

BOARD OF  
SUPERVISORS

THOMAS D. HARVEY  
North District

ERNIE Q. REED  
Central District

JESSE N. RUTHERFORD  
East District

ROBERT G. BARTON, JR.  
South District

J. DAVID PARR  
West District



CANDICE W. MCGARRY  
County Administrator

AMANDA B. SPIVEY  
Administrative Assistant/  
Deputy Clerk

LINDA K. STATON  
Director of Finance and  
Human Resources

**AGENDA  
NELSON COUNTY BOARD OF SUPERVISORS  
JULY 11, 2023**

**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. PUBLIC COMMENTS**
- III. CONSENT AGENDA**
  - A. Resolution – **R2023-43** Minutes for Approval
  - B. Resolution – **R2023-44** Amendment to Recreation Fee Schedule
- IV. RESOLUTION – Honoring Officer Wagner and Support for Legislative Changes to LODA (R2023-45)**
- V. PRESENTATIONS**
  - A. VDOT Report
  - B. Automated Speed Enforcement in School Zones – Blue Line Solutions
- VI. NEW & UNFINISHED BUSINESS**
  - A. Proposed Amendment to Transient Occupancy Tax Rate (**O2023-02**)
  - B. Proposed Pay Study Implementation (**R2023-46**)
  - C. FY23-24 Salary and Classification System (**R2023-47**)
  - D. Proposed Amendments to Chapter 2, Article I, Section 2-2 Safety Program (**R2023-48**)
- VII. REPORTS, APPOINTMENTS, DIRECTIVES AND CORRESPONDENCE**
  - A. Reports
    1. County Administrator’s Report
    2. Board Reports
  - B. Appointments
  - C. Correspondence
  - D. Directives
- VIII. ADJOURN AND CONTINUE – EVENING SESSION AT 7PM**

**EVENING SESSION  
7:00 P.M. – NELSON COUNTY COURTHOUSE**

- I. CALL TO ORDER**
- II. PUBLIC COMMENTS**
- III. PUBLIC HEARINGS**

**A. Ordinance O2023-05 – Amendment to Chapter 11, Taxation, Article II Real Property Tax**

Consideration of an ordinance proposed for passage to amend Chapter 11, Taxation, Article II, Real Property Tax. The proposed amendments would provide for real property tax relief for they surviving spouse of any United States armed forces member killed in action. Additionally, the amendments would provide for real property tax relief for any veteran who has a 100 percent service-connected, permanent and total disability, and would also allow a surviving spouse to be eligible to qualify for the exemption. These provisions have been enabled by State Code; however, have not been provided for in the County Code.

**B. Review of Special Use Permit #2017-01 – “Festival Grounds”**

Consideration of a review of existing Special Use Permit 2017-01 requesting County approval to use specified subject properties for a “Festival Grounds” land use. The application involves a total of seven (7) subject properties located in the Arrington area of the South District, including: Tax Map Parcel #77-A-1, which is an approximately 390-acre parcel owned by Lockn, LLC; and Tax Map Parcels #67-4-18, #67-4-18A, #67-4-20, and #77-5-15, which are owned by The Estate of Rhonda Holland & JoAnn Nesson; and Tax Map Parcels #67-A-74A and #67-A-74B, which are a total of 70.8 acres owned by James Goodwin. All subject properties are zoned Agricultural (A-1).

- IV. OTHER BUSINESS (AS PRESENTED)**
- V. ADJOURNMENT**



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**RESOLUTION R2023-43  
NELSON COUNTY BOARD OF SUPERVISORS  
APPROVAL OF MINUTES  
(March 28, 2023)**

**RESOLVED**, by the Nelson County Board of Supervisors that the minutes of said Board meetings conducted on **March 28, 2023** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

Approved: July 11, 2023

Attest: \_\_\_\_\_, Clerk  
Nelson County Board of Supervisors

**Virginia:**

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 2:00 p.m. in the Former Board of Supervisors Room located on the fourth floor of the Nelson County Courthouse in Lovingston, Virginia.

Present: Jesse N. Rutherford, East District Supervisor – Chair  
Ernie Q. Reed, Central District Supervisor  
Robert G. “Skip” Barton, South District Supervisor  
Candice W. McGarry, County Administrator  
Amanda B. Spivey, Administrative Assistant/Deputy Clerk  
Linda K. Staton, Director of Finance and Human Resources

Absent: J. David Parr, West District Supervisor – Vice Chair  
Thomas D. Harvey, North District Supervisor

**I. CALL TO ORDER**

Mr. Rutherford called the continued meeting to order at 2:04 p.m., with three (3) Supervisors present to establish a quorum, with Mr. Parr and Mr. Harvey being absent.

**II. RESOLUTION – R2023-16 MINUTES FOR APPROVAL**

Mr. Reed moved to approve **Resolution R2023-16** and Mr. Barton seconded the motion. There being no further discussion, Supervisors approved the motion by vote of acclamation and the following resolution was adopted:

**RESOLUTION R2023-16  
NELSON COUNTY BOARD OF SUPERVISORS  
APPROVAL OF MINUTES  
(November 29, 2022)**

**RESOLVED**, by the Nelson County Board of Supervisors that the minutes of said Board meetings conducted on **November 29, 2022** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

**III. FY24 BUDGET INTRODUCTION AND WORK SESSION**

**A. Approval of Anthem Health Insurance Rates**

Ms. Staton provided updates on the Anthem Health Insurance rates. She explained that there was an increase in rates due to occurrences over past two years. She pointed out that the increase was 9.9 percent over the last year. She noted that the prior year was also around a 9 percent increase. She explained that they were looking at keeping the same two plans as the previous year, the Key Advantage 250 and Key Advantage 500 plans. She explained current benefits, noting that each plan had a comprehensive dental and preventative dental option. She showed the employee cost and County costs for each plan option currently offered, noting that the County’s total cost for health insurance was currently \$725,508 for FY23. She noted that when looking at the increase in insurance costs, staff looked at the best options for staff and the County. Ms. Staton identified staff recommendation as FY24 Proposed Plan Option 1, in which the County and the employee were each paying part of the increase. She noted that Option 1 had dependents covered at 35 percent with the employee paying a portion of all premiums. She pointed out that the Current FY23 Health Premiums had dependents covered at 30.5 percent and the County was paying the full Key

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Advantage 500 Single Premium. She pointed out that Option 1 would have an increase of \$56,988 which would bring the County's health insurance cost to \$782,496. Ms. Staton pointed out that even though they were seeing an increase in costs, all employees would start to pay a small premium. She noted that the County would also be covering part of the increase with the proposed option. Ms. McGarry pointed out that individual coverage on the Key Advantage 500 plan, the employee would be paying 25 dollars towards their plan, while they had not been paying anything prior.

Ms. Staton noted that it was excellent health insurance coverage. She explained that Option 2 had dependents covered at 40 percent with the employee paying a portion of all premiums. She noted that Option 3 was pretty much the same as the FY23 Health Premium with dependents at 30.5 percent coverage and the County paying the full Key Advantage 500 Single Premium. She pointed out that it would cost the County an additional \$71,712 to go with Option 3. Ms. Staton reported that Option 4 would have the County pick up the increase in insurance costs and the FY24 employee premiums would remain at the FY23 rates. She pointed out that it was an increase of \$91,392 to the County for Option 4. She noted that total FY24 cost to the County would be \$816,900.

Ms. McGarry noted that staff had suggested Option 1 because it fairly distributed the increase in cost between the employee and the County. Mr. Rutherford noted that Option 3 was the same coverage. Ms. Staton reiterated that Option 4 had the employee paying the same rate as currently with the County picking up the total increase.

Mr. Reed pointed out that the budget was based on information from the pay study. He noted that one piece of information from the pay study is that the overall payroll was a little over 11% from what MAG Inc. said it should be. He noted that he could be supportive of a 7 percent increase in pay. He felt that Option 4 would go far in putting a positive valuation on employees. He noted that he could probably be convinced that the other options would be fine, as it was good insurance coverage regardless.

Ms. McGarry noted that staff needed to vet the results a little more on the pay study, particularly in terms of the pay classifications for each job category. She did not feel comfortable with that part being accepted. She noted that if they were doing a 7 percent increase, it would put them closer to bringing everyone to the minimums of what was proposed in the pay study. She felt that there were still some tweaks to be made.

Ms. McGarry pointed out that the budget was built on recommended option 1, so there would be a difference of about \$34,000 that they would need to make adjustments for in the budget to allow for that change. She confirmed that the \$34,000 difference was what it would take to go from Option 1 to Option 4. Mr. Rutherford noted that he could be supportive of Mr. Reed's idea for Option 4.

Mr. Reed made a motion to approve **Resolution 2023-17** as amended with Option 4. Mr. Barton seconded the motion. There being no further discussion, Supervisors approved the motion unanimously (3-0) by roll call vote and the following resolution was adopted:

**RESOLUTION R2023-17**  
**NELSON COUNTY BOARD OF SUPERVISORS**  
**FY24 HEALTH INSURANCE RENEWAL AND ESTABLISHMENT OF RATES**

**WHEREAS**, Nelson County participates in the Local Choice Health Benefits Program and the renewal deadline for the next plan year of July 1, 2023-June 30, 2024 is April 1, 2023, and

**WHEREAS**, premiums for the next plan year include an increase of 9.9% for the current Anthem Blue Cross Blue Shield plan offerings;

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**NOW THEREFORE BE IT RESOLVED**, by the Nelson County Board of Supervisors that Nelson County's 2023-2024 health insurance plan year renewal rates be hereby established for active employees and retirees as follows and submitted to Local Choice by the renewal deadline of April 1, 2023:

<b>Active Employees</b>	<b>FY24 (July 1, 2023-June 30, 2024)</b>		
<b>Key Advantage 250</b>	<b>Employee</b>	<b>County</b>	<b>Total</b>
Single, Comprehensive	\$ 73.00	\$ 773.00	\$ 846.00
Dual, Comprehensive	\$ 547.00	\$ 1,019.00	\$1,566.00
Family, Comprehensive	\$ 1,021.00	\$1,264.00	\$2,285.00
Single, Preventative	\$ 56.00	\$ 771.00	\$ 827.00
Dual, Preventative	\$ 515.00	\$ 1,016.00	\$ 1,531.00
Family, Preventative	\$ 975.00	\$ 1,259.00	\$ 2,234.00

<b>Key Advantage 500</b>	<b>Employee</b>	<b>County</b>	<b>Total</b>
Single, Comprehensive	\$ -	\$ 766.00	\$ 766.00
Dual, Comprehensive	\$ 411.00	\$ 1,005.00	\$ 1,416.00
Family, Comprehensive	\$ 824.00	\$ 1,244.00	\$ 2,068.00
Single, Preventative	\$ -	\$ 747.00	\$ 747.00
Dual, Preventative	\$ 380.00	\$ 1,002.00	\$ 1,382.00
Family, Preventative	\$ 778.00	\$ 1,240.00	\$ 2,018.00

<b>Retirees Not Eligible For Medicare (Before County Supplement)</b>	
<b>Key Advantage 250</b>	<b>Retiree</b>
Single, Comprehensive	\$ 846.00
Dual, Comprehensive	\$1,566.00
Family, Comprehensive	\$2,285.00
Single, Preventative	\$ 827.00
Dual, Preventative	\$ 1,531.00
Family, Preventative	\$ 2,234.00

<b>Key Advantage 500</b>	<b>Retiree</b>
Single, Comprehensive	\$ 766.00
Dual, Comprehensive	\$ 1,416.00
Family, Comprehensive	\$ 2,068.00
Single, Preventative	\$ 747.00
Dual, Preventative	\$ 1,382.00
Family, Preventative	\$ 2,018.00

<b>Retiree Medicare Plans (Before County Supplement)</b>

Advantage 65 (Dental & Vision)	\$211.00
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- B. FY24 Budget Overview
- C. Budget Work Session

Ms. McGarry thanked Ms. Staton for all of her hard work on the budget, noting it was her first budget and she had done a tremendous job. She commented that they had a balanced budget at \$49,451,927. Ms. Staton reported that there was a decrease of \$3,483,786, or 6.58 percent less than the FY23 amended budget. Ms. Staton noted that part of the decrease was the Larkin property, which was purchased by the County in the FY23 budget at \$2.6 million. She also stated that the revenues were projected at the same level of decrease.

Ms. Staton reviewed the Employee Salaries and Benefits portion of the budget. She noted that several departments had requested new full-time positions, she indicated that those positions were proposed but not currently funded. She explained that the Board would decide whether to fund any of the requested positions. Ms. Staton reported that the Registrar was requesting a Chief Deputy Registrar position, she noted that it was shown as funding for half of the year at \$46,357 for salary and benefits costs. She pointed out that if the Board wished to fund the position for a full year, they would need to add an additional \$46,357.

Ms. Staton then noted that the Sheriff's Office was requesting an Office Assistant/Evidence Technician position with salary and benefits at a cost of \$51,053. She reported that the next position was an Administrative Assistant to be shared by Building Inspections and Planning and Zoning, which was a cost of \$50,824 for salary and benefits. Ms. Staton noted that they also had a proposed Animal Control Shelter Manager position with salary and benefits at \$61,741. She suggested that the addition of the manager position could possibly remove one of the part-time shelter attendant positions.

Ms. Staton noted that there was one new part-time position proposed and not funded for a recreation aide with hourly wages and FICA at \$23,791.

Ms. Staton reported that there was a 7 percent salary and benefits increase for full-time and part-time employees which would cost \$462,197 to implement. Ms. McGarry explained that there would be some cost offsets as they should be receiving reimbursement from the Compensation Board for covered employees. She explained that the cost shown was the total expenditure amount but the net amount would be less, as the reimbursement would show on the revenue side.

Ms. Staton reiterated that the health insurance cost was 9.9 percent over the last year's premiums. She noted that the Board had just decided on the health insurance option. She pointed out that \$15,000 was earmarked for an estimated increase in Worker's Compensation premiums. She noted that the new rate was to be determined as the County had not yet received the final rates. She noted there was overtime required due to departmental staffing shortages and it was estimated at \$83,100.

Ms. Staton then reviewed the other expenditures. She reported that the adult Drug Court would be starting through a four-year federal Department of Justice (DOJ) grant at the direction of the Commonwealth Attorney's Office, noting that the first year of funding in FY24 would be \$172,000. She pointed out that it was an expense, but would be coming back in as revenue due to the grant funding. She reported that there was a regional jail operational increase of \$212,106. Ms. Staton also indicated that there was an increase of \$196,205 for Paid EMS. She noted that there was an option for a potential increase in revenue recovery by increasing the transport rates.

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Ms. Staton reported that they had a Capital Outlay of \$2,497,454 covered by Carry-Over Funds (FY23 Revenues less FY23 Expenditures), which included: \$1,250,000 for an emergency radio subscriber update, \$594,507 for emergency and law enforcement vehicles, and \$150,000 for 911 Call Handling Equipment.

Ms. Staton indicated that there was level funding for most agencies, noting they had not received any requests for funding of new agencies. She explained that there was a local EMS Council funding increase of \$45,962, or 10.2 percent, above the FY23 budget for total funding of \$495,962 for FY24. She pointed out that a Transfer to Debt Service of \$3,775,368 included \$610,000 toward the County's debt capacity building strategy. Mr. Reed asked about the \$3.1 million remainder from the transfer to Debt Service after the \$610,000 transfer and its purpose. Ms. Staton explained that the \$3.1 million was what was required to cover the debt that the County already had, noting that included the Larkin property purchase. Ms. McGarry and Ms. Staton noted that the Social Services building was not included in the Transfer to Debt Service because they had not borrowed any money yet and did not know what it would cost. Ms. Staton pointed out that the Larkin property was currently interest only payments. She noted that one debt had dropped off in October from the radio project. Ms. Staton and Ms. McGarry noted they could provide a detailed list for debt service. Ms. McGarry pointed out that part of the strategy was to put any debt service amounts coming off into reserve for future use.

Ms. Staton noted that the remainder of architectural and engineering costs for the Social Services building were being carried forward from FY23 to FY24 in the amount of \$249,570. She indicated that they were level funding School Nurses as requested by the School Division. She reported that the operational budget for the School Division had level funding in the amount of \$17,136,687 and noted that an additional request of \$1,582,639 was not included in the budget.

Ms. Staton noted that the County's ARPA carry-over funds of \$2,894,977 were for the Nelson County High School roofing project. She reported that there was a decrease in the Transfer to VPA Fund (Social Services Department Costs) in the amount of -\$123,436, but there was an increase in Children's Services Act (CSA) expenditures expected due to an increase in overall anticipated expenditures of \$365,043. She also reported that the County annually transferred \$85,000 to the Reassessment Fund for the next reassessment.

Ms. Staton reviewed the Contingencies noting that the County would have a recurring contingency of \$1,124,866; a non-recurring contingency of \$369,212, for a total Contingency for FY24 of \$1,494,078. She pointed out that the contingency amount did not reflect the \$34,404 in added costs for the change in health insurance just voted on by the Board. Ms. McGarry noted that the additional health insurance costs would reduce the recurring contingency.

Mr. Barton asked if the level funding was kept in the budget and the additional \$1.5 million was left to the Board. Ms. McGarry confirmed that it would be up to the Board to decide on any additional amount of funding to the Schools. She explained that since the recurring contingency was less than the additional funds requested by the Schools, the Board would either need to reduce expenditures to make up the amount, or consider some revenue enhancements.

Mr. Rutherford asked if the recurring contingency included the 7 percent increase. Ms. McGarry confirmed that the \$1.1 million contingency included the 7 percent increase for salaries and benefits.

Ms. Staton reported that the new recurring contingency with the health insurance changes would be \$1,090,462.

Mr. Reed asked if there was something they were interested in introducing that had not been proposed, when it should be brought up for discussion. Ms. McGarry suggested completing the overview and then visiting any additional items for discussion.



Ms. Staton reviewed the FY24 General Fund Expenditure Synopsis. She noted that it showed any increases or decreases between the FY23 Amended Budget and the FY24 Introduced Budget. Ms. McGarry noted that if there were decreases in some departments, they may be due to grants in the previous fiscal year that were not yet proposed for the upcoming fiscal year. She indicated that the budget was amended as grants were awarded and received.

Ms. McGarry then reported on the FY24 Revenues. She noted the revenues equaled expenditures. She commented that staff had not incorporated any changes in tax rates or fees. She reviewed the tax rates:

- Real Estate/Mobile Home Tax Rate - \$0.65/\$100 value
- Personal Property Tax Rate - \$2.79/\$100 value
- Machinery & Tools Tax Rate - \$1.25/\$100 value
- Transient Occupancy Tax – 5%

She showed the FY24 Revenues by Category compared to FY23 Amended Budget through February:

	<u>FY23 Amended Budget</u>	<u>FY24 Estimated Budget</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Local</b>	\$ 36,121,478	\$ 37,558,780	\$ 1,437,302	3.98%
<b>State</b>	\$ 4,922,584	\$ 4,825,214	\$ (97,370)	-1.98%
<b>Federal</b>	\$ 1,231,901	\$ 1,286,560	\$ 54,659	4.44%
<b>Other</b>	\$ 10,659,750	\$ 5,781,373	\$ (4,878,377)	-45.76%
<b>Total</b>	<b>\$ 52,935,713</b>	<b>\$ 49,451,927</b>	<b>\$ (3,483,786)</b>	<b>-6.58%</b>

Ms. McGarry reported that there was an increase in local revenue by \$1.4 million with a slight decrease in State revenue by about \$97,000. She commented that federal funds were increasing by about \$54,000. She reported that the Other category was decreasing by about \$4.8 million. She noted that overall, the budget was decreasing by \$3.4 million, or -6.58 percent.

Ms. McGarry reviewed the FY24 Local Revenue Factors. She reported a slight increase of 1.88 percent in Real Estate Taxes, which was expected due natural growth and amounted to about \$379,846. She noted that there was an expected increase of 18.75 percent (\$205,826) in Public Service Tax due to an increase in the assessed values of Public Service Corporations included rolling stock between tax year 2021 and 2022. She reported a high decrease of -8.05 percent in Personal Property Taxes expected due to an approximate 12 percent decline in vehicle values and a lower tax rate from tax year 2022 to 2023. She estimated that the decrease would be about \$499,216. She noted that the 2022 vehicle values were high, due to market conditions and the tax rate had been lowered from \$3.45 to equalize the tax burden for citizens.

Ms. McGarry reported that a slight increase of 7.18 percent was expected in Local Sales and Use Taxes in the amount of \$146,739. She noted that the Local Sales and Use tax numbers were provided by the State.

Ms. McGarry noted that they were expecting a significant decrease in recordation taxes (about -34.94 percent, or a decrease of \$161,080), which was expected primarily due to higher interest rates affecting financing transactions. Ms. McGarry reported a high increase expected in Meals and Lodging Taxes of about 35.75 percent, or \$829,476 total. She indicated that they were expecting an increase of \$179,607 in a Meals Tax increase, and \$649,869 increase in Lodging tax.

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Ms. McGarry reported that a high increase in Interest on Investments of 1900 percent was expected due to the low estimate in FY23 and inflationary economic conditions precipitating higher interest rates over the past year. She noted that the rates were expected to maintain current levels or drop slightly over the next year. She estimated that the increase would be about \$475,000. Ms. McGarry noted that the Treasurer handled investments, but the increase was mostly from the higher interest rates due to the market.

Ms. McGarry then reviewed the FY24 State Revenue Factors. She reported that they were expecting a 7 percent increase in salary and benefits reimbursements from the State Compensation Board for their proportionate share of covered positions. She noted that the Governor's budget showed a 5 percent salary increase, while both the House and Senate budgets contained 7 percent. She reported that the reimbursement at the 7 percent increase amount would be about \$236,000.

Ms. McGarry reported that they were including a 14.1 percent increase in State reimbursements for expenditures related to the Children's Services Act (CSA). She noted that this was expected due to an increase in overall expenditures of about \$160,000. She indicated that the State share of the expenditures was about 68.68 percent, while the Local share was 31.32 percent. She reported that the CSA expenditures were growing substantially, noting that the anticipated expenditures for FY23 were well above what was budgeted.

Ms. McGarry reported an expected decrease of -6.8 percent in reimbursement for Department of Social Services (DSS) costs, due to lower than anticipated expenditures submitted by that Department. She noted that the decrease was about \$49,256. She reported that the non-local portion of the DSS budget was funded by 40 percent State funding.

Ms. McGarry discussed Other Categorical Aid from the State, which included grants received during the year. She noted that the amounts fluctuated between fiscal years and explained that these grants included Fire Funds, Four-for-Life funds, Tourism and Economic Development grants, Library of Virginia grants, and other Sheriff's Department grants. She explained that at the beginning of the new fiscal year, the grants showed a decrease of -54.6 percent (\$394,942), and they would be appropriated within the budget once awarded or received.

Ms. McGarry then discussed FY24 Federal Revenue Factors. She reported a 100 percent increase in the Department of Justice Drug Court implementation grant funds was expected for reimbursement of the initial year of a 4-year grant for the County's Adult Drug Court, which equaled \$172,000. She then reported that that a decrease of -6.8 percent was anticipated in reimbursement for DSS costs due to lower than anticipated expenditures submitted by that Department (About \$73,884). She noted that the non-local portion of the DSS budget was funded by 60 percent Federal funds.

Ms. McGarry reviewed Other Revenue Factors for FY24. She noted that the Other Revenues had decreased from the last fiscal year. She explained that this was primarily because FY23 included \$2.6 million in Bond Anticipation Note financing proceeds related to the Larkin Property acquisition and utilization of a higher level Year Ending Balance; which included the one-time transfer of \$2.3 million to the Debt Service Fund Reserve as part of the County's debt capacity strategy.

Ms. McGarry reported that the Year Ending Balance (FY23 Revenues greater than Expenditures) utilized \$5,761,373 consisted of:

- \$3,723,268 in FY23 net expenditure savings anticipated including:
  - o \$2,894,977 in ARPA funds carried forward for the NCHS roof project
  - o \$828,291 in general expenditure savings
- \$2,038,105 in FY23 net revenues anticipated to be received:

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- Local: \$1,541,797 (Local Sales & Use, Meals & Lodging, Interest Earnings)
  - State: \$390,636 (State Shared Expenses & CSA Reimbursement)
  - Federal: \$105,642 (ARP LATCF Funding)
  - Other: \$30 (cancelled checks)
- Ms. McGarry noted that on the expenditure side, the funds were ARP funds committed to the NCHS roof project, funding of Capital Outlay expenditures, and non-recurring contingency.

Mr. Rutherford asked what the overall 7% increase for salary and benefits was before the State reimbursement. Ms. McGarry noted that the total cost was \$462,197.

Mr. Reed asked if there was anything built into the budget that would involve evaluating the potential for a reservoir at Dillard Creek. Ms. McGarry noted they did not, and commented that they were unsure of what the cost might be. Mr. Rutherford asked if the Service Authority had discussed any study of the creek. Mr. Reed noted no decision was made. Ms. McGarry indicated that the study may be a joint effort between the County and the Service Authority.

Ms. McGarry noted there was nothing budget for development of the Larkin property, other than the master plan. Ms. McGarry noted that they had accounted for DSS. She explained that the financing could be lined up, depending on decisions made for the Larkin property. She explained that diagrammatic plan was in process with Architectural Partners, and they would return to the Board for approval and a more in depth master plan with phasing would follow. Ms. McGarry noted the master plan work was to be paid for as they go. Ms. McGarry noted anything not in the current budget that had a budget amendment more than 1 percent of the bottom line would require a public hearing.

Mr. Reed asked about the value of the penny. Ms. McGarry noted they could work determine that.

Mr. Reed asked about the debt capacity strategy and whether they should revisit it. He noted that a great deal of the expenditures was going into the debt capacity. Ms. McGarry indicated that Davenport had provided an update at a recent Board meeting, but they could revisit it. She explained that \$610,000 was the discretionary amount going in. She indicated that if the \$610,000 didn't go in during FY24, it would put a wrinkle into the debt capacity strategy. She explained that the debt capacity analysis explained when things would occur with that strategy.

Mr. Barton asked if a figure had been determined for the amount of debt. Ms. McGarry noted the current strategy was to fund \$57 million in debt capacity. Mr. Barton asked about the cost estimate for the DSS building. Ms. McGarry noted that on the high end, it was estimated to cost about \$12 million. She explained that the roof project at NCHS should be funded without financing based on grant funding and other funds from the School Division and the County's committed ARPA funds for the project.

Mr. Barton asked about the \$1.5 million request not covered for the schools. Ms. McGarry noted that it covered operational increases. Ms. Irvin commented that they were trying to do a 7 percent increase for their employees as well. Mr. Rutherford noted that the Board would be looking at the School budget as well. Ms. McGarry noted tax rate increases had strict timelines to deal with, so if they were going to make changes to the Personal Property or Real Estate taxes, they would need to make decisions soon. Mr. Rutherford noted that the Transient Occupancy Tax (TOT) did not have a deadline.

Ms. McGarry noted in checking to see if another public hearing would need to be held on the TOT, she was advised that they would not have to, but the public may feel slighted if there was not one. She pointed out that it had been about a year since they had held the public hearing and it might be a good idea to have another one.

Mr. Reed asked about the Nelson County Broadband Authority (NCBA) status. Mr. Rutherford noted there was cash there. He explained that the intent of the Broadband Authority was to see the completion of the backbone of the fiber network. He suggested that they could potentially disband at the end of the year and transfer the assets back to the County. Mr. Reed thought there could potentially be some revenue sources to utilize from Broadband. Ms. McGarry noted there were some funds on hand and revenues but she would have to look into the numbers further. Mr. Rutherford noted that the Broadband Authority was hanging on to see completion on connections in the County. Mr. Reed asked if there were any expenditures related to the Broadband Authority and Ms. McGarry noted there were some minor ones that the County would assume when the Authority dissolved.

Ms. McGarry pointed out that a lot of the increases in recurring revenue for FY24 were economy driven like interest earning, sales tax, and the TOT. She noted that those revenue sources were volatile and they could not rely on them for any span of time.

Mr. Rutherford noted that they needed to look at next dates to meet. He suggested that they next look at agencies and then non-agencies, so they could then see how it adjusted the contingency. He thought they would be able to know within two budget work sessions whether they needed to consider revenue enhancements. He noted that Mr. Harvey was sick and Mr. Parr was not able attend that day. Ms. McGarry indicated that the Board needed to decide on the tax rates by April 6<sup>th</sup>. The Board discussed options to meet on the budget next.

Mr. Barton asked for more information on the amount of prisoners in Albemarle-Charlottesville Regional Jail (ACRJ), and asked if the County could anticipate whether the number would go up or down. Ms. McGarry and Mr. Rutherford noted information from Neal Goodloe indicated that the number was going down. Ms. McGarry noted the share amount was based on a 5-year average and she did not think it would decrease any time soon. She pointed out that they would have expenses going forward with the jail renovation project, if it were approved. She noted that they could discuss it more after the budget. Mr. Rutherford suggested that they could discuss agencies the following week, and if they needed more information from a particular group, they could schedule a presentation with any of the agencies.

#### **IV. OTHER BUSINESS (AS MAY BE PRESENTED)**

##### **A. School Construction Assistance Grant**

Ms. McGarry presented the School Division's request for a letter of support from the Board to submit with their application for the School Construction Assistance Grant. She noted that Ms. Irvin was present if the Board had questions. She pointed out that the funds were only available in current biennium (2022-2024). She explained that the School Division had the opportunity to apply for at less 10 percent toward eligible construction costs for their planned High School Renovation, which had been approved in their Capital Improvements Project (CIP) plan. Ms. McGarry reported that the Schools were estimating that the grant could get them around \$2.4 million. She noted that it was a competitive application and a letter of support from the Board would help earn five points in the scoring process. She reported that they needed to score 65 out of 100 to be considered for the funding. She also noted that it was not a full commitment by the Board yet, if the Schools were to receive the grant funding. She noted that it was a commitment that if the project proceeds, that the locality would provide sufficient funding to maintain and operate the facility for the duration of the financing period.

Mr. Rutherford noted that 10 percent off of the rest of the cost was helpful and would probably be worthwhile. He pointed out that the funds for the project would come from the debt capacity. He noted

March 28, 2023

that they needed to keep in mind that they had less capacity when factoring in the Social Services building. He estimated that once they reduced the debt capacity with the DSS building and School renovation, the remaining capacity was more like \$20 million. Ms. Irvin noted that it was statewide application and the success was dependent on who else may apply.

Mr. Reed made a motion for the Board to write a letter of support on behalf of the Nelson County School Division for its application for the School Construction Assistance Grant. Mr. Barton seconded the motion. There being no further discussion, Supervisors voted unanimously (3-0) by roll call vote to approve the motion.

Mr. Reed brought up the Compensation Study noting that one thing that jumped out at him was the discrepancy on Planning and Zoning, in terms of being below the minimum. He asked if that could be looked at for an appropriate recommendation. He felt that the 7 percent increase plus the insurance would be sufficient across the board, except for Planning and Zoning which seemed to be significantly off. Ms. McGarry noted that was one that she wanted to vet more so that she could determine how the consultants came to that recommendation. Mr. Reed noted that Planning and Zoning was significantly below the minimum by about 23 percent. Ms. McGarry noted that was the minimum with the suggested pay structure. Mr. Rutherford asked if there were any others that stood out. Mr. Reed noted that there were not.

Ms. McGarry indicated that she had spoken with the Interim Amherst County Administrator who noted that Amherst was proposing 7 percent salary increase in their budget, and it was thought that Campbell County and Bedford were doing the same. Mr. Rutherford thought Fluvanna was also proposing 7 percent.

Mr. Reed asked about possibilities to provide tax relief, noting he was unsure of what could be done. He suggested looking more at real estate tax relief. Ms. McGarry noted that there was elderly and disabled tax relief, as well as certain tax relief for veterans. Mr. Barton asked if there was an ability to change the relief to increase it. Ms. McGarry was unsure if there were provisions relating to income based tax relief allowed by the state. She noted that there was also land use which was a form of tax relief that helped with real estate taxes. She also pointed out that if the personal property tax rates remained that same, that people would be seeing some relief as used vehicle values were going down.

Mr. Reed noted that Matthew Drumheller was trying to figure out some incentives and had been curious if opportunities were available to provide tax relief under certain circumstances that were not already considered that would possibly have people putting homes in long term rental use instead of short term rental use. Mr. Barton asked about tax relief for those unable to afford to pay their taxes. Mr. Rutherford simplified the request down to seeing if the general population under a certain income could be eligible for tax relief. Mr. Reed noted he was interested in learning if there were any legal barriers or opportunities to give tax relief that is not already offered.

**V. ADJOURNMENT (CONTINUE TO MARCH 30, 2023 AT \_\_\_\_\_ FOR A BUDGET WORK SESSION)**

The Board discussed the next budget work session date and decided to not meet on March 30<sup>th</sup> and settled on Friday, March 31<sup>st</sup> instead.

At 3:36 p.m., Mr. Reed made a motion to adjourn and continue to March 31, 2023 at 10 a.m. for a budget work session. Mr. Barton seconded the motion. There being no further discussion, Supervisors approved the motion by vote of acclamation and the meeting adjourned.

BOARD OF  
SUPERVISORSTHOMAS D. HARVEY  
North DistrictERNIE Q. REED  
Central DistrictJESSE N. RUTHERFORD  
East DistrictROBERT G. BARTON, JR.  
South DistrictJ. DAVID PARR  
West DistrictCANDICE W. MCGARRY  
County AdministratorAMANDA B. SPIVEY  
Administrative Assistant/  
Deputy ClerkLINDA K. STATON  
Director of Finance and  
Human Resources

**RESOLUTION R2023-44**  
**NELSON COUNTY BOARD OF SUPERVISORS**  
**AMENDMENT OF NELSON COUNTY PARKS AND RECREATION**  
**FEE SCHEDULE FOR FACILITY RENTALS**  
**ADDITION OF NELSON CENTER AND RYAN BALLFIELDS**

**WHEREAS**, the Code of Nelson County, Virginia Chapter 2, Administration, Article VII gives the Board of Supervisors the authority to establish by resolution, fees for the operation and regulation of the County's parks, recreation facilities, and playgrounds; and

**WHEREAS**, on October 12, 2021, the Nelson County Board of Supervisors approved Resolution R2021-56 for the establishment of fees for Nelson County Parks and Recreation; and

**WHEREAS**, on December 14, 2021, the Nelson County Board of Supervisors approved Resolution R2021-66 for the establishment of a facility rental fee for use of the Montreal Park & Shelter; and

**WHEREAS**, to assist in covering the costs to maintain and operate the Nelson Center and Ryan ballfields, Nelson County Parks and Recreation wishes to amend the established fee schedule to include a facility rental fee for the use of these sites;

**NOW, THEREFORE BE IT RESOLVED**, by the Nelson County Board of Supervisors that the Nelson County Parks and Recreation Schedule of Fees, is hereby immediately amended to include the Nelson Center and Ryan ballfields as part of the facility rentals managed by the Parks and Recreation Department, including the associated facility rental fees as shown in the attached July 2023 Fee Schedule.

