form of government provided for under Chapter 8 (§ [15.2-800](#) et seq.) may provide by ordinance for use of plans, profiles, elevations, and other such demonstrative materials in the presentation of requests for amendments to the zoning ordinance.

E. The adoption or amendment prior to March 1, 1968, of any plan or ordinance under the authority of prior acts shall not be declared invalid by reason of a failure to advertise, give notice or conduct more than one public hearing as may be required by such act or by this chapter, provided a public hearing was conducted by the governing body prior to the adoption or amendment.

F. Every action contesting a decision of the local governing body adopting or failing to adopt a proposed zoning ordinance or amendment thereto or granting or failing to grant a special exception shall be filed within thirty days of the decision with the circuit court having jurisdiction of the land affected by the decision. However, nothing in this subsection shall be construed to create any new right to contest the action of a local governing body.

(Code 1950, §§ 15-822, 15-846, 15-968.7; 1962, c. 407, § 15.1-493; 1964, c. 279; 1968, c. 652; 1970, c. 216; 1972, c. 818; 1975, c. 641; 1984, c. 175; 1988, cc. 573, 733, 856; 1989, c. 359; 1990, c. 475; 1991, c. 235; 1996, c. [867](#); 1997, c. [587](#).)



NELSON COUNTY ANIMAL CONTROL USE OF FORCE POLICY

I. Purpose

The purpose of this Standard Operating Policy is to provide guidance on the use of physical force and to ensure that members of Animal Control use only the force reasonably necessary to accomplish lawful objectives and to explain issued equipment that may be used in response to physical threats.

II. Policy

Nelson County Animal Control Officers shall exert only the minimum amount of force necessary to reduce the level of resistance to law enforcement efforts. Use of Force applies to the equipment issued by Nelson County, as well as any other items which could be used as a weapon, including a motor vehicle.

III. Procedure

- A. The use of physical, non-deadly force is authorized in circumstances when:
 - 1. An escalation of force is justified by the actions of a subject.
 - 2. In self-defense of a third party or if circumstances warrant the immediate use of force.
- B. When use of physical force results in injury, it shall be reported appropriately and the injury treated
- C. Only equipment issued or approved by the County Administrator may be carried by officers.

IV. Approved Equipment

A. O/C Spray

- 1. All field officers are required to carry O/C spray while on duty.
- 2. Officers are authorized to carry O/C spray while off duty.

3. O/C spray should be discharged at a distance of three (3) to ten (10) feet from the intended subject.
4. O/C spray should be discharged in two (2) one second bursts directed towards the eyes of the intended subject. No more than four (4) one (1) second bursts may be fired directly into the eyes, unless the officer is in immediate danger of serious injury or death.
5. Medical treatment: Animals are not required to be transported to a veterinarian unless the animal is in need of medical treatment. Individuals who have been exposed to O/C spray in other than a controlled training environment, shall be transported to the hospital for treatment as soon as possible after exposure.

B. ASP Tactical Baton

1. Only non-lethal areas may be struck with the ASP Tactical Baton unless deadly force is justified.
2. Medical treatment: Any subject who has obviously been injured or any person who claims to have been injured shall be transported to a hospital for medical treatment. Any animal that has obviously been injured shall be transported to a licensed veterinarian for treatment.

C. Taser

1. Animal Control Officers will be issued Tasers after they have completed the required initial training in the proper operation and maintenance of the device, and they will receive re-certification annually.
2. All Animal Control Officers will conduct the appropriate testing as required or according to manufacturer's specifications of the Taser at the beginning of their shift and document the test was completed and any problems noted. Failure to complete a daily test will result in disciplinary action.
3. Use of Taser on Animals
 - a) Animal Control employees will use the lowest level of force necessary to capture or immobilize animals. Authorized Animal Control Officers may employ Tasers whenever they determine that it is the appropriate level of force necessary to capture animals and to protect the public or themselves from animals that may be aggressive or vicious. A Taser device should never be pointed at an animal unless there is justification for its anticipated use.

- b) When an officer determines that an animal is going to be shot with the Taser, the following actions will be taken:
- 1) Either another Animal Control Officer or a Nelson County law enforcement officer should be present and standing by with a Ketch-Pole.
 - 2) Prior to firing the Tasers, officers need to shout in a loud manner "Taser, Taser, Taser" to alert anyone in the area of the imminent deployment.
 - 3) Officers will be alert to human beings in the immediate vicinity to minimize the risk of human contact with the deployment of the Taser.
- c) Once the animal has been shot with the Taser, it can be secured and controlled by use of the Ketch Pole. The only exception to this is when the Taser is used to protect the public or an officer from an imminent attack from an aggressive animal.
- d) Officers should avoid directly aiming at the head or face of an animal. The projectiles may cause significant damage to the eye if they impact directly. Officers should rotate the Taser so it is perpendicular to the ground before discharging the weapon. This procedure will give the darts a greater probability of striking along the body of the animal avoiding the head and face area.
- e) After an animal has been shot with the Taser, and secured by the Ketch-Pole if possible, the officer is to remove the hooks from an animal.
- f) Once the animal has been secured in the Animal Control Vehicle, the officer must evaluate the animal to see if it is in any immediate distress as a result of the Taser use. This is done so that if the animal is in need of veterinary treatment, information can be provided regarding any medical concerns.
- g) Whenever the Taser is discharged, Officers will notify a supervisor as soon as possible. The discharge incident will be documented on a special report describing the incident in detail. If there is an accidental discharge, this occurrence will also be documented on a special report. The spent cartridge should be removed from the Taser whenever it is fired, and will be given to a supervisor. Reports shall be completed by the end of the officer's shift.
- h) In addition to the special report, a Taser Use Report must be

completed and should include witness information, approximate distance from animal, distance between the two probes, whether the probes caused any visible injuries, number of cycles applied and animal's response to the use of the device, and the animal's condition immediately afterwards.

- i) Tasers are to be utilized for smaller animals and are not intended for use against animals weighing over 200 to 300 pounds.
- j) Officers are not permitted to carry Tasers while off duty.

4. Use of Tasers on Human Beings

- a. Officers will not discharge Tasers at people except in extreme circumstances. Officers may use any weapon, object or means available to defend their life in any situation where the degree of violence has progressed to the point where a reasonable officer in the same circumstances would have concluded that a threat existed justifying the particular use of force.
- b. A Taser should not generally be used against or around, pregnant women, elderly persons, young children, and visibly frail persons unless exigent circumstances exist.
- c. Individuals, who have been Tased, other than in a controlled training environment, shall be transported to the hospital for treatment as soon as possible after exposure. Officers will contact Dispatch to have medical personnel respond to the scene.

D. Knives

- 1. Knives are not issued by the Animal Control Division. However, officers are authorized to carry a folding knife in a pocket or in a sheath on the belt.

Adopted: _____, 2015

RESOLUTION R2015-22
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF THE NELSON COUNTY ANIMAL CONTROL
USE OF FORCE POLICY

WHEREAS, Nelson County Animal Control does not currently have a policy on the use of force by Animal Control Officers, and

WHEREAS, a standard operating policy on the use of force by Animal Control Officers would provide guidance on the use of physical force, would ensure that members of Animal Control use only the force reasonably necessary to accomplish lawful objectives, and would explain the issued equipment that may be used in response to physical threats,

NOW, THEREFORE, BE IT RESOLVED by the Nelson County Board of Supervisors that the Nelson County Animal Control Use of Force Policy be approved as attached and is hereby incorporated by reference as a part of this resolution.

Adopted: _____, 2015

Attest: _____, Clerk
Nelson County Board of Supervisors

Fiscal Year 2015-2016 Proposed Budget Calendar

March 10, 2015 (Regular 2 PM Session): Budget Presentation and Overview

March 17, 2015 (Tuesday, 4-6 PM): Budget Work Session

March 24, 2015 (Tuesday, 1-5 PM): Overviews by Constitutional Officers and Department Heads

March 31, 2015 (Tuesday, 4-6 PM): Overviews by Agencies

April 7 or 9, 2015 (Tuesday/Thursday): Proposed joint meeting with School Board

April 16, 2015 (Thursday, 4-6 PM): Budget Work Session

April 21, 2015 (Tuesday, 4-6 PM): Budget Work Session

April 28, 2015 (Tuesday, 4-6 PM): Budget Work Session/Schedule Public Hearing Date

June 9, 2015 (Regular 2 PM Session): Adopt/Appropriate Fiscal Year 2015-2016 Budget

BUDGET SUMMARY

Revenue Category	FY15 Budget as		FY16		% Change
	Amended		Proposed	Increase/ Decrease	
General Property Taxes	\$ 23,351,554.00		\$ 23,944,396.00	\$ 592,842.00	2.5%
Other Local Revenue	\$ 5,524,532.00		\$ 5,655,103.00	\$ 130,571.00	2.4%
State Revenue	\$ 3,487,777.00		\$ 3,455,023.00	\$ (32,754.00)	-0.9%
Federal Revenue	\$ 550,904.00		\$ 575,119.00	\$ 24,215.00	4.4%
Non-Revenue Receipts	\$ -		\$ -	\$ -	0.0%
Transfers (in)	\$ -		\$ -	\$ -	0.0%
Year Ending Balance (carryover)	\$ 2,333,388.00		\$ 2,835,326.00	\$ 501,938.00	21.5%
	\$ 35,248,155.00		\$ 36,464,967.00	\$ 1,216,812.00	3.5%

Expenditure Category	FY14 Budget as		FY15		% Change
	Amended		Proposed	Increase/ Decrease	
Government Administration	\$ 1,739,963.00		\$ 1,679,028.00	\$ (60,935.00)	-3.5%
Judicial Administration	\$ 778,183.00		\$ 787,534.00	\$ 9,351.00	1.2%
Public Safety	\$ 4,881,739.00		\$ 4,895,375.00	\$ 13,636.00	0.3%
Public Works	\$ 2,032,084.00		\$ 2,050,869.00	\$ 18,785.00	0.9%
Recreation & Community Dev.	\$ 655,830.00		\$ 654,459.00	\$ (1,371.00)	-0.2%
Agencies & Non-Departmental	\$ 1,918,000.00		\$ 1,971,278.00	\$ 53,278.00	2.8%
Capital Outlay	\$ 1,761,300.00		\$ 600,550.00	\$ (1,160,750.00)	-65.9%
Refunds	\$ 30,000.00		\$ 30,000.00	\$ -	0.0%
Transfers (out)	\$ 19,992,942.00		\$ 22,199,115.00	\$ 2,206,173.00	11.0%
Contingency	\$ 1,458,114.00		\$ 1,596,759.00	\$ 138,645.00	9.5%
	\$ 35,248,155.00		\$ 36,464,967.00	\$ 1,216,812.00	3.5%

General Fund Revenues:	FY14	FY15	FY15	FY16	Difference	%	Notes
3/2/2015	Actual	Budget	Projected	Projected	Budget	Chg	
Real Estate Tax	\$17,474,814	\$17,166,152	\$17,355,605	\$17,508,413	\$342,261	2.0%	Assumed 1% growth for 2015 and 2016. Collection Rates-2nd Half 94%, 1st Half 91.3%
Public Service Tax	\$646,946	\$528,790	\$799,345	\$770,000	\$241,210	45.6%	Assumes 3% reduction based on anticipated reduction in market sales ratio.
Personal Property Tax	\$4,824,050	\$5,283,612	\$5,249,850	\$5,270,983	(\$12,629)	-0.2%	Assumed 1% growth in 2015 assessed tax after PPTRA. Collection Rates-2nd Half 97%, 1st Half 78%
Mobile Home Tax	\$28,807	\$30,000	\$30,000	\$30,000	\$0	0.0%	
Machinery & Tools Tax	\$10,891	\$8,000	\$11,043	\$10,000	\$2,000	25.0%	2014 tax per book \$12,489 (M&T declines over time)
Late Tax Penalty	\$184,219	\$170,000	\$190,000	\$190,000	\$20,000	11.8%	
Late Tax Interest	\$178,113	\$165,000	\$165,000	\$165,000	\$0	0.0%	
Local Sales Tax	\$1,046,940	\$1,069,590	\$1,095,910	\$1,095,910	\$26,320	2.5%	Projections based on final state estimate for FY15.
Electric Consumer Utility Tax	\$469,334	\$460,711	\$470,000	\$470,000	\$9,289	2.0%	
Business Licenses	\$31,140	\$30,000	\$30,000	\$30,000	\$0	0.0%	
Electric Consumption Tax	\$63,791	\$55,000	\$55,000	\$57,000	\$2,000	3.6%	
Telecommunication Gross Receipts Tax	\$39,274	\$34,000	\$35,000	\$35,000	\$1,000	2.9%	
Motor Vehicle License	\$712,019	\$716,064	\$713,037	\$713,085	(\$2,979)	-0.4%	
Bank Franchise Tax	\$76,659	\$60,000	\$60,000	\$65,000	\$5,000	8.3%	
Recordation Tax	\$346,878	\$220,000	\$210,785	\$215,000	(\$5,000)	-2.3%	
Transient Lodging Tax	\$436,632	\$420,000	\$500,000	\$510,000	\$90,000	21.4%	
Meals Tax	\$879,575	\$920,000	\$940,000	\$963,500	\$43,500	4.7%	
Street Light Tax	\$0	\$0	\$0	\$0	\$0	0.0%	
Dog Licenses	\$10,896	\$8,000	\$10,400	\$10,000	\$2,000	25.0%	
Dog Pound Fees	\$3,035	\$2,000	\$1,000	\$2,000	\$0	0.0%	
Land Use Application Fees	\$18,677	\$80,000	\$84,000	\$10,000	(\$70,000)	-87.5%	FY16 reflects decline in LU application fees after re-assessment.
Transfer Fees	\$781	\$750	\$750	\$750	\$0	0.0%	
Subdivision Fees	\$11,980	\$10,000	\$10,000	\$10,000	\$0	0.0%	Subdivision Fees were posted in error to Sale of Maps in FY14.
Building Permits	\$107,085	\$115,000	\$130,000	\$130,000	\$15,000	13.0%	
Building Inspection Fees & Fines	\$9,036	\$7,000	\$7,000	\$7,000	\$0	0.0%	
Zoning Permits and Fees	\$4,190	\$1,000	\$5,500	\$2,000	\$1,000	100.0%	
Well/Septic Fees	\$6,050	\$5,000	\$7,000	\$5,000	\$0	0.0%	
Land Disturbing Permits	\$8,505	\$8,000	\$8,000	\$8,000	\$0	0.0%	
Court Fines	\$364,390	\$310,000	\$294,000	\$310,000	\$0	0.0%	FY15- \$24,500 average per month.
Jail Admission Fees	\$1,720	\$1,600	\$1,600	\$1,600	\$0	0.0%	
Courthouse Security Fees	\$53,126	\$37,000	\$46,000	\$40,000	\$3,000	8.1%	
Courthouse Construction Fees (new)	\$17,422	\$14,000	\$15,000	\$14,000	\$0	0.0%	
Interest on Investments	\$42,128	\$50,000	\$40,000	\$50,000	\$0	0.0%	Estimates per A. Johnson

Page 2 LOCAL REVENUE CONTINUED	FY14 Actual	FY15 Budget	FY15 Projected	FY16 Projected	Difference Budget	% Chg	
Rental of General Property	\$938	\$0	\$0	\$0	\$0	0.0%	Health Dept building vacated as of 8/15/13
Lease/Rent Devils Knob Tower	\$77,000	\$0	\$0	\$0	\$0	0.0%	One time basic rent payment from AT&T for Devils Knob Tower in FY14
Sale of Salvage & Surplus	\$3,371	\$0	\$0	\$0	\$0	0.0%	
Tourism Sales	\$7,800	\$6,000	\$3,000	\$6,000	\$0	0.0%	
Sale of General Property	\$1,655	\$0	\$0	\$0	\$0	0.0%	
Real Estate Tax Sale Proceeds	\$60,740	\$0	\$0	\$25,000	\$25,000	0.0%	Remaining accounts mature in FY16.
Sheriff's Fees	\$9,214	\$6,000	\$8,000	\$8,000	\$2,000	33.3%	
Law Library Fees	\$3,032	\$2,500	\$2,500	\$2,500	\$0	0.0%	
Courthouse Maintenance Fees	\$11,721	\$8,000	\$9,500	\$8,000	\$0	0.0%	
Document Reproduction Fees (Circuit)	\$7,479	\$3,500	\$3,525	\$3,500	\$0	0.0%	
Excess Clerk Fees paid to State	\$10	\$0	\$0	\$0	\$0	0.0%	
Court Appointed Attorney Fees	\$1,244	\$200	\$1,200	\$1,000	\$800	400.0%	3 Yr. historical average is \$1,069
Commonwealth Attorney Fees	\$1,086	\$800	\$1,000	\$800	\$0	0.0%	
Landfill Tipping Fees	\$166,145	\$160,000	\$175,245	\$160,000	\$0	0.0%	FY15 included unusual transaction (Waste Management \$28,424)
Recreation Fees	\$57,248	\$50,000	\$50,000	\$50,900	\$900	1.8%	Estimates per E. Harper
Sale of Maps and Literature	\$4,324	\$120	\$132	\$120	\$0	0.0%	Subdivision Fees were posted in error to Sale of Maps in FY14.
Expenditure Refunds	\$15,304	\$15,000	\$15,000	\$15,000	\$0	0.0%	
Virginia Tourism Grant	\$5,000	\$0	\$0	\$0	\$0	0.0%	
VPA/CSA Refunds	\$14,361	\$0	\$7,132	\$0	\$0	0.0%	
Primary Fees	\$0	\$0	\$0	\$0	\$0	0.0%	
Donations	\$10,122	\$997	\$0	\$0	\$0	0.0%	
Check Return Fee	\$350	\$350	\$350	\$350	\$0	0.0%	
Administrative Fee (Delinquent coll)	\$29,346	\$15,000	\$15,000	\$20,000	\$5,000	33.3%	Estimates per A. Johnson
Duplicate Bill Fee	\$284	\$150	\$100	\$100	(\$50)	-33.3%	Estimates per A. Johnson
DMV Stop Fees	\$29,316	\$18,000	\$18,000	\$20,000	\$2,000	11.1%	Estimates per A. Johnson
Fingerprint/Report Fees	\$272	\$200	\$200	\$250	\$50	25.0%	
Recovered Costs	\$132,553	\$143,000	\$149,000	\$123,738	(\$19,262)	-13.5%	Includes reimbursements from DSS, NCSB (Sch.Resource Officer), JAUNT (Wintergreen contribution). There are no Colleen water/sewer connection fees assumed for FY16.
EMS Revenue Recovery	\$499,050	\$450,000	\$426,000	\$450,000	\$0	0.0%	
So. Rockfish Historic District (Match)	\$0	\$5,000	\$5,000	\$0	(\$5,000)	-100.0%	
Forest Service Cooperative Agreement	\$5,000	\$5,000	\$5,000	\$5,000	\$0	0.0%	
TOTAL LOCAL REVENUE	\$29,263,068	\$28,876,086	\$29,465,709	\$29,599,499	\$724,410	2.5%	
COMPARISON TO FY15 BUDGET			\$589,623	\$723,413			

STATE REVENUE	FY14 Actual	FY15 Budget	FY15 Projected	FY16 Projected	Difference Budget	% Chg	
Timber Sales (State Forests)	\$0	\$0	\$0	\$0	\$0	0.0%	
ABC Profits	\$0	\$0	\$0	\$0	\$0	0.0%	
Wine Taxes	\$0	\$0	\$0	\$0	\$0	0.0%	
Motor Vehicle Carriers Tax	\$112,353	\$98,000	\$107,141	\$100,000	\$2,000	2.0%	
Mobile Home Titling Tax	\$9,699	\$10,000	\$10,000	\$10,000	\$0	0.0%	
Tax of Deeds	\$32,266	\$65,000	\$58,304	\$55,000	(\$10,000)	-15.4%	
Communications Sales & Use Tax	\$472,927	\$480,000	\$478,000	\$480,000	\$0	0.0%	
Shared Expenses Compensation Board	\$1,360,334	\$1,353,456	\$1,321,907	\$1,364,490	\$11,034	0.8%	No Reduction in Aid to Localities for FY16.
Shared Expenses State Board of Elections	\$36,334	\$34,109	\$33,003	\$36,334	\$2,225	6.5%	No Reduction in Aid to Localities for FY16.
Public Assistance & Welfare	\$302,888	\$319,354	\$319,354	\$347,413	\$28,059	8.8%	
At Risk Youth (CSA)	\$406,348	\$463,854	\$450,625	\$450,625	(\$13,229)	-2.9%	
Victim Witness Grant	\$25,449	\$21,990	\$21,990	\$21,987	(\$3)	0.0%	
Commonwealth Juror Reimbursement	\$6,120	\$0	\$0	\$0	\$0	0.0%	
VJCCCA	\$10,364	\$10,364	\$10,364	\$10,364	\$0	0.0%	
DMV Animal Friendly License Plates	\$427	\$400	\$400	\$400	\$0	0.0%	
Wireless E911 Funds	\$40,966	\$40,000	\$40,000	\$40,000	\$0	0.0%	
Va Commission for the Arts	\$5,000	\$5,000	\$5,000	\$5,000	\$0	0.0%	
Spay & Neuter Fund	\$72	\$0	\$104	\$0	\$0	0.0%	
TOTAL STATE REVENUE	\$2,821,547	\$2,901,527	\$2,856,192	\$2,921,613	\$20,086	0.7%	
COMPARISON TO FY15 BUDGET			-\$45,335	\$20,086			
FEDERAL REVENUE	FY14 Actual	FY15 Budget	FY15 Projected	FY16 Projected	Difference Budget	% Chg	
Payment in Lieu of Taxes	\$59,145	\$54,000	\$54,000	\$54,000	\$0	0.0%	
US Forestry Rents and Royalties	\$97	\$0	\$0	\$0	\$0	0.0%	
SCAAP (Federal Prisoners)	\$2,221	\$0	\$894	\$0	\$0	0.0%	
Public Assistance & Welfare	\$523,693	\$479,030	\$479,030	\$521,119	\$42,089	8.8%	
TOTAL FEDERAL REVENUE	\$585,156	\$533,030	\$533,924	\$575,119	\$42,089	7.9%	
COMPARISON TO FY15 BUDGET			\$894	\$42,089			
TOTAL ALL REVENUE	\$32,669,771	\$32,310,643	\$32,855,825	\$33,096,231	\$786,588	2.4%	
COMPARISON TO FY15 BUDGET			\$545,182	\$785,588			

Page 4	FY14	FY15	FY15	FY16	Difference	%	
NON-REVENUE RECEIPTS	Actual	Budget	Projected	Projected	Budget	Chg	
Insurance Recoveries	\$5,300				\$0	0.0%	
Cancelled Checks	\$41		\$2,149		\$0	0.0%	
Financing Proceeds (Radio Project)	\$0	\$0			\$0	0.0%	
Refunding Proceeds (for financing costs)	\$0					0.0%	
Transfer from other Funds	\$350,000	\$0			\$0	0.0%	Capital Fund Reserve for School Buses and school improvements in FY14.
TOTAL NON-REVENUE RECEIPTS	\$355,341	\$0	\$2,149	\$0	\$0	0.0%	
COMPARISON TO FY15 BUDGET			\$2,149	\$0			

GRANTS (ONLY EXPENDED IF RECEIVED)							
Asset Forfeiture Proceeds	\$4,371	\$6,104	\$16,906	\$0	\$0	0.0%	
Four for Life	\$16,963	\$18,000	\$18,000	\$18,000	\$0	0.0%	
Wireless E911 Education Grant	\$1,955	\$0	\$2,000	\$0	\$0	0.0%	
PSAP E911 Equipment Upgrade Grant				\$54,733			E911 Recording System upgrade (100% grant)
Sheriff Grants (State)		TBD				0.0%	
Litter Control Grant	\$6,702	\$6,702	\$6,683	\$6,683	(\$19)	-0.3%	
Fire Program Funds	\$44,679	\$46,000	\$47,731	\$48,000	\$2,000	4.3%	
Library of Va Grant	\$9,232	\$0			\$0	0.0%	One time grant award in FY14.
Blue Ridge Tunnel Grant T21	\$10,120	\$494,344	\$732,442	\$405,994	(\$88,350)	-17.9%	
DEQ Grant (Colleen/Roseland)	\$0	\$5,100	\$5,100	\$0	(\$5,100)	-100.0%	
Historic District Cost Share		\$10,000			(\$10,000)	0.0%	DHR to complete work so revenue will not be recognized.
Railway Transportation Grant T21	\$155,039	\$0	\$201,095	\$0	\$0	0.0%	
Recreational Trails Program	\$100,000		\$56,660		\$0	0.0%	
Public Safety Interoperability Grant						0.0%	
FEMA Disaster Relief	\$1,015	\$0	\$1,845	\$0	\$0	0.0%	
Domestic Preparedness Grant		\$0			\$0	0.0%	
Sheriff's Grants (Federal)	\$8,880	\$16,889			(\$13,553)	0.0%	
Homeland Security		\$0				0.0%	
USDA Specialty Crop Grant	\$39,906					0.0%	
Rural Development Public Safety Grant						0.0%	
LIS Treasury Forfeiture Funds	\$89,224				\$0	0.0%	One time grant award in FY14.
Byrne Grant	\$946	\$985	\$29,327	\$0	(\$985)	-100.0%	
TOTAL GRANTS	\$489,032	\$604,124	\$1,117,789	\$533,410	(\$116,007)	-19.2%	
COMPARISON TO FY15 BUDGET			\$513,665	(\$70,714)			

TOTAL CURRENT YR REVENUE & GRANTS	\$33,514,144	\$32,914,767	\$33,975,763	\$33,629,641	\$670,578	2.0%	
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REVENUE FROM PRIOR YR BALANCES							
Year Ending Balance		\$2,333,388	\$1,985,860	\$2,835,326	\$501,938	21.5%	Broadband improvements \$60,500 carried forward, \$1,348,601 contingencies carried forward, \$1,426,225 Courthouse Project contribution from fund balance.
TOTAL PRIOR YEAR BALANCES		\$2,333,388	\$1,985,860	\$2,835,326	\$501,938	21.5%	