Adopted: \_\_\_\_\_

Attest: \_\_\_\_\_, Clerk

Nelson County Board of Supervisors

## Nelson County Parks and Recreation Fees-July 2023

Amended to add: Nelson Center and Ryan Complex Baseball/Softball Field Rentals

SPORTS / PROGRAMMING	
Youth Soccer	\$30 Lil Kickers Program (4-5 yr olds) \$40 Regular Registration (6-14 yr olds) \$50 Late Registration \$5 sibling discount (for families with 2+ children)
Youth Baseball Spring	\$55 Regular Registration \$65 Late Registration \$5 sibling discount (for families with 2+ children)
Youth Baseball Fall	\$25 Tball, \$55 Regular Registration \$65 Late Registration \$5 sibling discount (for families with 2+ children)
Youth Basketball	\$40 Regular Registration \$50 Late Registration \$5 sibling discount (for families with 2+ children)
Youth Cheerleading	\$40 Regular Registration \$50 Late Registration \$5 sibling discount (for families with 2+ children)
Youth Flag Football	\$45 Regular Registration \$55 Late Registration \$5 sibling discount (for families with 2+ children)
Individual Youth Sponsorships	\$40 per child/sponsorship
Adult Kickball	\$150 per team
Adult Softball	\$350 max per team
Adult Volleyball	\$150 per team
Adult Ultimate Frisbee	\$125 per team
Adult Flag Football	\$150 per team
Adult Basketball	\$275 per team
Sports Team Sponsorship (youth and adult)	\$150 per team
*Scholarships for Youth	NCPR offers scholarships to youth participants in need of financial support. A completed application by a guardian is required along with proof of income/need. The fee is then based on a sliding scale depending on household size and eligibility.
Summer Youth Sports Camps	Varies based on length of Camp Instructor Fee + Supplies per person + 10% Rec fee Supplies include additional equipment needed purchased by NCPR and Camp shirts.

<b>SPECIAL EVENTS / RECREATIONAL PROGRAMS</b>	
Special Events (i.e. Piney River Triathlon, Nelson Downriver Race) General Recreation Programs	Varies Individual Expense (Instructor Fee + Supplies needed per person, etc.) Plus 20%.  Example: Instructor wants \$20 per participant. NCPR charges \$24 for registration.
<b>COUNTY MERCHANDISE</b>	
Future Blue Ridge Tunnel Merchandise	Product Cost + 25%
<b>COMERCIAL USE PERMITS (ALL PROPERTIES)</b>	
Filming at BRT For-profit Tours Private Events	Per Recommendation of County Administrator and Director of Parks and Recreation based on length of closure and exact needs of the group.
<b>FACILITY RENTALS</b>	
Montreal Park & Shelter	\$40 per day. Full daily rate ONLY.
Nelson Center & Ryan Baseball/Softball Fields	Weeknight (After 5pm): \$20 per night Full Day: \$100/day (No half day option) Light Usage: \$10/day Flat Fee



BOARD OF  
SUPERVISORSTHOMAS D. HARVEY  
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**RESOLUTION R2023-45**  
**NELSON COUNTY BOARD OF SUPERVISORS**  
**RESOLUTION HONORING OFFICER MARK CHRISTOPHER WAGNER, II**  
**AND REQUESTING AMENDMENT OF THE LINE OF DUTY ACT**

**WHEREAS**, Mark Christopher Wagner II served for seven years with the Massanutten Police Department, beginning his law enforcement career as a Gate Attendant and in May of 2019, earned Police Officer status following his graduation from Central Shenandoah Police Academy; and

**WHEREAS**, Officer Wagner joined the Wintergreen Police Department in August of 2020 and diligently served the Wintergreen Community with unwavering honor and commitment; and

**WHEREAS**, Officer Mark Christopher Wagner II was killed in the line of duty on June 16, 2023, in his capacity as a law enforcement officer employed by the Wintergreen Police Department, a private police department; and

**WHEREAS**, the Line of Duty Act, Virginia Code § 9.1-400 *et seq.*, excludes private Police Officers from the benefits of that Act; and

**WHEREAS**, by definition under the Code of Virginia private Police Officers are law enforcement officers; and

**WHEREAS**, private Police Officers, just as their counterparts employed by a police department or sheriff's office which is a part of or administered by the Commonwealth or any political subdivision thereof, are responsible for the prevention and detection of crime and the enforcement of the penal laws and are exposed to the same risks of injury or death; and,

**WHEREAS**, it is the sense of the Nelson County Board of Supervisors that the Line of Duty Act should be amended to afford private Police Officers the benefits available under the Act.

**NOW, THEREFORE, BE IT RESOLVED**, the Nelson County Board of Supervisors hereby honors Officer Mark Christopher Wagner II of Wintergreen Police Department for his heroism and honorable service to the citizens of Wintergreen and the County, for whom he made the ultimate sacrifice, and

**BE IT FURTHER RESOLVED**, the Nelson County Board of Supervisors hereby calls upon the General Assembly to amend the Code of Virginia to afford private Police Officers the benefits available under Virginia Code § 9.1-400 *et seq.*, Line of Duty Act, and

**BE IT FINALLY RESOLVED**, said Board hereby directs that a copy of this Resolution requesting these State Code amendments be delivered forthwith to the County's representatives in the General Assembly.

Adopted: \_\_\_\_\_

Attest: \_\_\_\_\_, Clerk  
Nelson County Board of Supervisors



BLUE LINE SOLUTIONS, LLC  
3903 VOLUNTEER DR, SUITE 400  
CHATTANOOGA, TN 37416

December 20, 2022

On behalf of Blue Line Solutions, LLC. I would like to thank you for reviewing our Automated School Zone enforcement program. The TrueBlue™ Single Beam per-lane LIDAR system contains multiple features using proprietary technologies, processes, and analytics not available from any other company. The LIDAR (laser) is manufactured in the United States and all citation processing is completed in Chattanooga, TN. As described in the below Sole Source Information, there are ten (10) distinct elements that no other system contains or has access to for purchase.

If you have any questions, please contact me. I can be reached at 267.671.2613 or by email at [jason@bluelinesolutions.org](mailto:jason@bluelinesolutions.org)

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Friedberg".

Jason Friedberg  
Vice President, Sales & Marketing

## Sole Source Justification

### LIDAR Automated Photo Enforcement System

The True Blue™ Single Beam Per Lane (SBPL) LIDAR automated speed enforcement system is the only technology on the market that combines automated photo speed enforcement, Automated License Plate Recognition (ALPR), and investigative and predictive analytic tools into one complete program. Combining True Blue™ automated speed enforcement, ALPR, and the associated data analytic tools, the technology exceeds all other capabilities in the law enforcement community. Through the technologies described below, the True Blue™ LIDAR system is a sole source item and the only system of its kind.

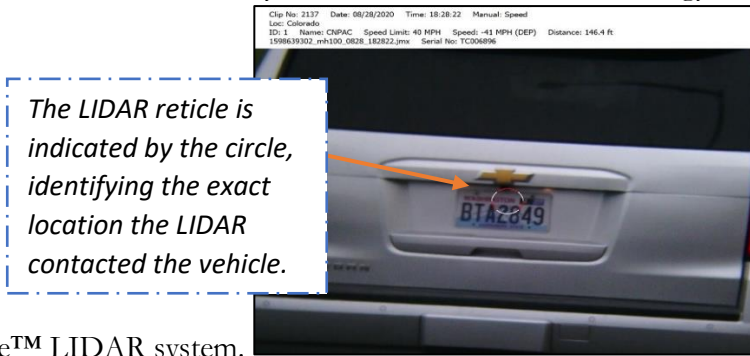
#### 1. **Dedicated, Single Beam Per Lane LIDAR (SBPL) - (Laser)**

The TrueBlue™ (TB) Light Detection and Ranging (LIDAR) system utilizes a proprietary true time-of-flight pulsed laser technology, dedicated per lane to ensure accurate measurement of speed. The system calculates hundreds of measurement points per second as the vehicle travels through the beam. This provides a more accurate speed calculation and ensures that only one vehicle is captured at a time. Other systems use radar or scanning laser, capturing multiple vehicles, which requires a determination of which vehicle was speeding, a determination that can be challenged in court.

This differentiator is a monumental distinction between the True Blue™ program and every other on the market. Single beam LIDAR is the same technology used by law enforcement officers for decades in handheld LIDAR devices and upheld by VA courts, providing police agencies with more defensible citations, as many Judges and Magistrates understand the principles of LIDAR, its capabilities, and dependability.

#### 2. **High-Definition Photos with Blue Vision™ Reticle**

Because the TrueBlue™ LIDAR uses a single-beam laser to calculate speed, it identifies the exact point at which the laser contacted the vehicle, allowing a definitive determination of which vehicle was captured and its speed. The reticle is indisputable evidence that can be used in court for the certainty of identification. This technology is available only with the



TrueBlue™ LIDAR system.

### 3. TrueBlue™ Investigative ALPR

The TrueBlue™ system is the only program that includes Automated License Plate Recognition (ALPR) cameras at a 1:1 ratio of automated school zone speed enforcement cameras at no cost as a part of an integrated program. Since VA law requires that automated speed enforcement camera video/photos only be used for that purpose, BLS (Blue Line Solutions) has designed a separate proprietary ALPR system that exceeds VA code standards.

#### A. 911 to ALPR Analytics

TrueBlue™ Investigative ALPR is the only system on the market that utilizes 911 to ALPR analytic technology for integration with a police agency records management system (RMS) or Computer Aided Dispatch (CAD) to add vehicles to an ALPR “hot list”. This technology is unique, and not offered by any other ALPR provider in the industry. The advantages are:

1. ALL other ALPR systems require manual entry of vehicle information into a “hot list” for ALPR cameras to begin “looking” for a particular vehicle.
  - a. 911 call comes into dispatch
  - b. 911 Operator obtains information about the vehicle/crime in question
  - c. Dispatch notifies an officer of the call via radio/CAD
  - d. Officer responds to the call
  - e. Officer obtains information on the vehicle/crime in question
  - f. Officer enters data into an RMS system
  - g. Officer or 911 Operator enters the vehicle information manually into the ALPR system hot list
2. Since the TrueBlue™ system integrates with the CAD / RMS system, the vehicle information is added to a hot list organically as part of the 911 Operator workflow:
  - a. 911 call comes into dispatch
  - b. 911 Operator obtains information about the vehicle/crime in question
  - c. As the 911 Operator types the information into the CAD system, the data automatically populates the data into the Criminal Intelligence Network’s (C.I.N.) 911 to ALPR module.
  - d. The system generates a geofence of a predetermined radius around the crime scene address and notifies all ALPR cameras within the geofence to begin logging all vehicles and searching for the vehicle in question. (No manual entry into a hot list is needed)

The TrueBlue™ system allows the vehicle to be captured within seconds, in contrast to every other system which requires manual entry, taking minutes or hours to achieve. This technological advancement in ALPR means vehicles can now be located in near real-time and is unique to ONLY the TrueBlue™ ALPR system.

#### 4. **Criminal Intelligence Network (C.I.N.)**

All ALPR cameras provided through the TrueBlue™ system, serve as a dual source of data for Blue Line's proprietary CJIS-compliant Criminal Intelligence Network (C.I.N.). The platform can ingest multiple data sources such as ALPR, RMS, Pawn Shop Lists, etc., for aggregation and comparisons. The proprietary analytical functions identify criminal patterns, and activity, and solve crimes with minimal investigative effort. This technology is a sole source item, offered only by BLS, and an organic technology offered as part of the School Zone Safety Program.

#### 5. **TrueBlue™ Programmable Logic Controller (PLC)**

Automated school zone speed enforcement programs are unique, in that they rely on flashing lights to warn drivers of the speed limit change during specific school zone hours. Since speed limits reduce during “flashing light times,” courts often require evidence that the lights were flashing at the time that a citation was issued. For this purpose, BLS integrates a programmable logic controller (PLC) into the system that creates a log each time the flashers come on and go off. If a citizen, member of the media, or court requests proof that the flashers were in operation during a specific period, a log can be provided that indicates when the flashers came on and went off, as associated with the time of day.

- The PLC monitors each pulse of energy that goes to each light head, creating a log of each time a bulb comes on and goes off.
- The PLC sends logs back to BLS via wireless connectivity for an archive of data logs

BLS is the only company that includes a PLC for integration into the school zone flashers, providing a more court-defendable program. The use of this module also reduces the number of complaints that “the lights weren’t flashing,” after the community is made aware through the PI&E (Public Information, Education, & Enforcement) efforts that the technology is in use.

#### 6. **New Guard Program Behavioral Response Reporting - (NG)**

The TrueBlue™ stationary LIDAR system includes data analysis through New Guard (NG), a proprietary analytic tool that measures the effectiveness of the program and changes in driving behaviors. The system generates reports and graphs for the user based on date ranges, citation data, location, etc., providing complex calculations of mass data with no human data input and is designed to track the effectiveness of the program. The TrueBlue™ system is the only system that definitively captures every vehicle (and the data), despite its speed, due to the capabilities of the single beam LIDAR, making report management available to the user in real-time.

7. **High Speed, Multi-Image, Exposure Technology**

The TrueBlue™ LIDAR system captures a minimum of two and a maximum of five images with varying image exposures utilizing IR illumination, eliminating the need for a photo flash. Each image will vary in illumination type, providing multiple images readable in low light or daytime.

8. **Solar-Powered Blue Vision™ Camera**

The TrueBlue™ LIDAR system provided by BLS is the only single-beam LIDAR unit that can be powered completely by solar panels & batteries. All other competitive systems utilize AC power and may have an option for solar power, but not both...and none using LIDAR. This LIDAR, camera combination may be powered by either AC or dedicated solar power, providing more options regarding placement in school zones that may not contain power poles in the geographical area.

9. **TrueBlue Quick Start Program**

The TrueBlue™ LIDAR system is the only device on the market that can be powered by solar power during the installation and permitting process. This option allows for the powering of the LIDAR system while waiting on a power permit or during outages, thus enabling the program to start sooner and maintain operations without AC power.

10. **Radar Feed Back Signs**

The TrueBlue™ School Zone Automated Enforcement Program is the ONLY program in the industry that combines Radar Feedback Signs into the program.



The radar feedback signs, in conjunction with the above-mentioned public information & education program, are designed to provide education and transparency to the community.

1st Warning: State Required Warning Sign

2<sup>nd</sup> Warning: Radar Feedback sign displaying the vehicle's speed

3<sup>rd</sup> Warning: School Zone Flashers

11. **TrueBlue™ Assure**

TrueBlue™ Assure removes the worry over continual operation by providing a dedicated, Industry-leading service and maintenance program. TrueBlue™ Assure includes:

- a. TrueBlue™ is the ONLY program in the industry that assures the jurisdiction that they will NEVER receive an invoice for BLS TrueBlue™ automated speed enforcement services if the generated revenue received by the jurisdiction through the program does not supply enough funding for such services. The Assure complies with VA code.

- b. All ongoing maintenance costs, parts, and services, throughout the life of the program.
- c. A seamless, integrated, and automated traffic program (hardware, software, programming, and technical support) that meets and exceeds all state DOT (Department of Transportation) program goals and requirements.
- d. Continuous achievement of reduced traffic speeds.
- e. Dedicated, American-based, Blue Line Solutions-owned, NLETS (National Law Enforcement Telecommunications System) Certified processing center where all detections are identified in a secure facility.

## 12. Public Information & Education Program

The TrueBlue™ School Zone Automated Enforcement Program is the only program in the law enforcement industry that utilizes a five (5) phase Public Information & Education program before implementation. The five phases are:

- a. Phase 1: **Pre-Program Survey** (Initial speed study conducted before the implementation of the program to determine the severity of the speeding problem)
- b. Phase 2: **Public Information & Education (PI&E) Survey** (5-day survey conducted at the beginning of the warning period to measure the effectiveness of the PI&E campaign)
- c. Phase 3: **Warning Survey** (5-day survey conducted after the warning period has concluded to measure the effectiveness of the warning period)
- d. Phase 4: **Initial Enforcement Survey** (5-day survey conducted approximately 5 weeks into enforcement to measure the effectiveness of weeks 1-4 of the enforcement period)
- e. Phase 5: **Post Implementation Survey** (Conducted 3 months from the phase 4 program to measure the effectiveness of the ongoing program after the initial enforcement phase.

**TRUEBLUE**™  
SPEED ENFORCEMENT | SCHOOL ZONE





## Blue Line Solutions, LLC

3903 Volunteer Dr. - Suite 400, Chattanooga, TN 37416

Tel: (855) 252-0086 Fax: (423) 803-1500

[www.bluelinesolutions.org](http://www.bluelinesolutions.org)

### Nelson County Middle & High School

Nelson County, VA: Thomas Nelson Hwy

**Times: (7:30 AM - 8:30 AM), (8:30 AM - 3:15 PM), (3:15 PM - 4:00 PM)**

Blue Line Solutions, LLC (BLS) conducted speed studies at Nelson County Middle & High School on Thomas Nelson Hwy during the periods and times listed below.

This report was completed given the speed and time limit parameters of:

**Regular Speed Limit: 60 MPH**

**School Zone Speed Limit: 35 MPH**

**Dates of Study:**

Tuesday	9/27/2022 :	(7:30 AM - 8:30 AM), (8:30 AM - 3:15 PM), (3:15 PM - 4:00 PM)
Wednesday	9/28/2022 :	(7:30 AM - 8:30 AM), (8:30 AM - 3:15 PM), (3:15 PM - 4:00 PM)
Thursday	9/29/2022 :	(7:30 AM - 8:30 AM), (8:30 AM - 3:15 PM), (3:15 PM - 4:00 PM)
Friday	9/30/2022 :	(7:30 AM - 8:30 AM), (8:30 AM - 3:15 PM), (3:15 PM - 4:00 PM)
Monday	10/3/2022 :	(7:30 AM - 8:30 AM), (8:30 AM - 3:15 PM), (3:15 PM - 4:00 PM)

The following report only reflects dates and times listed in the dates above. During the specified dates and time periods, the traffic counts were as follows:

Date	(7:30 AM - 8:30 AM)			(8:30 AM - 3:15 PM)			(3:15 PM - 4:00 PM)		
	<u>Vehicle Count</u>	<u>Speeders</u>	<u>% Speeding</u>	<u>Vehicle Count</u>	<u>Speeders</u>	<u>% Speeding</u>	<u>Vehicle Count</u>	<u>Speeders</u>	<u>% Speeding</u>
9/27/2022	1,044	396	37.9%	6,754	174	2.6%	810	476	58.8%
9/28/2022	1,069	376	35.2%	6,850	149	2.2%	893	508	56.9%
9/29/2022	979	380	38.8%	7,331	158	2.2%	1,092	647	59.2%
9/30/2022	1,024	365	35.6%	7,988	209	2.6%	863	440	51.0%
10/3/2022	878	344	39.2%	6,847	181	2.6%	860	511	59.4%
Totals:	4,994	1,861	37.3%	35,770	871	2.4%	4,518	2,582	57.1%

**5 Day Total Vehicle Count:**

45,282

**5 Day Total Speeding Violations Recorded:**

5,314

**Note: Speeding is defined as any recorded speed more than 10MPH over the designated speed limit.**



## Blue Line Solutions, LLC

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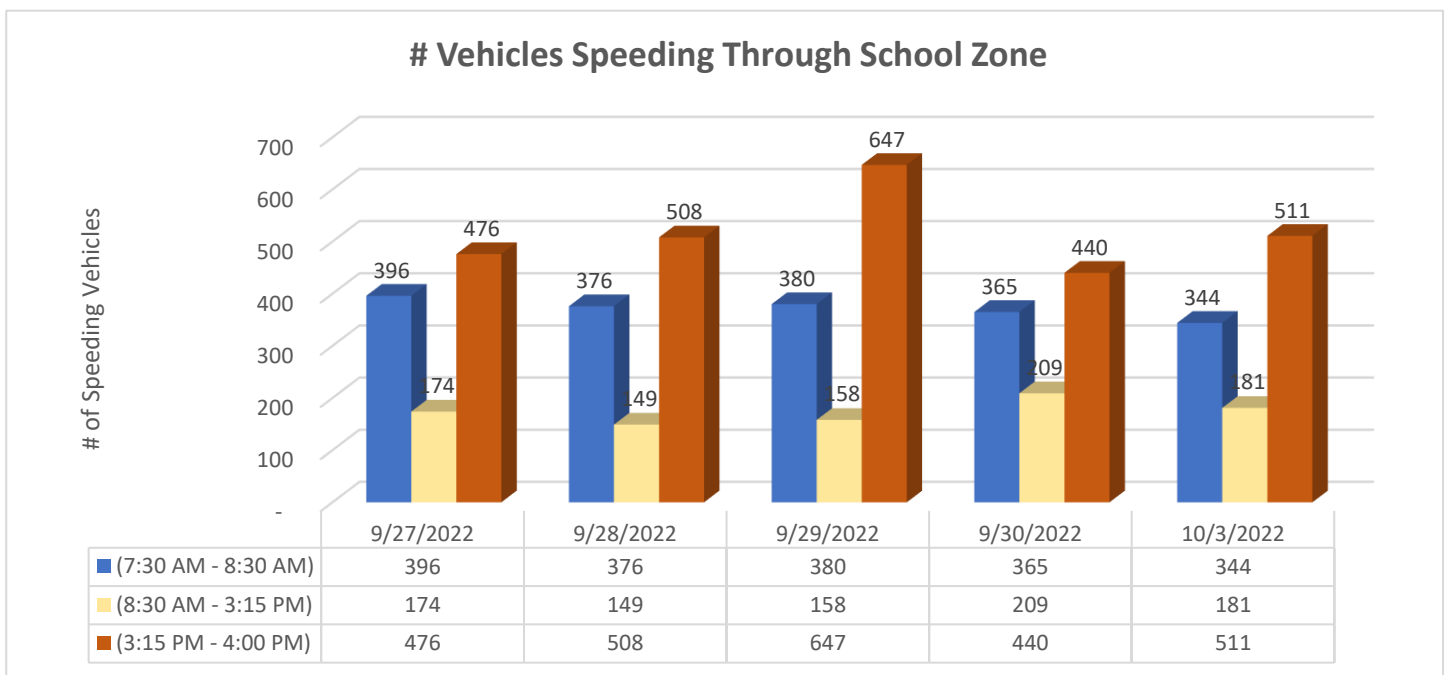
[www.bluelinesolutions.org](http://www.bluelinesolutions.org)

### Nelson County Middle & High School

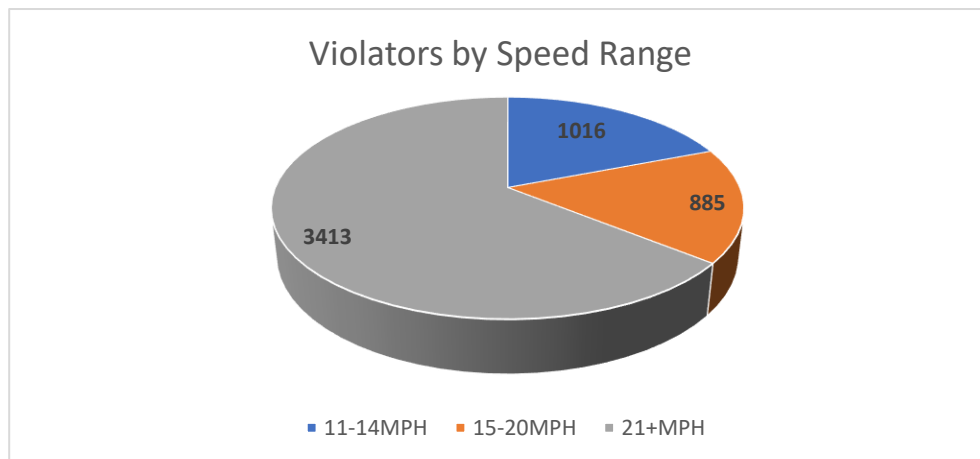
Nelson County, VA: Thomas Nelson Hwy

Times: (7:30 AM - 8:30 AM), (8:30 AM - 3:15 PM), (3:15 PM - 4:00 PM)

The below graph indicates the number of vehicles speeding through the zone at 11 MPH+ during the times of (7:30 AM - 8:30 AM), (8:30 AM - 3:15 PM), (3:15 PM - 4:00 PM).



The following graph depicts the speed range breakdown of violators.





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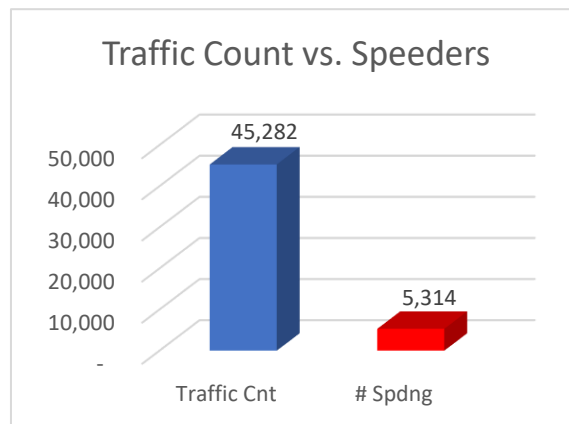
[www.bluelinesolutions.org](http://www.bluelinesolutions.org)

### Nelson County Middle & High School

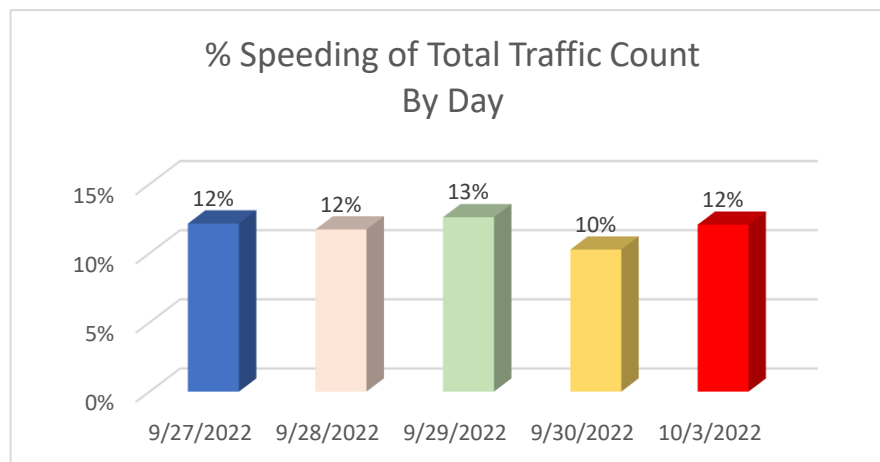
Nelson County, VA: Thomas Nelson Hwy

Times: (7:30 AM - 8:30 AM), (8:30 AM - 3:15 PM), (3:15 PM - 4:00 PM)

The total traffic count during the hours (7:30 AM - 4:00 PM) was 45,282. Of those, 5,314 (12%) were speeding at 11 MPH+ above the speed limit.



Data indicates a percentage range of 10% - 13% of vehicles traveling through the zone during the hours of (7:30 AM - 4:00 PM) were speeding in excess of 11 MPH+ throughout the week.



### **\*IMPORTANT NOTE\***

*This report is based off the raw data of time and speeds captured from:  
9/27/2022 - 10/3/2022.*

*\*All data recorded with Houston Radar Armadillo Tracker may differ from future results due to public education and information efforts, deployment of radar speed signs upon entrance to the speed zone, and use of L.I.D.A.R ( Light Detection and Ranging) Laser enforcement systems.*



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### Rockfish Elementary School

Nelson County, VA: Chapel Hollow Rd

**Times: (7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)**

Blue Line Solutions, LLC (BLS) conducted speed studies at Rockfish Elementary School on Chapel Hollow Rd during the periods and times listed below.

This report was completed given the speed and time limit parameters of:

**Regular Speed Limit: 45 MPH**

**School Zone Speed Limit: 35 MPH**

**Dates of Study:**

Tuesday	9/27/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)
Wednesday	9/28/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)
Thursday	9/29/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)
Friday	9/30/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)
Monday	10/3/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)

The following report only reflects dates and times listed in the dates above. During the specified dates and time periods, the traffic counts were as follows:

Date	(7:20 AM - 8:00 AM)			(8:00 AM - 2:45 PM)			(2:45 PM - 3:30 PM)		
	<u>Vehicle Count</u>	<u>Speeders</u>	<u>% Speeding</u>	<u>Vehicle Count</u>	<u>Speeders</u>	<u>% Speeding</u>	<u>Vehicle Count</u>	<u>Speeders</u>	<u>% Speeding</u>
9/27/2022	393	28	7.1%	3,266	346	10.6%	423	70	16.5%
9/28/2022	444	40	9.0%	3,661	357	9.8%	467	87	18.6%
9/29/2022	420	26	6.2%	4,026	334	8.3%	585	105	17.9%
9/30/2022	429	15	3.5%	4,364	317	7.3%	509	76	14.9%
10/3/2022	386	12	3.1%	3,554	381	10.7%	460	47	10.2%
<b>Totals:</b>	<b>2,072</b>	<b>121</b>	<b>5.8%</b>	<b>18,871</b>	<b>1,735</b>	<b>9.2%</b>	<b>2,444</b>	<b>385</b>	<b>15.8%</b>

**5 Day Total Vehicle Count:**

**23,387**

**5 Day Total Speeding Violations Recorded:**

**2,241**

**Note: Speeding is defined as any recorded speed more than 10MPH over the designated speed limit.**



## Blue Line Solutions, LLC

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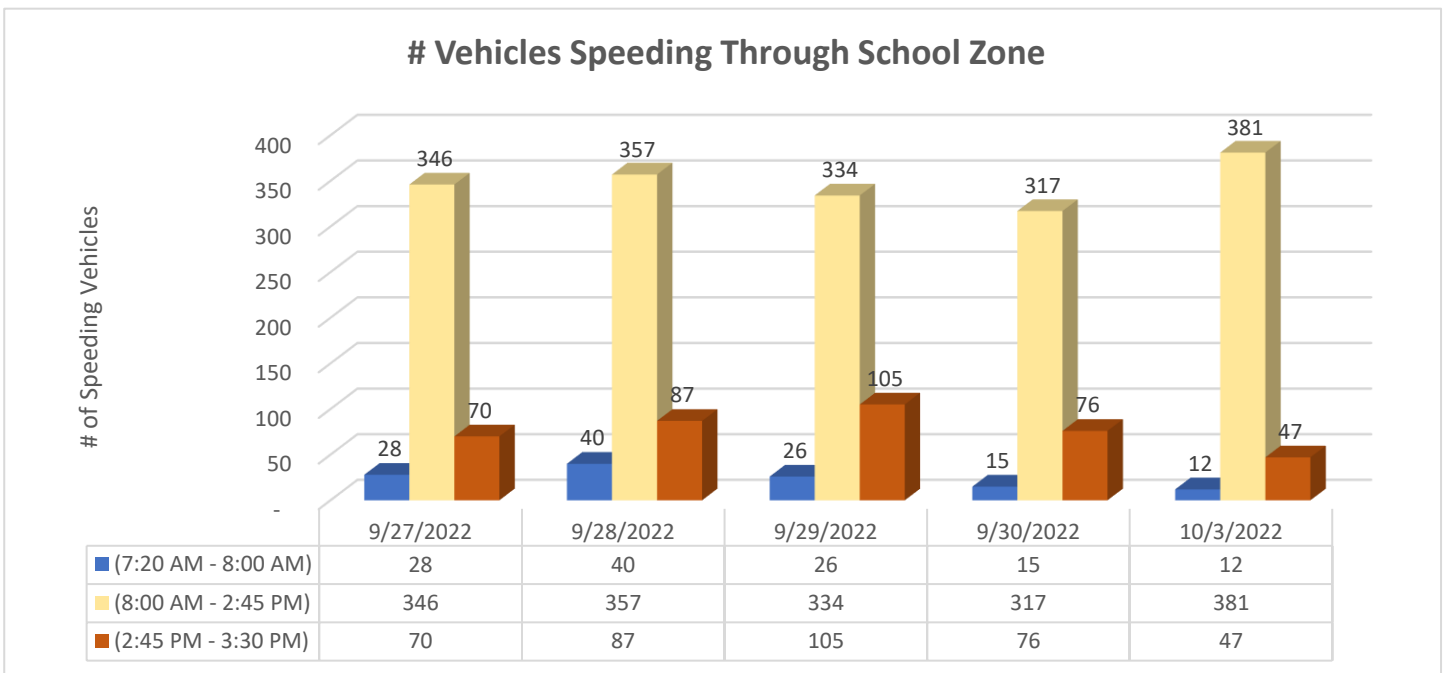
[www.bluelinesolutions.org](http://www.bluelinesolutions.org)

### Rockfish Elementary School

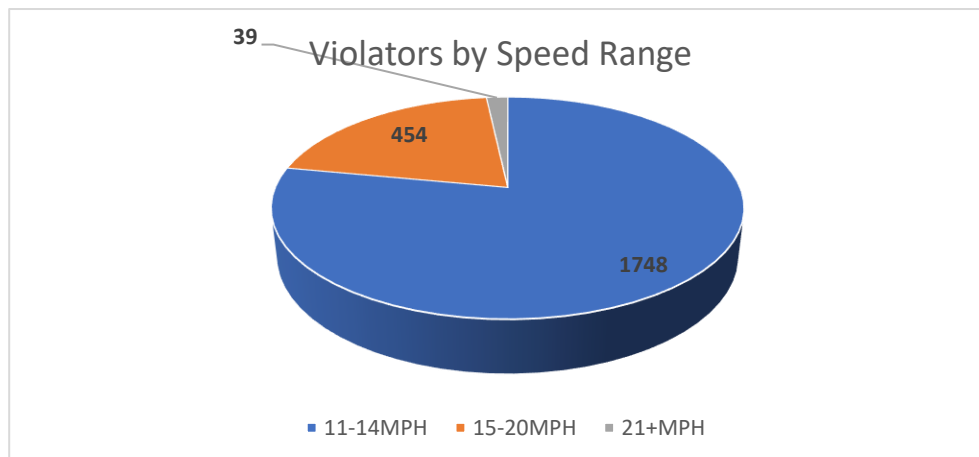
Nelson County, VA: Chapel Hollow Rd

Times: (7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)

The below graph indicates the number of vehicles speeding through the zone at 11 MPH+ during the times of (7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM).



The following graph depicts the speed range breakdown of violators.