TOTAL ALL FUNDING SOURCES		\$35,248,155	\$35,961,623	\$36,464,967	\$1,216,812	3.5%	
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General Fund Expenditures 3/2/2015	FY15 Projected	FY15 Budget As Amended	FY16 Requested	% Chg	FY16 Changes Staff	FY16 Changes BOS	Revised	% Chg	Notes
Supervisors	\$134,495	\$140,166	\$118,166	-15.7%			\$118,166		FY15 included \$20,000 for delinquent real estate tax collections.
County Admin.	\$316,588	\$321,735	\$321,803	0.0%	-\$746		\$321,057	-0.2%	Health Insurance Adjustment
County Attorney	\$87,350	\$85,000	\$85,000	0.0%			\$85,000	0.0%	
Comm. of Revenue	\$243,782	\$245,890	\$235,501	-4.2%	-\$322		\$235,179	-4.4%	Health Insurance Adjustment
Reassessment	\$0	\$0	\$0	0.0%			\$0	0.0%	*Set aside for 2018 reassessment included as Transfer to Reassessment Fund
Board of Equalization	\$0	\$810	\$0	0.0%			\$0	-100.0%	
Treasurer	\$338,459	\$335,532	\$343,031	2.2%	-\$545		\$342,486	2.1%	Health Insurance Adjustment
Finance	\$230,009	\$268,220	\$255,696	-4.7%	-\$296		\$255,400	-4.8%	Health Insurance Adjustment
Technology	\$213,555	\$219,339	\$198,800	-9.4%	-\$124		\$198,676	-9.4%	Health Insurance Adjustment
Land Use Panel	\$4,284	\$4,506	\$2,138	-52.6%			\$2,138	-52.6%	
Board of Elections	\$25,474	\$31,297	\$32,923	5.2%			\$32,923	5.2%	
Registrar	\$85,173	\$87,468	\$88,102	0.7%	-\$99		\$88,003	0.6%	Health Insurance Adjustment
Courts (all)	\$429,161	\$430,139	\$433,459	0.8%	-\$549		\$432,910	0.6%	Health Insurance Adjustment
Commonwealth Attorney	\$347,555	\$348,044	\$355,024	2.0%	-\$400		\$354,624	1.9%	Health Insurance Adjustment
Sheriff	\$1,587,090	\$1,612,910	\$1,577,056	-2.2%	-\$26,572		\$1,550,484	-3.9%	Omitted change to make part time position full time. Health Insurance Adjustment.
Public Safety & Emergency Services	\$404,480	\$421,692	\$426,976	1.3%	-\$915		\$426,061	1.0%	Health Insurance Adjustment
Emergency Services Council	\$667,773	\$662,400	\$668,139	0.9%			\$668,139	0.9%	
E911 Program	\$332,621	\$331,442	\$446,268	34.6%	-\$8,599		\$437,669	32.0%	Health Insurance Adjustment. Omitted Emergency Notification (text) System.
Forest Fire Service	\$20,821	\$20,821	\$20,821	0.0%			\$20,821	0.0%	
Paid EMS	\$669,979	\$686,479	\$760,156	10.7%	-\$28,100		\$732,056	6.6%	Omitted Sat/Sun ambulance hrs for further consideration -\$41,600. Added auto-CPR device +\$13,500.
Regional Jail	\$703,412	\$759,636	\$645,636	-15.0%			\$645,636	-15.0%	
Building Inspections	\$217,832	\$220,518	\$280,894	27.4%	-\$58,923		\$221,971	0.7%	Omitted Assistant Building Code Official. Health Insurance Adjustment.
Animal Control	\$151,383	\$165,681	\$212,948	28.5%	-\$20,570		\$192,378	16.1%	Omitted change to make part time shelter attendant full time. Health Insurance Adjustment.
Medical Examiner	\$100	\$160	\$160	0.0%			\$160	0.0%	
Waste Management	\$967,981	\$1,025,072	\$1,034,918	1.0%	-\$421		\$1,034,497	0.9%	Health Insurance Adjustment
Building & Grounds	\$630,916	\$713,224	\$724,878	1.6%	-\$1,224		\$723,654	1.5%	Health Insurance Adjustment
Motor Pool	\$256,670	\$293,788	\$352,718	20.1%	-\$60,000		\$292,718	-0.4%	Omitted Building Inspections-2 vehicles. Added to BOS Considerations.
Recreation	\$202,027	\$204,203	\$205,456	0.6%	-\$198		\$205,258	0.5%	
Planning	\$151,656	\$156,802	\$214,140	36.6%	-\$60,702		\$153,438	-2.1%	Omitted Planner and Summer Intern. Health Insurance Adjustment.
Community Development	\$294,630	\$294,825	\$295,961	0.4%	-198		\$295,763	0.3%	Health Insurance Adjustment
Anti-Litter Grant	\$6,683	\$6,702	\$6,683	-0.3%			\$6,683	-0.3%	
Extension Service	\$50,865	\$50,865	\$52,597	3.4%			\$52,597	3.4%	
Refunds	\$27,500	\$30,000	\$30,000	0.0%			\$30,000	0.0%	
Employee Salary Adjustment/Benefit Cost	\$0	\$600	\$0	-100.0%	\$135,000		\$135,000	22400.0%	3% COLA-County Employees
Transfer to Social Services including CSA	\$1,852,054	\$1,852,054	\$1,922,202	3.8%			\$1,922,202	3.8%	
Transfer to Debt Service	\$3,266,560	\$3,266,560	\$3,367,281	3.1%			\$3,367,281	3.1%	
Transfer for Piney River Debt & operations	\$40,000	\$40,000	\$40,000	0.0%			\$40,000	0.0%	
Transfer to Broadband Fund	\$100,000	\$100,000	\$100,000	0.0%	\$50,000		\$150,000	50.0%	Added \$50,000 for Broadband planning study.
Transfer to Reassessment Fund*	\$100,000	\$100,000	\$100,000	0.0%			\$100,000	100.0%	Reassessment set-aside.
Subtotal Departmental Operations	\$15,158,918	\$15,534,580	\$15,955,531	2.7%	-\$84,503	\$0	\$15,871,028	2.2%	
Comparisons to FY15 Budget			\$420,951				\$336,448		

General Fund Expenditures Continued- Page 2

Agency Requests	FY15 Projected	FY15 Budget	Requested	%	Staff Changes	BOS Changes	FY16 Revised	%	Description
Health Department	\$244,301	\$244,301	\$244,979	0.3%	-\$678		\$244,301	0.0%	Level Funded.
Region Ten	\$92,586	\$92,586	\$105,395	13.8%	-\$12,809		\$92,586	0.0%	Level Funded.
PVCC	\$2,600	\$2,600	\$2,513	-3.3%			\$2,513	-3.3%	
T.J. Soil & Water Conservation Board	\$31,500	\$31,500	\$31,500	0.0%			\$31,500	0.0%	
Non-Departmental Agencies	\$1,002,306	\$994,502	\$1,040,631	4.6%	-\$40,477		\$1,000,154	0.6%	Level funded agencies and omitted organizations not previously funded.
Subtotal Agency Requests	\$1,373,293	\$1,365,489	\$1,425,018	4.4%	-\$53,964	\$0	\$1,371,054	0.4%	
Comparisons to FY15 Budget			\$59,529				\$5,565		

Capital Outlay & Non-Recurring Expense									
Courthouse Renovation Planning	\$0	\$0	\$0	0.0%			\$0	100.0%	
Blue Ridge Railway Trail (grant)	\$12,545	\$0	\$0	0.0%			\$0	0.0%	
Crozet Tunnel (grant)	\$768,925	\$494,344	\$405,944	-17.9%			\$405,944	-17.9%	
Historic District (Norwood)	\$7,250	\$18,000	\$0	-100.0%			\$0	100.0%	
Broadband Network Improvements	\$0	\$60,500	\$60,500	0.0%			\$60,500	100.0%	Broadband Improvements carried forward from FY15.
Painting-Library	\$7,800	\$0	\$0	0.0%			\$0	-100.0%	
Callohill Renovations	\$0	\$0	\$100,000	0.0%			\$100,000	0.0%	Roof, plumbing and HVAC replacement, fencing.
Purchase of Callohill Property	\$120,023	\$120,023	\$0	0.0%			\$0	0.0%	
Maintenance Equipment	\$31,726	\$82,000	\$0	-100.0%			\$0	100.0%	
Solid Waste Truck	\$98,000	\$90,000	\$0	-100.0%			\$0	0.0%	
Glass recycling containers	\$20,000	\$20,000	\$0	-100.0%			\$0	100.0%	
Emergency Services Vehicles	\$418,146	\$442,453	\$320,000	-27.7%			\$320,000	-27.7%	80% fire truck (\$230,000) and 50% for ambulance (\$90,000).
Roseland Water PER Update	\$7,500	\$7,500	\$0	0.0%			\$0	0.0%	
Massies Mill School Demolition	\$97,024	\$0	\$0	0.0%			\$0	0.0%	
Voting Equipment	\$0	\$0	\$120,050	100.0%			\$120,050	0.0%	
Network Connection Registrar	\$176	\$0	\$0	0.0%			\$0	100.0%	
Public Safety Radio Project	\$920,824	\$920,824	\$0	-100.0%			\$0	-100.0%	
Transfer to Courthouse Project Fund			\$1,426,225	100.0%			\$1,426,225	100.0%	\$2 million contribution less architectural contract amount already in project fund.
Transfer to CDBG Fund (Broadband Grant Match)	\$0	\$0	\$100,000	100.0%			\$100,000	0.0%	Local Match required for Broadband CDBG grant award.

Subtotal Capital Outlay	\$2,509,939	\$2,255,644	\$2,532,719	12.3%	\$0	\$0	\$2,532,719	12.3%	
Comparisons to FY15 Budget			\$277,075				\$277,075		

General Fund Contingency									
General Fund Contingency from recurring revenue	\$0	\$1,148,601	\$1,552,041	35.1%	-\$295,333		\$1,256,708	9.4%	
General Fund Contingency from non-recurring revenue	\$109,513	\$309,513	\$403,551	30.4%	-\$63,500		\$340,051	9.9%	
General Fund Contingency for Capital Improvements	\$0	\$0	\$0	0.0%			\$0	0.0%	
Subtotal Contingencies	\$109,513	\$1,458,114	\$1,955,592	34.1%	-\$358,833	\$0	\$1,596,759	9.5%	
Comparisons to FY15 Budget			\$497,478				\$138,645		

SUBTOTAL GENERAL FUND W/DOUT SCHOOL FUND	\$19,151,663	\$20,613,827	\$21,868,560	6.1%	-\$497,300	\$0	\$21,371,560	3.7%	
COMPARISONS TO FY15 BUDGET			\$1,255,033				\$757,733		

Page 3									
School Funding Requested	FY15 Projected	FY15 Budget	Requested	%	Staff Changes	BOS Changes	FY16 Revised	%	
Transfer to School Nursing	\$215,000	\$215,000	\$235,000	9.3%	-\$20,000		\$215,000	0.0%	Level funded.
Transfer to School Fund (Local only)	\$14,171,107	\$14,171,107	\$14,171,107	0.0%	\$517,300		\$14,688,407	3.7%	Request not yet received. Included 3% COLA for school employees.
Transfer to School Capital (Purchase of buses)	\$190,000	\$190,000	\$190,000	0.0%			\$190,000	0.0%	Funds 2 buses @ \$95,000 each
Transfer to School (Facility Improvement)	\$58,221	\$58,221	\$0	-100.0%			\$0	-100.0%	
SUBTOTAL SCHOOL FUNDING REQUESTED	\$14,634,328	\$14,634,328	\$14,596,107	-0.3%	\$497,300	\$0	\$15,093,407	3.1%	
COMPARISONS TO FY15 BUDGET			-\$38,221				\$459,079		
TOTAL ALL FUNDING REQUESTS	\$33,785,991	\$35,248,155	\$36,464,967	3.5%	\$0	\$0	\$36,464,967	3.5%	
Comparisons to FY15 Budget			\$1,216,812				\$1,216,812		

TOTAL ALL FY15 FUNDING REQUESTS AS REVISED		\$36,464,967
TOTAL FY15 PROJECTED REVENUE		\$36,464,967
FUNDING EXCESS or (SHORTFALL) BASED ON REVISED BUDGET		\$0

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
000999	GENERAL FUND EXPENDITURES								
011000	BOARD OF SUPERVISORS								
011010	***BOARD OF SUPERVISORS***								
011010-1001	30,000	30,000	30,000	30,000	20,000	30,000	30,000		
011010-2001									
011010-3002	2,295	2,295	2,295	2,295	1,530	2,295	2,295		
011010-3007	56,036	52,484	58,037	60,000	2,828	56,000	58,000		
011010-3151	11,853	9,296	10,820	10,000	4,957	9,859	10,000		
011010-5306		15,000		20,000	20,000	20,000			
011010-5411	750	750	750	750	750	750	750		
011010-5501	1,401	674	1,037	1,204	716	1,204	1,204		
011010-5503	4,625	2,013	4,123	4,000	2,025	4,000	4,000		
011010-5504	5,504	6,439	4,341	6,000	4,033	5,000	6,000		
011010-5507	2,866	2,471	1,125	2,000	1,470	1,470	2,000		
011010-5801	100		55	150		150	150		
011010-5801	3,779	3,795	3,767	3,767	3,607	3,767	3,767		
	--TOTAL DEPARTMENT--	119,209	125,217	116,350	140,166	61,916	134,495	118,166	
	TOTAL = BOARD OF SUPERVISORS	119,209	125,217	116,350	140,166	61,916	134,495	118,166	
012000	GENERAL & FINANCIAL ADMINIST								
012010	***COUNTY ADMINISTRATOR***								
012010-1001	192,977	216,960	222,399	218,105	125,378	215,537	216,432		
012010-1002									
012010-2001	4,001	3,918	4,740	3,900	2,766	4,026	4,043		
012010-2002	15,077	16,104	16,522	16,885	9,105	16,002	16,866	746-	
012010-2005	30,413	28,306	28,447	26,848	15,205	26,304	26,643		
012010-2006	24,732	25,646	26,193	25,872	15,029	25,764	28,340		
012010-2008	540	2,422	2,574	2,879	1,470	2,543	2,576		
012010-2009	4,273	4,549	4,825	4,825	2,801	4,801	4,801		
012010-2011									
012010-2013	294	347	354	372	372	372	387		
012010-3002									
012010-3005		31							
012010-3006	2,445	3,663	4,768	4,800	2,858	4,948	5,000		
012010-5201	109	177	117	200			100		
012010-5201	1,564	3,384	2,851	2,000	1,017	1,860	2,000		
012010-5203	1,138	1,328	1,444	1,470	717	1,214	1,350		
012010-5306	150	229	150	229	100	150	150		
012010-5401	2,011	2,256	1,514	1,800	823	1,200	1,250		
012010-5411	160	459	788	450	709	750	750		
012010-5501	7,269	6,201	6,694	6,700	3,755	6,700	6,700		
012010-5503	28	430-	1,186	1,500	1,359	1,500	1,500		
012010-5504	497-	455		950	550	950	950		
012010-5506			134						
012010-5508	225	225	459	450	452	452	450		
012010-5801	1,291	1,472	1,615	1,500	1,515	1,515	1,515		
012010-7002									
	--TOTAL DEPARTMENT--	288,200	317,702	327,774	321,735	185,981	316,588	321,803	746-