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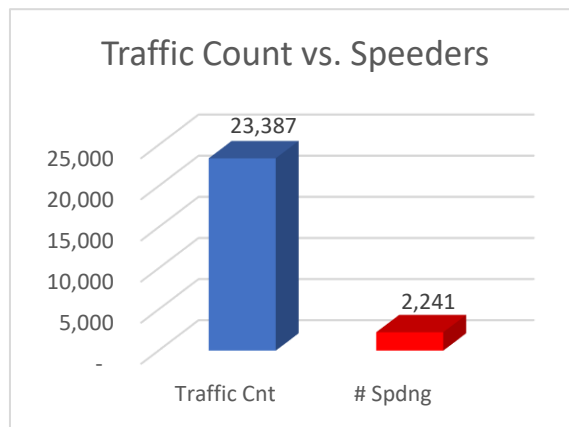
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### Rockfish Elementary School

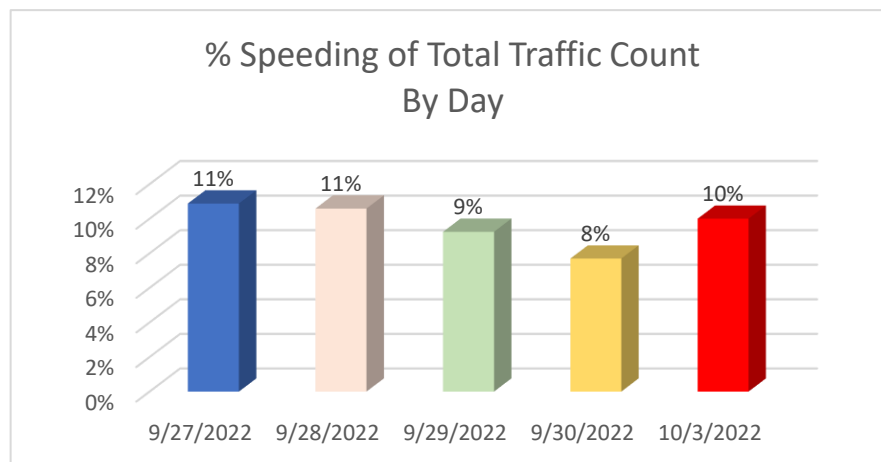
Nelson County, VA: Chapel Hollow Rd

Times: (7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)

The total traffic count during the hours (7:20 AM - 3:30 PM) was 23,387. Of those, 2,241 (10%) were speeding at 11 MPH+ above the speed limit.



Data indicates a percentage range of 8% - 11% of vehicles traveling through the zone during the hours of (7:20 AM - 3:30 PM) were speeding in excess of 11 MPH+ throughout the week.



### **\*IMPORTANT NOTE\***

*This report is based off the raw data of time and speeds captured from:  
9/27/2022 - 10/3/2022.*

*\*All data recorded with Houston Radar Armadillo Tracker may differ from future results due to public education and information efforts, deployment of radar speed signs upon entrance to the speed zone, and use of L.I.D.A.R ( Light Detection and Ranging) Laser enforcement systems.*



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### Tye River Elementary School

Nelson County, VA: Thomas Nelson Hwy

**Times: (7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)**

Blue Line Solutions, LLC (BLS) conducted speed studies at Tye River Elementary School on Thomas Nelson Hwy during the periods and times listed below.

This report was completed given the speed and time limit parameters of:

**Regular Speed Limit: 60 MPH**

**School Zone Speed Limit: 35 MPH**

**Dates of Study:**

Tuesday	9/27/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)
Wednesday	9/28/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)
Thursday	9/29/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)
Friday	9/30/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)
Monday	10/3/2022 :	(7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)

The following report only reflects dates and times listed in the dates above. During the specified dates and time periods, the traffic counts were as follows:

Date	(7:20 AM - 8:00 AM)			(8:00 AM - 2:45 PM)			(2:45 PM - 3:30 PM)		
	<u>Vehicle Count</u>	<u>Speeders</u>	<u>% Speeding</u>	<u>Vehicle Count</u>	<u>Speeders</u>	<u>% Speeding</u>	<u>Vehicle Count</u>	<u>Speeders</u>	<u>% Speeding</u>
9/27/2022	767	95	12.4%	7,384	338	4.6%	910	257	28.2%
9/28/2022	896	145	16.2%	7,530	362	4.8%	928	273	29.4%
9/29/2022	885	105	11.9%	7,937	397	5.0%	1,073	374	34.9%
9/30/2022	828	107	12.9%	8,805	519	5.9%	1,010	389	38.5%
10/3/2022	858	102	11.9%	7,595	431	5.7%	945	309	32.7%
Totals:	4,234	554	13.1%	39,251	2,047	5.2%	4,866	1,602	32.9%

**5 Day Total Vehicle Count:**

**48,351**

**5 Day Total Speeding Violations Recorded:**

**4,203**

**Note: Speeding is defined as any recorded speed more than 10MPH over the designated speed limit.**



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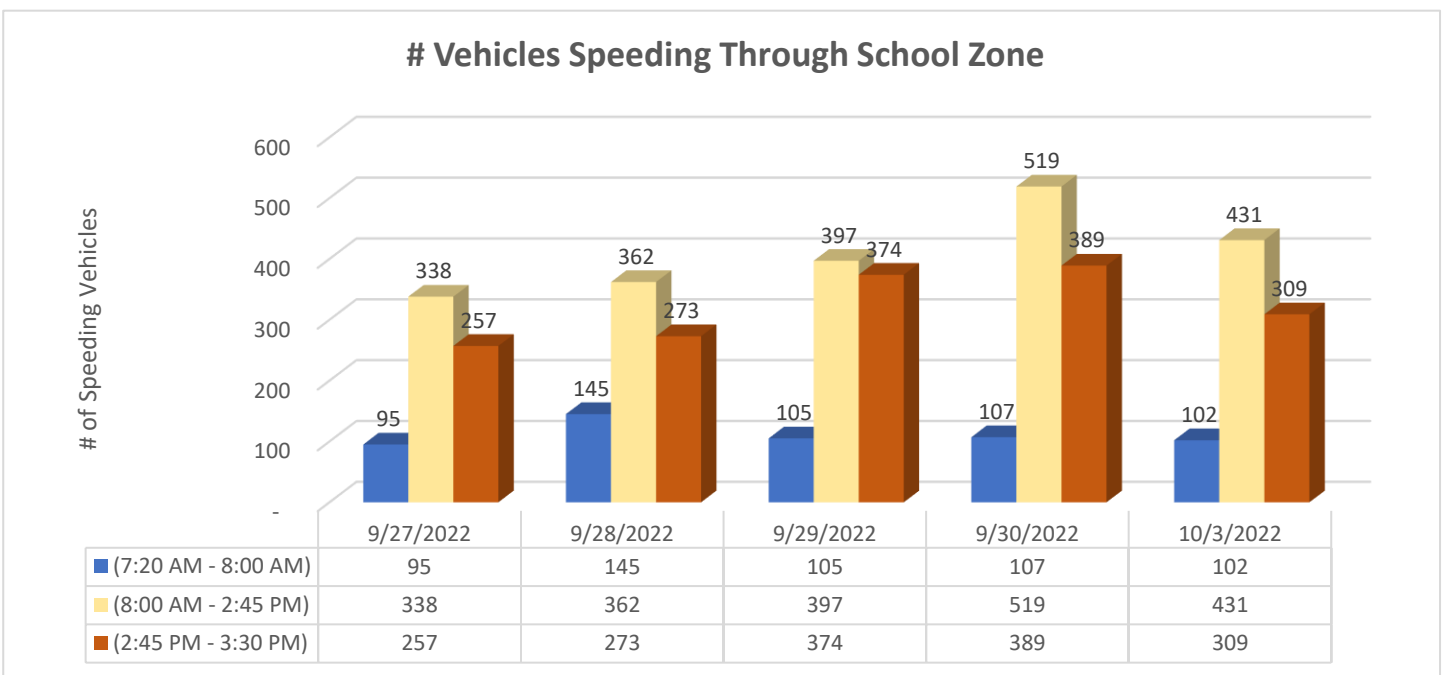
[www.bluelinesolutions.org](http://www.bluelinesolutions.org)

### Tye River Elementary School

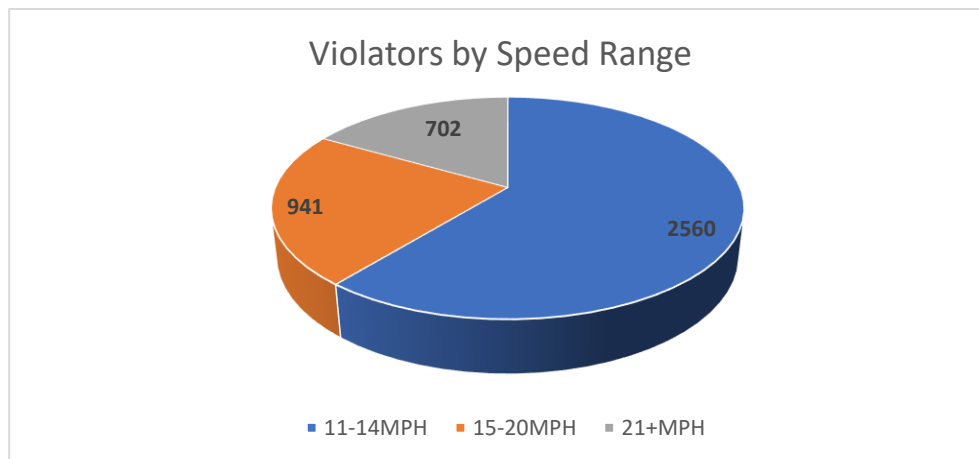
Nelson County, VA: Thomas Nelson Hwy

Times: (7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)

The below graph indicates the number of vehicles speeding through the zone at 11 MPH+ during the times of (7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM).



The following graph depicts the speed range breakdown of violators.







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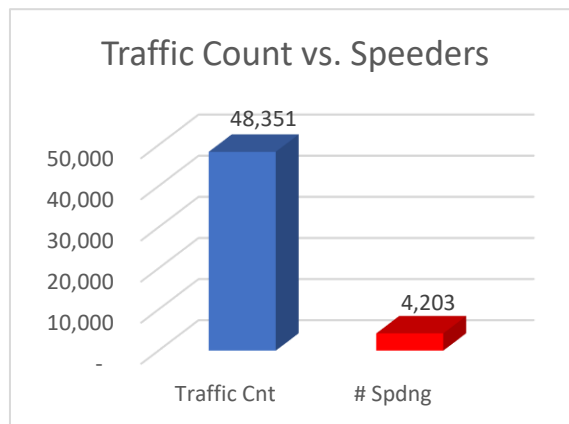
[www.bluelinesolutions.org](http://www.bluelinesolutions.org)

### Tye River Elementary School

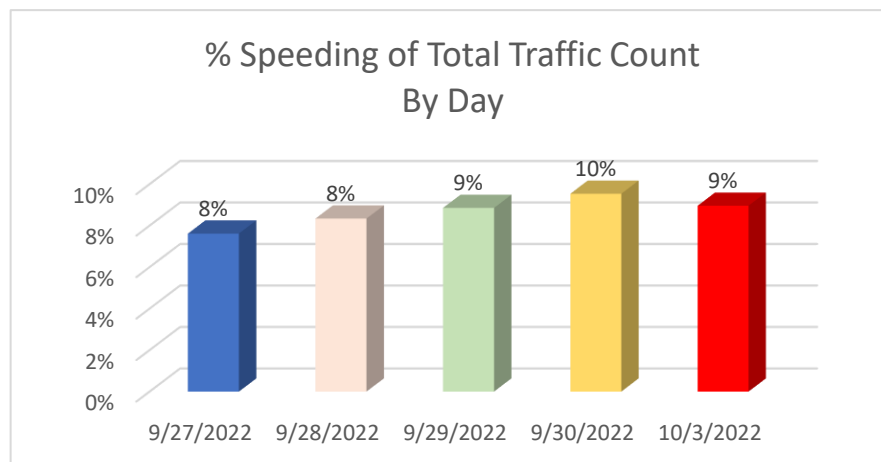
Nelson County, VA: Thomas Nelson Hwy

Times: (7:20 AM - 8:00 AM), (8:00 AM - 2:45 PM), (2:45 PM - 3:30 PM)

The total traffic count during the hours (7:20 AM - 3:30 PM) was 48,351. Of those, 4,203 (9%) were speeding at 11 MPH+ above the speed limit.



Data indicates a percentage range of 8% - 10% of vehicles traveling through the zone during the hours of (7:20 AM - 3:30 PM) were speeding in excess of 11 MPH+ throughout the week.



### **\*IMPORTANT NOTE\***

*This report is based off the raw data of time and speeds captured from:  
9/27/2022 - 10/3/2022.*

*\*All data recorded with Houston Radar Armadillo Tracker may differ from future results due to public education and information efforts, deployment of radar speed signs upon entrance to the speed zone, and use of L.I.D.A.R (Light Detection and Ranging) Laser enforcement systems.*



# TRUEBLUE™ SCHOOL ZONE SAFETY PROGRAM

Automated Speed Enforcement

STRIVING FOR ZERO  
“ZERO CRASHES, ZERO INJURIES, ZERO FATALITIES”

Mark Hutchinson, Founder & CEO

[mark@bluelinesolutions.org](mailto:mark@bluelinesolutions.org)



## Bridgewater, VA Program Data Report

Bridgewater, VA began implementing a school zone automated speed enforcement program in October of 2022. The purpose of the program was to reduce the number of speeding vehicles traveling through the school zones, thus reducing the likelihood that accidents, injuries, or fatalities could occur. Virginia state law established a fine of \$100 for speeding at 10+ MPH above the posted speed limit.

The Town of Bridgewater, in conjunction with Blue Line Solutions, LLC, established an extensive program that emphasizes components not usually utilized in photo-speed enforcement programs. This program focuses on:

- Public Information
- Education
- Enforcement

### THE PROGRAM

The program involves a phased approach during the implementation to inform & educate the public, enforce speeding laws, and measure the outcomes of the program. The main phases are measured as follows:

Phase 1: **Pre-Program Survey** (Initial speed study conducted gathering 5 days of data prior to the implementation of the program to determine the severity of the speeding problem)

Phase 2: **Public Information & Education (PI&E) Survey** (5-day survey conducted at the beginning of the warning period to measure the effectiveness of the PI&E campaign)

Phase 3: **Warning Survey** (5-day survey conducted after the warning period has concluded to measure the effectiveness of the warning period)

Phase 4: **Initial Enforcement Survey** (5-day survey conducted)

**Phase 1:** Speed studies are conducted over a 5-day period using a small non-descript radar device, placed on a pole in the school zone to collect data. Initial traffic data for a 24-hour period was collected to show a base line number of vehicles traveling through the school zone(s) and the number of vehicles speeding. ***Speeding is defined as any recorded speed more than 10MPH above the designated speed limit.***



**Phase 2:** Information about this program was disseminated to the public through press releases, social media from the city and school systems to give advance notice of this program – specific PI&E efforts are outlined below. Speed enforcement programs such as this were designed to save lives and are validated by the data enclosed. A second (2<sup>nd</sup>) speed survey was conducted at the beginning of the warning phase to determine the effectiveness of the PI&E campaign.

The initial PI&E campaign included the following:

DATE	COMMUNICATION	SOURCE
October 14, 2022	<a href="#">Bridgewater adding speed cameras</a>	WHSV3
October 14, 2022	<a href="#">Say Cheese!</a>	Daily News Record
March 21, 2023	<a href="#">Warnings Begin</a>	Daily News Record
March 23, 2023	<a href="#">New Speed Enforcement Technology</a>	WHSV3
June 16, 2023	<a href="#">Town of Bridgewater reporting 92%</a>	WHSV3



**Phase 3:** For the first 30 days, owners of vehicles travelling through school zones at 10mph above the threshold received warning citations. These citations are marked with a large red warning statement displayed across the front of the notice and served as a reminder to the citizens to slow their vehicle speed down when entering the school zones. **There are no monetary fines during this period.** Once the warning period concluded, a third (3<sup>rd</sup>) 5- day speed survey was conducted to determine the effectiveness of the warning phase.

**Phase 4:** After conclusion of the warning period, live enforcement began with speeding violators receiving valid citations. Following the first 30 days of live enforcement, a fourth (4<sup>th</sup>) speed survey will be conducted to measure the effectiveness of the program.



## IMPLEMENTATION SCHEDULE

Table A below outlines the schedule of when the program began, and when each phase occurred.

Table A

School Zone	Pre-Program Survey (Phase 1)	Warning Start Date	PI&E Survey (Phase 2)	Enforcement Live Date	Warning Survey (Phase 3)	Initial Enforcement Survey (Phase 4)
JOHN WAYLAND ELEMENTARY	09/20/2022-09/23/2022, 09/26/2022	03/20/2023	03/20/2023 – 03/24 2023	04/21/2023	05/01/2023-05/05/2023	06/1/2-23 – 06/2/2023, 06/05/2023-06/07/2023

*\*Post enforcement data coming after the beginning of 23/24 school year*

## WARNING PERIOD

The program began with a 30-day Warning Phase in which speeding violators received warning citations in the mail as part of the PI&E efforts. During this phase, **450** warnings were issued. During the first 5-days of the warning phase, another 5-day speed study is conducted to measure the effectiveness of Phase 2. This data shows the effectiveness of PI&E by analyzing the reduction of speeding vehicles vs. the baseline during Phase 2 (without writing the first citation).

## SPEED STUDY DATA BY PHASE

Table B

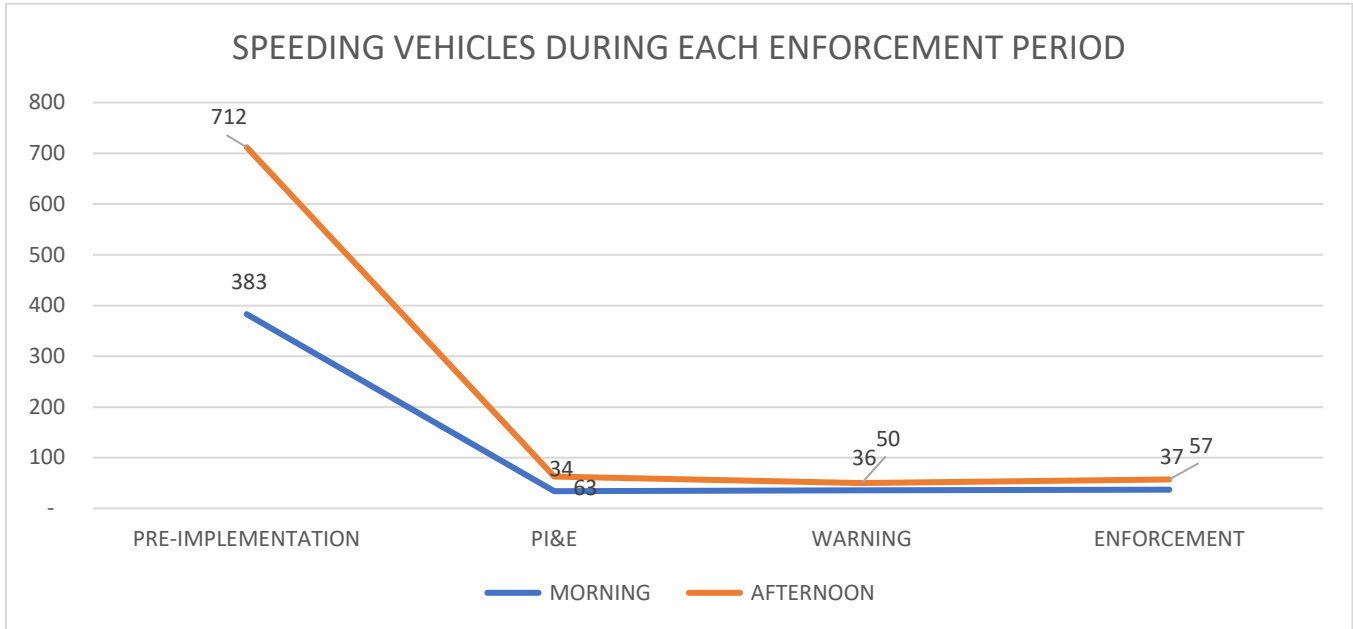
	Pre-Program (Phase 1)	PI&E (Phase 2)	Warning (Phase 3)	Enforcement (Phase 4)
JOHN WAYLAND ELEMENTARY	1,095	97	86	94
TOTAL	1,095	97	86	94
PROGRAM WEEKLY AVERAGE	219	19	17	19
<b>% REDUCTION PER PHASE</b>		<b>91%</b>	<b>92%</b>	<b>91%</b>
<b>% TOTAL REDUCTION</b>			<b>91%</b>	

## SPEED REDUCTION

As illustrated above in Table B, the school zone in which the program has been implemented has experienced a 91% reduction in speeding vehicles in less than three months' time. An expected increase in violations was noticed between the Warning and Enforcement studies due to the Enforcement study being gathered at the end of the school year – upticks in violations have been a regular occurrence noted by the program at the end and beginning of school years. **The program thus far has reduced the number of speeding vehicles by 91%.**



Graph A



As illustrated in Graph A, reductions in speeding vehicles have been realized in each phase of the program thus far. Speeding vehicles have reduced from **1,095** in the pre-program survey to **94** in the warning survey.

### REDUCTION BY PHASE

As seen below in Table C, the PI&E phase of the program has received the largest reduction. As of the most recent study, the program has reduced speeding overall by **91%**.

Table C

EFFECTIVENESS OF EACH PHASE (SPEEDERS)	
PHASE:	INCREMENTAL REDUCTION IN SPEEDERS:
PRE-PROGRAM TO PI&E	94%
PI&E TO WARNING	0%
WARNING TO ENFORCEMENT	-1%
<b>TOTAL:</b>	<b>91%</b>



## TRAFFIC COUNTS

Table D

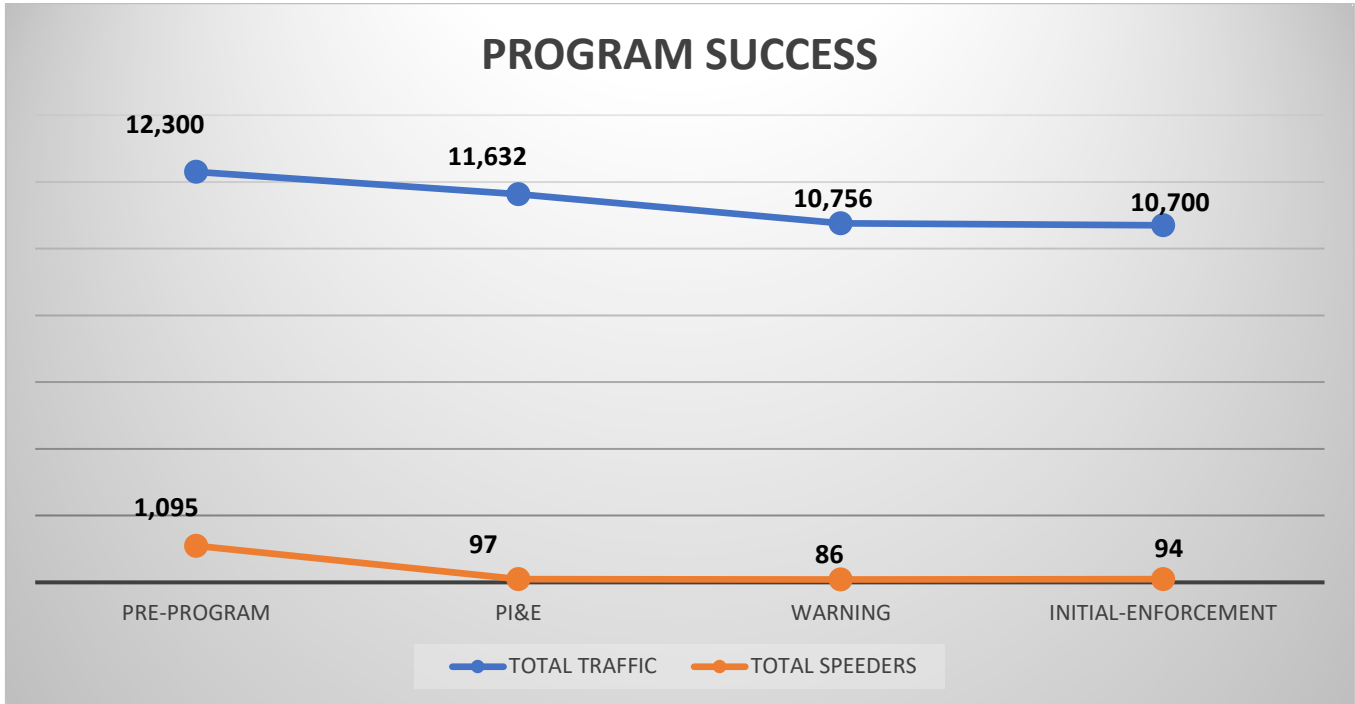
TRAFFIC COUNT (5-DAY STUDY TOTALS)				
	PRE-PROGRAM	PI&E	WARNING	INITIAL-ENFORCEMENT
JOHN WAYLAND ELEMENTARY	12,300	11,632	10,756	10,700
TOTAL	12,300	11,632	10,756	10,700
PROGRAM DAILY AVERAGE	2,460	2,326	2,151	2,140
% REDUCTION PER PHASE		5%	8%	0%
<b>% TOTAL REDUCTION</b>			<b>13%</b>	

As seen in Table D, the overall traffic count has decreased since the pre-program studies. There have been incremental decreases thus far in each of the included phases. Thus far, the program has decreased traffic flow by 13% - further proof of the program's effectiveness.

## PHASE 1-4 RESULTS

Prior to the beginning of the program, 1,095 vehicles traveling through the John Wayland Elementary School zone in Bridgewater, VA every week were speeding. This shocking reality brought lift to a program that through public information, education, and enforcement, reduced the number of speeders by 91% in less than three months. Further, traffic flow decreased during this time by 1,600 vehicles per week vs. before the program began. What does all this mean for the children that attend schools here? **A safer place to walk, play and learn!**

Graph C



## METHODOLOGY

The TrueBlue™ School Zone Safety Program combines Public Information & Education (PI&E) with enforcement to reach mass driver audiences while enforcing the speed limit laws in school zones. To achieve the goal of reducing speeding violations, a partnership between Bridgewater, VA and BLS created an effective program to reach the community with messaging as it relates to the TrueBlue™ Automated Speed Enforcement program.

## SUMMARY

In summary, the overall collaborative efforts between Blue Line Solutions, LLC, the Town of Bridgewater, VA, and key stakeholders, combined with pre, ongoing, and post deployment data and Public Education & Information has proven to make our communities safer. As we 'Strive for Zero' in our school zones, the TrueBlue™ program reflects an overall 94% nationwide reduction rate of speeders which gets us one step closer to our goal of **"Zero Crashes, Zero Injuries and Zero Fatalities"** in areas where our children are.





# TRUEBLUE™ SCHOOL ZONE SAFETY PROGRAM

Automated Speed Enforcement

STRIVING FOR ZERO

“ZERO CRASHES, ZERO INJURIES, ZERO FATALITIES”

Mark Hutchinson, Founder & CEO  
[mark@bluelinesolutions.org](mailto:mark@bluelinesolutions.org)



## Bridgewater, VA Program Data Report

Bridgewater, VA began implementing a school zone automated speed enforcement program in October of 2022. The purpose of the program was to reduce the number of speeding vehicles traveling through the school zones, thus reducing the likelihood that accidents, injuries, or fatalities could occur. Virginia state law established a fine of \$100 for speeding at 10+ MPH above the posted speed limit.

The Town of Bridgewater, in conjunction with Blue Line Solutions, LLC, established an extensive program that emphasizes components not usually utilized in photo-speed enforcement programs. This program focuses on:

- Pre-program Speed Studies
- Public Information & Education
- Warnings
- Enforcement
- Post Enforcement Analysis

### THE PROGRAM

The program involves a phased approach during the implementation to inform & educate the public, enforce speeding laws, and measure the outcomes of the program. The main phases are measured as follows:

- Phase 1: **Pre-Program Survey** (Initial speed study conducted prior to the implementation of the program to determine the severity of the speeding problem)
- Phase 2: **Public Information & Education (PI&E) Survey** (survey conducted at the beginning of the warning period to measure the effectiveness of the PI&E campaign)
- Phase 3: **Warning Survey** (survey conducted after the warning period has concluded to measure the effectiveness of the warning period)
- Phase 4: **Initial Enforcement Survey** (survey conducted)
- Phase 5: **Post-enforcement Analysis** (survey conducted approximately 5 weeks into enforcement to measure the effectiveness of weeks 1-4 of the enforcement period)

**Phase 1:** Speed studies are conducted over a 5-day period using a small non-descript radar device, placed on a pole in the school zone to collect data. Initial traffic data for a 24-hour period was collected to show a base line number of vehicles traveling through the school zone(s) and the number of vehicles speeding. ***Speeding is defined as any recorded speed more than 10MPH above the designated speed limit.***

**Phase 2:** Information about this program was disseminated to the public through press releases, social media from the city and school systems to give advance notice of this program – specific PI&E efforts are outlined below in Attachment A. Speed enforcement programs such as this were designed to save lives and are validated by the

BLUE LINE SOLUTIONS, LLC  
4409 OAKWOOD DR  
CHATTANOOGA, TN. 37416

data enclosed. A second (2<sup>nd</sup>) speed survey was conducted at the beginning of the warning phase to determine the effectiveness of the PI&E campaign.

The initial PI&E campaign included the following:

DATE	COMMUNICATION	SOURCE
October 14, 2022	<a href="#">Bridgewater adding speed cameras</a>	WHSV3
October 14, 2022	<a href="#">Say Cheese!</a>	Daily News Record
March 21, 2023	<a href="#">Warnings Begin</a>	Daily News Record
March 23, 2023	<a href="#">New Speed Enforcement Technology</a>	WHSV3



**Phase 3:** For the first 30 days, owners of vehicles travelling through school zones at 10mph above the threshold received warning citations. These citations are marked with a large red warning statement displayed across the front of the notice and served as a reminder to the citizens to slow their vehicle speed down when entering the school zones. **There are no monetary fines during this period.** Once the warning period concluded, a third (3<sup>rd</sup>) 5-day speed survey was conducted to determine the effectiveness of the warning phase.

**Phase 4:** After conclusion of the warning period, live enforcement began with speeding violators receiving valid citations. Following the first 30 days of live enforcement, a fourth (4<sup>th</sup>) speed survey will be conducted approximately around week 5 to measure the effectiveness of the program.

### IMPLEMENTATION SCHEDULE

Table A below, outlines the schedule of when each program began, and when each phase occurred. Columns marked with \* reflect data forthcoming.

Table A

School Zone	Pre-Program Survey (Phase 1)	Warning Start Date (Phase 2)	PI&E Survey	Enforcement Live Date (Phase 3)	Warning Survey	Initial Enforcement Survey (Phase 4)	Post-Enforcement Survey (Phase 5)
JOHN WAYLAND ELEM	09/20/2022-09/23/2022, 09/26/2022	03/20/2023	03/20/2023 – 03/24 2023	04/21/2023	05/01/2023-05/05/2023	*	*



### WARNING PERIOD

The program began with a 30-day Warning Phase in which speeding violators received warning citations in the mail as part of the PI&E efforts. During this phase, **450** warnings were issued. During the first 5-days of the warning phase, another 5-day speed study is conducted to measure the effectiveness of Phase 2. This data shows the effectiveness of PI&E by analyzing the reduction of speeding vehicles vs. the baseline during Phase 2 (without writing the first citation).

Table B below supplies an overview of the speed study data by phase. *Columns marked with an asterisk (\*) will have data forthcoming.*

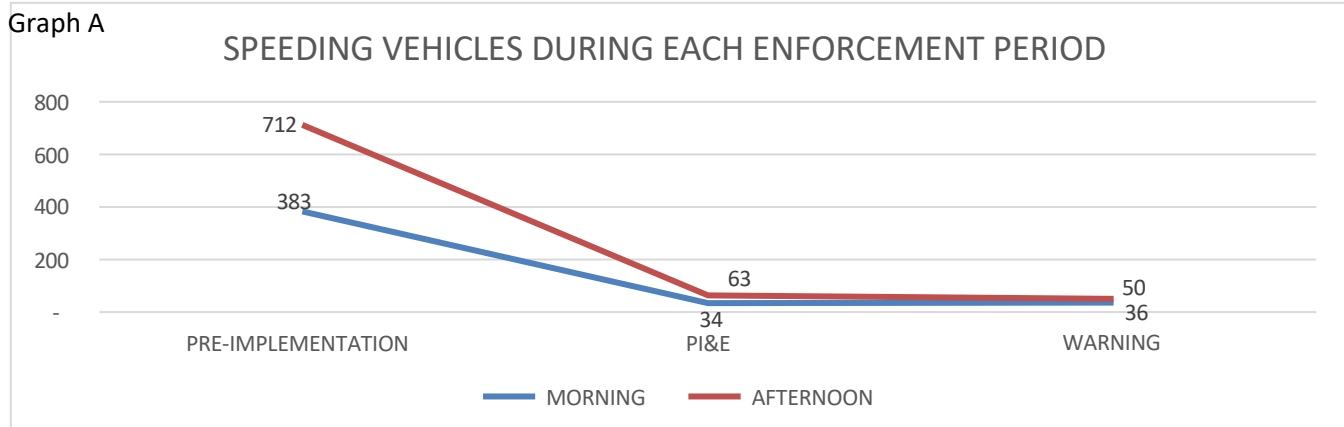
### SPEED STUDY DATA BY PHASE

Table B

	Pre-Program (Phase 1)	PI&E (Phase 2)	Warning (Phase 3)	Enforcement (Phase 4)	Post Enforcement (Phase 5)
<b>JOHN WAYLAND ELEM</b>	1,095	97	86	*	*
TOTAL	1,095	97	86	*	*
PROGRAM WEEKLY AVERAGE	219	19	17	*	*
<b>% REDUCTION PER PHASE</b>		<b>91%</b>	<b>92%</b>	<b>*%</b>	<b>*%</b>
<b>% TOTAL REDUCTION</b>			<b>92%</b>		

### SPEED REDUCTION

As illustrated above in Table B, the school zone in which the program has been implemented has experienced a **92%** reduction in speeding vehicles. That's **92%** of the motoring public that has slowed down in the school zones where our children are.





As illustrated in Graph A, reductions in speeding vehicles have been realized in each enforcement period. Speeding vehicles have reduced from **1,095** in the pre-program survey to **86** in the post-enforcement survey.

### REDUCTION BY PHASE

As seen below in Table C, the PI&E phase of the program has received the largest reduction. As of the most recent study, the program has reduced speeding overall by **92%**.

Table C

EFFECTIVENESS OF EACH PHASE (SPEEDERS)	
PHASE:	INCREMENTAL REDUCTION IN SPEEDERS:
PRE-PROGRAM TO PI&E	91%
PI&E TO WARNING	1%
TOTAL:	<b>92%</b>

### TRAFFIC COUNTS

Table D

TRAFFIC COUNT (5-DAY STUDY)					
	PRE-PROGRAM (Phase 1)	PI&E (Phase 2)	WARNING (Phase3)	INITIAL-ENFORCEMENT (Phase 4)	POST-ENFORCEMENT (Phase 5)
JOHN WAYLAND ELEM	12,300	11,632	10,756	*	*
TOTAL	12,300	11,632	10,756	*	*
PROGRAM DAILY AVERAGE	2,460	2,326	2,151	*	*
% REDUCTION PER PHASE		5%	8%	*%	*%
<b>% TOTAL REDUCTION</b>			<b>13%</b>		

As seen in Table D, the traffic count overall has decreased from the pre- program studies. The data reflects **13%** of motoring vehicles have chosen another route of travel which could be attributed to the PI&E about the upcoming automated speed enforcement program. *Columns with an asterisk (\*) will have date forthcoming.*

### PHASE 1-4 RESULTS

Prior to the beginning of the program, **1,095** vehicles traveling through the John Wayland Elementary school zone in Bridgewater, VA every week were speeding. This shocking reality brought life to a program that through

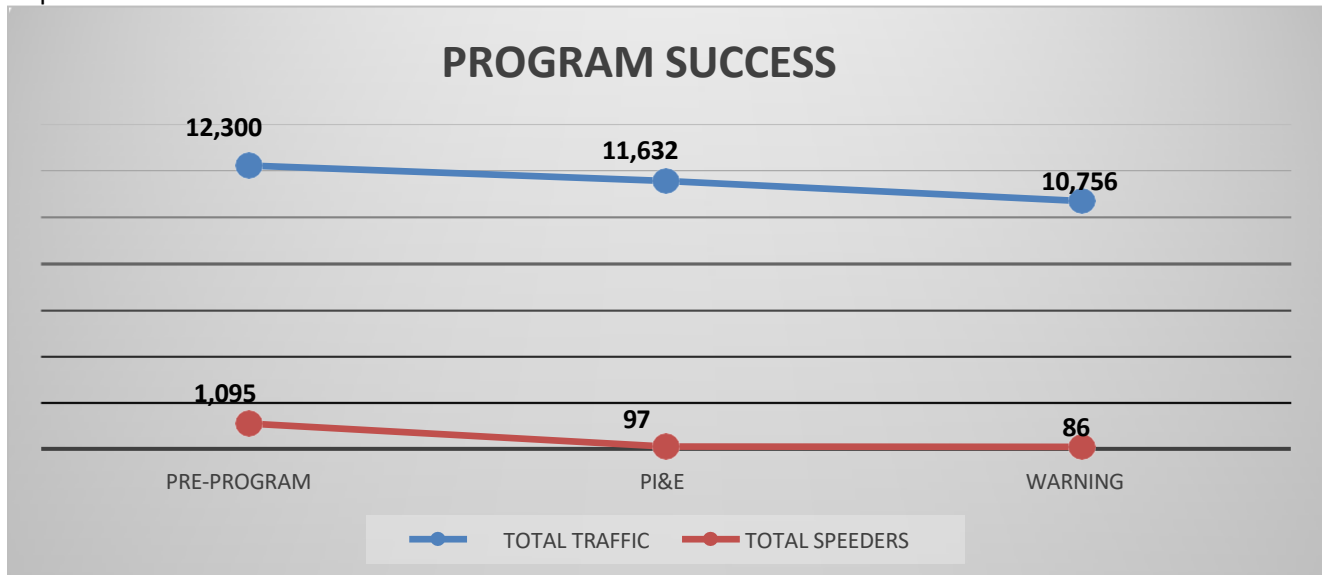


public information, education, and enforcement, reduced the number of speeders by **92%** in less than two months. Further, the traffic count decreased by **1,544** vehicles per week vs. before the program began. What does all this mean for the children that attend schools here? **A safer place to walk, play, and learn!**

### PROGRAM SUCCESS

As a technology and data driven company, the overall success of a program is measured by just that – technology to capture data. Graph A below provides an overview of the total number of traffic counts and speeders since the beginning of the program in Bridgewater, VA.

Graph C



### METHODOLOGY

The TrueBlue™ School Zone Safety Program combines Public Information & Education (PI&E) with enforcement to reach mass driver audiences while enforcing the speed limit laws in school zones. To achieve the goal of reducing speeding violations, a partnership between the Town of Bridgewater, VA and BLS created an effective program to reach the community with messaging as it relates to the TrueBlue™ Automated Speed Enforcement program.

### SUMMARY

In summary, the overall collaborative efforts between Blue Line Solutions, LLC, Bridgewater, VA, and key stakeholders, combined with pre, ongoing, and post deployment data and Public Education & Information has proven to make our communities safer. As we ‘Strive for Zero’ in our school zones, the TrueBlue™ program reflects an overall 94% nationwide reduction rate of speeders in school zones which gets us one step closer to our goal of *“Zero Crashes, Zero Injuries and Zero Fatalities”* in areas where our children are.



# TRUEBLUE™ SCHOOL ZONE SAFETY PROGRAM

Automated Speed Enforcement

STRIVING FOR ZERO

“ZERO CRASHES, ZERO INJURIES, ZERO FATALITIES”

Mark Hutchinson, Founder & CEO  
[mark@bluelinesolutions.org](mailto:mark@bluelinesolutions.org)



## Wythe County, VA Program Data Report

The Wythe County Sheriff's Department began implementing a school zone automated speed enforcement program in September of 2022. The purpose of the program was to reduce the number of speeding vehicles traveling through the school zones, thus reducing the likelihood that accidents, injuries, or fatalities could occur. Virginia state law established a fine of \$100 for speeding at 10+ MPH above the posted speed limit.

Wythe County, in conjunction with Blue Line Solutions, LLC, established an extensive program that emphasizes components not usually utilized in photo-speed enforcement programs. This program focuses on:

- Pre-program Speed Studies
- Public Information & Education

### THE PROGRAM

The program involves a phased approach during the implementation to inform & educate the public, enforce speeding laws, and measure the outcomes of the program. The main phases are measured as follows:

Phase 1: **Pre-Program** – During this phase, initial traffic data was collected over a 5-day period to establish a base line number of vehicles traveling through the school zone(s) and the number of those vehicles that were speeding.

Phase 2: **Public Information & Education (PI&E)** – Information about this program is disseminated to the public through press releases, social media posts, school student/parent portals, and open meetings to give advance notice of the upcoming program – specific PI&E efforts are outlined within this document. A 5-day survey was conducted at the beginning of the warning period to measure the effectiveness of the PI&E campaign. Public Education & Information is key to the success of any program.



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 CHATTANOOGA, TN. 37416

The initial PI&E campaign included the following:

Table A

DATE	COMMUNICATION	SOURCE
March 22, 2022	<a href="#">Photo Speed RFP</a>	Wythe County
April 6, 2022	<a href="#">Wythe County Recent Speed Studies</a>	Wythe County Facebook
April 7, 2022	<a href="#">Wythe County Stepping up Enforcement</a>	Daily News Record
August 12, 2022	<a href="#">New School Year Brings Enforcement</a>	SWVA Today
March 23, 2023	<a href="#">New Speed Enforcement Technology</a>	WHSV3



As seen during the initial PI&E campaign, Wythe County made a concerted effort, utilizing many different methods of communication to educate the citizens and communities of the county about the upcoming school zone safety program. The table and graphics above are not all-inclusive of every effort made but do demonstrate some materials and platforms used.

**Phase 3:** For the first 30 days, owners of vehicles travelling through school zones at 10mph above the threshold received warning citations. These citations are marked with a large red warning statement displayed across the front of the notice and served as a reminder to the citizens to slow their vehicle speed down when entering the school zones. **There are no monetary fines during this period.** Once the warning period concluded, a third (3<sup>rd</sup>) 5- day speed survey was conducted to determine the effectiveness of the warning phase.

**Phase 4:** After conclusion of the warning period, live enforcement began with speeding violators receiving valid citations. Following the first 30 days of live enforcement, a fourth (4<sup>th</sup>) speed survey was conducted approximately around week 5 to measure the effectiveness of the program.



## IMPLEMENTATION SCHEDULE

Table B below, outlines the schedule of when each program began, and when each phase occurred. Columns marked with \* reflect data forthcoming.

Table B

School Zone	Pre-Program Survey (Phase 1)	Warning Start Date*	PI&E Survey (Phase 2)	Enforcement Live Date	Warning Survey (Phase 3)	Fixed Unit Enforcement Live Date	Initial Enforcement Survey (Phase 4)
Fort Chiswell High School	01/10/2022 – 01/14/2022	08/15/2022 – 08/19/2022	*	09/06/2022	*	03/21/2023	05/01/2023 – 05/05/2023
Jackson Memorial Elementary School	01/10/2022 – 01/14/2022	08/15/2022 – 08/19/2022	*	09/06/2022	*	03/21/2023	05/01/2023 – 05/05/2023
Sheffey Elementary School	05/26/2022 – 05/27/2022, 05/30/2022 – 06/01/2022	08/15/2022 – 08/19/2022	*	09/06/2022	*	03/21/2023	05/01/2023 – 05/05/2023

\*Wythe Co., VA implemented their school-zone speed enforcement program in a format different than typical programs. Warning citations were captured and issued during the period of August 15-19<sup>th</sup>, 2022 using a Handheld LIDAR device. This device continued to be used to capture and issue enforceable violations until March 21<sup>st</sup>, 2023, when the Fixed Unit ASE devices began enforcing these zones.

Due to the use of the Handheld LIDAR device for the onset of the program, comparable data was captured 5-weeks into Fixed Unit ASE Enforcement and will continue to be updated thereafter.



SPEED STUDY DATA BY PHASE

Table C

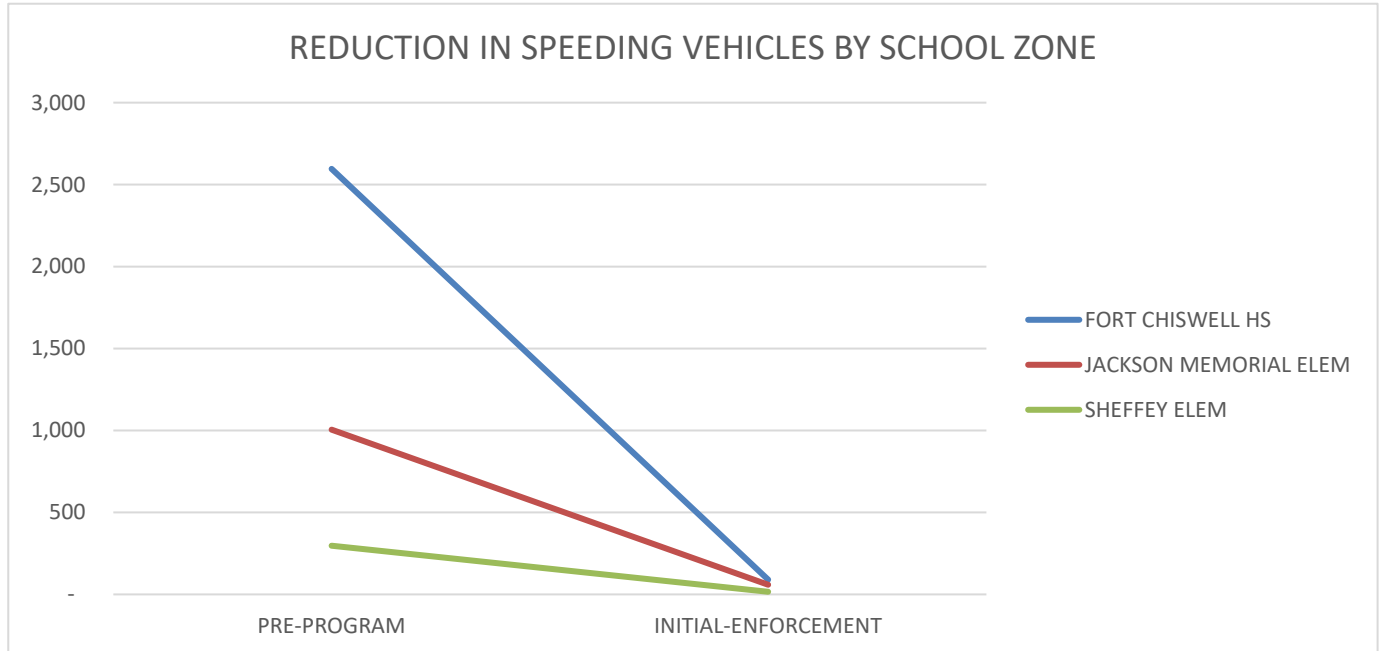
SPEEDING VEHICLES (5-DAY STUDY TOTALS)		
	<u>PRE-PROGRAM</u>	<u>INITIAL-ENFORCEMENT</u>
FORT CHISWELL HIGH SCHOOL	2,596	90
JACKSON MEMORIAL ELEMENTARY SCHOOL	1,005	59
SHEFFEY ELEMENTARY SCHOOL	297	16
TOTAL	3,898	165
PROGRAM DAILY AVERAGE	780	33
<b>% REDUCTION PER PHASE</b>		<b>96%</b>
<b>% TOTAL REDUCTION</b>	<b>96%</b>	

As illustrated above in Table C, the school zone in which the program has been implemented has experienced a 96% reduction in speeding vehicles. **The program thus far has reduced the number of speeding vehicles by 96%.**

Graph B below illustrates the reductions in speeding vehicles in each school zone where the program has been implemented. Speeding vehicles have reduced from 3,898 in the pre-program surveys to 165 in the Initial-Enforcement surveys.



Graph B



**Traffic Counts:**

Table D

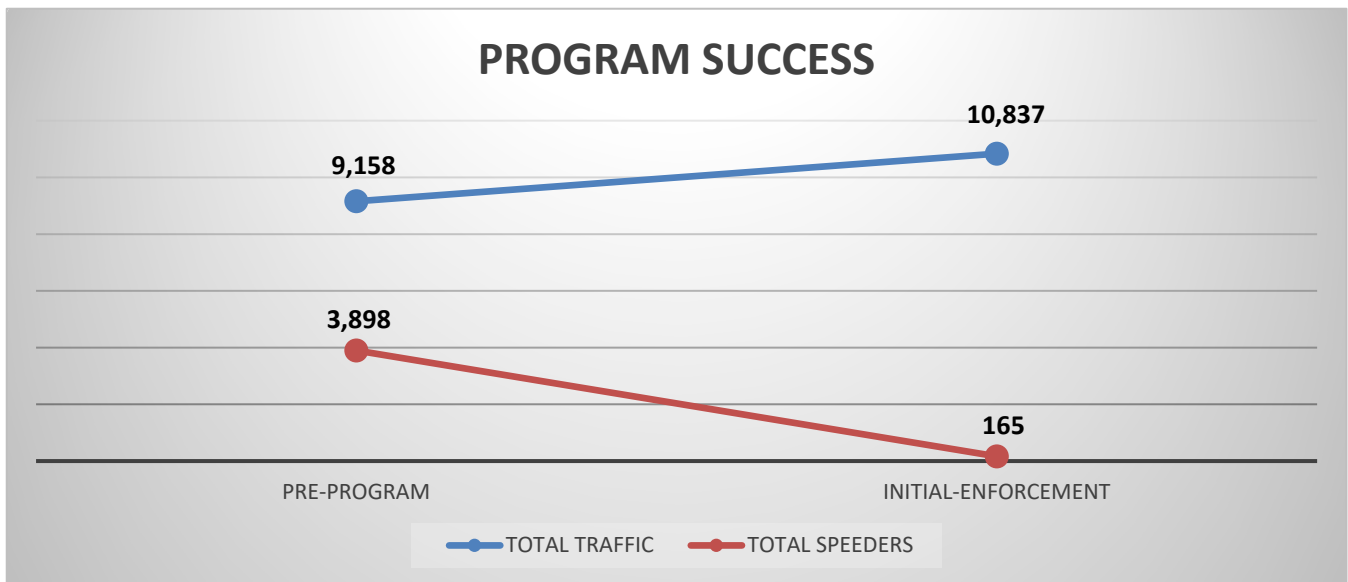
TRAFFIC COUNT (5-DAY STUDY TOTALS)		
	PRE-PROGRAM	INITIAL-ENFORCEMENT
FORT CHISWELL HIGH SCHOOL	5,413	6,949
JACKSON MEMORIAL ELEMENTARY SCHOOL	2,478	2,426
TOTAL	9,158	10,837
PROGRAM DAILY AVERAGE	1,832	2,167
% REDUCTION PER PHASE		-18%
<b>% TOTAL REDUCTION</b>	<b>-18%</b>	

As seen in Table D, the overall traffic count has increased in the included school zones since the Pre-Program studies. **It is important to note that even with this increase in traffic count, speeding vehicles has been lowered by 96% - further evidence of the program's effectiveness.**

### PROGRAM SUCCESS - PHASE 1-4 RESULTS

As a technology and data driven company, the overall success of a program is measured by just that – technology to capture data. Graph A below provides an overview of the total number of traffic counts and speeders since the beginning of the program in Wythe County, VA.

Prior to the beginning of the program, 3,898 vehicles traveling through the included school zones in Wythe Co., VA every week were speeding. This shocking reality brought life to a program that through public information, education, and enforcement, reduced the number of speeders by 96% since inception. **This drastic decrease was also achieved even with an increase in traffic count.** What does all this mean for the children that attend schools here? **A safer place to walk, play, and learn!**



BLUE LINE SOLUTIONS, LLC  
4409 OAKWOOD DR  
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## METHODOLOGY

The TrueBlue™ School Zone Safety Program combines Public Information & Education (PI&E) with enforcement to reach mass driver audiences while enforcing the speed limit laws in school zones. To achieve the goal of reducing speeding violations, a partnership between Wythe County, VA and BLS created an effective program to reach the community with messaging as it relates to the TrueBlue™ Automated Speed Enforcement program.

## SUMMARY

In summary, the overall collaborative efforts between Blue Line Solutions, LLC, Wythe County, VA, and key stakeholders, combined with pre, ongoing, and post deployment data and Public Education & Information has proven to make our communities safer. As we ‘Strive for Zero’ in our school zones, the TrueBlue™ program reflects an overall 94% nationwide reduction rate of speeders in school zones which gets us one step closer to our goal of *“Zero Crashes, Zero Injuries and Zero Fatalities”* in areas where our children are.



BOARD OF  
SUPERVISORS

THOMAS D. HARVEY  
North District

ERNIE Q. REED  
Central District

JESSE N. RUTHERFORD  
East District

ROBERT G. BARTON, JR.  
South District

J. DAVID PARR  
West District

CANDICE W. MCGARRY  
County Administrator

AMANDA B. SPIVEY  
Administrative Assistant/  
Deputy Clerk

LINDA K. STATON  
Director of Finance and  
Human Resources

**DRAFT**

**ORDINANCE 2023-02**  
**NELSON COUNTY BOARD OF SUPERVISORS**  
**AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA**  
**CHAPTER 11, TAXATION, ARTICLE VI TRANSIENT OCCUPANCY TAX**

**BE IT HEREBY ORDAINED**, by the Nelson County Board of Supervisors that the Code of Nelson County, Virginia, Chapter 11, Taxation, Article VI is hereby amended as follows:

*Amend*

**Sec. 11-131. Levy of tax on transient room rentals; collection generally.**

There is hereby imposed and levied upon every transient obtaining or occupying lodging within the county, in addition to all other taxes and fees of every kind now imposed by law, a tax equivalent to *seven (7) five (5)* percent of the amount charged for such lodging. The tax shall be collected from transients in the manner and at the time provided for in this article.

**BE IT FURTHER ORDAINED**, that this ordinance becomes effective January 1, 2024.

Adopted: \_\_\_\_\_

Attest: \_\_\_\_\_, Clerk  
Nelson County Board of Supervisors

**Please publish Thurs. April 27<sup>th</sup> and May 4<sup>th</sup> in The Nelson County Times:**

**LEGAL NOTICE  
NOTICE OF PUBLIC HEARING  
NELSON COUNTY BOARD OF SUPERVISORS**

In accordance with Volume 3A, Title 15.2, Counties, Cities and Towns, of the Code of Virginia, 1950, as amended, and pursuant to §58.1-3007, §58.1-3819, §15.2-1427, and §15.2-107, the Nelson County Board of Supervisors hereby gives notice that a Public Hearing will start at **7:00 p.m., Tuesday, May 9, 2023** in the **General District Courtroom** on the third floor of the Nelson County Courthouse located at 84 Courthouse Square, Lovingston, to receive public input for the following proposed ordinance which increases the Transient Occupancy Tax rate from five (5) percent to seven (7) percent; the equivalent of a 40% increase in rate:

**NELSON COUNTY BOARD OF SUPERVISORS  
AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA  
CHAPTER 11, TAXATION, ARTICLE VI TRANSIENT OCCUPANCY TAX**

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**BE IT FURTHER ORDAINED**, that this ordinance becomes effective January 1, 2024.

This publication contains the full text of the proposed ordinance. Copies of the above files are available for review in the Office of the County Administrator, 84 Courthouse Square, Lovingston, Virginia, Monday through Friday, 9:00 a.m. to 5:00 p.m. For more information, call the County Administrator's Office at (434) 263-7000. EOE.

**BY AUTHORITY OF NELSON COUNTY BOARD OF SUPERVISORS**



TRANSIENT OCCUPANCY TAX (TOT)  
RATE INCREASE  
PUBLIC HEARING  
MAY 9, 2023

\*TAX RATE IS SET BY ORDINANCE WHICH REQUIRES A PUBLIC HEARING

**BACKGROUND ON BOARD OF SUPERVISOR'S PREVIOUS CONSIDERATION OF INCREASING THE TRANSIENT OCCUPANCY TAX RATE:**

\* **ON APRIL 28, 2022**, A PUBLIC HEARING WAS HELD BY THE BOARD OF SUPERVISORS ON A PROPOSED RATE INCREASE FROM 5% TO 10%. NO ACTION WAS TAKEN ON THE PROPOSED ORDINANCE AMENDMENT, WHICH WAS DEFERRED UNTIL THE MAY 10, 2022 REGULAR BOARD MEETING.

\* **ON MAY 10, 2022**, THE PROPOSED ORDINANCE AMENDMENT WAS RE-CONSIDERED WITH NO ACTION TAKEN AND A COMMITTEE CREATED TO REVIEW TAX PAYMENT ENFORCEMENT EFFORTS.

\* THE COMMITTEE MET SEVERAL TIMES THROUGHOUT THE YEAR AND SHORT TERM RENTAL EDUCATION AND ENFORCEMENT IMPROVEMENTS WERE IMPLEMENTED.

\* BECAUSE NO ACTION ON THE PREVIOUS ORDINANCE WAS TAKEN BY THE BOARD, A NEW PUBLIC HEARING IS NOT REQUIRED BY STATUTE; HOWEVER, THE BOARD OF SUPERVISORS AUTHORIZED A SECOND PUBLIC HEARING AT THEIR APRIL 18, 2023 CONTINUED MEETING, IN ORDER TO HEAR THE PUBLIC'S INPUT.

**PURSUANT TO CODE OF VIRGINIA §58.1-3007 NOTICE PRIOR TO INCREASE OF LOCAL TAX LEVY; HEARING:**

BEFORE ANY LOCAL TAX LEVY SHALL BE INCREASED IN ANY COUNTY, CITY, TOWN, OR DISTRICT, SUCH PROPOSED INCREASE SHALL BE PUBLISHED IN A NEWSPAPER HAVING GENERAL CIRCULATION IN THE LOCALITY AFFECTED AREA AT LEAST SEVEN DAYS BEFORE THE INCREASED LEVY IS MADE AND THE CITIZENS OF THE LOCALITY SHALL BE GIVEN AN OPPORTUNITY TO APPEAR BEFORE, AND BE HEARD BY, THE LOCAL GOVERNING BODY ON THE SUBJECT OF SUCH INCREASE.

**PURSUANT TO CODE OF VIRGINIA §15.2-1427(F) ADOPTION OF ORDINANCES AND RESOLUTIONS GENERALLY; AMENDING OR REPEALING ORDINANCES:**

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.

## **PUBLIC HEARING NOTICE & CODE COMPLIANCE:**

\* THE COUNTY'S PUBLIC HEARING NOTICE TO AMEND CHAPTER 11, TAXATION, ARTICLE VI TRANSIENT OCCUPANCY TAX, WAS PUBLISHED IN THE NELSON COUNTY TIMES ON **APRIL 27, 2023 & MAY 4, 2023** MEETING THE NOTICE REQUIREMENTS OF STATE CODE SECTION **§15.2-1427(F)**.

\* THE COUNTY'S PUBLIC HEARING NOTICE WAS ALSO POSTED ON THE COUNTY'S WEBSITE UNDER NEWS AND ANNOUNCEMENTS ON **APRIL 27, 2023**.

\* THE PROPOSED TAX RATE INCREASE (LEVY), IF ADOPTED IMMEDIATELY OR SOMETIME THEREAFTER, WOULD BE AT LEAST SEVEN (7) DAYS FOLLOWING PUBLIC NOTICE, COMPLYING WITH CODE OF VIRGINIA **§58.1-3007**.

**THE AUTHORIZING STATE STATUTE IS § 58.1-3819. TRANSIENT  
OCCUPANCY TAX**

**A.1.** ANY COUNTY, BY DULY ADOPTED ORDINANCE, MAY LEVY A TRANSIENT OCCUPANCY TAX ON HOTELS, MOTELS, BOARDING HOUSES, TRAVEL CAMPGROUNDS, AND OTHER FACILITIES OFFERING GUEST ROOMS RENTED OUT FOR CONTINUOUS OCCUPANCY FOR FEWER THAN 30 CONSECUTIVE DAYS. THE TAX SHALL BE IMPOSED ON THE TOTAL PRICE PAID BY THE CUSTOMER FOR THE USE OR POSSESSION OF THE ROOM OR SPACE OCCUPIED IN A RETAIL SALE. SUCH TAX SHALL BE IN SUCH AMOUNT AND ON SUCH TERMS AS THE GOVERNING BODY MAY, BY ORDINANCE, PRESCRIBE.

**PROPOSED AMENDMENT TO CODE OF NELSON COUNTY, CHAPTER 11,  
TAXATION, ARTICLE VI TRANSIENT OCCUPANCY TAX:**

**SEC. 11-131. LEVY OF TAX ON TRANSIENT ROOM RENTALS; COLLECTION  
GENERALLY.**

THERE IS HEREBY IMPOSED AND LEVIED UPON EVERY TRANSIENT OBTAINING OR OCCUPYING LODGING WITHIN THE COUNTY, IN ADDITION TO ALL OTHER TAXES AND FEES OF EVERY KIND NOW IMPOSED BY LAW, A TAX EQUIVALENT TO SEVEN (7) ~~FIVE (5)~~ PERCENT OF THE AMOUNT CHARGED FOR SUCH LODGING. THE TAX SHALL BE COLLECTED FROM TRANSIENTS IN THE MANNER AND AT THE TIME PROVIDED FOR IN THIS ARTICLE.

**THE PROPOSED ORDINANCE:**

- \* INCREASES THE TAX RATE 2% FROM FIVE (5) PERCENT TO SEVEN (7) PERCENT
- \* IS THE EQUIVALENT OF A 40% TAX INCREASE

A \$500 BILL TAXED AT 5% = \$25 IN TOT TAX  
A \$500 BILL TAXED AT 7% = \$35 IN TOT TAX

THE INCREASE IS 2% OR \$10; BUT THE RATE OF CHANGE BETWEEN PAYING \$25 AND \$35 IS 40%.

- \* PROPOSED EFFECTIVE DATE IS JANUARY 1, 2024

**ESTIMATED ADDITIONAL REVENUE FROM THE PROPOSED INCREASE IN  
TRANSIENT OCCUPANCY TAX RATE:**

BASED UPON FY24 ESTIMATED REVENUES OF \$1,800,000 AT THE CURRENT 5% RATE, THE ESTIMATED ADDITIONAL REVENUE GENERATED FROM AN APPROVED TRANSIENT OCCUPANCY TAX RATE INCREASE FROM 5% TO 7% IS AS FOLLOWS:

**\*\$720,000 FOR A FULL FISCAL YEAR**

**\*\$360,000 FOR FY24 - A PRORATED AMOUNT BASED ON THE JANUARY 1, 2024 EFFECTIVE DATE**



**NEXT STEPS:**

\* BOARD OF SUPERVISORS CONDUCTS THE PUBLIC HEARING

\* BOARD OF SUPERVISORS MAY CONSIDER ORDINANCE ADOPTION IMMEDIATELY FOLLOWING THE PUBLIC HEARING OR SOMETIME THEREAFTER

Code of Virginia

Title 15.2. Counties, Cities and Towns

Subtitle I. General Provisions; Charters; Other Forms and Organization of Counties

Chapter 1. General Provisions

## § 15.2-107. Advertisement and enactment of certain fees and levies

All levies and fees imposed or increased by a locality pursuant to the provisions of Chapters 21 (§ 15.2-2100 et seq.) or 22 (§ 15.2-2200 et seq.) shall be adopted by ordinance. The advertising requirements of subsection F of § 15.2-1427, or § 15.2-2204, as appropriate, shall apply, except as modified in this section.

The advertisement shall include the following:

1. The time, date, and place of the public hearing.
2. The actual dollar amount or percentage change, if any, of the proposed levy, fee or increase.
3. A specific reference to the Code of Virginia section or other legal authority granting the legal authority for enactment of such proposed levy, fee, or increase.
4. A designation of the place or places where the complete ordinance, and information concerning the documentation for the proposed fee, levy or increase are available for examination by the public no later than the time of the first publication.

1987, c. 389, § 15.1-29.14; 1997, c. 587; 2005, c. 72.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Code of Virginia

Title 15.2. Counties, Cities and Towns

Subtitle II. Powers of Local Government

Chapter 14. Governing Bodies of Localities

Article 4. Ordinances and Other Actions by the Local Governing Body

## § 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](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Code of Virginia  
Title 58.1. Taxation  
Subtitle III. Local Taxes  
Chapter 30. General Provisions

## § 58.1-3007. Notice prior to increase of local tax levy; hearing

Before any local tax levy shall be increased in any county, city, town, or district, such proposed increase shall be published in a newspaper having general circulation in the locality affected at least seven days before the increased levy is made and the citizens of the locality shall be given an opportunity to appear before, and be heard by, the local governing body on the subject of such increase.

Code 1950, §§ 58-846.1, 58-851; 1954, c. 465; 1959, Ex. Sess., c. 52; 1966, c. 231; 1970, c. 325; 1975, cc. 47, 48, 541; 1976, c. 567; 1979, c. 576; 1981, c. 143; 1984, c. 675.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

## § 58.1-3819. Transient occupancy tax

A. 1. Any county, by duly adopted ordinance, may levy a transient occupancy tax on hotels, motels, boarding houses, travel campgrounds, and other facilities offering guest rooms rented out for continuous occupancy for fewer than 30 consecutive days. The tax shall be imposed on the total price paid by the customer for the use or possession of the room or space occupied in a retail sale. Such tax shall be in such amount and on such terms as the governing body may, by ordinance, prescribe.

2. Unless otherwise provided in this article, any county that imposes a transient occupancy tax at a rate greater than two percent shall, by ordinance, provide that (i) any excess from a rate over two percent shall be designated and spent solely for such purpose as was authorized under this article prior to January 1, 2020, or (ii) if clause (i) is inapplicable, any excess from a rate over two percent but not exceeding five percent shall be designated and spent solely for tourism and travel, marketing of tourism or initiatives that, as determined after consultation with the local tourism industry organizations, including representatives of lodging properties located in the county, attract travelers to the locality, increase occupancy at lodging properties, and generate tourism revenues in the locality. Unless otherwise provided in this article, for any county that imposes a transient occupancy tax pursuant to this section or an additional transient occupancy tax pursuant to another provision of this article, any excess over five percent, combining the rates of all taxes imposed pursuant to this article, shall not be restricted in its use and may be spent in the same manner as general revenues. If any locality has enacted an additional transient occupancy tax pursuant to subsection C of § 58.1-3823, then the governing body of the locality shall be deemed to have complied with the requirement that it consult with local tourism industry organizations, including lodging properties. If there are no local tourism industry organizations in the locality, the governing body shall hold a public hearing prior to making any determination relating to how to attract travelers to the locality and generate tourism revenues in the locality.

B. The tax imposed hereunder shall not apply to rooms or spaces rented and continuously occupied by the same individual or same group of individuals for 30 or more days in hotels, motels, boarding houses, travel campgrounds, and other facilities offering guest rooms. In addition, that portion of any tax imposed hereunder in excess of two percent shall not apply to travel campgrounds in Stafford County.

C. Nothing herein contained shall affect any authority heretofore granted to any county, city or town to levy such a transient occupancy tax. The county tax limitations imposed pursuant to § 58.1-3711 shall apply to any tax levied under this section, mutatis mutandis.

D. Any county, city or town that requires local hotel and motel businesses, or any class thereof, to collect, account for and remit to such locality a local tax imposed on the consumer may allow such businesses a commission for such service in the form of a deduction from the tax remitted. Such commission shall be provided for by ordinance, which shall set the rate thereof at no less

than three percent and not to exceed five percent of the amount of tax due and accounted for. No commission shall be allowed if the amount due was delinquent.

E. All transient occupancy tax collections shall be deemed to be held in trust for the county, city or town imposing the tax.

Code 1950, § 76.1; 1970, c. 443; 1971, Ex. Sess., c. 214; 1973, c. 433; 1974, c. 614; 1983, c. 313; 1984, c. 675; 1985, c. 556; 1992, cc. 263, 834; 1996, c. 833; 1997, cc. 757, 764; 1998, cc. 729, 733; 1999, cc. 233, 234, 241, 253, 260; 2000, c. 470; 2001, cc. 571, 585; 2003, c. 939; 2004, cc. 7, 610; 2005, cc. 76, 915; 2006, cc. 67, 376; 2007, cc. 86, 596, 767; 2008, c. 230; 2009, cc. 13, 31, 116, 497, 513, 524; 2010, c. 505; 2011, cc. 385, 606; 2012, c. 290; 2013, cc. 19, 200, 319, 378; 2014, c. 188; 2015, cc. 57, 78, 98; 2016, c. 51; 2017, c. 23; 2018, c. 293; 2020, cc. 330, 1214, 1263; 2021, Sp. Sess. I, c. 383.

This section has more than one version with varying effective dates. Scroll down to see all versions.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

MEMO

**DATE:** July 7, 2023

**RE:** Agenda Item VI B. and VIC. Proposed Pay Study Implementation and FY23-24 Salary and Classification System

**Background:**

The last compensation study was performed in 2016 and implemented in 2017. In January of 2022, the Board of Supervisors authorized the conduct of a classification and compensation study through contracting with Management Advisory Group International, Inc. (MAG) in order to perform a periodic comprehensive employee compensation review. The study encompassed all County, Constitutional Office, and Department of Social Services positions.

***Study methodology included:***

- collection of current personnel, human resources and organizational background information;
- review/analysis of current class/job descriptions;
- identification of classification benchmarks;
- conduct a market review of the County's market position;
- monitoring of Job Analysis Questionnaires completed by employees;
- review of the job data provided by employees; and,
- analysis with recommendations concerning the relative ranking of included County positions to develop a classification plan that will ensure internal equity.