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
012040	***COUNTY ATTORNEY***								
012040-3002	Professional Services	126,948	107,500	99,322	85,000	48,777	87,350	85,000	
012040-3010	Professional Services (Glads	4,851							
012040-3015	Grievance Proceedings/Expens	6,478							
012040-5411	Books and Subscriptions								
012040-5508	Travel (Convention & Educati								
012040-5801	Dues and Memberships								
	--TOTAL DEPARTMENT--	138,277	107,500	99,322	85,000	48,777	87,350	85,000	
012090	***COMMISSIONER OF THE REVEN								
012090-1001	Salaries & Wages	151,897	163,010	165,840	165,840	96,740	165,840	161,046	
012090-2001	FICA	11,111	11,960	12,445	12,517	7,179	12,319	12,320	
012090-2002	Retirement-VRS	23,933	21,173	21,808	20,415	11,909	20,414	19,825	
012090-2005	Hospital/Medical Plans	26,940	27,034	28,068	28,185	16,373	28,068	23,628	322-
012090-2006	Group Insurance	425	1,811	1,974	2,189	1,151	1,971	1,916	
012090-2009	Hybrid Disability VLDP								
012090-2011	Worker's Compensation	232	274	280	294	294	294	306	
012090-2013	VRS Retirement Hybrid Plan								
012090-3002	Professional Services(ESD)	434	478	478	500	502	502	510	
012090-3004	Repairs and Maintenance	265	125	120	400	125	400	400	
012090-3009	Government Services (DMV)	931	944	921	950	939	924	950	
012090-3015	Professional Services-Softwar	5,781	6,356	6,304	4,000		3,200	4,000	
012090-5201	Postal Services	1,739	2,003	2,236	2,100	127	2,100	2,100	
012090-5203	Telecommunications	56	50	28	100	8	50	100	
012090-5401	Office Supplies	5,410	4,213	4,018	4,000	1,063	4,000	4,000	
012090-5413	Other Operating Supplies		220		750		750	750	
012090-5501	Travel (Mileage)	154	341	290	550	380	550	550	
012090-5503	Travel (Subsistence & Lodgin	256	495	467	1,100	330	700	1,100	
012090-5504	Travel (Convention & Educati	375	325	1,030	800	650	800	800	
012090-5801	Dues & Assoc. Memberships	375	490	1,190	700		700	700	
012090-7007	Data Processing Equipment		600		500		200	500	
	--TOTAL DEPARTMENT--	230,314	241,902	247,689	245,890	137,370	243,782	235,501	322-
012100	***REASSESSMENT***								
012100-1003	Part-Time Clerical Salaries	1,063	10,260	13,991					
012100-2001	FICA	81							
012100-3002	Professional Services	29,373	194,318	82,868					
012100-3007	Advertising								
012100-5201	Postal Services	7,183							
012100-5203	Telecommunications	12							
012100-5401	Office Supplies	1,054	1,429	10,219					
012100-5501	Travel (Mileage)								
012100-7002	Furniture & Fixtures								
012100-7007	Computer Aided Appraisal Sys								
	--TOTAL DEPARTMENT--	38,766	206,007	107,078					
012110	*** BOARD OF EQUALIZATION **								
012110-1001	Salaries & Wages				750				

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
FINANCE & ACCOUNTING									
012150-2011	Worker's Compensation	210	218	222	240	240	240	250	
012150-2013	VRS Retirement Hybrid Plan			399		2,634	4,549	4,595	
012150-3002	Professional Services	5,988	2,769	5,835	7,000	1,737	3,500	6,000	
012150-3005	Maintenance Service Contract	21,525	22,264	19,695	26,500	9,219	22,516	25,000	
012150-5201	Postal Services	176	2,078	1,010	2,000	29	2,000	2,000	
012150-5401	Office Supplies	1,127	1,017	290	1,000	583	1,000	1,100	
012150-5413	Other Operating Supplies	1,790	2,263	1,914	2,000	1,003	2,000	2,100	
012150-5501	Travel (Mileage)	29	29	33	100	19	50	100	
012150-5503	Travel (Subsistence & Lodgin	10	261	24	200	483	483	200	
012150-5504	Travel (Convention & Educati		262		300	1,000	1,000	300	
012150-5801	Dues and Association Members	219	219	719	600	570	600	600	
012150-7002	Furniture & Fixtures								
	--TOTAL DEPARTMENT--	221,582	232,775	245,529	268,220	122,018	230,009	255,696	296
TECHNOLOGY									
012180	Salaries and Wages	41,470	44,506	45,326	45,326	27,200	45,325	45,325	
012180-1001	New Position								
012180-1004	FICA	2,887	3,118	3,174	3,210	1,912	3,174	3,210	
012180-2001	Retirement-VRS	6,536	5,787	5,960	5,580	3,255	5,580	5,579	
012180-2002	Hospital/Medical Plan	7,968	7,996	8,304	8,340	4,844	8,304	9,134	124
012180-2005	Group Insurance	116	495	539	598	315	540	539	
012180-2006	Hybrid Disability VLDP								
012180-2009	Worker's Compensation	64	76	78	85	85	85	88	
012180-2011	VRS Retirement Hybrid Plan								
012180-2013	Professional Services	9,725	8,810	2,506	12,500	541	12,500	12,500	
012180-3002	Repairs and Maintenance	6,089	856	1,996	6,500	650	6,500	6,500	
012180-3004	Maintenance Service Contract	27,517	31,858	34,584	37,000	12,230	37,000	37,000	
012180-3005	Parcel Maintenance-GIS	6,825	7,500	5,614	10,500	7,168	10,500	10,500	
012180-3160	Data Development-GIS	1,979	79		11,500		11,500	10,000	
012180-3170	Telecommunications (T-1)	7,639	9,302	14,862	15,000	8,660	14,850	15,000	
012180-5203	Telecommunications; PRI,OPX,	34,972	28,929	13,604	20,000	7,531	14,300	15,000	
012180-5204	Telecommunications Web GIS R	9,685	7,560		10,000		10,000	10,000	
012180-5205	Books and Subscriptions	30		30	200		200	200	
012180-5207	Office Supplies		93	29	250	83	250	250	
012180-5401	Other Operating Supplies	2,347	685	595	750	41	750	750	
012180-5413	Software		2,324	2,119	3,500		3,500	3,500	
012180-5414	Travel (Convention & Educatio			75	1,000		1,000	1,000	
012180-5504	School Long Distance-Reimbur	689	558	340	150	208	347	375	
012180-5618	DSS Long Distance-Reimbursab	1,138	844	117	150	49	150	150	
012180-5619	Dues and Association Members			175	200		200	200	
012180-5801	Computer Equipment	11,719	11,541	16,290	27,000	1,237	27,000	12,000	
012180-7007	--TOTAL DEPARTMENT--	179,395	172,917	156,317	219,339	76,009	213,555	198,800	124
LAND USE PANEL									
012240	Salaries & Wages	900	988	1,400	4,000	94	3,794	1,800	
012240-1001	Part-time Salaries								
012240-1003	FICA	69	76	107	306	7	290	138	

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
LAND USE PANEL									
012240-5201									
Postal Services	200		200	200	200	200	200		
--TOTAL DEPARTMENT--	1,169	1,064	1,707	4,506	301	4,284	2,138		
TOTAL * GENERAL & FINANCIAL ADMINIST	1,421,922	1,604,770	1,522,618	1,481,032	768,524	1,434,027	1,441,969	2,033	
013000 BOARD OF ELECTIONS									
013010 ***BOARD OF ELECTIONS***									
013010-1008									
Unemployment Benefits									
013010-1010	23,045	18,588	12,919	14,124	10,183	12,763	15,000		
Remuneration-Elec.Brd.&Poll									
013010-2001	460	460	473	473	276	471	1,148		
FICA									
013010-3002	832								
Prof. Services (Polling plac									
013010-3007	89			300		200	300		
Advertising									
013010-5201	722	1,244	415	500	333	400	500		
Postal Services									
013010-5203	181								
Telecommunications									
013010-5401	5,792	3,958	2,253	3,000	1,992	3,000	3,000		
Office Supplies									
013010-5413	13,178	23,676	8,991	8,350	5,014	5,000	8,350		
Other (Voting Machines)									
013010-5501	4,638	3,413	2,731	3,000	1,830	2,500	3,000		
Travel (Mileage)									
013010-5503	1,417	1,835	910	500	194	500	500		
Travel (Subsistence & Lodgin									
013010-5504	471	520	121	925	120	515	1,000		
Travel (Convention & Lodging									
013010-5801	125	125	125	125	125	125	125		
Dues & Assoc. Memberships									
--TOTAL DEPARTMENT--	50,950	53,819	28,938	31,297	20,067	25,474	32,923		
013020 ***REGISTRAR***									
013020-1001	45,289	48,506	49,447	49,447	28,844	49,449	49,449		
Salaries & Wages									
013020-1003	11,823	11,189	10,257	11,000	5,848	9,288	11,000		
Part-time Salaries									
013020-2001	4,177	4,375	4,422	4,686	2,550	4,315	4,686		
FICA									
013020-2002	7,138	6,313	6,502	6,087	3,551	6,091	6,087		
Retirement - VRS									
013020-2005	6,324	6,346	6,588	6,615	3,843	6,588	7,247	99	
Hospital/Medical Plans									
013020-2006	127	540	588	653	343	588	588		
Group Insurance									
013020-2009									
Hybrid Disability VLDP									
013020-2011	84	99	101	110		101	105		
Worker's Compensation									
013020-2013									
VRS Retirement Hybrid Plan									
013020-3007	230	122	161	400	215	400	400		
Advertising									
013020-5201	717	2,171	603	2,500	252	1,760	2,500		
Postal Services									
013020-5203	1,670	1,735	1,991	2,100	1,196	2,100	2,200		
Telecommunications									
013020-5401	2,106	3,893	3,870	1,500	715	1,000	1,500		
Office Supplies									
013020-5501	742	754	496	500	140	500	500		
Travel (Mileage)									
013020-5503	1,389	1,281	953	1,000	264	1,500	1,000		
Travel (Subsistence & Lodgin									
013020-5504	1,064	804	889	500	1,153	1,153	500		
Travel (Conventions & Educati									
013020-5801	355	470	170	370		340	340		
Dues & Assoc. Memberships									
--TOTAL DEPARTMENT--	82,235	88,598	87,038	87,468	48,914	85,173	88,102	99	
TOTAL = BOARD OF ELECTIONS	134,185	142,417	135,976	118,765	68,981	110,647	121,025	99	

		----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
		Expenditure	Expenditure	Expenditure	Amended	Actual On	Projected	Department	County Admin	Adopted
		FY/2012	FY/2013	FY/2014	Budget	2015/01	Expenditure	Request	Recommends	Budget
021000	COURTS									
021010	***CIRCUIT COURT***									
021010-1009	Comp. of Jurors & Witnesses	2,692	5,340	16,050	5,000	810	5,000	5,000		
021010-3016	Contracted Services	19,121	19,955	20,425	21,242		21,242	21,242		
021010-5401	Office Supplies	56	778	682	750	19	750	750		
021010-5413	Record Books				500		500	500		
021010-5420	Law Library			529	2,000		2,000	2,000		
021010-5504	Travel (Convention & Educati				400		400	400		
021010-7002	Furniture & Fixtures				400		400	400		
	--TOTAL DEPARTMENT--	21,869	26,073	37,686	30,292	829	30,292	30,292		
021020	***GENERAL DISTRICT COURT***									
021020-1003	Part-time Salaries			2,219						
021020-2001	FICA			170						
021020-3004	Repairs and Maintenance	430	665	545	448	91	200	448		
021020-3012	Attorney Fees	1,753	1,999	3,059	3,000	948	2,000	3,000		
021020-5203	Telecommunications	69	61	43	100	13	40	100		
021020-5401	Office Supplies	936	216	145	200	232	232	200		
021020-5801	Dues & Assoc. Memberships	40	40	100	80	40	40	80		
021020-7001	Machinery & Equipment		395	927	500	603	603	500		
	--TOTAL DEPARTMENT--	3,228	3,376	7,208	4,328	1,927	3,115	4,328		
021030	***MAGISTRATE***									
021030-3004	Repairs and Maintenance		137							
021030-5203	Telecommunications		1	1	25	1	5	25		
021030-5401	Office Supplies		120							
021030-7002	Furniture & Fixtures			312	300			300		
	--TOTAL DEPARTMENT--		258	313	325	1	5	325		
021040	***COURT SERVICES/VJCCCA***									
021040-3020	Detention Home (Court Servic	28,151	47,164	16,864	30,000	7,343	30,000	30,000		
021040-3022	Outreach Detention (VJCCCA)	3,083	2,068	276	3,000		3,000	3,000		
021040-3023	Group Homes (VJCCCA)	7,748	4,172	11,473	7,566	2,235	7,566	7,566		
021040-3025	Refund to State (VJCCCA)	8,741		641	1,499	1,499	1,499			
021040-3027	EPICS Grant Match (to Ambers					96	96			
	--TOTAL DEPARTMENT--	47,723	53,404	29,254	42,065	11,173	42,161	40,566		
021050	***J & D DISTRICT COURT***									
021050-3002	Professional Services	35								
021050-3004	Repairs and Maintenance		16		100		100	100		
021050-3005	Maintenance Service Contract	269	425	489	563	560	560	650		
021050-5201	Postal Services	56	58	60	60		60	60		
021050-5203	Telecommunications	3,391	2,857	2,468	3,300	1,390	3,000	3,000		
021050-5401	Office Supplies			75	100	28	100	100		
021050-5411	Books & Subscriptions									
021050-5413	Other Operating Expenses									
021050-5504	Travel (Convention & Educati	1,022	848	1,000	1,000		1,000	1,000		
021050-5801	Dues & Assoc. Memberships	275	230	230	400	260	400	400		

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
J & D DISTRICT COURT									
021050-7001	Machinery & Equipment	365	597	504	504	252	504	600	
021050-7002	Furniture & Fixtures	350	360	239	300	199	300	300	
	--TOTAL DEPARTMENT--	<u>5,763</u>	<u>5,411</u>	<u>5,065</u>	<u>6,327</u>	<u>2,689</u>	<u>6,024</u>	<u>6,210</u>	
CLERK OF CIRCUIT COURT									
021060	Salaries & Wages	193,174	206,764	210,907	210,908	123,029	210,904	210,904	
021060-1003	Part Time Salaries	2,803	5,209	6,049	10,816	4,168	10,816	10,816	
021060-1004	Backscanning Wages (TTF)								
021060-2001	FICA	13,513	14,517	14,835	15,200	8,601	14,701	15,200	
021060-2002	Retirement-VRS	30,444	26,926	27,734	25,963	15,145	25,965	25,962	
021060-2005	Hospital/Medical Plans	32,283	33,633	35,488	35,066	21,364	36,624	40,286	549-
021060-2006	Group Insurance	541	2,304	2,510	2,784	1,464	2,509	2,510	
021060-2009	Hybrid Disability VLDP								
021060-2011	Worker's Compensation	315	372	380	400		380	395	
021060-2013	VRS Retirement Hybrid Plan								
021060-3002	Professional Services	3,157		3,742	3,950		3,950	3,950	
021060-3004	Repairs and Maintenance	367	438	195	500		500	500	
021060-3005	Maintenance Service Contract	16,188	16,276	15,502	16,415	2,481	16,415	16,415	
021060-3006	Printing & Binding	190	1,365	1,084	1,600	191	1,600	1,600	
021060-3012	Attorney Fees			158	1,000		1,000	1,000	
021060-3160	Library of Va. Grant	4,995							
021060-5201	Postal Services	1,477	1,052	2,309	3,300	805	3,300	3,300	
021060-5203	Telecommunications	229	736	65	300	19	300	300	
021060-5401	Office Supplies	3,178	3,378	3,073	5,000	1,542	5,000	5,000	
021060-5411	Microfilming	712		1,037	7,000	1,492	7,000	7,000	
021060-5417	Record Books	343	771		3,000		3,000	3,000	
021060-5504	Travel (Conventions & Educat	330	320	320	450		450	450	
021060-7007	Computer Equipment			3,150	3,150		3,150	3,150	
021060-7040	Library of VA Grant 2013B-21			9,232					
	--TOTAL DEPARTMENT--	<u>304,239</u>	<u>314,061</u>	<u>317,770</u>	<u>346,802</u>	<u>180,301</u>	<u>347,564</u>	<u>351,738</u>	<u>549-</u>
TOTAL - COURTS									
		<u>382,822</u>	<u>402,583</u>	<u>417,296</u>	<u>430,139</u>	<u>196,920</u>	<u>429,161</u>	<u>433,459</u>	<u>549-</u>
022000 COMMONWEALTH'S ATTORNEY									
022010 ***COMMONWEALTH ATTORNEY***									
022010-1001	Salaries & Wages	190,912	210,816	217,914	217,914	129,046	221,221	221,222	
022010-1003	Part-time Salaries	8,484	11,195	13,073	17,042	9,232	17,042	17,042	
022010-1006	Wages/Victim Witness Grant	21,079	21,898	21,403	21,990	12,485	21,405	21,405	
022010-1008	Unemployment Benefits	697							
022010-2001	FICA	13,601	15,317	16,264	16,976	9,740	16,976	16,976	
022010-2002	Retirement-VRS	30,034	27,525	28,656	26,825	15,886	27,236	27,232	
022010-2005	Hospital/Medical Plans	23,282	25,637	26,616	26,727	15,526	26,616	29,278	400-
022010-2006	Group Insurance	534	2,355	2,593	2,876	1,536	2,636	2,633	
022010-2009	Hybrid Disability VLDP								
022010-2011	Worker's Compensation	271	320	326	342		331	344	

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
COMMONWEALTH ATTORNEY									
022010-2013									
022010-3005									
022010-5201									
022010-5203									
022010-5401									
022010-5411									
022010-5413									
022010-5415									
022010-5419									
022010-5420									
022010-5501									
022010-5504									
022010-5506									
022010-5510									
022010-5801									
022010-7001									
022010-7002									
022010-7007									
--TOTAL DEPARTMENT--	304,500	327,407	351,319	348,044	201,123	347,555	355,024	400-	
TOTAL - COMMONWEALTH'S ATTORNEY	304,500	327,407	351,319	348,044	201,123	347,555	355,024	400-	
031000 LAW ENFORCEMENT									
031020 ***SHERIFF***									
031020-1001	727,685	776,522	838,604	845,348	487,090	839,945	845,348		
031020-1002	4,279-	17,973	12,988	12,988	10,802	12,988	12,988		
031020-1003	4,689	5,435	4,536	5,383	3,280	5,000	5,000		
031020-1004	53,045	33,832	38,791	38,928	19,336	37,505	37,505		
031020-1005	33,217	29,079	28,475	30,000	13,656	21,476	21,476		
031020-1006	59,175	70,975	57,543	84,921	31,972	55,752	57,062		
031020-1007	7,891	3,329	3,917	6,000	984	6,000	6,000		
031020-1008			2,676		2,572	3,696			
031020-1009	15,111	28,477	21,709	15,000	14,427	20,500	20,504		
031020-1010									
031020-1011							23,845	23,845-	
031020-2001	64,859	68,915	72,179	78,826	41,355	76,890	78,826		
031020-2002	124,546	108,865	117,306	112,049	65,504	113,654	114,237		
031020-2005	138,800	141,583	153,298	159,289	101,424	176,664	200,006	2,727-	
031020-2006	2,206	9,303	10,615	12,015	6,587	11,382	11,383		
031020-2009					128	198	171		
031020-2011	11,500	13,570	16,250	17,400	13,157	16,276	16,927		
031020-2013					2,634	4,094	3,512		
031020-3002	315	225	150						
031020-3003				6,609	5,732	5,732			
031020-3005	6,755	4,520	6,645	5,000	2,572	5,000	5,000		

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
032010	**PUBLIC SAFETY & EMERGENCY								
032010-1001	Salaries & Wages	25,704	189,630	191,883	273,920	152,371	266,425	273,920	
032010-1002	Part-time Wages		60,928	69,787	3,200	4,392	5,387	5,387	
032010-2001	FICA	1,959	18,879	19,600	21,299	11,572	19,627	21,367	
032010-2002	Retirement-VRS	2,550	24,395	25,311	33,720	13,543	22,023	17,011	
032010-2005	Hospital/Medical Plans	2,635	38,076	39,711	61,263	34,187	56,862	67,109	915-
032010-2006	Group Insurance	45	2,056	2,290	3,615	1,791	3,011	3,260	
032010-2009	Hybrid Disability VLDP					243	443	652	
032010-2011	Worker's Compensation	74	600	660	725		916	953	
032010-2013	VRS Retirement Hybrid Plan					4,431	5,821	13,367	
032010-3002	Professional Services	1,103	2,130						
032010-5203	Telecommunications	1,578	968	1,075	1,300	916			
032010-5401	Office Supplies	414	2,285	2,466	3,000	1,253	3,000	3,000	
032010-5409	Emergency Equipment	136	199	85	200		200	200	
032010-5410	Uniforms	107	22	866	700	716	715	700	
032010-5411	Books/Subscriptions		60		200	149	200	200	
032010-5504	Travel (Convention & Educati	264	904	1,352	2,000	548	2,000	2,000	
032010-5508	Dispatcher Training		5,406	7,815	8,000	7,457	8,000	8,000	
032010-5801	Dues/Associations	161	167	167	1,050	75	1,050	1,050	
032010-7020	VDEM Emergency Mgt Performan			297	7,500	1,158	7,500	7,500	
032010-8225	Disaster/Emergency Expenses	168	3,140	964					
032010-8235	Safety Program								
	--TOTAL DEPARTMENT--	<u>36,898</u>	<u>349,845</u>	<u>364,329</u>	<u>421,692</u>	<u>234,802</u>	<u>404,480</u>	<u>426,976</u>	<u>915-</u>
032020	***EMERGENCY SERV.COUNCIL***								
032020-2007	Disability Insurance	36,758	37,297	39,122	41,469	41,038	41,038	43,100	
032020-2008	Line of Duty (State Mandate)	24,318	26,271	27,646	29,305	21,659	28,878	30,300	
032020-3001	Professional Health Services			240	500			500	
032020-5407	Maintenance (Communication E	1,631	426	1,116	2,500	115	1,500	2,500	
032020-5415	Gas, Oil, Grease - Fire & Re	18,020	14,149	26,727	23,000	18,271	29,000	29,000	
032020-5646	Remittance of Tower Rent to	5,180	1,270						
032020-5647	Local EMS	441,204	447,484	464,846	495,826	495,826	495,826	496,739	
032020-5648	Fire Fund		81,046	44,679	46,000		47,731	48,000	
032020-5650	Four For Life Funds		16,790	16,596	18,000		18,000	18,000	
032020-5655	Contribution-Wintergreen Vol			70,000					
032020-5660	Volunteer Stipend								
032020-5665	Oxygen Cylinders				5,800		5,800		
032020-7007	Generators		4,101						
	--TOTAL DEPARTMENT--	<u>527,111</u>	<u>628,834</u>	<u>690,972</u>	<u>662,400</u>	<u>576,909</u>	<u>667,273</u>	<u>668,139</u>	
032030	***E-911 PROGRAM***								
032030-1001	Salaries & Wages	204,268	55,349	56,494	56,494	32,955	56,495	56,495	
032030-1002	Overtime					711	2,521	2,521	
032030-1003	Part-time Salaries	67,352							
032030-2001	FICA	15,340	4,234	4,326	4,372	2,562	4,344	4,372	
032030-2002	Retirement-VRS	31,814	7,213	7,429	6,954	4,057	6,957	6,955	
032030-2005	Hospital/Medical Plan	37,944	6,346	6,588	6,616	3,843	6,588	7,247	99-
032030-2006	Group Insurance	565	617	672	746	392	672	339	

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
E-911 PROGRAM									
032030-2011									
032030-2013									
032030-3002									
032030-3004									
032030-3005									
032030-3006									
032030-3007									
032030-3016									
032030-5101									
032030-5102									
032030-5201									
032030-5203									
032030-5204									
032030-5205									
032030-5400									
032030-5401									
032030-5410									
032030-5411									
032030-5413									
032030-5501									
032030-5504									
032030-5508									
032030-5801									
032030-7002									
032030-7007									
032030-8002									
	<u>517,730</u>	<u>229,376</u>	<u>301,742</u>	<u>331,442</u>	<u>132,314</u>	<u>332,621</u>	<u>446,268</u>	<u>8,599</u>	
032040	***FOREST FIRE SERVICE***								
032040-5605									
	<u>20,337</u>	<u>20,337</u>	<u>20,821</u>	<u>20,821</u>	<u>20,821</u>	<u>20,821</u>	<u>20,821</u>		
	<u>20,337</u>	<u>20,337</u>	<u>20,821</u>	<u>20,821</u>	<u>20,821</u>	<u>20,821</u>	<u>20,821</u>		
032060	***PAID EMS***								
032060-1001									
032060-1002									
032060-2001									
032060-2011									
032060-3002									
032060-3004									
032060-3007									
032060-5404									
032060-5409									
032060-5410									
032060-5413									
032060-5415									
032060-5501									
032060-5509									
	<u>288,792</u>	<u>444,614</u>	<u>441,007</u>	<u>461,272</u>	<u>315,370</u>	<u>461,272</u>	<u>518,195</u>	<u>41,600</u>	
	<u>67,497</u>	<u>98,558</u>	<u>110,578</u>	<u>82,184</u>	<u>42,824</u>	<u>82,184</u>	<u>91,270</u>		
	<u>5,000</u>	<u>7,500</u>	<u>7,500</u>	<u>12,500</u>	<u>7,500</u>	<u>13,000</u>	<u>13,675</u>		
	<u>26,353</u>	<u>35,118</u>	<u>27,322</u>	<u>40,000</u>	<u>11,572</u>	<u>25,000</u>	<u>40,000</u>		
	<u>5,786</u>	<u>12,665</u>	<u>5,369</u>	<u>15,600</u>	<u>6,268</u>	<u>14,600</u>	<u>13,600</u>		
	<u>1,395</u>	<u>2,812</u>	<u>2,249</u>	<u>1,800</u>	<u>1,154</u>	<u>1,800</u>	<u>1,800</u>		
	<u>892</u>	<u>3,312</u>	<u>3,072</u>	<u>3,150</u>	<u>1,179</u>	<u>3,150</u>	<u>4,650</u>		
	<u>142</u>	<u>126</u>	<u>400</u>	<u>1,000</u>			<u>1,000</u>		
	<u>9,882</u>	<u>44,479</u>	<u>67,562</u>	<u>67,173</u>	<u>38,858</u>	<u>67,173</u>	<u>73,666</u>		
	<u>525</u>		<u>785</u>	<u>1,500</u>	<u>50</u>	<u>1,500</u>	<u>2,000</u>		