***Organizations typically included as competitors in a market review are those that are:***

- competing with County government for employees, for either lower level or higher-level positions;
- geographically situated in such a fashion as to almost automatically be considered a competitor;
- structured similarly to the County, or providing similar types of services;
- attractive to highly valued employees for one reason or another; and,
- within a reasonable commuting distance.

***Organizations surveyed and reviewed include:***

- Albemarle County
- Augusta County
- Amherst County
- Appomattox County
- Bedford County
- Buckingham County
- Campbell County
- Fluvanna County
- Greene County
- Lynchburg
- Orange County
- Powhatan County
- Staunton
- Waynesboro

**Status:**



The Board was provided with a presentation on the preliminary results of the pay study by MAG at its regular meeting on February 14, 2023 including cost of implementation. These preliminary implementation costs were used to assist the Board in FY24 budgetary planning to implement 2 of the 3 components recommended in the Study; 1) a 5% across the Board Cost of Living Adjustment, and/or 2) movement to the minimum of the newly recommended pay bands for each position, whichever is greater. The third element, **currently not budgeted for in FY24** includes an equity/market adjustment based on time in position to address compression.

Since the initial presentation, staff has worked with MAG to refine the recommended pay structure and a memo is attached that details those adjustments. These adjustments are anticipated to be addressed within the Employee Benefits funding currently in the adopted FY24 budget. Staff would like the Board to possibly consider implementation of the third pay adjustment component – the equity/market adjustment to address compression, sometime during the fiscal year; possibly in December 2023.

**Action Requested: Adoption of proposed resolutions R2023-46 and R2023-47.**

**Resolution R2023-46** provides for adoption of the proposed pay plan which is necessary in order to establish position pay ranges for each County, Constitutional Office, and Registrar's Office position and a basis for which to move applicable employees to the minimum pay for their position.

**Resolution R2023-47** amends the salary and classification system based on the 2 elements of the pay study that are funded within the FY24 budget and describes how those are applied to County employees, Constitutional Officers and Registrar and their employees in order to establish new rates of pay effective July 1, 2023.

**Potential Future Action:**

- Implementation of the third pay adjustment component recommended in the pay study - equity/market adjustment to address compression.
- Implementation of the new position descriptions developed by MAG; to be reviewed by staff and presented for Board approval and implementation.

## Management Advisory Group International, Inc.

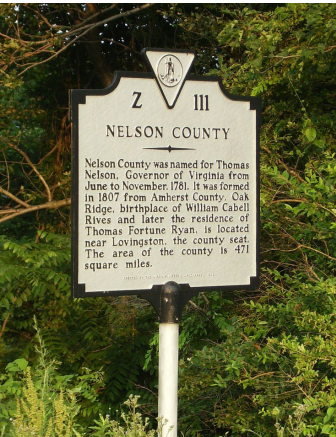
### Nelson County Classification and Compensation Study

Adjustments to position classifications as recommended by department heads and administration are included in the attached report dated July 5, 2023. These changes more accurately represent the level of duties and responsibilities associated with the positions relative to those in similar class codes and corresponding pay grades within the study. No new positions were created by these changes. Expenses relative to the changes listed are shown on the last page of the Implementation Report Summary. Individual changes addressed are as follows:

- Animal Control Officer (Grade #110), now Grade #111.
- Animal Control Supervisor (Grade #114), now Director of Animal Control Grade #116.
- Sheriff's Department Administrative Assistant I (Grade #109), reclassified as Administrative Assistant II Grade #111.
- Information Systems Specialist (Grade #115) represents both non-exempt positions in the Information Systems Department.
- Parks & Recreation Technician (Grade #108), now Parks & Recreation Specialist Grade #110.
- Supervisor of Building, Grounds & Maintenance (Grade #120), now Director of Public Works Grade #121.
- Maintenance Worker (Grade #106), now Maintenance Technician I (Grade #107) and Maintenance Technician II (Grade #109); allows more flexibility within the department based on experience and knowledge.
- Finance Technician II (A/P) (Grade 107), and Finance Technician II (Payroll & HR) (Grade #109), both now are Finance & HR Specialist positions (Grade #110).
- Director of Planning & Zoning (Grade #124), now Grade #123 (classified with Director of Information Systems and Director of Tourism & Economic Development).
- Constitutional officers are not included in pay classifications due to their status as elected officials whose pay is determined by the state according to each locality's population size.
- Pay adjustments for FY24 (July 1, 2023 – June 30, 2024) will be at a 5% increase over FY23 salaries plus and adjustment to minimum (if needed) to meet the new salary scales as presented in the MAG compensation study.
- Finally, the adjustment toward maximum recommended in the study by MAG addressing equity adjustments for employment experience represents an additional future cost of \$96,807 plus benefits for a total of \$117,437. Staff recommends this component be revisited in December 2023 to consider for January 2024, reducing the current fiscal year budget cost to \$58,719.

# Classification and Compensation Study

## Nelson County, VA



12730 Fair Lakes Circle, Suite 600  
Fairfax, Virginia 22033

## Class Comparison List by Proposed Pay Grade Nelson County VA

Grade	Pay Plan				Annual Range				
		Proposed Class Title	Original Class Title	Working Class Title	Code	Grade	Min	Mid	Max
<b>102</b>	<b>Unified</b>						<b>\$30,342.06</b>	<b>\$37,927.57</b>	<b>\$45,513.09</b>
<b>103</b>	<b>Unified</b>						<b>\$31,859.16</b>	<b>\$39,823.95</b>	<b>\$47,788.74</b>
		Convenience Center Attendant	Convience Center Attendant		124	2	\$31,200	\$39,601	\$48,002
<b>104</b>	<b>Unified</b>						<b>\$33,452.12</b>	<b>\$41,815.15</b>	<b>\$50,178.18</b>
		Animal Shelter Attendant	Animal Shelter Attendant		106	3	\$31,200	\$39,601	\$48,002
		Commissioner Deputy I	Commissioner Deputy I		119	C-001	\$31,200	\$33,161	\$43,310
		Custodian	Custodian		127	3	\$31,200	\$39,601	\$48,002
		Deputy Treasurer I	Deputy Treasurer I		138	C-001	\$31,200	\$33,161	\$43,310
<b>105</b>	<b>Unified</b>						<b>\$35,124.73</b>	<b>\$43,905.91</b>	<b>\$52,687.09</b>
		Office Assistant	Office Asst. Econ Dev & Tourism		154	2	\$31,200	\$39,601	\$48,002
		Parks & Rec Seasonal Site Leader	Parks & Rec Seasonal Site Leader		155	PR	\$31,200	\$39,601	\$48,002
		Recreation Field & Trail Maintenance Worker	Recreation Field & Trail Maintenance Worker		162	7	\$31,200	\$39,601	\$48,002
<b>106</b>	<b>Unified</b>						<b>\$36,880.96</b>	<b>\$46,101.20</b>	<b>\$55,321.45</b>
		Circuit Court Deputy I	Circuit Court Deputy		115	U	\$0	\$0	\$0
		Commissioner Deputy II	Commissioner Deputy II		120	C-002	\$31,200	\$40,209	\$52,925
		Deputy Treasurer II	Deputy Treasurer II		139	C-002	\$31,200	\$40,209	\$52,925
		Transfer Station Operator	Transfer Station Operator		174	6	\$31,200	\$39,601	\$48,002
<b>107</b>	<b>Unified</b>						<b>\$38,725.01</b>	<b>\$48,406.27</b>	<b>\$58,087.52</b>
		Maintenance Tech I	Maintenance Worker		152	7	\$31,200	\$39,601	\$48,002
		Permit Technician (Building Inspections)	Permit Technician (Building Inspections)		158	10	\$31,200	\$39,601	\$48,002
		Public Safety Dispatcher	Public Safety Dispatcher		160	8	\$34,010	\$47,012	\$60,014
		Public Safety Dispatcher	Public Safety Dispatcher (Sheriff)		161	8	\$34,010	\$47,012	\$60,014
		Public Safety Dispatcher	Public Safety Dispatcher (Sheriff)		169	13	\$35,708	\$49,359	\$63,010
		Public Safety Dispatcher	Public Safety Dispatcher (Sheriff)		170	8	\$34,010	\$47,012	\$60,014
		Roll-off Vehicle Operator	Roll-off Vehicle Operator		164	7	\$31,200	\$39,601	\$48,002
<b>108</b>	<b>Unified</b>						<b>\$40,661.26</b>	<b>\$50,826.58</b>	<b>\$60,991.89</b>
		Circuit Court Deputy II	Circuit Court Deputy II		116	C-004	\$32,870	\$50,231	\$67,592
		Commissioner Deputy III	Commissioner Deputy III		121	C-004	\$32,870	\$50,231	\$67,592
		Deputy Registrar	Deputy Registrar		109	10	\$31,200	\$39,601	\$48,002

## Class Comparison List by Proposed Pay Grade Nelson County VA

Grade	Pay Plan	Proposed Class Title	Original Class Title	Working Class Title	Code	Grade	Annual Range		
							Min	Mid	Max
<b>108</b>	<b>Unified</b>						<b>\$40,661.26</b>	<b>\$50,826.58</b>	<b>\$60,991.89</b>
		Deputy Registrar	Deputy Registrar		110	10	\$31,200	\$39,601	\$48,002
		Senior Transfer Station Operator	Sr. Transfer Station Operator (3/8/21)		171	9	\$34,010	\$47,012	\$60,014
		Senior Transfer Station Operator	Sr. Transfer Station Operator (4/1/18)		172	9	\$34,010	\$47,012	\$60,014
<b>109</b>	<b>Unified</b>						<b>\$42,694.32</b>	<b>\$53,367.90</b>	<b>\$64,041.48</b>
		Administrative Assistant I	Secretary		165	C-002	\$31,200	\$40,209	\$52,925
		Building Inspector	Building Inspector		112	12	\$34,010	\$47,012	\$60,014
		Maintenance Tech II	Maintenance Worker		152	7	\$31,200	\$39,601	\$48,002
		Senior Public Safety Dispatcher	Public Safety Dispatcher		160	8	\$34,010	\$47,012	\$60,014
		Solid Waste & Recycling Coordinator	Solid Waster & Recycling Coordinator		168	13	\$35,708	\$49,359	\$63,010
<b>110</b>	<b>Unified</b>						<b>\$44,829.04</b>	<b>\$56,036.30</b>	<b>\$67,243.55</b>
		Circuit Court Deputy IV	Circuit Court Deputy IV		117	C-006	\$39,271	\$63,775	\$88,280
		Deputy Treasurer IV	Deputy Treasurer IV		140	C-004	\$32,870	\$50,231	\$67,592
		Econ Dev & Tourism Specialist	Econ Dev & Tourism Specialist		146	10	\$31,200	\$39,601	\$48,002
		Econ Dev & Tourism Specialist	Economic Dev. & Tourism Specialist		147	10	\$31,200	\$39,601	\$48,002
		Finance and HR Specialist	Finance Tech II (A/P)		149	12	\$34,010	\$47,012	\$60,014
		Finance and HR Specialist	Finance Tech II (Payroll & HR)		150	13	\$35,708	\$49,359	\$63,010
		Parks & Rec Specialist	Parks & Rec Technician		157	11	\$32,412	\$44,803	\$57,194
<b>111</b>	<b>Unified</b>						<b>\$47,070.49</b>	<b>\$58,838.11</b>	<b>\$70,605.73</b>
		Administrative Assistant II	Administrative Assistant		101	C-003	\$32,722	\$47,057	\$61,392
		Administrative Assistant II	Administrative Assistant II		102	C-005	\$36,830	\$50,040	\$63,251
		Administrative Assistant II	Secretary III (Co. Admin)		166	10	\$31,200	\$39,601	\$48,002
		Animal Control Officer	Animal Control Officer		104	11	\$32,412	\$44,803	\$57,194
		Deputy Sheriff - Uncertified	Deputy Sheriff - Uncertified		136	SS003	\$46,000	\$58,500	\$71,000
		Judicial Assistant	Circuit Court Judicial Asst.		118	U	\$0	\$0	\$0
		Victim Witness Advocate	Commonwealth Attorney		123	U	\$0	\$0	\$0
<b>112</b>	<b>Unified</b>						<b>\$49,424.02</b>	<b>\$61,780.02</b>	<b>\$74,136.02</b>
		Deputy Sheriff - Certified	Deputy Sheriff - Certified		128	SS003	\$46,000	\$58,500	\$71,000
		Deputy Sheriff - Certified	Deputy Sheriff - Uncertified		136	SS003	\$46,000	\$58,500	\$71,000
		Deputy Sheriff - Certified (K-9 Handler)	Deputy Sheriff - Certified (K-9 Handler)		129	SS003	\$46,000	\$58,500	\$71,000

## Class Comparison List by Proposed Pay Grade Nelson County VA

Grade	Pay Plan	Proposed Class Title	Original Class Title	Working Class Title	Code	Grade	Annual Range		
							Min	Mid	Max
<b>112</b>	<b>Unified</b>						<b>\$49,424.02</b>	<b>\$61,780.02</b>	<b>\$74,136.02</b>
		Deputy Sheriff - Certified (SRO)	Deputy Sheriff - Certified (SRO)		130	SS003	\$46,000	\$58,500	\$71,000
		Deputy Sheriff - Facility Security	Deputy Sheriff - Facility Security		131	SS002	\$46,000	\$58,500	\$71,000
		Deputy Sheriff - Facility Security	Deputy Sheriff - Facility Security		137	SS001	\$46,000	\$58,500	\$71,000
<b>113</b>	<b>Unified</b>						<b>\$51,895.21</b>	<b>\$64,869.02</b>	<b>\$77,842.83</b>
		Asst. Building Code Official	Asst Building Code Official		107	16	\$41,351	\$57,160	\$72,969
		Deputy Sheriff - Investigator Shelter Manager	Deputy Sheriff - Investigator		132	SS004	\$50,000	\$62,500	\$75,000
<b>114</b>	<b>Unified</b>						<b>\$54,489.98</b>	<b>\$68,112.48</b>	<b>\$81,734.97</b>
		Planner	Planner		159	17	\$43,399	\$59,990	\$76,582
<b>115</b>	<b>Unified</b>						<b>\$57,214.48</b>	<b>\$71,518.09</b>	<b>\$85,821.72</b>
		Asst to Co Admin/Dep. Clerk	Administrative Asst/Dep. Clerk		103	15	\$39,403	\$54,468	\$69,532
		Information Systems Specialist	Information Systems Specialist		151	17	\$43,399	\$59,990	\$76,582
		Sergeant	Deputy Sheriff - Shift Leader (Sgt)		134	SS005	\$52,000	\$64,500	\$77,000
<b>116</b>	<b>Unified</b>						<b>\$60,075.20</b>	<b>\$75,094.00</b>	<b>\$90,112.80</b>
		CSA Coordinator	CSA Coordinator		126	U	\$0	\$0	\$0
		Director of Animal Control	Animal Control Supervisor		105	17	\$43,399	\$59,990	\$76,582
<b>117</b>	<b>Unified</b>						<b>\$63,078.96</b>	<b>\$78,848.70</b>	<b>\$94,618.44</b>
<b>118</b>	<b>Unified</b>						<b>\$66,232.91</b>	<b>\$82,791.13</b>	<b>\$99,349.36</b>
		Lieutenant	Deputy Sheriff - Shift Leader (Lt)		133	SS006	\$56,200	\$68,700	\$81,200
		Lieutenant	Deputy Sheriff - SRO (LT)		135	SS006	\$56,200	\$68,700	\$81,200
<b>119</b>	<b>Unified</b>						<b>\$69,544.55</b>	<b>\$86,930.69</b>	<b>\$104,316.84</b>
		Registrar	Registrar		163	U	\$0	\$0	\$0
<b>120</b>	<b>Unified</b>						<b>\$73,021.78</b>	<b>\$91,277.22</b>	<b>\$109,532.66</b>
		Building Code Official	Building Code Official		111	22	\$55,385	\$76,558	\$97,732
		Director of Emergency Services	Emergency Services Coordinator		148	18	\$45,546	\$62,959	\$80,371
		Director of Parks & Recreation	Director Parks & Recreation		144	20	\$50,241	\$69,448	\$88,655
<b>121</b>	<b>Unified</b>						<b>\$76,672.87</b>	<b>\$95,841.09</b>	<b>\$115,009.30</b>
		Captain	Captain		113	SS007	\$63,000	\$75,500	\$88,000

## Class Comparison List by Proposed Pay Grade Nelson County VA

Grade	Pay Plan	Proposed Class Title	Original Class Title	Working Class Title	Code	Grade	Annual Range		
							Min	Mid	Max
<b>121</b>	<b>Unified</b>						<b>\$76,672.87</b>	<b>\$95,841.09</b>	<b>\$115,009.30</b>
		Director of Public Works	Supervisor of Building, Grounds & Maintenance		173	19	\$47,843	\$66,134	\$84,425
<b>122</b>	<b>Unified</b>						<b>\$80,506.52</b>	<b>\$100,633.14</b>	<b>\$120,759.77</b>
		Asst. Commonwealth Attorney	Asst. Commonwealth Attorney		108	C-007	\$59,532	\$86,938	\$114,344
<b>123</b>	<b>Unified</b>						<b>\$84,531.84</b>	<b>\$105,664.80</b>	<b>\$126,797.76</b>
		Director of Information Systems	Director of Information Systems		142	23	\$58,131	\$80,355	\$102,579
		Director of Planning and Zoning	Director of Planning and Zoning		143	24	\$61,028	\$84,359	\$107,690
		Director of Tourism & Economic Dev.	Director Tourism & Economic Dev.		145	23	\$58,131	\$80,355	\$102,579
<b>124</b>	<b>Unified</b>						<b>\$88,758.43</b>	<b>\$110,948.03</b>	<b>\$133,137.64</b>
		Director of Finance & HR Major	Director Finance & HR Major		141	27	\$70,616	\$97,613	\$124,611
					153	SS008	\$70,100	\$87,600	\$105,100
<b>125</b>	<b>Unified</b>						<b>\$93,196.35</b>	<b>\$116,495.44</b>	<b>\$139,794.53</b>
<b>126</b>	<b>Unified</b>						<b>\$97,856.17</b>	<b>\$122,320.21</b>	<b>\$146,784.25</b>
<b>127</b>	<b>Unified</b>						<b>\$102,748.98</b>	<b>\$128,436.22</b>	<b>\$154,123.47</b>
<b>128</b>	<b>Unified</b>						<b>\$107,886.43</b>	<b>\$134,858.03</b>	<b>\$161,829.64</b>
<b>129</b>	<b>Unified</b>						<b>\$113,280.75</b>	<b>\$141,600.94</b>	<b>\$169,921.13</b>
<b>130</b>	<b>Unified</b>						<b>\$118,944.79</b>	<b>\$148,680.98</b>	<b>\$178,417.19</b>
<b>131</b>	<b>Unified</b>						<b>\$124,892.02</b>	<b>\$156,115.03</b>	<b>\$187,338.05</b>
<b>132</b>	<b>Unified</b>						<b>\$131,136.63</b>	<b>\$163,920.78</b>	<b>\$196,704.94</b>

## Class Comparison List by Proposed Pay Grade Nelson County VA

<i>Grade</i>	<i>Pay Plan</i>	<i>Proposed Class Title</i>	<i>Original Class Title</i>	<i>Working Class Title</i>	<i>Code</i>	<i>Grade</i>	<i>Annual Range</i>		
							<i>Min</i>	<i>Mid</i>	<i>Max</i>
<b>133</b>	<b>Unified</b>						\$137,693.47	\$172,116.83	\$206,540.19
		County Administrator	County Administrator		125	U	\$0	\$0	\$0
<b>134</b>	<b>Unified</b>						\$144,578.13	\$180,722.66	\$216,867.19



**SECTION 10.0**  
**Implementation Cost Detail**

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# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Administration    Dep't Code: 12010

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Administration**

Current Payroll	\$231,584	# Positions	3
Flat 5% Adjustment	\$11,579	# Positions Adjusted (any type)	3    # Not Adj    0
Adjustment To Minimum	\$5,612	# Adjusted To Minimum	1
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$602	# Adjusted Toward Maximum	2
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$17,793		
Proposed Payroll	\$249,377	% Change	7.68%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Animal Control    Dep't Code: 35010

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Animal Control**

Current Payroll	\$206,318	# Positions	5
Flat 5% Adjustment	\$6,875	# Positions Adjusted (any type)	3    # Not Adj    2
Adjustment To Minimum	\$9,835	# Adjusted To Minimum	3
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$3,538	# Adjusted Toward Maximum	2
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$20,248		
Proposed Payroll	\$226,566	% Change	9.81%

## Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: At Risk Youth    Dep't Code: 53060

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		
CSA Coordinator		126					U	0.200	08/01/2017	08/01/2017	11,299	565	0	0	9.84%	#Error	53060-126-001
CSA Coordinator		126	60,075	75,094	90,113	116	0		08/01/2017	2160	12,410	152	395	0	0	MCGARRY, ALLISON	

**Summary for**

<b>Current Payroll</b>		<b>\$11,299</b>	<b># Positions</b>	<b>1</b>
Flat 5% Adjustment	<b>\$565</b>		<b># Positions Adjusted (any type)</b>	<b>1 # Not Adj 0</b>
Adjustment To Minimum	<b>\$152</b>		<b># Adjusted To Minimum</b>	<b>1</b>
Adjustment Towards Mkt Point	<b>\$0</b>		<b># Adjusted Towards Mkt Pt</b>	<b>0</b>
Adjustment Toward Maximum	<b>\$395</b>		<b># Adjusted Toward Maximum</b>	<b>1</b>
Adjustment To Step	<b>\$0</b>		<b># Adjusted To Step</b>	<b>0</b>
OrgExp Adjustment	<b>\$0</b>		<b># OrgExp Adjustments</b>	<b>0</b>
Stipends / Supplements	<b>\$0</b>		<b># Assignment</b>	<b>0</b>
<b>Total Applied Adjustments</b>	<b>\$1,111</b>			
<b>Proposed Payroll</b>		<b>\$12,410</b>	<b>% Change</b>	<b>9.84%</b>

## Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: At Risk Youth    Dep't Code: 53060

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for At Risk Youth**

Current Payroll	\$11,299	# Positions	1
Flat 5% Adjustment	\$565	# Positions Adjusted (any type)	1    # Not Adj    0
Adjustment To Minimum	\$152	# Adjusted To Minimum	1
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$395	# Adjusted Toward Maximum	1
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$1,111		
Proposed Payroll	\$12,410	% Change	9.84%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Building & Grounds    Dep't Code: 43020

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Building & Grounds**

Current Payroll	\$293,875	# Positions	7
Flat 5% Adjustment	\$14,694	# Positions Adjusted (any type)	7    # Not Adj    0
Adjustment To Minimum	\$6,745	# Adjusted To Minimum	3
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$18,960	# Adjusted Toward Maximum	6
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$40,399		
Proposed Payroll	\$334,274	% Change	13.75%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Building Inspections    Dep't Code: 34010

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Building Inspections**

Current Payroll	\$219,030	# Positions	4
Flat 5% Adjustment	\$10,952	# Positions Adjusted (any type)	4    # Not Adj    0
Adjustment To Minimum	\$0	# Adjusted To Minimum	0
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$0	# Adjusted Toward Maximum	0
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$10,952		
Proposed Payroll	\$229,982	% Change	5.00%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Circuit Court    Dep't Code: 21010

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Circuit Court**

Current Payroll	\$46,856	# Positions	1
Flat 5% Adjustment	\$2,343	# Positions Adjusted (any type)	1    # Not Adj    0
Adjustment To Minimum	\$0	# Adjusted To Minimum	0
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$0	# Adjusted Toward Maximum	0
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$2,343		
Proposed Payroll	\$49,199	% Change	5.00%



# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Circuit Court Clerk    Dep't Code: 21060

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Circuit Court Clerk**

Current Payroll	\$147,096	# Positions	4
Flat 5% Adjustment	\$7,355	# Positions Adjusted (any type)	4    # Not Adj    0
Adjustment To Minimum	\$8,582	# Adjusted To Minimum	4
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$2,316	# Adjusted Toward Maximum	4
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$18,252		
Proposed Payroll	\$165,348	% Change	12.41%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Commissioner of Revenue    Dep't Code: 12090

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Commissioner of Revenue**

Current Payroll	\$104,939	# Positions	3
Flat 5% Adjustment	\$5,247	# Positions Adjusted (any type)	3    # Not Adj    0
Adjustment To Minimum	\$3,843	# Adjusted To Minimum	2
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$2,908	# Adjusted Toward Maximum	2
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$11,998		
Proposed Payroll	\$116,937	% Change	11.43%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Commonwealth Attorney    Dep't Code: 22010

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Commonwealth Attorney**

Current Payroll	\$316,127	# Positions	5
Flat 5% Adjustment	\$15,806	# Positions Adjusted (any type)	5    # Not Adj    0
Adjustment To Minimum	\$3,042	# Adjusted To Minimum	2
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$2,272	# Adjusted Toward Maximum	2
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$21,121		
Proposed Payroll	\$337,248	% Change	6.68%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Community Development    Dep't Code: 81020

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Community Development**

Current Payroll	\$206,239	# Positions	7
Flat 5% Adjustment	\$10,312	# Positions Adjusted (any type)	7    # Not Adj    0
Adjustment To Minimum	\$8,257	# Adjusted To Minimum	6
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$8,611	# Adjusted Toward Maximum	7
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$27,180		
Proposed Payroll	\$233,419	% Change	13.18%

## Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Finance & HR    Dep't Code: 12150

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Finance & HR**

Current Payroll	\$213,122	# Positions	4
Flat 5% Adjustment	\$10,656	# Positions Adjusted (any type)	4    # Not Adj    0
Adjustment To Minimum	\$5,349	# Adjusted To Minimum	1
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$2,392	# Adjusted Toward Maximum	2
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$18,397		
Proposed Payroll	\$231,519	% Change	8.63%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Information Systems    Dep't Code: 12180

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Information Systems**

Current Payroll	\$203,819	# Positions	3
Flat 5% Adjustment	\$10,191	# Positions Adjusted (any type)	3    # Not Adj    0
Adjustment To Minimum	\$0	# Adjusted To Minimum	0
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$9,278	# Adjusted Toward Maximum	2
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$19,469		
Proposed Payroll	\$223,288	% Change	9.55%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Parks & Recreation    Dep't Code: 71020

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Parks & Recreation**

Current Payroll	\$159,278	# Positions	4
Flat 5% Adjustment	\$6,404	# Positions Adjusted (any type)	3    # Not Adj    1
Adjustment To Minimum	\$4,444	# Adjusted To Minimum	3
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$1,754	# Adjusted Toward Maximum	3
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$12,602		
Proposed Payroll	\$171,880	% Change	7.91%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Planning & Zoning    Dep't Code: 81010

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Planning & Zoning**

Current Payroll	\$120,757	# Positions	2
Flat 5% Adjustment	\$6,038	# Positions Adjusted (any type)	2    # Not Adj    0
Adjustment To Minimum	\$13,885	# Adjusted To Minimum	1
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$2,099	# Adjusted Toward Maximum	2
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$22,022		
Proposed Payroll	\$142,779	% Change	18.24%



# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Public Safety Dispatch    Dep't Code: 32010

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Public Safety Dispatch**

Current Payroll	\$363,613	# Positions	9
Flat 5% Adjustment	\$18,181	# Positions Adjusted (any type)	9    # Not Adj    0
Adjustment To Minimum	\$21,414	# Adjusted To Minimum	6
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$1,490	# Adjusted Toward Maximum	2
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$41,085		
Proposed Payroll	\$404,698	% Change	11.30%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Registrar    Dep't Code: 13020

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Registrar**

Current Payroll	\$158,890	# Positions	3
Flat 5% Adjustment	\$5,911	# Positions Adjusted (any type)	2    # Not Adj    1
Adjustment To Minimum	\$0	# Adjusted To Minimum	0
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$1,814	# Adjusted Toward Maximum	2
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$7,725		
Proposed Payroll	\$166,615	% Change	4.86%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Sheriff    Dep't Code: 31020

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for**

Current Payroll	\$1,484,382	# Positions	32
Flat 5% Adjustment	\$74,219	# Positions Adjusted (any type)	32    # Not Adj    0
Adjustment To Minimum	\$100,913	# Adjusted To Minimum	25
Adjustment Towards Mkt Point	\$0	# Adjusted Towards Mkt Pt	0
Adjustment Toward Maximum	\$21,152	# Adjusted Toward Maximum	20
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$196,284		
Proposed Payroll	\$1,680,666	% Change	13.22%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Sheriff    Dep't Code: 31020

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Sheriff**

Current Payroll	\$1,484,382	# Positions	32
Flat 5% Adjustment	\$74,219	# Positions Adjusted (any type)	32    # Not Adj    0
Adjustment To Minimum	\$100,913	# Adjusted To Minimum	25
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$21,152	# Adjusted Toward Maximum	20
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$196,284		
Proposed Payroll	\$1,680,666	% Change	13.22%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Treasurer    Dep't Code: 12130

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Treasurer**

Current Payroll	\$108,677	# Positions	3
Flat 5% Adjustment	\$5,434	# Positions Adjusted (any type)	3    # Not Adj    0
Adjustment To Minimum	\$1,167	# Adjusted To Minimum	2
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$5,441	# Adjusted Toward Maximum	3
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$12,042		
Proposed Payroll	\$120,719	% Change	11.08%

# Nelson County VA Implementation Report

Proposed Pay Plan    Unified

Dep't Name: Waste Management    Dep't Code: 42050

Unit Name:    Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mid	Step	% Chg		
Proposed	Title	Code	Min	Mid	Max	#	Duty	Exper.Date	Days All'd		Min	Equity	OrgExp	Asgn	Employee Name		

**Summary for Waste Management**

Current Payroll	\$456,715	# Positions	23
Flat 5% Adjustment	\$22,836	# Positions Adjusted (any type)	23    # Not Adj    0
Adjustment To Minimum	\$5,862	# Adjusted To Minimum	2
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$11,784	# Adjusted Toward Maximum	18
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$40,482		
Proposed Payroll	\$497,197	% Change	8.86%

## Nelson County VA Implementation Report

### Summary for Nelson County VA

Current Payroll	\$5,052,616	# Positions	123
Flat 5% Adjustment	\$245,597	# Positions Adjusted (any type)	119 # Not Adj 4
Adjustment To Minimum	\$199,101	# Adjusted To Minimum	62
Adjustment Toward Mid	\$0	# Adjusted Toward Mid	0
Adjustment Toward Maximum	\$96,807	# Adjusted Toward Maximum	80
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
Total Applied Adjustments	\$541,505		
Proposed Payroll	\$5,594,121	% Change in Total Payroll	10.72%
FICA Rate: 0			
Proposed Payroll plus FICA	\$5,594,121		



BOARD OF SUPERVISORS

THOMAS D. HARVEY  
North District

ERNIE Q. REED  
Central District

JESSE N. RUTHERFORD  
East District

ROBERT G. BARTON, JR.  
South District

J. DAVID PARR  
West District

CANDICE W. MCGARRY  
County Administrator

AMANDA B. SPIVEY  
Administrative Assistant/  
Deputy Clerk

LINDA K. STATON  
Director of Finance and  
Human Resources

**RESOLUTION R2023-46  
NELSON COUNTY BOARD OF SUPERVISORS  
ADOPTION OF FY2023-2024 PAY PLAN**

**WHEREAS**, implementation of appropriate compensation practices is instrumental to the County’s ability to attract, motivate, and retain qualified employees, and

**WHEREAS**, Nelson County in recognizing the importance of its workforce of dedicated and talented professional staff, is committed to promoting the organizational values of exceptional service to the public, consistent and excellent performance, innovation, good fiscal, social, and environmental stewardship; and ethical behavior; and

**WHEREAS**, the County strives to administer pay and benefits in a way that is fair and transparent, and that does not consider race, ethnicity, religion, sex, gender, sexual orientation, gender identity or expression, or other factors unrelated to work performance; and

**WHEREAS**, in order to provide competitive, sustainable, and responsible compensation, it is a recognized best practice that employee compensation should be reviewed periodically to ensure that salary levels are competitive with other employers in the appropriate labor market; and

**WHEREAS**, since the last such employee compensation review was performed in 2016, in January 2022, the Board of Supervisors authorized the conduct of a classification and compensation study through contracting with Management Advisory Group International, Inc. (MAG) in order to perform said periodic employee compensation review; and

**WHEREAS**, the proposed pay plan as attached is a product of that study and establishes position pay ranges based on: market reviews, current organizational structure, discussions with human resources professionals and management, job analysis based on current class/job descriptions and completion of job analysis questionnaires by incumbent employees, and internal equity and external competitiveness considerations;

**NOW, THEREFORE BE IT RESOLVED**, the Nelson County Board of Supervisors does hereby adopt the FY2023-2024 Pay Plan as proposed and/or amended as attached, effective July 1, 2023.