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
BUILDING INSPECTOR									
034010-7002									
	Furniture & Fixtures	2,058	2,460	1,372	2,000	750	2,000		
034010-7004	Security Equipment (Building	453							
034010-7007	Stormwater Local Program								
	--TOTAL DEPARTMENT--	<u>200,526</u>	<u>207,688</u>	<u>211,103</u>	<u>220,518</u>	<u>119,955</u>	<u>217,832</u>	<u>280,894</u>	<u>58,923</u>
TOTAL - INSPECTIONS									
		<u>200,526</u>	<u>207,688</u>	<u>211,103</u>	<u>220,518</u>	<u>119,955</u>	<u>217,832</u>	<u>280,894</u>	<u>58,923</u>
OTHER PROTECTION									
035000	***ANIMAL CONTROL***								
035010	Salaries & Wages	52,973	28,870	37,188	36,414	21,242	36,417	36,417	
035010-1002	Overtime	1,082	1,246	21	500	121	500	500	
035010-1003	Part-time Wages		37,843	49,303	60,000	24,174	47,564	60,000	
035010-1004	New Position - Full Time Off							26,484	
035010-1005	New Position - Full Time She							20,446	20,446
035010-2001	FICA	4,135	5,174	6,322	7,463	3,311	5,700	7,463	
035010-2002	Retirement-VRS		3,672	4,788	4,483	2,615	4,485	4,483	
035010-2005	Hospital/Medical Plans		3,854	8,304	8,340	4,844	8,304	9,134	124
035010-2006	Group Insurance		332	433	481	253	433	433	
035010-2009	Hybrid Disability VLDP								
035010-2011	Worker's Compensation	720	850	950	1,000		930	968	
035010-2013	VRS Retirement Hybrid Plan								
035010-3002	Professional Services	8,897	14,212	11,334	14,000	6,218	14,000	14,000	
035010-3006	Printing and Binding		71		100		100	100	
035010-3007	Advertising		19		150		150	150	
035010-3016	Sterilization Program	1,764	1,056	1,550	2,600	528	2,600	2,600	
035010-3020	Dangerous Dog Registry (VDAC			90		50	50		
035010-5100	Electrical Services	2,908	3,456	4,065	4,000	1,945	4,000	4,000	
035010-5203	Telecommunications	498	1,699	1,523	2,000	877	1,700	2,120	
035010-5401	Office Supplies	1,446	842	1,418	1,500	910	1,500	1,500	
035010-5402	Food Supplies	3,670	2,549	1,463	4,500	817	4,500	4,500	
035010-5404	Medical Supplies	586	663	1,384	2,500	729	2,500	2,500	
035010-5407	Maintenance Supplies	1,703	4,738	2,850	9,800	4,463	9,800	8,000	
035010-5410	Uniforms	502	1,685	418	1,200	233	1,500	2,500	
035010-5504	Travel (Convention & Educati	2,256	45	1,820	2,500	250	2,500	2,500	
035010-5509	Training			990	2,150	850	2,150	2,150	
035010-6021	School Project Supplies								
	--TOTAL DEPARTMENT--	<u>83,140</u>	<u>112,876</u>	<u>136,214</u>	<u>165,681</u>	<u>74,430</u>	<u>151,383</u>	<u>212,948</u>	<u>20,570</u>
035030	***MEDICAL EXAMINER***								
035030-3001	Professional Health Services	180	60	120	160	60	100	160	
	--TOTAL DEPARTMENT--	<u>180</u>	<u>60</u>	<u>120</u>	<u>160</u>	<u>60</u>	<u>100</u>	<u>160</u>	
TOTAL - OTHER PROTECTION									
		<u>83,320</u>	<u>112,936</u>	<u>136,334</u>	<u>165,841</u>	<u>74,490</u>	<u>151,483</u>	<u>213,108</u>	<u>20,570</u>

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
042000	SANITATION & WASTE REMOVAL								
042030	***WASTE MANAGEMENT***								
042030-1001	Salaries & Wages	62,518	67,618	68,245	68,245	39,810	68,250	66,250	
042030-1002	Overtime	9,049	9,307	7,626	10,000	6,015	10,311	10,000	
042030-1003	Part-time Salaries-Conv.Ctrs	171,248	165,748	179,558	180,000	108,479	182,404	182,404	
042030-1005	Drivers Positions - Incl. OT	65,372	70,140	71,370	71,290	42,195	72,334	72,334	
042030-2001	FICA	10,190	10,886	11,000	11,650	6,536	11,208	11,650	
042030-2002	Retirement-VRS	19,601	17,355	17,876	16,734	9,761	16,731	16,734	
042030-2005	Hospital/Medical Plans	26,940	27,034	28,068	28,188	16,373	28,068	30,875	421-
042030-2006	Group Insurance	348	1,485	1,617	1,795	944	1,619	1,618	
042030-2009	Hybrid Disability VLDP								
042030-2011	Worker's Compensation	6,662	8,384	14,541	17,945	12,073	17,945	18,662	
042030-2013	VRS Retirement Hybrid Plan								
042030-3001	Professional Health Services								
042030-3002	Professional Services				2,000	440	600	2,000	
042030-3003	Convenience Centers (Fuel)	39,894	34,564	33,058	45,000	17,204	30,000	45,000	
042030-3004	Repairs and Maintenance	38,403	29,501	39,880	45,000	30,457	40,000	46,000	
042030-3005	Gladstone-Staffing & Buildin			168					
042030-3007	Advertising								
042030-3010	Tipping Fee (Transfer Statio	245,458	247,571	268,100	294,000	165,759	285,000	290,000	
042030-3011	Tipping Fees (Amherst Co)								
042030-3015	Transportation Fees	79,996	106,771	114,793	125,136	66,940	122,538	131,278	
042030-3016	Ground Water Monitoring	62,246	73,006	57,937	61,500	24,695	42,000	60,000	
042030-3017	Gas Monitoring								
042030-3021	Waste Water	4,079	3,783	2,379	5,000	1,190	3,600	5,000	
042030-3022	DEQ License Fee	6,500	6,706	6,910	7,000	7,158	7,500	8,000	
042030-3025	Tire Removal	2,658	2,168	5,249	3,500	1,842	3,000	3,500	
042030-5100	Electrical Services	5,568	6,353	7,068	6,500	3,849	6,600	7,000	
042030-5103	Water and Sewer	448	458	458	500	267	460	500	
042030-5203	Telecommunications	1,711	2,055	1,913	1,976	1,182	2,000	2,200	
042030-5401	Office Supplies	1,645	1,444	1,787	2,000	1,248	1,500	2,000	
042030-5407	Maintenance Supplies	1,892	1,051	1,258	2,000		1,000	2,000	
042030-5408	Vehicle Supplies (MAC trucks	17,393	5,689	7,606	10,000	7,213	8,000	10,000	
042030-5410	Uniforms	2,167	2,936	506	1,200	616	800	1,200	
042030-5501	Travel (Mileage)	770	1,079	648	900	372	600	700	
042030-5504	Education	521	1,131	225	1,200	706	1,100	1,200	
042030-7001	Machinery & Equipment	14							
042030-7004	Transfer Station Scale House								
042030-7007	Convenience Center Equipment	107							
042030-8002	Lease/Rent (Faber water)	5,652	2,808	2,005	2,813		2,813	2,813	
042030-9900	Post closure care	320			2,000			2,000	
042030-9901	Contingency-Waste Management								
	--TOTAL DEPARTMENT--	889,370	907,031	951,849	1,025,072	573,324	967,981	1,034,918	421-
TOTAL - SANITATION & WASTE REMOVAL	889,370	907,031	951,849	1,025,072	573,324	967,981	1,034,918	421-	

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
043000	GENERAL MAINTENANCE								
043020	***BUILDINGS AND GROUNDS***								
043020-1001	Salaries & Wages	151,156	194,725	195,738	199,079	116,129	199,079	199,079	
043020-1002	Overtime	1,938	2,690	5,402	4,000	132	2,314	4,000	
043020-1003	Part-time Wages	8,470	2,711						
043020-1004	New Facility Custodial								
043020-1005	New Facility Security								
043020-2001	FICA	12,044	14,944	15,010	15,635	8,657	14,862	15,536	
043020-2002	Retirement-VRS	23,773	25,219	25,596	24,507	14,296	24,511	24,507	
043020-2005	Hospital/Medical Plans	26,478	34,820	35,481	36,180	20,568	35,838	39,324	1,224-
043020-2006	Group Insurance	422	2,158	2,316	2,628	1,382	2,367	2,369	
043020-2009	Hybrid Disability VLDP								
043020-2011	Worker's Compensation	3,000	6,250	3,344	6,695	6,695	6,695	6,963	
043020-2013	VRS Retirement Hybrid Plan								
043020-3005	Contracted Services	17,811	29,906	34,131	42,000	13,847	17,000	42,000	
043020-3006	Maintenance Agreements (New	420	6,877	10,409	22,000	4,818	11,000	20,000	
043020-5100	Electrical Service	88,839	120,890	128,040	130,000	72,137	110,000	135,000	
043020-5102	Heating Fuel	12,888	9,811	5,291	3,000		4,000	4,000	
043020-5103	Water and Sewer	16,336	17,672	19,000	22,000	20,177	22,000	23,000	
043020-5203	Telecommunications	1,914	1,617	2,545	2,500	1,283	2,500	2,500	
043020-5308	Insurance (Property/liabilit	22,351	25,022	24,001	30,000	22,900	22,900	28,000	
043020-5403	Agricultural Supplies& Servi	11,025	10,210	12,375	14,000	9,140	12,000	14,000	
043020-5405	Janitorial Supplies	11,966	10,965	9,672	12,000	4,557	8,500	12,000	
043020-5407	Maintenance Supplies	25,929	25,202	34,586	32,000	17,768	31,000	32,000	
043020-5410	Uniforms	1,356	1,433	676	1,000	345	700	1,500	
043020-5423	Pest Control	1,450	1,575	1,540	2,000	725	1,600	2,000	
043020-5501	Travel (Mileage)			38					
043020-5506	Education/Training		181		1,000			1,000	
043020-7001	Machinery & Equipment		26,477	675	2,000	1,198	2,000	2,000	
043020-8002	Rent/Lease	75,060	80,852	99,369	100,000	55,841	96,000	105,000	
043020-8003	NMS Maintenance	60							
043020-8004	RVCC Maintenance		8,513						
043020-8005	Wayside Maintenance	1,320	1,320	1,690	1,500	770	1,350	1,600	
043020-8006	Snow Removal		5,055	8,983	7,500	1,932	2,700	7,500	
043020-8007	UST Removal (NCHS)	6,247							
	--TOTAL DEPARTMENT--	<u>522,253</u>	<u>667,095</u>	<u>675,908</u>	<u>713,224</u>	<u>395,297</u>	<u>630,916</u>	<u>724,878</u>	<u>1,224-</u>
043040	***MOTOR POOL***								
043040-5305	Motor Vehicle Insurance	26,470	27,122	26,948	30,500	28,382	28,382	30,500	
043040-5408	Vehicle Supplies	41,456	35,451	35,656	40,000	20,711	40,000	40,000	
043040-5409	New Vehicle Equipment (Sheri	6,011		38,035	15,630	6,819	15,630	22,668	
043040-5415	Gas, Oil, and Grease	123,140	110,270	136,678	160,000	67,258	125,000	150,000	
043040-7005	Motor Vehicles	111,379		186,154	47,658		47,658	109,550	60,000-
	--TOTAL DEPARTMENT--	<u>308,456</u>	<u>172,843</u>	<u>423,471</u>	<u>293,788</u>	<u>123,170</u>	<u>256,670</u>	<u>352,718</u>	<u>60,000-</u>
TOTAL - GENERAL MAINTENANCE		<u>830,709</u>	<u>839,938</u>	<u>1,099,379</u>	<u>1,007,012</u>	<u>518,467</u>	<u>887,586</u>	<u>1,077,596</u>	<u>61,224-</u>

	-----	Prior Years	-----	-----	FY/2015	Current Year	-----	-----	FY/2016	Budget Year	-----
	Expenditure	Expenditure	Expenditure	Amended	Actual On	Projected	Department	County Admin	County Admin	Adopted	
	FY/2012	FY/2013	FY/2014	Budget	2015/01	Expenditure	Request	Recommends	Recommends	Budget	
RECREATION											
071020-2011	Worker's Compensation	2,000	2,580	2,632	2,765	2,765	2,765	2,876			
071020-2013	VRS Retirement Hybrid Plan										
071020-3001	Professional Health Services	85		80	200						
071020-3005	Maintenance Service Contract		495		525	700		200			
071020-3006	Printing & Binding	2,457	2,288	2,145	2,500	1,125	2,500	2,500			
071020-3007	Advertising				300			300			
071020-3016	Contracted Services	9,163	4,297	8,181	8,000	2,138	8,000	7,000			
071020-3017	Contracted Umpires	8,980	5,508	8,948	13,500	3,168	13,500	13,500			
071020-3018	Contracted Field Maintenance	2,720	1,955		4,038		3,000	2,338			
071020-3019	Blue Ridge Trail Maintenance	3,080	6,371	1,977	4,500	3,534	4,500	5,000			
071020-3021	Youth Org. (Donations)	2,015	309		500	300	500	500			
071020-5100	Electrical Svcs (field light	1,603	1,053	1,138	1,600	783	1,600	1,600			
071020-5201	Postal Services	3,276	83	194	200	58	200	200			
071020-5203	Telecommunications	130	95	77	150	26	150	1,300			
071020-5401	Office Supplies	1,157	524	341	700	1,254	700	700			
071020-5407	Maintenance Supplies	1,377	8,125	2,770	2,300	1,230	2,300	2,500			
071020-5410	Football Uniforms & Supplies										
071020-5412	Educational & Recreational S	19,772	22,944	18,977	23,000	12,132	23,000	23,000			
071020-5413	Concession Supplies		1,005	1,783	1,500	641	1,800	2,000			
071020-5422	Special Projects	3,783	2,301	2,338	1,200	326	1,200	1,200			
071020-5501	Travel (Mileage)	651	54		200		150	200			
071020-5503	Travel (Subsistence & Lodging	1,091	929	1,003	1,300	1,221	1,300	1,400			
071020-5504	Travel (Convention & Educatio	780	70	1,180	800	860	800	1,000			
071020-5801	Dues and Memberships	316	368	398	400	293	400	400			
071020-8003	Deer Rock Trails Grant										
	--TOTAL DEPARTMENT--	187,124	191,103	187,546	204,203	107,065	202,027	205,456	198		
TOTAL - PARKS & RECREATION											
		187,124	191,103	187,546	204,203	107,065	202,027	205,456	198		
081000 PLANNING & COMMUNITY DEVELOP											
081010 ***PLANNING***											
081010-1001	Salaries & Wages	118,490	130,341	90,721	88,608	51,688	88,608	88,608			
081010-1003	Part-time Salaries							3,869		3,869	
081010-1004	New Position-Planner							56,584		56,584	
081010-1011	Remuneration-Planning Commis	4,125	3,825	2,925	6,600	2,400	3,792	5,000			
081010-1012	Remuneration-Zoning Board	1,875	825	1,200	2,700	375	593	593			
081010-2001	FICA	9,465	10,264	6,807	7,231	3,808	7,114	7,231			
081010-2002	Retirement - VRS	18,180	15,360	11,336	10,907	6,363	10,908	10,908			
081010-2005	Hospital/Medical Plans	16,337	15,854	15,192	16,596	9,681	16,596	18,255		249	
081010-2006	Group Insurance	466	1,296	1,026	1,170	615	1,055	1,054			
081010-2009	Hybrid Disability VLDP										
081010-2011	Worker's Compensation	975	1,109	1,132	1,190	1,190	1,190	1,238			
081010-2013	VRS Retirement Hybrid Plan										
081010-3002	Professional Service TYPDC				3,500		3,500	2,500			
081010-3005	Maintenance Contracts-Copier	1,092	1,450	1,048	1,850	600	1,850	1,850			

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
PLANNING									
081010-3006	Printing & Binding	531	697	327	1,200	151	1,200	1,200	
081010-3007	Advertising	3,778	1,867	3,752	4,800	725	4,800	4,800	
081010-5201	Postal Services	1,206	220	684	2,000	614	2,000	2,000	
081010-5203	Telecommunications	76	31	17	100	6	100	100	
081010-5401	Office Supplies	1,461	1,959	1,111	1,500	855	1,500	1,500	
081010-5411	Books & Subscriptions	277	533	352	500	96	500	500	
081010-5501	Travel (Mileage)	1,418	1,824	1,677	1,800	812	1,800	1,800	
081010-5503	Travel (Subsistence & Lodgin	301	880	1,055	2,250	525	2,250	2,250	
081010-5504	Travel (Convention & Educati		77	315	500		500	500	
081010-5505	Training	325	2,000	590	1,500	130	1,500	1,500	
081010-5650	Th. Jefferson Planning Distri	18,241	17,210						
081010-5801	Dues & Assoc. Memberships		166	152	300	285	300	300	
081010-7002	Furniture & Fixtures	2,037	655						
081010-7007	Computer Equipment								
	--TOTAL DEPARTMENT--	200,656	208,443	141,419	156,802	80,919	151,656	214,110	60,702
COMMUNITY DEVELOPMENT									
081020	Salaries and Wages	95,415	104,040	106,132	106,132	61,910	106,130	106,130	
081020-1001	Part Time Salaries-Tourism	28,076	31,081	31,769	28,870	18,935	28,870	28,870	
081020-2001	FICA	9,381	10,261	10,484	10,477	6,156	10,477	10,477	
081020-2002	Retirement-VRS	15,383	13,550	13,956	13,065	7,621	13,066	13,065	
081020-2005	Hospital/Medical Plans	12,648	12,692	13,176	13,231	7,686	13,176	14,494	198
081020-2006	Group Insurance	266	1,159	1,263	1,401	737	1,262	1,263	
081020-2009	Hybrid Disability VLDP								
081020-2011	Worker's Compensation	260	307		330	330	330	343	
081020-3002	Professional Services	482	533	600	1,200		1,200	1,200	
081020-3004	Trail Marketing Plan (CDBG)								
081020-3005	Maintenance Service Contract	1,042	952	2,109	1,500	723	1,500	1,500	
081020-3006	Printing & Binding	31,153	19,385	33,235	32,000	11,420	32,000	32,000	
081020-3007	Advertising	51,781	67,435	49,471	45,000	27,497	45,000	45,000	
081020-3010	Printing-Reimbursible by Rev								
081020-3012	Economic Development Incenti	20,000	8,745	9,132	12,000	8,339	12,000	12,000	
081020-5201	Postal Services	1,287	5,628	5,242	7,000	2,882	7,000	7,000	
081020-5203	Telecommunications	2,419	4,635	3,431	4,000	1,205	4,000	4,000	
081020-5401	Office Supplies	2,166	1,940	3,940	4,000	1,393	4,000	4,000	
081020-5402	Inventory for Resale	5,279	4,411	5,859	6,000	2,481	6,000	6,000	
081020-5403	Sales Tax	186	142	223	350	91	350	350	
081020-5411	Books & Subscriptions	274	393	403	369	391	369	369	
081020-5419	Photography	1,456		100	1,500		1,500	1,500	
081020-5501	Travel (Mileage)	504	637	854	500	549	500	500	
081020-5504	Travel (Convention & Educati	2,777	2,601	1,999	3,500	6,581	3,500	3,500	
081020-5801	Dues & Assoc. Memberships	1,927	1,862	1,426	1,500	1,749	1,500	1,500	
081020-7002	Furniture & Fixtures				400		400	400	
081020-7007	Computer Equipment	865	50		500		500	500	
081020-7050	USDA Cider Apple Grant	12,144	14,143						
081020-7051	USDA Cider Apple Cost Share		19,906						
081020-7055	USDA Hops Yard Cost Share Pr		20,000						

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
NON-DEPARTMENTAL									
091030-5612	MACAA	29,914	29,914	29,914	29,914	14,957	29,914	33,910	3,996-
091030-5613	Shelter for Help	7,643	7,644	7,644	7,644	5,733	7,644	8,000	356-
091030-5616	Employee Benefits				600				135,000
091030-5617	Misc. Contributions	11,147	7,801	12,672	14,000	5,975	14,000	14,000	
091030-5618	Reimbursable Items	674	185	232	1,000	40	400	1,000	
091030-5620	Sexual Assault Resource Agen	765	765	765	765	383	765	800	
091030-5621	ReadyKids (ChildrenYouthFami							1,500	1,500-
091030-5622	Open Knowledge Collaborative								
091030-5623	OAR/Jefferson Area Comm Corr	1,945	1,945	3,269	3,269	1,635	3,269	6,769	3,500-
091030-5627	Piedmont Workforce Network							2,255	2,255-
091030-5629	NC Economic Development Auth		6,720	5,000	5,000		5,000	8,400	3,400-
091030-5630	Blue Ridge Railway Trail	2,822	63,162	288,528		6,602	12,545		
091030-5631	Central Virginia Partnersh		12,500	10,000	10,000	7,500	10,000		
091030-5632	Rockfish Valley Community Ce								
091030-5638	Nelson County Community Dev.	60,729	55,729	55,729	55,729	41,797	55,729	55,729	
091030-5641	Central VA Small Business De		7,500	7,500	7,500	5,625	7,500	7,500	
091030-5642	Legal Aid Justice Center								
091030-5643	CASA of Central Virginia	2,500	2,500	2,500	2,500	625	2,500	2,500	
091030-5644	Gladstone Senior Center Meal	8,254	8,254	8,254	8,254	8,254	8,254	8,254	
091030-5645	Rockfish Senior Center Meals	8,367	8,367	8,367	8,367	8,367	8,367	8,367	
091030-5646	Schuyler Senior Center Meals	5,165	5,620	5,620	5,420	5,420	5,420	5,544	
091030-5647	Other Senior Center Contribu		1,000						
091030-5648	Va. Institute of Gov't	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
091030-5652	Wintergreen Performing Arts	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
091030-5655	Retiree Supplement	8,500	10,504	9,920	10,900	6,173	10,260	10,900	
091030-5656	BRMC - Dental Health Program	9,884	9,884	6,000					
091030-5657	Community Center Tax Refunds	10,930	7,979	9,602	10,000	3,147	19,044	16,000	
091030-5665	Blue Ridge Tunnel (TEA-21)	60,145	14,674	190,257	494,344	196,551	768,925	405,944	
091030-5670	BRMC - Transportation Servic	5,100	5,100	5,100					
091030-5671	BRMC-Latino Outreach								
091030-5680	Schuyler Comm.Ctr-Furnace Co		10,000						
091030-5685	TJ Planning District Commiss			17,740	17,740	8,870	17,740	17,492	
091030-5690	Crozet Tunnel Foundation			2,688	997	997	997		
	--TOTAL DEPARTMENT--	<u>1,021,648</u>	<u>1,069,955</u>	<u>1,482,514</u>	<u>1,489,446</u>	<u>781,416</u>	<u>1,783,776</u>	<u>1,446,575</u>	<u>94,523</u>
CAPITAL OUTLAY									
091050	Convenience Centers		92			963			
091050-1001	Attendant Bldg.Convenience C								
091050-1002	Copier - CA Office								
091050-1003	New Base and Radios- BI Dept								
091050-2001	Proval Server - Comm. of Rev								
091050-2002	Layer Development-GIS								
091050-7010	Regional Jail Study								
091050-7011	Historic District				18,000	7,250	7,250		
091050-7015	Audio/Video Equipment-Sherif								
091050-7017	Shipman Polling Place Access								
091050-7018	Voting Equipment							120,050	

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
CAPITAL OUTLAY									
091050-7020									
091050-7021									
091050-7022									
091050-7023									
091050-7026		21,672							
091050-7027									
091050-7029						7,800			
091050-7030							100,000		
091050-7031									
091050-7032									
091050-7033									
091050-7035									
091050-7050									
091050-7060									
091050-7072									
091050-7076									
091050-7077				120,023	120,023	120,023			
091050-7078									
091050-7080									
091050-7085			420,000	442,453	83,621	418,146	320,000		
091050-7090									
091050-7095	1,113,237								
091050-7096	343,975								
091050-7097				7,500	7,500	7,500			
091050-7100									
091050-7102									
091050-7105	79,820			90,000		98,000			
091050-7107	28,670								
091050-7108				20,000		20,000			
091050-7109				82,000	25,226	31,726			
091050-7110									
091050-7115	31,932								
091050-7120	7,629								
091050-7125	14,000	4,000							
091050-7125	5,197								
091050-7130		2,500	900						
091050-7135		11,771							
091050-7140			67,336						
091050-7141			1,976		97,024	97,024			
091050-7145			5,867						
091050-7150									
091050-7155									
091050-7158			365		176	176			
091050-7160				60,500			60,500		
091050-9999		974,286	1,249,965	920,824	605,573	920,824			
--TOTAL DEPARTMENT--	1,624,460	1,014,321	1,746,409	1,761,300	947,356	1,728,469	600,550		
TOTAL - NON-DEPARTMENTAL	2,646,108	2,084,276	3,228,923	3,250,746	1,728,772	3,512,245	2,047,125	94,523	