Adopted: \_\_\_\_\_

Attest: \_\_\_\_\_, Clerk

Nelson County Board of Supervisors



**Proposed Pay Plans  
Nelson County VA**

<i>Code</i>	<i>Proposed Class Title</i>	<i>Ann Min</i>	<i>Mid</i>	<i>Ann Max</i>
<b>Unified</b>				
<b>103</b>		<b>\$31,859</b>	<b>\$39,824</b>	<b>\$47,789</b>
124	Convenience Center Attendant			
<b>104</b>		<b>\$33,452</b>	<b>\$41,815</b>	<b>\$50,178</b>
106	Animal Shelter Attendant			
119	Commissioner Deputy I			
127	Custodian			
138	Deputy Treasurer I			
<b>105</b>		<b>\$35,125</b>	<b>\$43,906</b>	<b>\$52,687</b>
154	Office Assistant			
155	Parks & Rec Seasonal Site Leader			
162	Recreation Field & Trail Maintenance Worker			
<b>106</b>		<b>\$36,881</b>	<b>\$46,101</b>	<b>\$55,321</b>
115	Circuit Court Deputy I			
120	Commissioner Deputy II			
139	Deputy Treasurer II			
174	Transfer Station Operator			
<b>107</b>		<b>\$38,725</b>	<b>\$48,406</b>	<b>\$58,088</b>
152	Maintenance Tech I			
158	Permit Technician (Building Inspections)			
160	Public Safety Dispatcher			
164	Roll-off Vehicle Operator			
<b>108</b>		<b>\$40,661</b>	<b>\$50,827</b>	<b>\$60,992</b>
116	Circuit Court Deputy II			
121	Commissioner Deputy III			
109	Deputy Registrar			
171	Senior Transfer Station Operator			
<b>109</b>		<b>\$42,694</b>	<b>\$53,368</b>	<b>\$64,041</b>
101	Administrative Assistant I			
112	Building Inspector			
179	Maintenance Tech II			
169	Senior Public Safety Dispatcher			
168	Solid Waste & Recycling Coordinator			
<b>110</b>		<b>\$44,829</b>	<b>\$56,036</b>	<b>\$67,244</b>
117	Circuit Court Deputy IV			
140	Deputy Treasurer IV			
146	Econ Dev & Tourism Specialist			
150	Finance and HR Specialist			
157	Parks & Rec Specialist			
<b>111</b>		<b>\$47,070</b>	<b>\$58,838</b>	<b>\$70,606</b>
102	Administrative Assistant II			
104	Animal Control Officer			
136	Deputy Sheriff - Uncertified			
118	Judicial Assistant			
177	Victim Witness Advocate			

**Proposed Pay Plans  
Nelson County VA**

<i>Code</i>	<i>Proposed Class Title</i>	<i>Ann Min</i>	<i>Mid</i>	<i>Ann Max</i>
<b>Unified</b>				
<b>112</b>		<b>\$49,424</b>	<b>\$61,780</b>	<b>\$74,136</b>
128	Deputy Sheriff - Certified			
129	Deputy Sheriff - Certified (K-9 Handler)			
130	Deputy Sheriff - Certified (SRO)			
131	Deputy Sheriff - Facility Security			
<b>113</b>		<b>\$51,895</b>	<b>\$64,869</b>	<b>\$77,843</b>
107	Asst. Building Code Official			
132	Deputy Sheriff - Investigator			
178	Shelter Manager			
<b>114</b>		<b>\$54,490</b>	<b>\$68,112</b>	<b>\$81,735</b>
159	Planner			
<b>115</b>		<b>\$57,214</b>	<b>\$71,518</b>	<b>\$85,822</b>
103	Asst to Co Admin/Dep. Clerk			
151	Information Systems Specialist			
134	Sergeant			
<b>116</b>		<b>\$60,075</b>	<b>\$75,094</b>	<b>\$90,113</b>
126	CSA Coordinator			
105	Director of Animal Control			
<b>118</b>		<b>\$66,233</b>	<b>\$82,791</b>	<b>\$99,349</b>
133	Lieutenant			
<b>119</b>		<b>\$69,545</b>	<b>\$86,931</b>	<b>\$104,317</b>
163	Registrar			
<b>120</b>		<b>\$73,022</b>	<b>\$91,277</b>	<b>\$109,533</b>
111	Building Code Official			
148	Director of Emergency Services			
144	Director of Parks & Recreation			
<b>121</b>		<b>\$76,673</b>	<b>\$95,841</b>	<b>\$115,009</b>
113	Captain			
173	Director of Public Works			
<b>122</b>		<b>\$80,507</b>	<b>\$100,633</b>	<b>\$120,760</b>
108	Asst. Commonwealth Attorney			
<b>123</b>		<b>\$84,532</b>	<b>\$105,665</b>	<b>\$126,798</b>
142	Director of Information Systems			
143	Director of Planning and Zoning			
145	Director of Tourism & Economic Dev.			
<b>124</b>		<b>\$88,758</b>	<b>\$110,948</b>	<b>\$133,138</b>
141	Director of Finance & HR			
153	Major			
<b>133</b>		<b>\$137,693</b>	<b>\$172,117</b>	<b>\$206,540</b>
125	County Administrator			

62 Active Proposed Classes in the Unified Pay Plan



BOARD OF  
SUPERVISORS

THOMAS D. HARVEY  
North District

ERNIE Q. REED  
Central District

JESSE N. RUTHERFORD  
East District

ROBERT G. BARTON, JR.  
South District

J. DAVID PARR  
West District

CANDICE W. MCGARRY  
County Administrator

AMANDA B. SPIVEY  
Administrative Assistant/  
Deputy Clerk

LINDA K. STATON  
Director of Finance and  
Human Resources

**RESOLUTION R2023-47**  
**NELSON COUNTY BOARD OF SUPERVISORS**  
**FY2023-2024 AMENDMENT OF SALARY AND CLASSIFICATION SYSTEM**

**WHEREAS**, implementation of appropriate compensation practices is instrumental to the County's ability to attract, motivate, and retain qualified employees, and

**WHEREAS**, the Board of Supervisors authorized the conduct of a classification and compensation study through contracting with Management Advisory Group International, Inc. (MAG) in order to perform said periodic employee compensation review; and

**WHEREAS**, the Board of Supervisors in the adoption and appropriation of its FY24 budget, included funding for employee salary adjustments resulting from the MAG classification and compensation study consisting of either a five percent (5%) salary increase or movement to the minimum of the newly established and approved positional pay ranges as applicable; whichever is greater,

**NOW THEREFORE BE IT RESOLVED**, by the Nelson County Board of Supervisors that the local government's "Salary and Classification System" is hereby amended to incorporate the following:

Salary adjustments shall be hereby authorized for Nelson County personnel (full-time and regular part-time) employed pursuant to the County's salary classification and pay plan, effective on July 1, 2023. The pay ranges assigned to each position classification shall be pursuant to those established within the 2022-2023 pay study and included herein as Attachment A. Employee compensation adjustments will be based upon five percent (5%) of current salary, or the minimum pay for the position classification, whichever is greatest. Salaries as of July 1, 2023 shall be calculated based upon the salary in effect on June 30, 2023.

Additionally, a five percent (5%) salary adjustment shall be authorized for all regular part-time employees and all full-time employees employed by a Constitutional Officer, inclusive of the Officer and Registrar. The five percent (5%) for all Constitutional Officers and their Compensation Board funded permanent staff positions shall be calculated based upon the salary in effect on June 30, 2023 (Compensation/Electoral Board and local supplement). Constitutional and Registrar office positions are also included in Attachment A position classifications. Salaries as of July 1, 2023 shall be calculated based upon the salary in effect on June 30, 2023 (Compensation Board and local supplement).

Finally, as part of the classification and compensation study results, employee equity/market adjustments were recommended using several factors including years in current position and applicable education. This adjustment may be considered for implementation at a later date and will be based upon the differential of the adjusted FY24 salary at July 1, 2023 to the equity/market salary placement as designated by position within the pay study results.

Adopted: \_\_\_\_\_, 2023

Attest: \_\_\_\_\_, Clerk  
Nelson County Board of Supervisors

Attachment A: Approved Fiscal Year 2023-2024 Pay Plan

MEMO

**DATE:** July 7, 2023

**RE:** **Agenda Item VI D.** Proposed Amendment to County Code Chapter 2, Article 1, Section 2.2 Safety Program – Update of Volunteer Fire and Rescue Organization Names Covered by the Line of Duty Act – Code of Virginia Section 9.1-et seq.

**Background:** There are two ways localities can obtain Line of Duty Act Coverage; one is to participate in and contribute to the State’s Line of Duty Act Trust Fund managed by the Virginia Retirement System; the second is to elect to directly fund the cost of benefits provided under the State statute and not participate in the Fund. At some point, when provided the option, Nelson County opted for the latter and obtained this coverage offered through our insurance carrier, VACORP.

The County is and has been paying for Line of Duty Act (LODA) coverage through VACORP, for Sheriff’s department deputies and volunteer fire and rescue agencies including the career EMS staff. During the annual insurance renewal process, active deputies and fire and EMS rosters are verified with each covered agency and these are provided to VACORP for coverage.

LODA benefits paid are subject to approval by the State and may include:

- Death Benefit of \$100,000 (\$25,000 for presumptive causes if within 5 years after retirement)
- Continuation of Health Insurance coverage for:
  - Officer (in case of Permanent Disability)
  - Spouse (in case of Officer Death or Permanent Disability)
  - Children (in case of Officer Death or Permanent Disability) to age 26

The State LODA Statute (9.1-400) applies to “members of any fire company or department or emergency medical services agency that has been recognized by an ordinance or a resolution of the governing body of any county, city, or town of the Commonwealth as an integral part of the official safety program of such county.” Chapter 2, Article 1, Section 2.2 of the County Code provides these named entities recognized by the County under this statute; however, this was last done in 1996 and some of the named entities have changed names since then. Leaving this “as is” could cause an issue should the State question a claimant’s coverage under an improperly named entity within the County Code and could potentially compromise these members’ access to these benefits.

**Action Requested:** **Adoption of the proposed resolution R2023-48**, which authorizes a public hearing to be held on August 8, 2023, to amend the County Code, Chapter 2, Article 1, Section 2.2 Safety Program, to reflect the current proper organizational names that are recognized by the County as an integral part of the official safety program of the County and therefore covered by the County’s LODA insurance coverage. Active rosters for these entities provided to VACORP would also be updated to reflect the current organizational names, if needed, ensuring continuity between the active organizational rosters on file with VACORP and the covered entities listed in the County Code.

**Potential Future Action:** Should the effort prevail to amend the State Code to include private police departments and animal control officers in the definition of law enforcement under the LODA statute, this County Code section may need to be amended. However, the State Code amendment may be a year away from becoming effective and therefore it is recommended the proposed County Code change be considered now.



BOARD OF  
SUPERVISORS

THOMAS D. HARVEY  
North District

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Central District

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South District

J. DAVID PARR  
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County Administrator

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Administrative Assistant/  
Deputy Clerk

LINDA K. STATON  
Director of Finance and  
Human Resources

**RESOLUTION R2023-48**  
**NELSON COUNTY BOARD OF SUPERVISORS**  
**AUTHORIZATION FOR PUBLIC HEARING**  
**AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA**  
**CHAPTER 2, ADMINISTRATION, ARTICLE I, SECTION 2-2 SAFETY PROGRAM**

**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 **August 8, 2023 at 7:00 PM** in the General District Courtroom in the Courthouse in Lovingson, Virginia. The purpose of the public hearing is to receive public input on an Ordinance proposed for passage to amend Chapter 2, Administration, Article I, Section 2-2 Safety Program. Proposed amendments to Section 2-2 are to update the names of the entities covered by the Line of Duty Act as some of the names have changed.

Approved: \_\_\_\_\_

Attest: \_\_\_\_\_, Clerk  
Nelson County Board of Supervisors



BOARD OF  
SUPERVISORS

THOMAS D. HARVEY  
North District

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County Administrator

AMANDA B. SPIVEY  
Administrative Assistant/  
Deputy Clerk

LINDA K. STATON  
Director of Finance and  
Human Resources

**DRAFT**

**ORDINANCE 2023-XX  
NELSON COUNTY BOARD OF SUPERVISORS  
AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA  
CHAPTER 2, ADMINISTRATION, ARTICLE I, SECTION 2-2 SAFETY PROGRAM**

**BE IT HEREBY ORDAINED**, by the Nelson County Board of Supervisors that the Code of Nelson County, Virginia, Chapter 2, Administration, Article I is hereby amended as follows:

*Amend*

**Sec. 2-2. Safety Program**

The county sheriff, deputy sheriffs, correctional officers, other law enforcement officers and members of the following volunteer fire departments and volunteer rescue squads are hereby recognized as an integral part of the official safety program of the county, pursuant to Section 9.1-400 et seq., of the Code of Virginia of 1950 as amended:

Roseland Rescue Squad, Incorporated.

~~Nelson County Rescue Squad, Incorporated~~

~~Gladstone Rescue Squad, Incorporated~~ *Gladstone Volunteer Fire and Rescue Service*

~~Gladstone Volunteer Fire Department~~

Piney River Volunteer Firemen's Association

Nelson County Volunteer Firemen's Association (Lovington Fire)

Faber Volunteer Fire Department

Rockfish Valley Volunteer Fire Department, ~~Inc.~~

Montebello ~~Fire and Emergency Services, Inc.~~ *Volunteer Fire Department, Inc.*

Wintergreen *Property Owners* Volunteer Rescue Squad, Inc.

Wintergreen Volunteer Fire Department, Inc.

(Ord. of 9-10-96)

**Cross reference**— Fire prevention and protection, Ch. 5.

**State Law reference**— Line of Duty Act, Code of Virginia, § 9.1-400 et seq.

**BE IT FURTHER ORDAINED**, that this ordinance becomes effective upon adoption.

Adopted: \_\_\_\_\_

Attest: \_\_\_\_\_, Clerk  
Nelson County Board of Supervisors

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## **Sec. 2-2. Safety program.**

The county sheriff, deputy sheriffs, correctional officers, other law enforcement officers and members of the following volunteer fire departments and volunteer rescue squads are hereby recognized as an integral part of the official safety program of the county, pursuant to Section 2.1-133.5 et seq., of the Code of Virginia of 1950 as amended:

Roseland Rescue Squad, Incorporated  
Nelson County Rescue Squad, Incorporated  
Gladstone Rescue Squad, Incorporated  
Gladstone Volunteer Fire Department  
Piney River Volunteer Firemen's Association  
Nelson County Volunteer Firemen's Association (Lovington Fire)  
Faber Volunteer Fire Department  
Rockfish Valley Volunteer Fire Department, Inc.  
Montebello Fire and Emergency Services, Inc.  
Wintergreen Volunteer Rescue Squad, Inc.  
Wintergreen Volunteer Fire Department, Inc.

(Ord. of 9-10-96)

Cross reference(s)—Fire prevention and protection, Ch. 5.

State law reference(s)—Line of Duty Act, Code of Virginia, § 15.1-136.1 et seq.



## § 9.1-400. Title of chapter; definitions

A. This chapter shall be known and designated as the Line of Duty Act.

B. As used in this chapter, unless the context requires a different meaning:

"Beneficiary" means the spouse of a deceased person and such persons as are entitled to take under the will of a deceased person if testate, or as his heirs at law if intestate.

"Deceased person" means any individual whose death occurs on or after April 8, 1972, in the line of duty as the direct or proximate result of the performance of his duty, including the presumptions under §§ 27-40.1, 27-40.2, 51.1-813, 65.2-402, and 65.2-402.1 if his position is covered by the applicable statute, as a law-enforcement officer of the Commonwealth or any of its political subdivisions, except employees designated pursuant to § 53.1-10 to investigate allegations of criminal behavior affecting the operations of the Department of Corrections, employees designated pursuant to § 66-3 to investigate allegations of criminal behavior affecting the operations of the Department of Juvenile Justice, and members of the investigations unit of the State Inspector General designated pursuant to § 2.2-311 to investigate allegations of criminal behavior affecting the operations of a state or nonstate agency; a correctional officer as defined in § 53.1-1; a jail officer; a regional jail or jail farm superintendent; a sheriff, deputy sheriff, or city sergeant or deputy city sergeant of the City of Richmond; a police chaplain; a member of any fire company or department or emergency medical services agency that has been recognized by an ordinance or a resolution of the governing body of any county, city, or town of the Commonwealth as an integral part of the official safety program of such county, city, or town, including a person with a recognized membership status with such fire company or department who is enrolled in a Fire Service Training course offered by the Virginia Department of Fire Programs or any fire company or department training required in pursuit of qualification to become a certified firefighter; a member of any fire company providing fire protection services for facilities of the Virginia National Guard or the Virginia Air National Guard; a member of the Virginia National Guard or the Virginia Defense Force while such member is serving in the Virginia National Guard or the Virginia Defense Force on official state duty or federal duty under Title 32 of the United States Code; any special agent of the Virginia Alcoholic Beverage Control Authority; any regular or special conservation police officer who receives compensation from a county, city, or town or from the Commonwealth appointed pursuant to the provisions of § 29.1-200; any commissioned forest warden appointed under the provisions of § 10.1-1135; any member or employee of the Virginia Marine Resources Commission granted the power of arrest pursuant to § 28.2-900; any Department of Emergency Management hazardous materials officer; any other employee of the Department of Emergency Management who is performing official duties of the agency, when those duties are related to a major disaster or emergency, as defined in § 44-146.16, that has been or is later declared to exist under the authority of the Governor in accordance with § 44-146.28; any employee of any county, city, or town performing official emergency management or emergency services duties in cooperation with the Department of Emergency Management, when those duties are related to a major disaster or emergency, as defined in § 44-146.16, that has been or is later declared to exist under the authority of the Governor in accordance with § 44-146.28 or a local emergency, as defined in § 44-146.16, declared by a local

governing body; any nonfirefighter regional hazardous materials emergency response team member; any conservation officer of the Department of Conservation and Recreation commissioned pursuant to § 10.1-115; or any full-time sworn member of the enforcement division of the Department of Motor Vehicles appointed pursuant to § 46.2-217.

"Disabled person" means any individual who has been determined to be mentally or physically incapacitated so as to prevent the further performance of his duties at the time of his disability where such incapacity is likely to be permanent, and whose incapacity occurs in the line of duty as the direct or proximate result of the performance of his duty, including the presumptions under §§ 27-40.1, 27-40.2, 51.1-813, 65.2-402, and 65.2-402.1 if his position is covered by the applicable statute, in any position listed in the definition of deceased person in this section. "Disabled person" does not include any individual who has been determined to be no longer disabled pursuant to subdivision A 2 of § 9.1-404. "Disabled person" includes any state employee included in the definition of a deceased person who was disabled on or after January 1, 1966.

"Eligible dependent" for purposes of continued health insurance pursuant to § 9.1-401 means the natural or adopted child or children of a deceased person or disabled person or of a deceased or disabled person's eligible spouse, provided that any such natural child is born as the result of a pregnancy that occurred prior to the time of the employee's death or disability and that any such adopted child is (i) adopted prior to the time of the employee's death or disability or (ii) adopted after the employee's death or disability if the adoption is pursuant to a preadoptive agreement entered into prior to the death or disability. Notwithstanding the foregoing, "eligible dependent" shall also include the natural or adopted child or children of a deceased person or disabled person born as the result of a pregnancy or adoption that occurred after the time of the employee's death or disability, but prior to July 1, 2017. Eligibility will continue until the end of the year in which the eligible dependent reaches age 26 or when the eligible dependent ceases to be eligible based on the Virginia Administrative Code or administrative guidance as determined by the Department of Human Resource Management.

"Eligible spouse" for purposes of continued health insurance pursuant to § 9.1-401 means the spouse of a deceased person or a disabled person at the time of the death or disability. Eligibility will continue until the eligible spouse dies, ceases to be married to a disabled person, or in the case of the spouse of a deceased person, dies, remarries on or after July 1, 2017, or otherwise ceases to be eligible based on the Virginia Administrative Code or administrative guidance as determined by the Department of Human Resource Management.

"Employee" means any person who would be covered or whose spouse, dependents, or beneficiaries would be covered under the benefits of this chapter if the person became a disabled person or a deceased person.

"Employer" means (i) the employer of a person who is a covered employee or (ii) in the case of a volunteer who is a member of any fire company or department or rescue squad described in the definition of "deceased person," the county, city, or town that by ordinance or resolution recognized such fire company or department or rescue squad as an integral part of the official safety program of such locality.

"Fund" means the Line of Duty Death and Health Benefits Trust Fund established pursuant to § 9.1-400.1.

"Line of duty" means any action the deceased or disabled person was obligated or authorized to

perform by rule, regulation, condition of employment or service, or law.

"LODA Health Benefit Plans" means the separate health benefits plans established pursuant to § 9.1-401.

"Nonparticipating employer" means any employer that is a political subdivision of the Commonwealth that elected to directly fund the cost of benefits provided under this chapter and not participate in the Fund.

"Participating employer" means any employer that is a state agency or is a political subdivision of the Commonwealth that did not make an election to become a nonparticipating employer.

"VRS" means the Virginia Retirement System.

1995, cc. 112, 156, 597, §§ 2.1-133.5, 2.1-133.6; 1996, cc. 66, 174; 1998, c. 712; 2001, cc. 678, 844; 2003, cc. 37, 41, 1005; 2004, c. 30; 2005, cc. 907, 910; 2006, c. 824; 2007, c. 87; 2011, cc. 572, 586; 2012, cc. 374, 458, 573; 2015, cc. 38, 502, 503, 730; 2016, c. 677; 2017, cc. 439, 627; 2018, c. 548; 2020, cc. 207, 559.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.



## Agricultural & Forestal District Advisory Committee

### Citizen Members (Producers) 4

### Term 4 years

Andy Wright [dutchcreekfarm@aol.com](mailto:dutchcreekfarm@aol.com)  
1315 Dutch Creek Lane  
Shipman, VA 22971  
434-263-8938 (H)

May 13, 2023 – May 13, 2027 (T5)

Billy Newman [enviroforllc@netscape.net](mailto:enviroforllc@netscape.net)  
356 Deer Run Lane  
Shipman, VA 22971  
434-263-4172 (H)

May 13, 2023 – May 13, 2027 (T4)

Susan McSwain [losthorseshoe3@gmail.com](mailto:losthorseshoe3@gmail.com)  
3254 Dutch Creek Lane  
Shipman, VA 22971  
434-263-6714 (H)

May 13, 2023 – May 13, 2027 (T5)

Ernie Reed [ereed@nelsoncounty.org](mailto:ereed@nelsoncounty.org)  
971 Rainbow Ridge Road  
Faber, VA 22938  
434-249-8330

May 13, 2019 – May 13, 2023 (UT)  
**vacant\***

### Citizen Members (Other Landowners) 4

Joyce Burton [joybirdpt@gmail.com](mailto:joybirdpt@gmail.com)  
96 Old Turtle Place  
Nellysford, VA 22958  
434-361-2328

May 13, 2023 – May 13, 2027 (T3)

Sunny Taylor [sunny@virginia.edu](mailto:sunny@virginia.edu)  
464 Front Street  
Lovingston, VA 22949  
434-996-2267 (H)  
434-924-7849 (B)

May 13, 2020 – May 13, 2024 (UT)  
(Appointed 1-12-2021)

Mary Cunningham [mcscherpa@gmail.com](mailto:mcscherpa@gmail.com)  
171 Joshua Lane  
Afton, VA 22920  
434-1587 (H)

May 13, 2023 – May 13, 2027 (T2)

Charlotte L. Rea [the.creac1@gmail.com](mailto:the.creac1@gmail.com)  
411 Bland Wade Ln.  
Afton, VA 22920  
540-456-6509 (H)  
434-996-7291 (Cell)

August 13, 2023 – May 13, 2027 (T2)

### Commissioner of Revenue

Pam Campbell [pcampbell@nelsoncounty.org](mailto:pcampbell@nelsoncounty.org) 434-263-7070  
P.O. Box 246  
Lovingston, VA 22949

## **Board of Supervisors Member**

Ernie Reed [ereed@nelsoncounty.org](mailto:ereed@nelsoncounty.org)

971 Rainbow Ridge Road

Faber, VA 22938

434-249-8330

Establishment: Established by the Code of Virginia §15.2-4300 et seq. and the Code of Nelson County, Chapter 9, Article V. on February 11, 2003.

Members: Consists of 10 members, four (4) agricultural producers, four (4) other landowners, the Commissioner of Revenue and a Board of Supervisors member.

Term: Regular terms are 4 years from May 13<sup>th</sup> to May 13<sup>th</sup> with a term limit of 3 consecutive terms except in cases where there are no new applicants to fill the vacancy.

Summary of Duties: To advise the Planning Commission and the County governing body and assist in creating, reviewing, modifying, continuing or terminating districts within the county. In particular, the committee shall render expert advice as to the nature of farming and forestry and agricultural and forestal resources with the district(s) and their relation to the entire county.

Meetings: Meetings are held on an as needed basis. Members serve on a voluntary basis, but the Board of Supervisors may at its discretion, reimburse each member for actual and necessary expenses incurred in the performance of duties.

NELSON COUNTY LIBRARY ADVISORY COMMITTEE

NAME, ADDRESS & PHONE

TERM :4 Years, July-June

Jennifer Page – **North District**  
122 Mickens Road  
Afton, Va. 22920  
(571) 246-1297  
[Jpage.nbs@gmail.com](mailto:Jpage.nbs@gmail.com)

July 1, 2022 – June 30, 2026  
(appointed 10-11-22)

Jane Strauss- **Central District**  
112 River View Lane  
Faber, VA 22938  
(434) 263-8294  
[msjanestrauss@gmail.com](mailto:msjanestrauss@gmail.com)

July 1, 2019 - June 30, 2023

Gloria Ashley- **East District**  
48 Henry's Hill LN  
Lovingson, VA 22949  
H (434) 263-5035  
W (434) 263-4086  
[Gashley3@verizon.net](mailto:Gashley3@verizon.net)

July 1, 2022 – June 30, 2026  
(Appointed 3-10-15)

Jean B. Holliday- **South District**  
24 Kingswood Ln  
Arrington, VA 22922  
(434) 263-5266

July 1, 2021 – June 30, 2025

Audrey D. Evans – **West District**  
1184 Dickie Rd.  
Roseland, VA 22967  
(434) 277-5814  
[bossmare1955@gmail.com](mailto:bossmare1955@gmail.com)

July 1, 2020 - June 30, 2024  
(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 3<sup>rd</sup> Monday from 4-6 PM at the Nelson Memorial Library. Members serve on a voluntary basis.



BOARD OF  
SUPERVISORS

THOMAS D. HARVEY  
North District

ERNIE Q. REED  
Central District

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County Administrator

AMANDA B. SPIVEY  
Administrative Assistant/  
Deputy Clerk

LINDA K. STATON  
Director of Finance and  
Human Resources

**DRAFT**

**ORDINANCE 2023-05**  
**NELSON COUNTY BOARD OF SUPERVISORS**  
**AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA**  
**CHAPTER 11, TAXATION, ARTICLE II REAL PROPERTY TAX**

**BE IT HEREBY ORDAINED**, by the Nelson County Board of Supervisors that the Code of Nelson County, Virginia, Chapter 11, Taxation, Article II is hereby amended as follows:

*New*

**DIVISION 4. EXEMPTIONS FOR VETERANS AND/OR SURVIVING SPOUSE**

**Sec. 11-68. Real property tax exemption for surviving spouse of any member of the armed forces of the Unites States who was killed in action.**

A. For tax years beginning on or after January 1, 2015, there is hereby exempted from taxation the real property described in subsection B of the surviving spouse (i) of any member of the armed forces of the United States who was killed in action as determined by the U.S. Department of Defense and (ii) who occupies the real property as his principal place of residence. For purposes of this section, such determination of "killed in action" includes a determination by the U.S. Department of Defense of "died of wounds received in action." If such member of the armed forces of the United States is killed in action after January 1, 2015, and the surviving spouse has a qualified principal residence on the date that such member of the armed forces is killed in action, then the exemption for the surviving spouse shall begin on the date that such member of the armed forces is killed in action. However, the county shall not be liable for any interest on any refund due to the surviving spouse for taxes paid prior to the surviving spouse's filing of the affidavit or written statement required by § 11-69. If the surviving spouse acquires the property after January 1, 2015, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid pursuant to Va. Code § 58.1-3360.

B. Those dwellings in the county with assessed values in the most recently ended tax year that are not in excess of the average assessed value for such year of a dwelling situated on property that is zoned as single family residential shall qualify for a total exemption from real property taxes under this article. If the value of a dwelling is in excess of the average assessed value as described in this subsection, then only that portion of the assessed value in excess of the average assessed value shall be subject to real property taxes, and the portion of the assessed value that is not in excess of the average assessed value shall be exempt from real property taxes. Single family homes, condominiums, town homes, manufactured homes as defined in Va. Code § 46.2-100 whether or not the wheels and other equipment previously used for mobility have been removed, and other types of dwellings of surviving spouses, whether or not the land on which the single family home, condominium, town home, manufactured home, or other type of dwelling of a surviving spouse is located is owned by someone other than the surviving spouse, that (i) meet this requirement and (ii) are occupied by such persons as their principal place of residence shall qualify for the real property tax exemption.



If the land on which the single family home, condominium, town home, manufactured home, or other type of dwelling is located is not owned by the surviving spouse, then the land is not exempt.

For purposes of determining whether a dwelling, or a portion of its value, is exempt from county and town real property taxes, the average assessed value shall be such average for all dwellings located within the county that are situated on property zoned as single family residential.

C. The surviving spouse of a member of the armed forces killed in action shall qualify for the exemption so long as the surviving spouse does not remarry. The exemption applies without any restriction on the spouse's moving to a different principal place of residence.

D. The exemption from real property taxes applies to (i) the qualifying dwelling, or the portion of the value of such dwelling and land that qualifies for the exemption pursuant to subsection B, and (ii) except land not owned by the surviving spouse, the land, not exceeding one acre, upon which it is situated. A real property improvement other than a dwelling, including the land upon which such improvement is situated, made to such one acre or greater number of acres exempt from taxation pursuant to this subsection shall also be exempt from taxation so long as the principal use of the improvement is (i) to house or cover motor vehicles or household goods and personal effects as classified in subdivision A 14 of § 58.1-3503 of the Va. Code and as listed in Va. Code § 58.1-3504 and (ii) for other than a business purpose.

E. For purposes of this exemption, real property of any surviving spouse of a member of the armed forces killed in action includes real property (i) held by a surviving spouse as a tenant for life, (ii) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (iii) held in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys a continuing right of use or support. The term does not include any interest held under a leasehold or term of years.

F. 1. In the event that (i) a surviving spouse is entitled to an exemption under this section by virtue of holding the property in any of the three ways set forth in subsection E and (ii) one or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction that has 1 as a numerator and has as a denominator the total number of all people having an ownership interest that permits them to occupy the property.

2. In the event that the principal residence is jointly owned by two or more individuals including the surviving spouse, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways set forth in subsection E, then the exemption shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the percentage of ownership interest in the dwelling held by the surviving spouse, and as a denominator, 100 percent.

State law reference—Va. Code § 58.1-3219.9

*New*

### **Sec. 11-69. Application of exemption.**

A. The surviving spouse claiming the exemption under Section 11-68 shall file with the commissioner of the revenue on forms to be supplied by the county an affidavit or written statement (i) setting forth the surviving spouse's name, (ii) indicating any other joint owners of the real property, and (iii) certifying that the real property is occupied as the surviving spouse's principal place of residence. The surviving spouse shall also provide documentation from the United States Department of Defense or its successor agency indicating the date that the member of the armed forces of the United States was killed in action. The

surviving spouse shall be required to refile the information required by this section only if the surviving spouse's principal place of residence changes.

B. The surviving spouse shall promptly notify the commissioner of the revenue of any remarriage.

State law reference—Va. Code § 58.1-3219.10

*New*

**Sec. 11-70. Exemption for disabled veterans and surviving spouse.**

A. For tax years beginning on or after January 1, 2015, there is hereby exempted from taxation the real property, including the joint real property of married individuals, of any veteran who has been rated by the U.S. Department of Veterans Affairs or its successor agency pursuant to federal law to have a 100 percent service-connected, permanent, and total disability, and who occupies the real property as his principal place of residence. If the veteran's disability rating occurs after January 1, 2011, and he has a qualified primary residence on the date of the rating, then the exemption for him under this section begins on the date of such rating. However, the County, shall not be liable for any interest on any refund due to the veteran for taxes paid prior to the veteran's filing of the affidavit or written statement required by § 11-71. If the qualified veteran acquires the property after January 1, 2011, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid pursuant to Va. Code § 58.1-3360.

B. The surviving spouse of a veteran eligible for the exemption set forth in this article shall also qualify for the exemption, so long as the death of the veteran occurs on or after January 1, 2011, and the surviving spouse does not remarry. The exemption applies without any restriction on the spouse's moving to a different principal place of residence.

C. The exemption from real property taxes applies to the qualifying dwelling pursuant to this section and to the land, not exceeding one acre, upon which it is situated. If the veteran owns a house that is his residence, including a manufactured home as defined in Va. Code § 46.2-100 whether or not the wheels and other equipment previously used for mobility have been removed, such house or manufactured home shall be exempt even if the veteran does not own the land on which the house or manufactured home is located. If such land is not owned by the veteran, then the land is not exempt. A real property improvement other than a dwelling, including the land upon which such improvement is situated, made to such one acre or greater number of acres exempt from taxation pursuant to this subsection shall also be exempt from taxation so long as the principal use of the improvement is (i) to house or cover motor vehicles or household goods and personal effects as classified in subdivision A 14 of § 58.1-3503 of the Va. Code and as listed in Va. Code § 58.1-3504 and (ii) for other than a business purpose.

D. For purposes of this exemption, real property of any veteran includes real property (i) held by a veteran alone or in conjunction with the veteran's spouse as tenant or tenants for life or joint lives, (ii) held in a revocable inter vivos trust over which the veteran or the veteran and his spouse hold the power of revocation, or (iii) held in an irrevocable trust under which a veteran alone or in conjunction with his spouse possesses a life estate or an estate for joint lives or enjoys a continuing right of use or support. The term does not include any interest held under a leasehold or term of years.

The exemption for a surviving spouse under subsection B includes real property (a) held by the veteran's spouse as tenant for life, (b) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (c) held in an irrevocable trust under which the surviving spouse possesses a life

estate or enjoys a continuing right of use or support. The exemption does not apply to any interest held under a leasehold or term of years.

E. 1. In the event that (i) a person is entitled to an exemption under this section by virtue of holding the property in any of the three ways set forth in subsection D and (ii) one or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the number of people who are qualified for the exemption pursuant to this section and has as a denominator the total number of all people having an ownership interest that permits them to occupy the property.

2. In the event that the primary residence is jointly owned by two or more individuals, not all of whom qualify for the exemption pursuant to subsection A or B, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways set forth in subsection D, then the exemption shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the percentage of ownership interest in the dwelling held by all such joint owners who qualify for the exemption pursuant to subsections A and B, and as a denominator, 100 percent.

State law reference—Va. Code § 58.1-3219.5

*New*

#### **Sec. 11-71. Application for Exemption**

Application for exemption. — The veteran or surviving spouse claiming the exemption under this article shall file with the commissioner of the revenue of the county, city, or town or such other officer as may be designated by the governing body in which the real property is located, on forms to be supplied by the county, city, or town, an affidavit or written statement (i) setting forth the name of the disabled veteran and the name of the spouse, if any, also occupying the real property, (ii) indicating whether the real property is jointly owned by married individuals, and (iii) certifying that the real property is occupied as the veteran's principal place of residence. The veteran shall also provide documentation from the U.S. Department of Veterans Affairs or its successor agency indicating that the veteran has a 100 percent service-connected, permanent, and total disability. The veteran shall be required to refile the information required by this section only if the veteran's principal place of residence changes. In the event of a surviving spouse of a veteran claiming the exemption, the surviving spouse shall also provide documentation that the veteran's death occurred on or after January 1, 2011.

State law reference-Va. Code § 58.1-3219.6

**BE IT FURTHER ORDAINED**, that this ordinance becomes effective upon adoption.

Adopted: \_\_\_\_\_

Attest: \_\_\_\_\_, Clerk  
Nelson County Board of Supervisors

**Please publish Thurs. June 29<sup>th</sup> and Thurs. July 6<sup>th</sup> in The Nelson County Times:**

**LEGAL NOTICE  
NOTICE OF PUBLIC HEARING  
NELSON COUNTY BOARD OF SUPERVISORS**

In accordance with Volume 3A, Title 15.2, Counties, Cities and Towns, of the Code of Virginia, 1950, as amended, and pursuant to §58.1-3007, §58.1-3819, §15.2-1427, and §15.2-107, the Nelson County Board of Supervisors hereby gives notice that a Public Hearing will start at **7:00 p.m., Tuesday, July 11, 2023** in the **General District Courtroom** on the third floor of the Nelson County Courthouse located at 84 Courthouse Square, Lovingston, Virginia.

The purpose of the public hearing is to receive public input on an Ordinance proposed for passage to amend Chapter 11, Taxation, Article II Real Property Tax. **Proposed new section 11-68** would provide for real property tax relief for the surviving spouse of any United States armed forces member killed in action. **Proposed new section 11-69** provides for the method of making an application for the exemption in proposed new section 11-68. **Proposed new section 11-70** would provide for real property tax relief for any veteran who has a 100 percent service-connected, permanent and total disability, and would also allow a surviving spouse to be eligible to qualify for the exemption. **Proposed new section 11-71** provides the method for application of exemption for disabled veterans or their surviving spouse. These provisions have been enabled by State Code; however, have not been provided for in the County Code.

Copies of the full text of the proposed Ordinance amendment are available for review in the Office of the County Administrator, 84 Courthouse Square, Lovingston, Virginia, Monday through Friday, 9:00 a.m. to 5:00 p.m. For more information, call the County Administrator's Office at (434) 263-7000. EOE.

**BY AUTHORITY OF NELSON COUNTY BOARD OF SUPERVISORS**



BOARD OF  
SUPERVISORS

THOMAS D. HARVEY  
North District

ERNIE O. REED  
Central District

JESSE N. RUTHERFORD  
East District

ROBERT G. BARTON, JR.  
South District

J. DAVID PARR  
West District

CANDICE W. MCGARRY  
County Administrator

AMANDA B. SPIVEY  
Administrative Assistant/  
Deputy Clerk

LINDA K. STATON  
Director of Finance and  
Human Resources

**RESOLUTION R2023-32**  
**NELSON COUNTY BOARD OF SUPERVISORS**  
**AUTHORIZATION FOR PUBLIC HEARING**  
**AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA**  
**CHAPTER 11, TAXATION, ARTICLE II REAL PROPERTY TAX**

**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 **July 11, 2023 at 7:00 PM** in the General District Courtroom in the Courthouse in Lovingston, Virginia. The purpose of the public hearing is to receive public input on an Ordinance proposed for passage to amend Chapter 11, Taxation, Article II Real Property Tax. Proposed new section 11-68 would provide for real property tax relief for the surviving spouse of any United States armed forces member killed in action. Proposed new section 11-69 provides for the method of making an application for the exemption in proposed new section 11-68. Proposed new section 11-70 would provide for real property tax relief for any veteran who has a 100 percent service-connected, permanent and total disability, and would also allow a surviving spouse to be eligible to qualify for the exemption. Proposed new section 11-71 provides the method for application of exemption for disabled veterans or their surviving spouse. These provisions have been enabled by State Code; however, have not been provided for in the County Code.

Approved: May 9, 2023

Attest:  , Clerk  
Nelson County Board of Supervisors

## Article 2.3. Exemption for Disabled Veterans

### **§ 58.1-3219.5. Exemption from taxes on property for disabled veterans**

A. Pursuant to subdivision (a) of Section 6-A of Article X of the Constitution of Virginia, and for tax years beginning on or after January 1, 2011, the General Assembly hereby exempts from taxation the real property, including the joint real property of married individuals, of any veteran who has been rated by the U.S. Department of Veterans Affairs or its successor agency pursuant to federal law to have a 100 percent service-connected, permanent, and total disability, and who occupies the real property as his principal place of residence. If the veteran's disability rating occurs after January 1, 2011, and he has a qualified primary residence on the date of the rating, then the exemption for him under this section begins on the date of such rating. However, no county, city, or town shall be liable for any interest on any refund due to the veteran for taxes paid prior to the veteran's filing of the affidavit or written statement required by § 58.1-3219.6. If the qualified veteran acquires the property after January 1, 2011, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid pursuant to § 58.1-3360.

B. The surviving spouse of a veteran eligible for the exemption set forth in this article shall also qualify for the exemption, so long as the death of the veteran occurs on or after January 1, 2011, and the surviving spouse does not remarry. The exemption applies without any restriction on the spouse's moving to a different principal place of residence.

C. A county, city, or town shall provide for the exemption from real property taxes the qualifying dwelling pursuant to this section and shall provide for the exemption from real property taxes the land, not exceeding one acre, upon which it is situated. However, if a county, city, or town provides for an exemption from or deferral of real property taxes of more than one acre of land pursuant to Article 2 (§ 58.1-3210 et seq.), then the county, city, or town shall also provide an exemption for the same number of acres pursuant to this section. If the veteran owns a house that is his residence, including a manufactured home as defined in § 46.2-100 whether or not the wheels and other equipment previously used for mobility have been removed, such house or manufactured home shall be exempt even if the veteran does not own the land on which the house or manufactured home is located. If such land is not owned by the veteran, then the land is not exempt. A real property improvement other than a dwelling, including the land upon which such improvement is situated, made to such one acre or greater number of acres exempt from taxation pursuant to this subsection shall also be exempt from taxation so long as the principal use of the improvement is (i) to house or cover motor vehicles or household goods and personal effects as classified in subdivision A 14 of § 58.1-3503 and as listed in § 58.1-3504 and (ii) for other than a business purpose.

D. For purposes of this exemption, real property of any veteran includes real property (i) held by a veteran alone or in conjunction with the veteran's spouse as tenant or tenants for life or joint lives, (ii) held in a revocable inter vivos trust over which the veteran or the veteran and his spouse hold the power of revocation, or (iii) held in an irrevocable trust under which a veteran alone or in conjunction with his spouse possesses a life estate or an estate for joint lives or enjoys

a continuing right of use or support. The term does not include any interest held under a leasehold or term of years.

The exemption for a surviving spouse under subsection B includes real property (a) held by the veteran's spouse as tenant for life, (b) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (c) held in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys a continuing right of use or support. The exemption does not apply to any interest held under a leasehold or term of years.

E. 1. In the event that (i) a person is entitled to an exemption under this section by virtue of holding the property in any of the three ways set forth in subsection D and (ii) one or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the number of people who are qualified for the exemption pursuant to this section and has as a denominator the total number of all people having an ownership interest that permits them to occupy the property.

2. In the event that the primary residence is jointly owned by two or more individuals, not all of whom qualify for the exemption pursuant to subsection A or B, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways set forth in subsection D, then the exemption shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the percentage of ownership interest in the dwelling held by all such joint owners who qualify for the exemption pursuant to subsections A and B, and as a denominator, 100 percent.

2011, cc. [769](#), [840](#);2012, cc. [75](#), [263](#), [782](#), [806](#);2014, c. [757](#);2016, cc. [349](#), [393](#), [485](#);2018, c. [236](#); 2019, cc. [15](#), [801](#);2020, c. [900](#).

#### **§ 58.1-3219.6. Application for exemption**

A. The veteran or surviving spouse claiming the exemption under this article shall file with the commissioner of the revenue of the county, city, or town or such other officer as may be designated by the governing body in which the real property is located, on forms to be supplied by the county, city, or town, an affidavit or written statement (i) setting forth the name of the disabled veteran and the name of the spouse, if any, also occupying the real property, (ii) indicating whether the real property is jointly owned by married individuals, and (iii) certifying that the real property is occupied as the veteran's principal place of residence. The veteran shall also provide documentation from the U.S. Department of Veterans Affairs or its successor agency indicating that the veteran has a 100 percent service-connected, permanent, and total disability. The veteran shall be required to refile the information required by this section only if the veteran's principal place of residence changes. In the event of a surviving spouse of a veteran claiming the exemption, the surviving spouse shall also provide documentation that the veteran's death occurred on or after January 1, 2011.

B. The veteran or surviving spouse may claim the exemption under this article prior to purchasing the qualifying dwelling by filing the documentation as required by subsection A and valid documentation of the purchase agreement for the qualifying dwelling. The commissioner of the revenue of the county, city, or town, or such other officer as may be designated by the governing body in which the real property is located, shall, within 20 business days following receipt of such documentation, process the application and send the veteran a letter stating

whether the application is approved or denied. If the application is approved, the letter shall also include the amount of the tax exemption for the qualifying property the veteran intends to purchase. However, the exemption described in such a letter shall become effective only after the veteran becomes the owner of the property.

2011, cc. [769](#), [840](#);2020, c. [900](#);2023, c. [659](#).

**. Commissioner of the Department of Veterans Services; rules and regulations; appeal**

A. The Commissioner of the Department of Veterans Services shall promulgate rules and regulations governing the administration and implementation of the property tax exemption under this article. Such rules and regulations shall include, but not be limited to, written guidance for veterans residing in the Commonwealth and for commissioners of the revenue or other assessing officers relating to the determination of eligibility for the property tax exemption under this article and procedures for appealing a decision of the Commissioner of the Department of Veterans Services to a circuit court pursuant to subsection B. The Commissioner of the Department of Veterans Services may also provide written guidance to, and respond to requests for information from, veterans residing in the Commonwealth and commissioners of the revenue or other assessing officers regarding the exemption under this article, including interpretation of the provisions of subdivision (a) of Section 6-A of Article X of the Constitution of Virginia and this article.

B. The Commissioner of the Department of Veterans Services shall hear and decide appeals by veterans residing in the Commonwealth from a denial of their application pursuant to § [58.1-3219.6](#) by a commissioner of the revenue or other assessing officer. However, such appeal shall be limited to appeals based upon a finding of fact regarding eligibility criteria set forth in subdivision (a) of Section 6-A of Article X of the Constitution of Virginia and this article. The Commissioner of the Department of Veterans Services shall not be authorized to hear or decide appeals regarding a dispute over the assessed value of any property. Nothing in this section shall be construed to limit the appeal of a decision of the Commissioner of the Department of Veterans Services by either party to the circuit court in the locality in which the veteran resides.

2012, c. [594](#);2014, c. [757](#).

**§ 58.1-3219.8. Absence from residence**

The fact that veterans or their spouses who are otherwise qualified for tax exemption pursuant to this article are residing in hospitals, nursing homes, convalescent homes, or other facilities for physical or mental care for extended periods of time shall not be construed to mean that the real estate for which tax exemption is sought does not continue to be the sole dwelling of such persons during such extended periods of other residence so long as such real estate is not used by or leased to others for consideration.

2012, c. [782](#).

**Article 2.4. Exemption for Surviving Spouses of Members of the Armed Forces Killed in Action**

**§ 58.1-3219.9. Exemption from taxes on property of surviving spouses of members of the armed forces killed in action**

A. Pursuant to subdivision (b) of Section 6-A of Article X of the Constitution of Virginia, and for tax years beginning on or after January 1, 2015, the General Assembly hereby exempts from



taxation the real property described in subsection B of the surviving spouse (i) of any member of the armed forces of the United States who was killed in action as determined by the U.S. Department of Defense and (ii) who occupies the real property as his principal place of residence. For purposes of this section, such determination of "killed in action" includes a determination by the U.S. Department of Defense of "died of wounds received in action." If such member of the armed forces of the United States is killed in action after January 1, 2015, and the surviving spouse has a qualified principal residence on the date that such member of the armed forces is killed in action, then the exemption for the surviving spouse shall begin on the date that such member of the armed forces is killed in action. However, no county, city, or town shall be liable for any interest on any refund due to the surviving spouse for taxes paid prior to the surviving spouse's filing of the affidavit or written statement required by § 58.1-3219.10. If the surviving spouse acquires the property after January 1, 2015, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid pursuant to § 58.1-3360.

B. Those dwellings in the locality with assessed values in the most recently ended tax year that are not in excess of the average assessed value for such year of a dwelling situated on property that is zoned as single family residential shall qualify for a total exemption from real property taxes under this article. If the value of a dwelling is in excess of the average assessed value as described in this subsection, then only that portion of the assessed value in excess of the average assessed value shall be subject to real property taxes, and the portion of the assessed value that is not in excess of the average assessed value shall be exempt from real property taxes. Single family homes, condominiums, town homes, manufactured homes as defined in § 46.2-100 whether or not the wheels and other equipment previously used for mobility have been removed, and other types of dwellings of surviving spouses, whether or not the land on which the single family home, condominium, town home, manufactured home, or other type of dwelling of a surviving spouse is located is owned by someone other than the surviving spouse, that (i) meet this requirement and (ii) are occupied by such persons as their principal place of residence shall qualify for the real property tax exemption. If the land on which the single family home, condominium, town home, manufactured home, or other type of dwelling is located is not owned by the surviving spouse, then the land is not exempt.

For purposes of determining whether a dwelling, or a portion of its value, is exempt from county and town real property taxes, the average assessed value shall be such average for all dwellings located within the county that are situated on property zoned as single family residential.

C. The surviving spouse of a member of the armed forces killed in action shall qualify for the exemption so long as the surviving spouse does not remarry. The exemption applies without any restriction on the spouse's moving to a different principal place of residence.

D. A county, city, or town shall provide for the exemption from real property taxes (i) the qualifying dwelling, or the portion of the value of such dwelling and land that qualifies for the exemption pursuant to subsection B, and (ii) except land not owned by the surviving spouse, the land, not exceeding one acre, upon which it is situated. However, if a county, city, or town provides for an exemption from or deferral of real property taxes of more than one acre of land pursuant to Article 2 (§ 58.1-3210 et seq.), then the county, city, or town shall also provide an exemption for the same number of acres pursuant to this section. A real property improvement other than a dwelling, including the land upon which such improvement is situated, made to such one acre or greater number of acres exempt from taxation pursuant to this subsection shall

also be exempt from taxation so long as the principal use of the improvement is (i) to house or cover motor vehicles or household goods and personal effects as classified in subdivision A 14 of § 58.1-3503 and as listed in § 58.1-3504 and (ii) for other than a business purpose.

E. For purposes of this exemption, real property of any surviving spouse of a member of the armed forces killed in action includes real property (i) held by a surviving spouse as a tenant for life, (ii) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (iii) held in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys a continuing right of use or support. The term does not include any interest held under a leasehold or term of years.

F. 1. In the event that (i) a surviving spouse is entitled to an exemption under this section by virtue of holding the property in any of the three ways set forth in subsection E and (ii) one or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction that has 1 as a numerator and has as a denominator the total number of all people having an ownership interest that permits them to occupy the property.

2. In the event that the principal residence is jointly owned by two or more individuals including the surviving spouse, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways set forth in subsection E, then the exemption shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the percentage of ownership interest in the dwelling held by the surviving spouse, and as a denominator, 100 percent.

2014, c. 757;2015, c. 577;2016, cc. 347, 349, 393, 485, 539;2019, cc. 15, 801.

#### **§ 58.1-3219.10. Application for exemption**

A. The surviving spouse claiming the exemption under this article shall file with the commissioner of the revenue of the county, city, or town or such other officer as may be designated by the governing body in which the real property is located, on forms to be supplied by the county, city, or town, an affidavit or written statement (i) setting forth the surviving spouse's name, (ii) indicating any other joint owners of the real property, and (iii) certifying that the real property is occupied as the surviving spouse's principal place of residence. The surviving spouse shall also provide documentation from the United States Department of Defense or its successor agency indicating the date that the member of the armed forces of the United States was killed in action.

The surviving spouse shall be required to refile the information required by this section only if the surviving spouse's principal place of residence changes.

B. The surviving spouse shall promptly notify the commissioner of the revenue of any remarriage.

2014, c. 757.

#### **§ 58.1-3219.11. Commissioner of the Department of Veterans Services; rules and regulations**

The Commissioner of the Department of Veterans Services shall promulgate rules and regulations governing the administration and implementation of the property tax exemption under this article. Such rules and regulations shall include, but not be limited to, written

guidance for surviving spouses residing in the Commonwealth and for commissioners of the revenue or other assessing officers relating to the determination of eligibility for the property tax exemption under this article. The Commissioner of the Department of Veterans Services may also provide written guidance to, and respond to requests for information from, surviving spouses residing in the Commonwealth and commissioners of the revenue or other assessing officers regarding the exemption under this article, including interpretation of the provisions of subdivision (b) of Section 6-A of Article X of the Constitution of Virginia and this article.

2014, c. [757](#).

#### **. Absence from residence**

The fact that surviving spouses who are otherwise qualified for tax exemption pursuant to this article are residing in hospitals, nursing homes, convalescent homes, or other facilities for physical or mental care for extended periods of time shall not be construed to mean that the real estate for which tax exemption is sought does not continue to be the sole dwelling of such persons during such extended periods of other residence so long as such real estate is not used by or leased to others for consideration.

2014, c. [757](#).

### **Article 2.5. Exemption for Surviving Spouses of Certain Persons Killed in the Line of Duty**

#### **§ 58.1-3219.13. Definitions**

As used in this article, unless the context requires otherwise:

"Covered person" means any person set forth in the definition of "deceased person" in § [9.1-400](#) whose beneficiary, as defined in § [9.1-400](#), is entitled to receive benefits under § [9.1-402](#), as determined by the Comptroller prior to July 1, 2017, or as determined by the Virginia Retirement System on and after July 1, 2017.

2017, c. [248](#).

#### **§ 58.1-3219.14. Exemption from taxes on property of surviving spouses of certain persons killed in the line of duty**

A. Pursuant to Article X, Section 6-B of the Constitution of Virginia, for tax years beginning on or after January 1, 2017, any county, city, or town may exempt from taxation the real property described in subsection B of the surviving spouse of any covered person who occupies the real property as his principal place of residence. If the covered person's death occurred on or prior to January 1, 2017, and the surviving spouse has a principal residence on January 1, 2017, eligible for the exemption under this section, then the exemption for the surviving spouse shall begin on January 1, 2017. If the covered person's death occurs after January 1, 2017, and the surviving spouse has a principal residence eligible for the exemption under this section on the date that such covered person dies, then the exemption for the surviving spouse shall begin on the date that such covered person dies. If the surviving spouse acquires the property after January 1, 2017, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid pursuant to § [58.1-3360](#). No county, city, or town shall be liable for any interest on any refund due to the surviving spouse for taxes paid prior to the surviving spouse's filing of the affidavit or written statement required by § [58.1-3219.15](#).

B. Those dwellings, in any locality that provides the exemption pursuant to this article, with assessed values in the most recently ended tax year that are not in excess of the average assessed value for such year of a dwelling situated on property that is zoned as single-family residential shall qualify for a total exemption from real property taxes under this article. If the value of a dwelling is in excess of the average assessed value as described in this subsection, then only that portion of the assessed value in excess of the average assessed value shall be subject to real property taxes, and the portion of the assessed value that is not in excess of the average assessed value shall be exempt from real property taxes. Single-family homes, condominiums, town homes, manufactured homes as defined in § 46.2-100 whether or not the wheels and other equipment previously used for mobility have been removed, and other types of dwellings of surviving spouses, whether or not the land on which the single-family home, condominium, town home, manufactured home, or other type of dwelling of a surviving spouse is located is owned by someone other than the surviving spouse, that (i) meet this requirement and (ii) are occupied by such persons as their principal place of residence shall qualify for the real property tax exemption. If the land on which the single-family home, condominium, town home, manufactured home, or other type of dwelling is located is not owned by the surviving spouse, then the land is not exempt.

For purposes of determining whether a dwelling, or a portion of its value, is exempt from county and town real property taxes, the average assessed value shall be such average for all dwellings located within the county that are situated on property zoned as single-family residential.

C. The surviving spouse shall qualify for the exemption so long as the surviving spouse does not remarry. The exemption applies without any restriction on the spouse's moving to a different principal place of residence.

D. A county, city, or town shall provide for the exemption from real property taxes of (i) the qualifying dwelling, or that portion of the value of such dwelling and land that qualifies for the exemption pursuant to subsection B, and (ii) with the exception of land not owned by the surviving spouse, the land, not exceeding one acre, upon which it is situated. However, if a county, city, or town provides for an exemption from or deferral of real property taxes of more than one acre of land pursuant to Article 2 (§ 58.1-3210 et seq.), then the county, city, or town shall also provide an exemption for the same number of acres pursuant to this section. A real property improvement other than a dwelling, including the land upon which such improvement is situated, made to such one acre or greater number of acres exempt from taxation pursuant to this subsection shall also be exempt from taxation so long as the principal use of the improvement is (a) to house or cover motor vehicles or household goods and personal effects as classified in subdivision A 14 of § 58.1-3503 and as listed in § 58.1-3504 and (b) for other than a business purpose.

E. For purposes of this exemption, real property of any surviving spouse of a covered person includes real property (i) held by a surviving spouse as a tenant for life, (ii) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (iii) held in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys a continuing right of use or support. Such real property does not include any interest held under a leasehold or term of years.

F. 1. In the event that (i) a surviving spouse is entitled to an exemption under this section by virtue of holding the property in any of the three ways set forth in subsection E and (ii) one or

more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction the numerator of which is 1 and the denominator of which equals the total number of people having an ownership interest that permits them to occupy the property.

2. In the event that the principal residence is jointly owned by two or more individuals including the surviving spouse, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways set forth in subsection E, then the exemption shall be prorated by multiplying the amount of the exemption by a fraction the numerator of which is the percentage of ownership interest in the dwelling held by the surviving spouse and the denominator of which is 100.

2017, c. 248;2019, cc. 15, 801.

#### **§ 58.1-3219.15. Application for exemption**

A. The surviving spouse claiming the exemption under this article shall file with the commissioner of the revenue of the county, city, or town or such other officer as may be designated by the governing body in which the real property is located, on forms to be supplied by the county, city, or town, an affidavit or written statement (i) setting forth the surviving spouse's name, (ii) indicating any other joint owners of the real property, (iii) certifying that the real property is occupied as the surviving spouse's principal place of residence, and (iv) including evidence of the determination of the Comptroller or the Virginia Retirement System pursuant to subsection A. The surviving spouse shall also provide documentation that he is the surviving spouse of a covered person and of the date that the covered person died.

The surviving spouse shall be required to refile the information required by this section only if the surviving spouse's principal place of residence changes.

B. The surviving spouse shall promptly notify the commissioner of the revenue of any remarriage.

2017, c. 248.

#### **§ 58.1-3219.16. Absence from residence**

The fact that surviving spouses who are otherwise qualified for tax exemption pursuant to this article are residing in hospitals, nursing homes, convalescent homes, or other facilities for physical or mental care for extended periods of time shall not be construed to mean that the real estate for which tax exemption is sought does not continue to be the sole dwelling of such persons during such extended periods of other residence, so long as such real estate is not used by or leased to others for consideration.

2017, c. 248.

**Please publish Thurs. June 29<sup>th</sup> and July 6<sup>th</sup> in The Nelson County Times:**

**LEGAL NOTICE  
NOTICE OF PUBLIC HEARING  
NELSON COUNTY BOARD OF SUPERVISORS**

In accordance with Volume 3A, Title 15.2, Counties, Cities and Towns, of the Code of Virginia, 1950, as amended, and pursuant to §15.2-2310, and §15.2-4307, the Nelson County Board of Supervisors hereby gives notice that a Public Hearing will start at **7:00 p.m., Tuesday, July 11, 2023** in the **General District Courtroom** on the third floor of the Nelson County Courthouse located at 84 Courthouse Square, Lovingston.

**Public Hearing(s):**

**1. Review of Special Use Permit #2017-01 – “Festival Grounds”**

Pursuant to Nelson County Code, Appendix A, Zoning – Article 24, Section 24-2-E-2, the Board will review existing Special Use Permit 2017-01 requesting County approval to use specified subject properties for a “Festival Grounds” land use.

The permit involves a total of seven (7) subject properties located in the Arrington area of the South District, including: Tax Map Parcel #77-A-1, which is an approximately 390-acre parcel owned by Lockn, LLC; and Tax Map Parcels #67-4-18, #67-4-18A, #67-4-20, and #77-5-15, which are owned by The Estate of Rhonda Holland & JoAnn Nesson and which total 514.02 acres; and Tax Map Parcels #67-A-74A and #67-A-74B, which are a total of 70.8 acres owned by James Goodwin. All subject properties are zoned Agricultural (A-1) and total 974.82 acres.

Copies of the above files are available for review in the Dept. of Planning & Zoning office, 80 Front Street, Lovingston, Virginia, Monday through Friday, 8:00 a.m. to 4:00 p.m., or the Office of the County Administrator, 84 Courthouse Square, Monday through Friday, 9:00 a.m. to 5:00 p.m. For more information, call the County Administrator’s Office at (434) 263-7000. EOE.

**BY AUTHORITY OF NELSON COUNTY BOARD OF SUPERVISORS**

**Nelson County  
Board of Supervisors**

# Memo

**To:** Board of Supervisors

**From:** Dylan M. Bishop, Director of Planning & Zoning *DMB*

**Date:** July 11, 2023

**Re:** SUP 2017-01 Festival Grounds – Five (5) Year Review and Public Hearing

---

On April 11, 2017, the Board of Supervisors approved SUP 2017-01 for a Festival Grounds use on property zoned A-1 Agriculture located in Arrington (Lockn, Oak Ridge, Goodwin). Festival Grounds are defined in Article 24 of the Zoning Ordinance as “the use of land for the hosting and operation of Category 3 Temporary Events, and the construction, erection, or other use of structures or other improvements (temporary or permanent) associated with Category 3 Temporary Events. The minimum acreage for a Festival Grounds is 250 acres. Contiguous parcels under the same or different ownership or control may be aggregated to attain the minimum acreage; if contiguous parcels are under different ownership or control, the owner or agent for each parcel must formally authorize the application for a Festival Grounds Special Use Permit.”

Category 3 Temporary Events are those events having or projecting more than 10,000 attendees, and requires a Festival Grounds SUP. The approval of SUP 2017-01 authorized the properties for Festival Grounds use, however each individual event requires individual permitting. This means that each event requires a new application and fee with current transportation plan, safety plan, and site plan.

Section 24-2-E-2 requires that a Festival Grounds SUP “shall be automatically reviewed at a public hearing conducted by the Board of Supervisors every five (5) years after the initial issuance, after which the Board may revoke or modify the terms and conditions of the SUP...”

At the time of approval, the only modification was an adjustment to event time limits, which is detailed on page 2 of the attached 2017 staff report. There were no additional conditions. The owners have confirmed that there are no changes in ownership to the associated parcels.

**Attachments:**

*2023 Documents:* Oak Ridge Narrative, Lockn Narrative, Lockn Utility Maps

*2017 Approval Letter*

*2017 Staff Report – Note Table on Page 2*

*Excerpt from April 11, 2017 BOS Minutes*

*2017 Documents:* Application, Owner Authorizations, Narrative, Event Schedule, Transportation Plan, Maps



### **Review of Special Use Permit Update July 6, 2023**

Oak Ridge has proven to be an ideal venue for various types of events since the early 1990s. The 4,800+ acre property has immense history; a trail system; and historic buildings which make it unique in Central Virginia. In the 1990s the historic Oak Ridge racetrack was restored. The first race was hosted in 2001. The vision at that time was to allow for the site to host horse races and mass gatherings, such as concerts. The infield was designed to be an amphitheater. Over the years the event schedule for the property has fluctuated with the popularity of the times, feasibility of events in the area and bigger impacts, such as the pandemic. Some of the recurring smaller events in the last three decades of Oak Ridge include but are not limited to historic tours, festivals, Christmas light shows, parades, weddings and corporate parties. Larger events have included but are not limited to The National Enduro, hare scramblers, four-wheel drive events (VA4WD), Camp Jeep, Reenactments, and the Nelson County Summer festival. The parcels listed in the Nelson County special use permit (SUP) on Oak Ridge Farm have been the home to concerts, such as Lockn' Music Festival and events with growth potential to mass gatherings such as Overland Expo East and Spartan. Overland Expo is scheduled to return this October with a participant estimate of 10,000-15,000. The site layouts of every event at Oak Ridge change with the needs of the event and often change yearly as an event evolves. The event promoters provide the site details to the zoning office for approval by all authorities. Potable water via wells is located around the property, fiber internet and electricity are located at the ticket booth.

Please contact Reagan Thompson at 434-409-8592 with questions or concerns.



Lockn' Farm is a 400-acre property in Arrington Va. At the farm we have hosted many events such as the long running Lockn' Festival, The Festy, Blue Ridge Rock Fest, Spartan Race, Overland Experience, along with a number of one-off music shows and local events and weddings.

Lockn' Farm works with its cohorts of the SUP symbiotically to produce venues that are suitable for many applications and allows us to pivot if the need arises due to weather or traffic concerns.

We have invested millions in infrastructure upgrades on the farm to ensure a facility that is fully capable. Lockn' Farm has an office building with a bunk house, farmhouse, storage buildings, several miles of gravel roads, a sculpted grassed amphitheater, a private well-fed 50k gal potable water distribution system, a large septic dispersal system, a Fiber optic network, and an extensive underground electrical grid all while restoring and maintaining the historical value and charm of the property.

Over the last number of years the hosted events have contributed immensely to the local economy and community, both directly and indirectly. We work with all our local agencies to ensure a cohesive community with the county entities, its residents and the event itself.

We continue to look toward the future of the property with various events and upgrades.

**NOTES:**

- 1) THIS PLAT REPRESENTS A CURRENT FIELD SURVEY.
- 2) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT TO INFORMATION DISCLOSED BY SUCH.
- 3) THIS SURVEY DOES NOT CONFIRM NOR DENY THE EXISTENCE OF UNDERGROUND UTILITIES. THERE MAY BE ADDITIONAL UTILITIES OTHER THAN AS SHOWN HEREON.
- 4) "FIELD LOCATED" UTILITIES HAVE BEEN SHOWN BASED ON ACTUAL LOCATION OF ABOVE GROUND FEATURES, COMBINED WITH LOCATION OF LIMITED LOCKN STAFF UTILITY MARKINGS AND VISUAL EVIDENCE OF CONSTRUCTED UTILITY TRENCH.
- 5) "COMPILED" UTILITIES HAVE BEEN SHOWN GRAPHICALLY BASED ON LOCKN STAFF TESTIMONY AND EXHIBITS AND UTILITY PROVIDER EXHIBITS IN CONJUNCTION WITH FIELD LOCATED DATA.
- 6) **OWNER INFORMATION**  
 LOCKN FARM LLC  
 TAX MAP #77-A-1  
 INST #140001983  
 390.21 ACRES

**LEGEND**

● FP/F FENCE POST FOUND	⊠ POWER METER
⊙ P/F PIPE FOUND	⊠ TELEPHONE PEDESTAL
⊙ R/F ROD FOUND	⊠ UTILITY POLE
⊙ R/S ROD SET	⊠ GUY WIRE
⊙ T/F TREE FOUND	⊙ WELL
⊠ COMMUNICATION VAULT	⊙ WATER VAULT
⊠ CONTROL PANEL	⊙ PROpane TANK
⊠ POWER TRANSFORMER	⊙ CLEANOUT
+ POWER BOX	⊙ FLAG POLE
CMP - CORRUGATED METAL PIPE	
HDPE - HIGH DENSITY POLYETHYLENE	

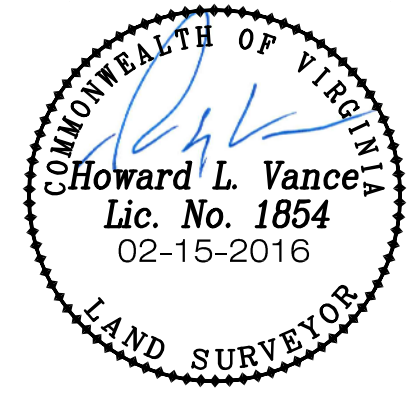
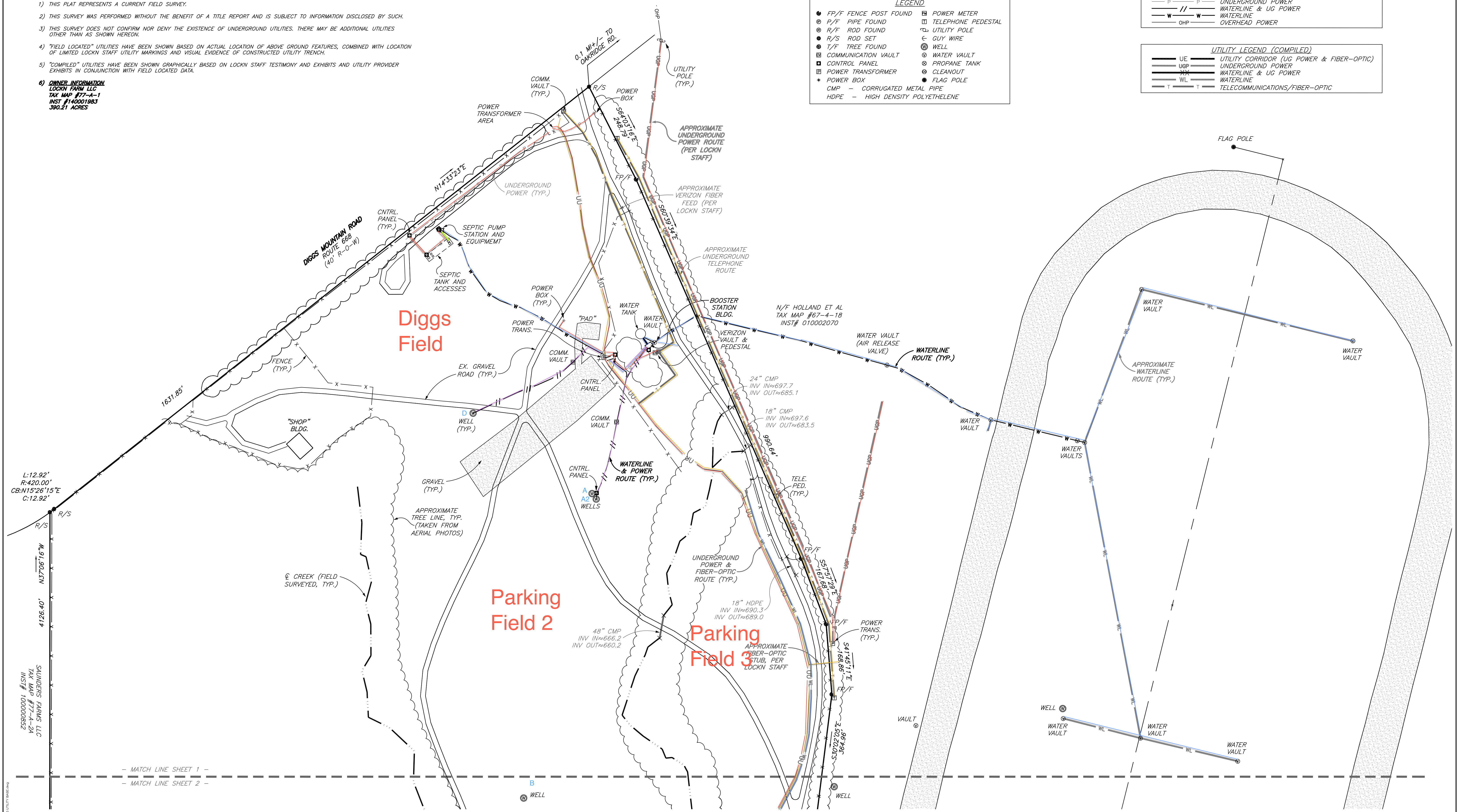
**UTILITY LEGEND (FIELD LOCATED)**