	----- Prior Years -----			----- FY/2015 Current Year -----			----- FY/2016 Budget Year -----		
	Expenditure FY/2012	Expenditure FY/2013	Expenditure FY/2014	Amended Budget	Actual On 2015/01	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget
092000	REVENUE REFUNDS SUSPENSE ACC								
092010	***GENERAL FUND REFUNDS***								
092010-9201	Refunds	7,444	23,045	18,248	20,000	14,265	20,000	20,000	
092010-9204	Refunds (Proration)	4,606	2,467	4,650	5,000	3,172	5,000	5,000	
092010-9210	Refunds (Primary Fees)								
092010-9215	Refunds (Revenue Recovery)	2,978	3,161	1,901	5,000	1,243	2,500	5,000	
	--TOTAL DEPARTMENT--	15,028	28,673	24,799	30,000	18,680	27,500	30,000	
TOTAL - REVENUE REFUNDS SUSPENSE ACC	15,028	28,673	24,799	30,000	18,680	27,500	30,000		
093100	***TRANSFERS***								
093100-0121	Transfers to Emerg.Serv. Loa								
093100-9101	Transfer to Reassessment Fun				100,000	100,000	100,000	100,000	
093100-9110	Transfer to Capital Fund	300,500							
093100-9114	Transfer to Broadband Fund	16,250	909,367	123,335	100,000	100,000	100,000	100,000	50,000
093100-9201	Transfer to VPA Fund	1,925,909	1,818,141	1,852,054	1,852,054	1,852,054	1,852,054	1,922,202	
093100-9202	Transfer to School (Nursing	215,000	215,000	215,000	215,000	215,000	215,000	235,000	20,000-
093100-9203	Transfer to School Fund-Oper	12,405,418	13,361,107	14,111,107	14,171,107	14,171,107	14,171,107	14,171,107	517,300
093100-9204	Transfer to Debt Service Fun	3,516,564	3,542,257	3,331,008	3,266,560	3,266,560	3,266,560	3,367,281	
093100-9205	Transfer to School (Buses)	296,028		180,000	190,000	190,000	190,000	190,000	
093100-9206	Transfer to School (Capital)	417,172		195,000	58,221	58,221	58,221		
093100-9207	Transfer to Pin.Riv.Water/Se	70,000	45,000	50,000	40,000	40,000	40,000	40,000	
093100-9208	Transfer to Piney River 3 Pr								
093100-9209	Transfer to Courthouse Proje	170,000						1,426,225	
093100-9210	Transfer To Street Light Fun								
093100-9503	Transfer to CDBG Fund						100,000		
	--TOTAL DEPARTMENT--	19,332,841	19,890,872	20,057,504	19,992,942	19,992,942	19,992,942	21,651,815	547,300
TOTAL - ***TRANSFERS***	19,332,841	19,890,872	20,057,504	19,992,942	19,992,942	19,992,942	21,651,815	547,300	
094960-3004	Restoration-Magistrate's Bld								
099900	***CONTINGENCY FUND***								
999000	***CONTINGENCY***								
999000-9901	Contingency Reserve (Recurri			4,001	1,148,601			1,552,041	295,333-
999000-9905	Contingency Reserve (Non-rec				309,513	6,837	109,513	403,551	63,500-
	--TOTAL DEPARTMENT--			4,001	1,458,114	6,837	109,513	1,955,592	358,833-
TOTAL - ***CONTINGENCY***			4,001	1,458,114	6,837	109,513	1,955,592	358,833-	
TOTAL FOR FUND	30,791,432	31,759,669	33,662,210	35,248,155	27,612,787	33,785,991	36,464,967		
FINAL TOTAL	30,791,432	31,759,669	33,662,210	35,248,155	27,612,787	33,785,991	36,464,967		

Considerations:

Department	1st Draft Budget	
<u>Sheriff</u>		
PT Clerical to Full Time	\$23,845	Not Funded
3 Ballistic Vests	\$1,740	Funded
<u>Emergency Services Council</u>		
New Cost of Fire Equipment Testing	\$5,678	Funded
Training & Supplies (FY14 funding was \$10,000)	\$15,000	Funded
Expense Reimbursement Savings FY14 to FY15	-\$8,766	
<u>E911 Program</u>		
Emergency Notification System	\$8,500	Not Funded
Increased Radio Maintenance	\$47,350	Funded
Recording System Upgrade (PSAP Grant)	\$54,733	Grant Funded
<u>Paid EMS</u>		
Additional Coverage 7A-5P Sat/Sun	\$41,600	Not Funded
3% Employee COLA	\$15,323	Funded
Additional Health Insurance Contribution	\$9,086	Funded
Auto CPR Device-County Ambulance	\$13,500	Funded
<u>Building Inspections</u>		
FT Asst. Building Code Official	\$58,576	Not Funded
<u>Animal Control</u>		
PT ACO to Full Time	\$26,484	Funded
PT Shelter Attendant to Full Time	\$20,446	Not Funded
<u>Motor Pool</u>		
2 Sheriff Vehicles (1 Dodge Charger/1 Ford)	\$64,350	Funded
2 Vehicle camera systems	\$7,868	Funded
2 Building Inspections Vehicles (Ford Explorers)	\$60,000	Not Funded
<u>Planning</u>		
Summer Intern	\$3,869	Not Funded
FT Planner	\$56,584	Not Funded
<u>Non-Departmental</u>		
3% COLA for County Employees & associated benefit cost	\$135,000	Funded
8.5% Health Insurance Increase (within each dept)	\$59,078	Funded
<u>Agencies Requesting Increased Funding</u>		
Health Department	\$678	Not Funded
Region Ten	\$12,809	Not Funded
Regional Library	\$8,730	Not Funded
JAUNT	\$16,740	Not Funded
MACAA	\$3,996	Not Funded
Shelter for Help	\$356	Not Funded
OAR	\$3,500	Not Funded
Nelson County EDA	\$3,400	Not Funded

Closed Session Form Motion – Legal Advice

1. Motion to Convene in Closed Session

FORM MOTION FOR CONVENING CLOSED SESSION:

“I move that the Nelson County Board of Supervisors convene in closed session to discuss the following as permitted by Virginia Code § 2.2-3711(A) (7): Consultation with legal counsel and briefing by staff members pertaining to actual litigation.”

2. Conduct Closed Session
3. Motion to Reconvene in Public Session
4. Motion to Certify Closed Session

CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC SESSION:

(Requires recorded roll call vote)

“I move that the Nelson County Board of Supervisors certify that, in the closed session just concluded, nothing was discussed except the matter or matters specifically identified in the motion to convene in closed session and lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information act cited in that motion.”

§ 2.2-3711. Closed meetings authorized for certain limited purposes.

A. Public bodies may hold closed meetings only for the following purposes:

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board.
2. Discussion or consideration of admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student of any Virginia public institution of higher education or any state school system. However, any such student, legal counsel and, if the student is a minor, the student's parents or legal guardians shall be permitted to be present during the taking of testimony or presentation of evidence at a closed meeting, if such student, parents, or guardians so request in writing and such request is submitted to the presiding officer of the appropriate board.
3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.
4. The protection of the privacy of individuals in personal matters not related to public business.
5. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.
6. Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.
7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.
8. In the case of boards of visitors of public institutions of higher education, discussion or consideration of matters relating to gifts, bequests and fund-raising activities, and grants and contracts for services or work to be performed by such institution. However, the terms and conditions of any such gifts, bequests, grants, and contracts made by a foreign government, a foreign legal entity, or a foreign person and accepted by a public institution of higher education in Virginia shall be subject to public disclosure upon written request to the appropriate board of visitors. For the purpose of this subdivision, (i) "foreign government" means any government other than the United States government or the government of a state or a political subdivision thereof; (ii) "foreign legal entity" means any legal entity created under the laws of the United States or of any state thereof if a majority of the ownership of the stock of such legal entity is owned by foreign governments or foreign persons or if a majority of the membership of any such entity is composed of foreign persons or foreign legal entities, or any legal entity created under the laws of a foreign government; and (iii) "foreign person" means any individual who is not a citizen or national of the United States or a trust territory or protectorate thereof.
9. In the case of the boards of trustees of the Virginia Museum of Fine Arts, the Virginia Museum of Natural History, the Jamestown-Yorktown Foundation, and The Science Museum of Virginia, discussion or consideration of matters relating to specific gifts, bequests, and grants.
10. Discussion or consideration of honorary degrees or special awards.

NELSON COUNTY BOARDS AND COMMISSIONS APPLICATION FORM

Subject: Appointments - Statement of Interest Form

Completing this form is one way to indicate your interest in being considered for appointment to some of the Boards, Commissions and Committees appointed by the Board of Supervisors. All appointments remain at the discretion of the Board of Supervisors.

Please complete and mail this form to:

Nelson County Board of Supervisors
Attention: Stephen A. Carter, Clerk of Board
Post Office Box 336
Lovingson, VA 22949

or fax to (434) 263-7004

Date 3/4/15

Mr. _____ Mrs. Ms. _____

Name: GLORIA T. ASHLEY

List a maximum of three (3) Boards on which you are interested in serving.

- 1. Library
- 2. _____
- 3. _____

Home Address:

48 HENRY'S HILL LN

LOVINGSTON, VA 22949

Occupation: TITLE AGENT REAL ESTATE LEGAL ASSISTANT Employed by: W THOMAS BERRY / SKYLIVE TITLE AGENCY

Home Phone No.: 434 263 5035 Business Phone No.: 263 4886

Fax No.: 263-4285 E-Mail Address: GASHLEY3@VERIZON.NET

Do you live in Nelson County? Yes No

Are you currently a member of a County Board, Commission, Committee or Authority? Yes No

If yes, list the Board(s):

N/A

What talent(s) and/or experience can you bring to the Board(s)?

I WORKED IN HIGH SCHOOL IN THE LIBRARY AS WELL
AS WORKING AS THE LIBRARY AID AT THE NELSON
MIDDLE SCHOOL. I AM LOYAL PATRON OF THE
LIBRARY AND ITS SERVICES.

What do you feel you can contribute to the Board(s) and to the community that may not be evident from information already on this form?

I would hope to be AN ADVOCATE OF MY DISTRICT
FOR EXPANDING THE LIBRARY'S TECHNOLOGY CAPABILITIES
FOR THE PEOPLE WHO DO NOT HAVE ACCESS TO THE
INTERNET.

Please use this space for any additional information you would like to provide:

A resume or separate sheet with additional information may be included.

ATTENDANCE REQUIREMENTS

Section 2-153, Absences, Chapter 2, Administration, Article V. Appointments for Boards and Commissions of the Nelson County Code, an appointee of the Board of Supervisors who either (a) fails, during a calendar year, to attend seventy-five percent of the regular meetings of the board or commission of which he/she is a member, or (b) is absent for three consecutive regular meetings, shall be deemed to have tendered his/her resignation from such position. The Board of Supervisors may accept such resignation by appointing another person to fill the position.

In light of the above, will you be able to attend at least 75% of the regular meetings of the boards to which you may be appointed?

Yes No

NELSON COUNTY LIBRARY ADVISORY COMMITTEE

NAME, ADDRESS & PHONE

TERM :4 Years, July-June

Ellen Bouton – **North District**
395 Goodwin Creek Trail
Afton, Va. 22920
(540) 456-6746

July 1, 2014 – June 30, 2018

Jane Strauss- **Central District**
112 River View Lane
Faber, VA 22938
(434) 263-8294
msjane@ntelos.net

July 1, 2011 - June 30, 2015

VACANT (N. Kritzer)- **East District**

October 11, 2010 - June 30, 2014

Jean B. Holliday- **South District**
24 Kingswood Ln
Arrington, VA 22922
(434) 263-5266

June 30, 2013 – July 1, 2017

Audrey D. Evans – **West District**
1184 Dickie Rd.
Roseland, VA 22967
(434) 277-5814
bossmare1955@gmail.com

July 1, 2012 - June 30, 2016
(Appointed 2-12-13)

Membership: 5 Members by Election District.

Term(s) of Office: Regular Terms are 4 years July – June, with no term limits. Membership is voluntary.

Summary of Duties: To serve in an advisory capacity to the Jefferson Madison Regional Library Nelson member of the Board, the JMRL Librarian, and the Nelson Librarian.

Meetings: Monthly on the 3rd Monday from 4-6 PM at the Nelson Memorial Library. Members serve on a voluntary basis.

March 10, 2015 BOS PUNCH LIST

VD

<u>Directives</u>	<u>Member</u>	<u>Status</u>	<u>Progress/Comments</u>
<u>Directives from March 12, 2013</u>			
<i>Relook at Ways of Doing Reassessments Including In-House</i>	C. Brennan	In Process	
<u>Directives from February 11, 2014</u>			
<i>Create Computer Interaction Between COR, Clerk, P&Z , and TR Offices</i>	T. Bruguiere	Pending	
<u>Directives from November 13, 2014</u>			
<i>Continue to CC Mr. Hale on E-mails with Woolpert</i>	A. Hale	Ongoing	
<i>Check Into Getting a Boat Ramp at Nelson Wayside</i>	C. Brennan	In Process	Emily Harper Working On
<u>Directives from January 13, 2015</u>			
<i>Look into Having the Company Name on Clothing & Shoes Recycling Bins</i>	A. Hale	Complete	Green Earth to Label Boxes Over Next 2 weeks
<i>Proceed With Historic Marker Replacement at Nelson Wayside and Colleen</i>	Consensus	In Process	Don Austin Advised to Proceed
<i>Follow Up on Collection Options For The EMS Revenue Recovery Program</i>	C. Brennan	In Process	Staff Reviewing Collections Proposals
<u>Directives from February 10, 2015</u>			
<i>Have Woolpert Respond to Phase II Concerns well before bidding out in April</i>	A. Hale	In Process	SAC Contacted Woolpert for Response
<i>Get Cost Estimate for Paving the Gladstone Collection Site; Monitor and Clean Once a Month</i>	L. Saunders	In Process	Paul T Working On