— UU —	UTILITY CORRIDOR (UG POWER & FIBER-OPTIC)
— P —	UNDERGROUND POWER
— W —	WATERLINE & UG POWER
— W —	WATERLINE
— OHP —	OVERHEAD POWER

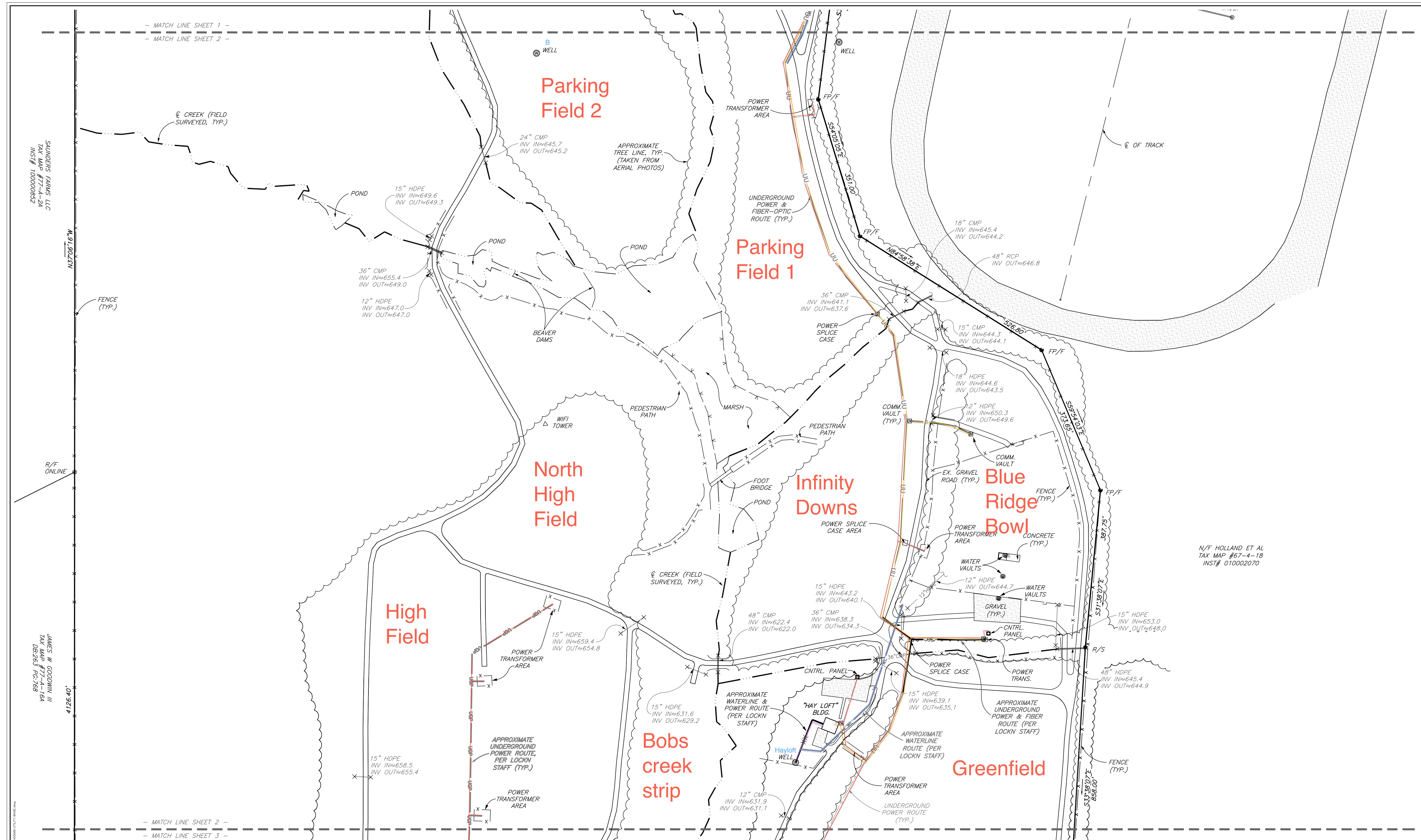
**UTILITY LEGEND (COMPILED)**

— UE —	UTILITY CORRIDOR (UG POWER & FIBER-OPTIC)
— UGP —	UNDERGROUND POWER
— W —	WATERLINE & UG POWER
— W —	WATERLINE
— T —	TELECOMMUNICATIONS/FIBER-OPTIC



DATE: 02-15-2016  
 SCALE: 1"=100'  
 JOB: S1400085.00  
 DRAWN BY: ATE  
 SHEET 1 OF 4

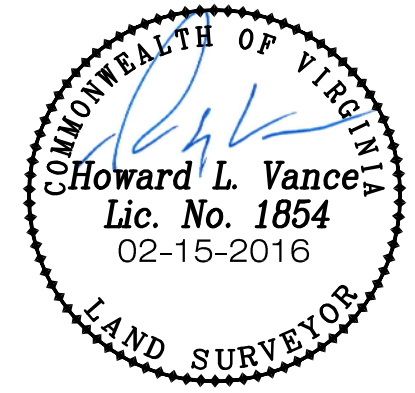
**PLAT SHOWING**  
**UTILITY LOCATIONS ON TAX MAP #77-A-1**  
 LOVINGSTON DISTRICT  
 COUNTY OF NELSON, VIRGINIA  
**PLANNERS • ARCHITECTS • ENGINEERS • SURVEYORS**  
 ROANOKE • RICHMOND • NEW RIVER VALLEY • STAUNTON • HARRISONBURG  
 1561 Commerce Road • Suite 401 • Verona, Virginia 24482 • Phone (540) 248-3220 • dhansen@batzer.cc  
**BATZER AND ASSOCIATES, INC.**  
**BVINCIO**  
 REFLECTING TOMORROW



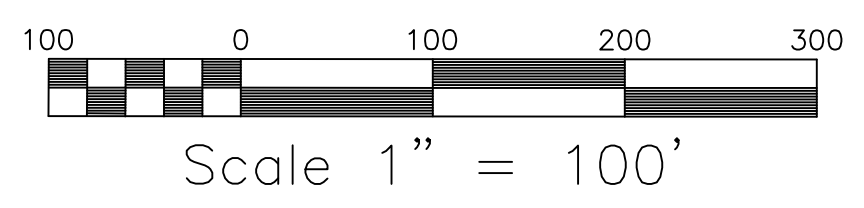
SKANDERS FARMS, LLC  
TAX MAP #77-A-2A  
INST# 10000052

JAMES W. GOODWIN III  
TAX MAP #77-A-16A  
DB263 PG.768

N/F HOLLAND ET AL  
TAX MAP #67-4-18  
INST# 010002070



DATE: 02-15-2016  
SCALE: 1"=100'  
JOB: S1400085.00  
DRAWN BY: ATE  
SHEET 2 OF 4



**PLAT SHOWING  
UTILITY LOCATIONS ON TAX MAP #77-A-1**

LOVINGSTON DISTRICT  
COUNTY OF NELSON, VIRGINIA  
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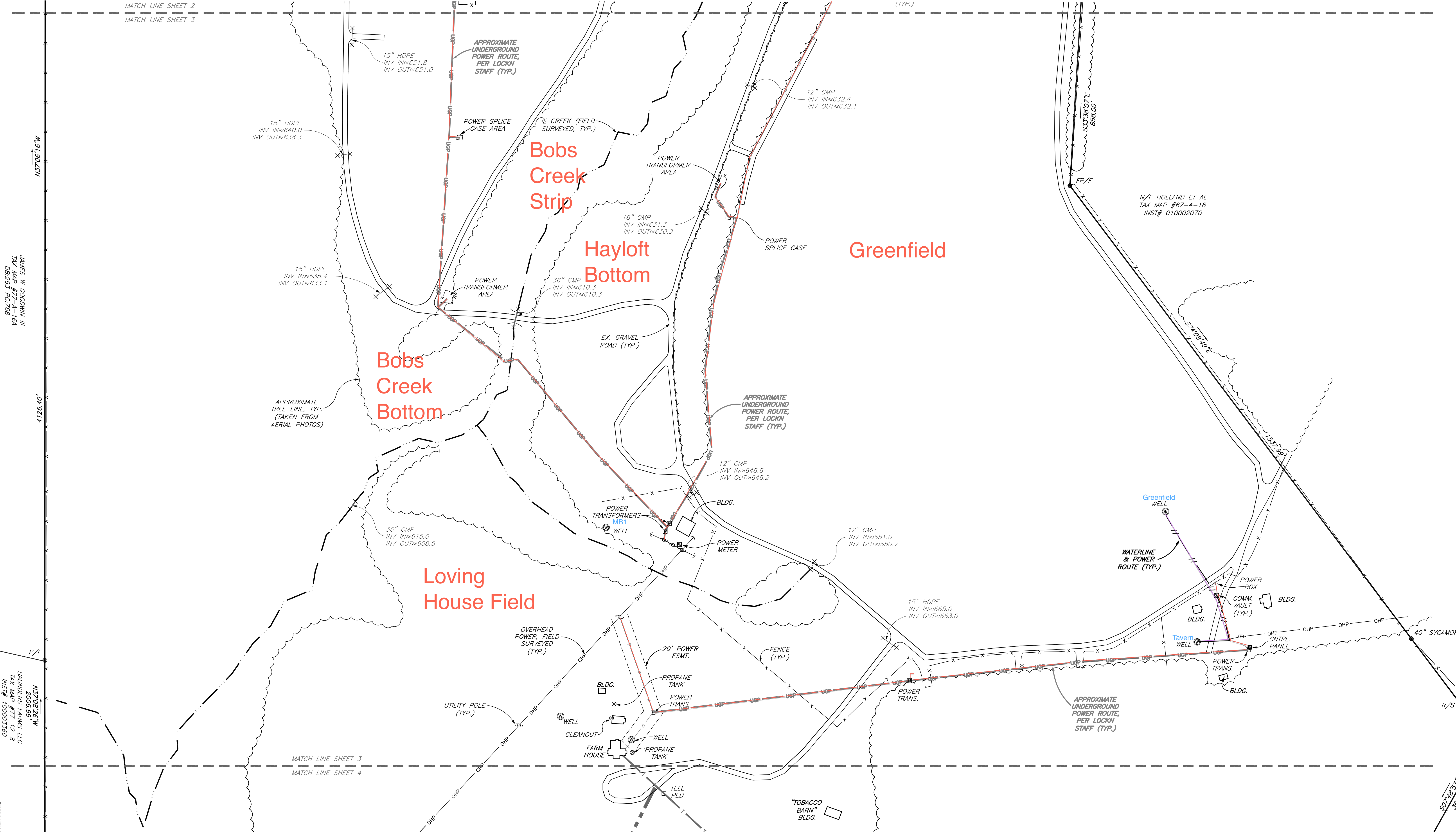
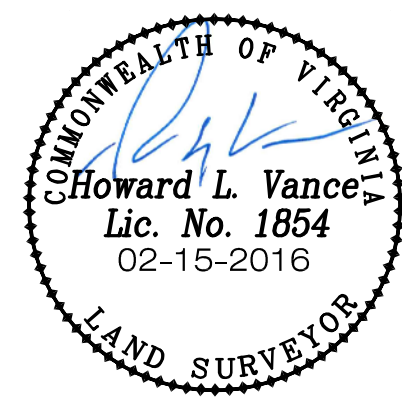


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- MATCH LINE SHEET 3 -

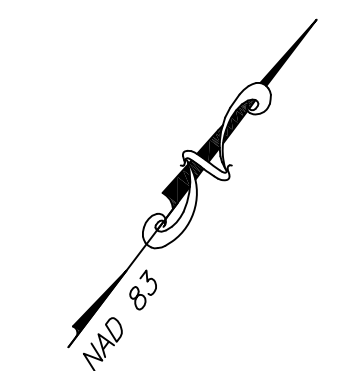
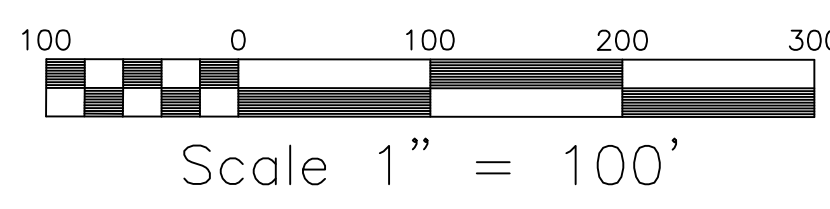
JAMES W. GOODWIN, III  
TAX MAP #77-A-164  
DB263 PG. 768

SAUNDERS FARMS LLC  
TAX MAP #77-12-8  
INST# 100003360

DATE: 02-15-2016  
SCALE: 1"=100'  
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DRAWN BY: ATE  
SHEET 3 OF 4



- MATCH LINE SHEET 3 -  
- MATCH LINE SHEET 4 -



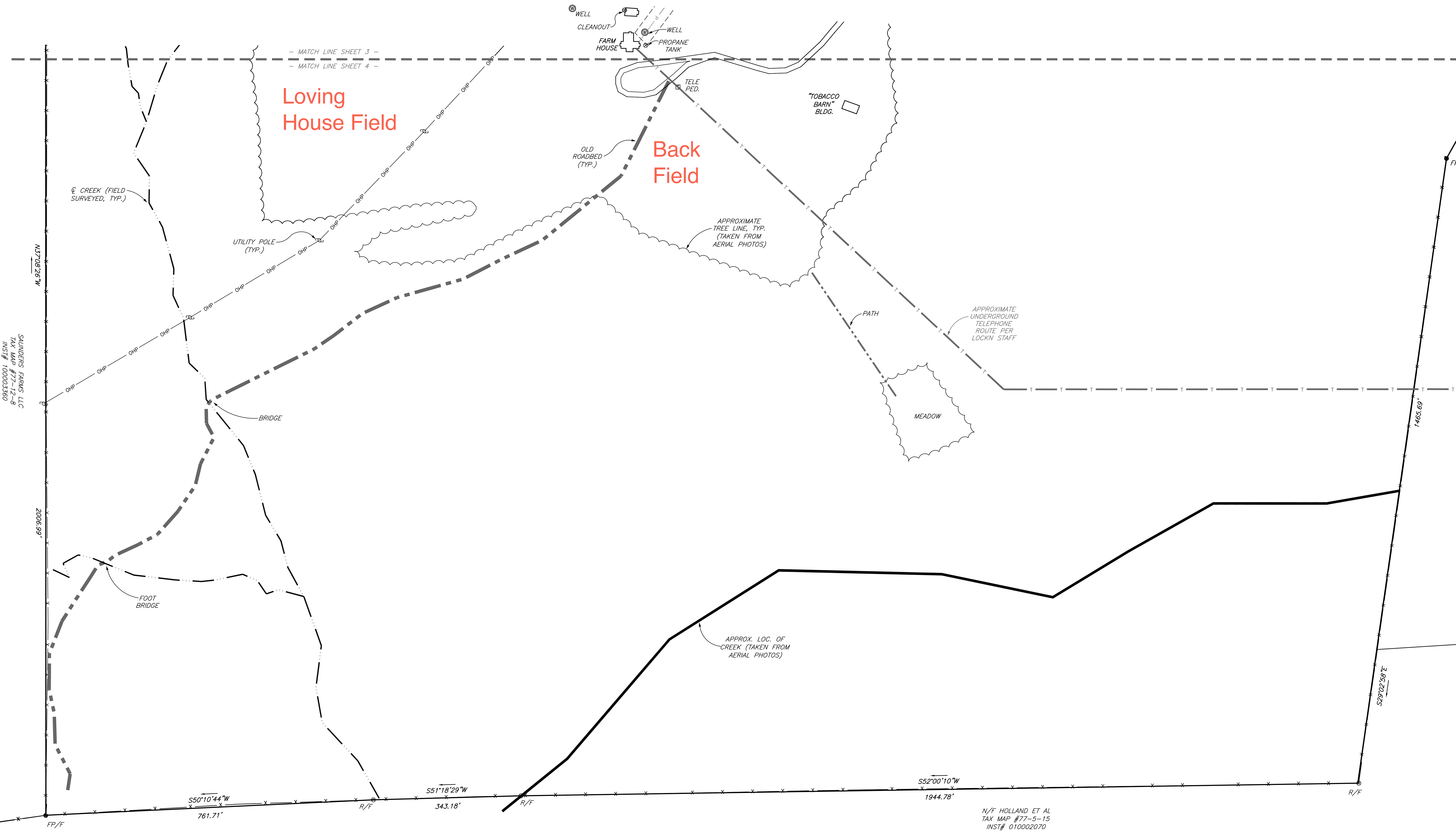
**PLAT SHOWING  
UTILITY LOCATIONS ON TAX MAP #77-A-1**

LOVINGSTON DISTRICT  
COUNTY OF NELSON, VIRGINIA  
**PLANNERS • ARCHITECTS • ENGINEERS • SURVEYORS**  
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Loving House Field

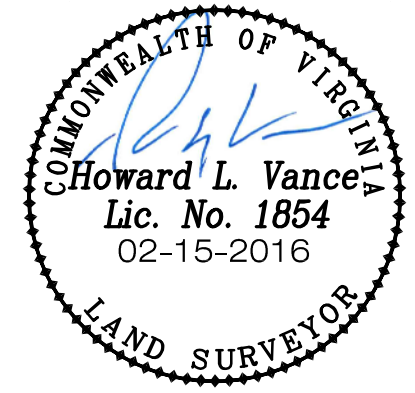
Back Field



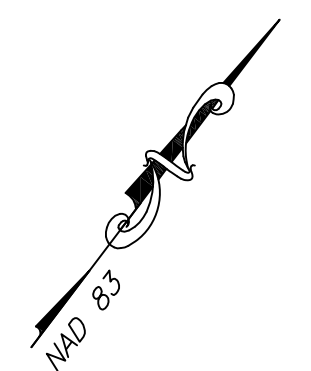
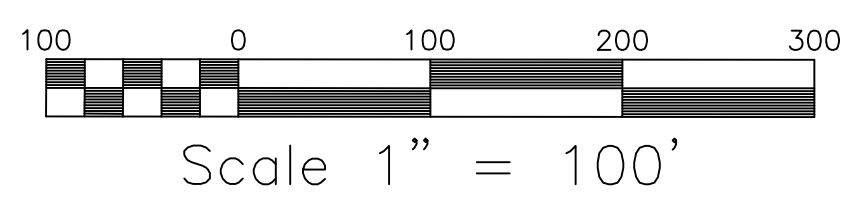
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- MATCH LINE SHEET 4 -

SAUNDERS FARMS LLC  
TAX MAP #77-12-8  
INST# 100003160

N/F HOLLAND ET AL  
TAX MAP #77-5-15  
INST# 010002070



DATE: 02-15-2016  
SCALE: 1"=100'  
JOB: S1400085.00  
DRAWN BY: ATE  
SHEET 4 OF 4



PLAT SHOWING  
UTILITY LOCATIONS ON TAX MAP #77-A-1  
LOVINGSTON DISTRICT  
COUNTY OF NELSON, VIRGINIA  
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DEPARTMENT OF  
PLANNING & ZONING



PLANNING COMMISSION  
BOARD OF ZONING APPEALS

April 27, 2017

Oakridge Farm  
c/o Mrs. Rhonda M. Holland  
2300 Oak Ridge Rd.  
Arrington, VA 22922

Dear Mrs. Holland and Associates:

This letter acknowledges that on March 22, 2017, the Nelson County Planning Commission reviewed and conducted a public hearing for Special Use Permit application #2017-01 for festival use for Lockn' Festival and events at Infinity Downs at Tax Map Parcels:

[Lockn]: #77-A-1

[Oak Ridge]: #67-4-18, -18A, -20, and #77-5-15

[Goodwin]: #67-A-74A and -74B, #58B-3-32

After the hearing concluded, the PC voted to recommend approval of your SUP application to the Nelson County Board of Supervisors.

On April 11, 2017, the Board of Supervisors (BOS) held a public hearing regarding the review and consideration of the same SUP application. After the hearing concluded, the BOS voted to approve your SUP application.

Please note that Zoning Ordinance Article 12, Section 3-8-b ("Expiration") establishes a 12-month deadline from the date of SUP approval in which you must "establish" the authorized use; and if the use is not "established" in 12 months (on or before April 11, 2018) the SUP will "automatically terminate without notice and become null and void."

Please also note that if you have any questions, concerns, and/or requests for assistance at this time, or if we may be of further service to you in the future, please don't hesitate to let us know.

*(over)*

Thank you very much; sincerely,

A handwritten signature in black ink that reads "Grant Massie". The signature is written in a cursive, flowing style.

Grant Massie  
Planning & Zoning Specialist  
Nelson County, Virginia

SGM/EWH

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



DEPARTMENT OF  
PLANNING & ZONING

PLANNING COMMISSION  
BOARD OF ZONING APPEALS

**To:** Chair and Members, Nelson County Board of Supervisors  
**From:** Tim Padalino | Planning & Zoning Director  
**Date:** April 5, 2017  
**Subject:** Public Hearing for Special Use Permit #2017-01 "Festival Grounds"  
(Lockn LLC c/o Mr. Dave Frey; Oak Ridge Farm c/o Mrs. Rhonda M. Holland;  
and Mr. James W. Goodwin III)

### Summary of Application(s)

<b>Site Location:</b>	Arrington / South District
<b>Tax Parcel(s), Size, and Zoning:</b>	[Lockn]: #77-A-1 = 390 acres = Ag (A-1) [Oak Ridge]: #67-4-18, -18A, -20, and #77-5-15 = "NULL" = Ag (A-1) [Goodwin]: #67-A-74A and -74B = 70.8 acres = Ag (A-1)
<b>Applicants:</b>	Lockn LLC c/o Mr. Dave Frey; Oak Ridge Farm c/o Mrs. Rhonda M. Holland; and Mr. James W. Goodwin III
<b>Request:</b>	BOS Approval of Special Use Permit #2017-01, inclusive of BOS approval of requested "modification(s)" of time curfews (pursuant to Z.O. §24-2-E-3)
<ul style="list-style-type: none"> <li>▪ <i>Completed Applications Received On:</i> January 20<sup>th</sup>, 2017</li> </ul>	

On January 20<sup>th</sup>, 2017, the Department of Planning & Zoning (P&Z) received a Special Use Permit (SUP) application and supporting materials from Mr. Dave Frey of Lockn LLC. Subsequent signed letters from Mrs. Rhonda M. Holland (3/3/2017) and from Mr. James W. Goodwin III (2/23/2017) authorized specified parcels under their respective ownership for co-application for SUP #2017-01.

The SUP application materials for PC review and consideration include the following submittals:

- **SUP #2017-01** seeking County approval for "festival use for Lockn Festival and events at Infinity Downs," submitted pursuant to Zoning Ordinance (Z.O.) §4-1-49a ("Festival Grounds").
  - This requested SUP, if approved by the BOS, would authorize the specified subject properties as being eligible for inclusion in any future "Category 3 Temporary Event Permit" application(s). The operational details of any such future Cat. 3 Temporary Event would be addressed in full detail at the time of such application.
  - This SUP application also includes a request for BOS approval to modify the time limits established in Z.O. §24-2-E-3, as detailed in the following table:



**Requested Modifications to Festival Grounds Time Limits for SUP #2017-01**

<i>Time Limits</i>	<i>Thursday night</i>	<i>Friday night</i>	<i>Saturday night</i>	<i>Sunday night</i>
<b>Existing Provisions:</b> <i>Z.O. §24-2-E-3</i>	11:59 p.m.	1:00 a.m. (Saturday morning)	1:00 a.m. (Sunday morning)	11:00 p.m.
<b>Requested Modifications for SUP 2017-01:</b> <i>Oak Ridge Race Track</i>	12:00 midnight = +1 minute	12:00 midnight = -1 hour (stop "early")	12:00 midnight = -1 hour (stop "early")	12:00 midnight = +1 hour (go "late")
<b>Requested Modifications for SUP 2017-01:</b> <i>Infinity Downs Venues</i>	2:00 a.m. (Friday morning) = +2 hours (go "late")	2:00 a.m. (Saturday morning) = +1 hour (go "late")	3:00 a.m. (Sunday morning) = +2 hours (go "late")	2:00 a.m. (Monday morning) = +3 hours (go "late")

- **Major Site Plan** prepared by Mr. Ray Burkholder, PLA of Balzer Associates, and dated 3/7/2017, depicting the proposed layout of the use(s) of the properties during temporary events. *Note:* The Site Plan Review Committee previously provided initial review comments based on a (draft) Minor Site Plan; however, this recently-submitted Major Site Plan has not yet formally entered the review process by County staff or Site Plan Review Committee members.
- **Event Operations Plan for "Infinity Downs Farm,"** a 15-page document which contains six (6) pages of details explaining the existing and proposed infrastructure systems, and other important operational details, for the proposed use of Infinity Downs/Lockn Farm for Cat. 3 Temp. Events.
- **(Draft) Transportation Plan,** submitted with reliance on previously-approved transportation plans, and subject to ongoing revision(s) based on the applicants' continued coordination with VDOT and VA State Police.

**Subject Property Locations, Characteristics, and Comprehensive Plan Designation:**

- Tax Map Parcel #77-A-1 is currently a partially-developed venue for festivals and other events owned by Lockn LLC. The property includes a historic single-family dwelling and multiple outbuildings.
- Tax Map Parcels #67-4-18, -18A, -20, and #77-5-15 are part of the Oak Ridge Estate owned by the Holland family. The Oak Ridge race track is located on parcel #67-4-18.
- Tax Map Parcels #67-A-74A and -74B are private farmlands owned by the Goodwin family.
- *Please refer to the maps on pages 8-9.*

This entire area is identified as part of the “Rural and Farming District” on the Future Land Use Plan in the 2002 *Nelson County Comprehensive Plan*. This designation “would promote agricultural uses and compatible open space uses, but discourage large scale residential development and commercial development that would conflict with agricultural uses. The Rural and Farming District would permit small scale industrial and service uses that compliment agriculture.”

**Summary of Review Process:**

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- January 20 – complete application submitted
- February 8 – Site Plan Review Committee meeting (review of draft Minor Site Plan)
- March 22 – Planning Commission public hearing
- (TBD) – Board of Supervisors public hearing

**Site Plan Review Committee (SPRC):**

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The SPRC reviewed a draft Minor Site Plan at the February 8<sup>th</sup> meeting. Committee members provided initial feedback, and the applicants have continued to coordinate with pertinent agencies, most notably VDOT, VA State Police, and Virginia Department of Health.

That initial draft Minor Site Plan has since been replaced and superseded by a Major Site Plan (dated 3/7/2017), which has not yet formally entered the review process by County staff or Site Plan Review Committee members. However, the Major Site Plan is included on the agenda for the next SPRC meeting, which is scheduled for Wednesday, April 12<sup>th</sup> (the day after the BOS public hearing).

**Staff Evaluation and Recommendation(s):**

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The Planning & Zoning Director provided the Planning Commission with an evaluation and recommendation for approval; for details, please reference the “Supplemental Info” on pages 6-7.

**Planning Commission Review & Recommendations:**

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The PC conducted a properly-advertised public hearing on March 22<sup>nd</sup>. Three members of the public provided comments during the hearing; all three individuals described how previous Lockn Festivals have been problematic at their respective properties in Freshwater Cove, with regards to the volume and duration of music (among other issues, most notably transportation impacts associated with the closer of the Route 29 crossover between Freshwater Cove Lane and Oak Ridge Road). For more details on the PC public hearing, P&Z staff can provide copies of the (draft) PC Meeting Minutes.

The PC continued their review after closing the public hearing and, on a motion made by Commissioner Goad and seconded by Commissioner Harman, the PC voted 5-1 on recommending approval of SUP #2017-01. (Commissioner Allen voted against the motion.) However, the motion did not include recommendations for approval of the applicants’ requested modifications (extensions) of the time limits specified in the Z.O. §24. Rather, the PC recommended that the secondary stages be shut down at the times specified in the ordinance, and that the main stage be shut down earlier than would otherwise be allowed by ordinance on Friday and Saturday nights.

Please review the following table for a detailed comparison of the applicants’ requests and the PC’s recommendations:

**Requested Modifications to Festival Grounds Time Limits for SUP #2017-01**

<i>Time Limits</i>	<i>Thursday night</i>	<i>Friday night</i>	<i>Saturday night</i>	<i>Sunday night</i>
<b>Requested Modifications for SUP 2017-01:</b> <i>Oak Ridge Race Track</i>	12:00 midnight = +1 minute	12:00 midnight = -1 hour (stop "early")	12:00 midnight = -1 hour (stop "early")	12:00 midnight = +1 hour (go "late")
<b>PC Recommends for SUP 2017-01:</b> <i>Oak Ridge Race Track</i>	12:00 midnight = +1 minute	12:00 midnight = -1 hour (stop "early")	12:00 midnight = -1 hour (stop "early")	12:00 midnight = +1 hour (go "late")
<b>Requested Modifications for SUP 2017-01:</b> <i>Infinity Downs Venues</i>	2:00 a.m. (Friday morning) = +2 hours (go "late")	2:00 a.m. (Saturday morning) = +1 hour (go "late")	3:00 a.m. (Sunday morning) = +2 hours (go "late")	2:00 a.m. (Monday morning) = +3 hours (go "late")
<b>PC Recommends for SUP 2017-01:</b> <i>Infinity Downs Venues</i>	11:59 p.m.  (same as Z.O. §24-2-E-3)	1:00 a.m. (Saturday morning)  (same as Z.O. §24-2-E-3)	1:00 a.m. (Sunday morning)  (same as Z.O. §24-2-E-3)	11:00 p.m.  (same as Z.O. §24-2-E-3)

**Concluding Comments:**

The applicants for SUP #2017-01 (Festival Grounds) continue to pursue BOS approval of the SUP *and also* BOS approval of their requested modifications to time limits. Please note that, in exchange for their requested time extensions, the applicants are offering the following concessions:

- Shutting down the "main stage" at the Oak Ridge race track earlier than would otherwise be allowed by ordinance (see table on page 2);
- Modifying some of the production details to help mitigate the sound/noise impacts generated by late-night performances at "secondary stages" at Infinity Downs (such as volume control and speaker orientation); and
- Generally scheduling their smaller proposed one-day events (Cat. 1 and Ct. 2 Temporary Events) to end before midnight, to significantly reduce late-night noise/sound impacts.

The applicants will attend the April 11<sup>th</sup> BOS public hearing, and will be able to more fully articulate their requests, justifications, and perspectives on the issues summarized in this report.

*In closing, please also carefully consider the following summary comments from the Planning & Zoning Director:*

- Please bear in mind the need for all County officials to listen closely to all comments provided by members of the public – and to develop their positions with sensitivity to the neighbors’ concerns *and also* with sensitivity to the applicants’ aspirations.
- Please note that the Board of Supervisors has the authority and responsibility to consider the potential value (and, possibly, the necessity) of establishing “conditions of approval” as may be applicable, in order to ensure that the proposed land use – if approved – would “not affect adversely the use of neighboring property.” (Please see comments about potential conditions in “Supplemental Info” on **page 4**.)
- Please also note that the Z.O. Article 24 (“Temporary Events, Festival Grounds, and Out-of-Door Accessory Uses”) enables the BOS to “modify” certain operational details (including time limits) for Festival Grounds. Specifically, Z.O. §24-2-E-3 reads: “...the Board of Supervisors may impose additional conditions or further modify the number of events, days, and times in granting a Special Use Permit for Festival Grounds land use.”
- If the applicants ultimately obtain BOS approval for the requested Special Use Permit application, they would then have to address numerous important project details through the submission, review, and approval of a Major Site Plan. These details include signage, lighting, landscaping, and other specifications and design details; as well as important regulatory details pertaining to VDOT, VDH, TJSWCD, and (potentially) VDEQ.

The applicants are aware of these site plan issues and details, and have already prepared a Major Site Plan, and have been in close coordination with regulatory and law enforcement agencies during this SUP application process.

In conclusion, please contact me with any questions, concerns, or requests for assistance leading up to the April 11<sup>th</sup> Board of Supervisors public hearing for Special Use Permit #2017-01. Thank you for your time and attention to this Festival Grounds application.

[Excerpted from March 15<sup>th</sup> Staff Report to PC, with modifications]:

**Staff Evaluation & Recommendation:**

Per Zoning Ordinance Article 12, Section 3-2, the following criteria (A-D, below) must be evaluated when reviewing all requests for Special Use Permits. Please review these criteria, as well as the commentary from the Director of Planning & Zoning:

- A. *The use shall not tend to change the character and established pattern of development of the area or community in which it proposes to locate.*

The proposed Festival Grounds is unique in that it would be a site with dedicated permanent infrastructure, but for intermittent use. It seems like the rural agricultural nature of this area would remain largely intact for the majority of the time; however, during specific times, the area would be impacted by far more intensive uses of the subject properties.

Although the intended use(s) would be non-continuous, Category 3 Temporary Events do have an inherent impact on properties in the surrounding area – most notably traffic issues relating to arrival and departure days, as well as noise issues related to amplification of music and hours of operation. However, it is worth noting the following:

- “Rural residential” properties that are primarily used for dwelling purposes are only located in a portion of the vicinity area; with the exception of some single-family dwellings on Oak Ridge Road and Diggs Mountain Road, and (farther away) on Freshwater Cove Lane, the subject properties are generally surrounded by large parcels of undeveloped agricultural lands (a substantial portion of which is owned by one of the co-applicants).
- An evaluation of the vicinity’s current “established pattern of development” would have to include the existing Oak Ridge Race Track, which was permitted and constructed long ago, and which has been well-established as a venue for large events (including Lockn Festival in 2013, 2014, 2015, and 2016).

- B. *The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property.*

The proposed land use is substantially unique. It is difficult to determine in general terms whether a Festival Grounds is harmonious with rural residential areas. When attempting to determine if a proposed use would “affect adversely the use of neighboring properties,” property-specific and event-specific operational details are critically important. Such critically important details include the establishment and successful execution of a good transportation plan, as well as a reasonable arrangement for managing noise impacts related to things such as volume levels, orientation of speakers, hours of operation, and frequency/number of events.

- C. *The proposed use shall be adequately served by essential public or private services such as streets, drainage facilities, fire protection and public or private water and sewer facilities.*

In recent years, the applicants have demonstrated a commitment to investing in significant infrastructure – including a permanent potable water supply system, underground electric

utilities, and private wastewater management system. For a more comprehensive overview, please refer to the Event Operations Plan for "Infinity Downs Farm."

- D. *The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance.***

The application materials do not contain information or details which would involve the "destruction, loss, or damage of any feature ... of significant ecological, scenic, or historic importance." Rather, the applicants have conveyed that the rural agricultural and forested state of the farm is very important to the "visitor experience." Additionally, the applicants have taken initiative over recent years to restore historic structures and to protect sensitive environmental features, such as beaver ponds and associated wetlands and riparian areas.

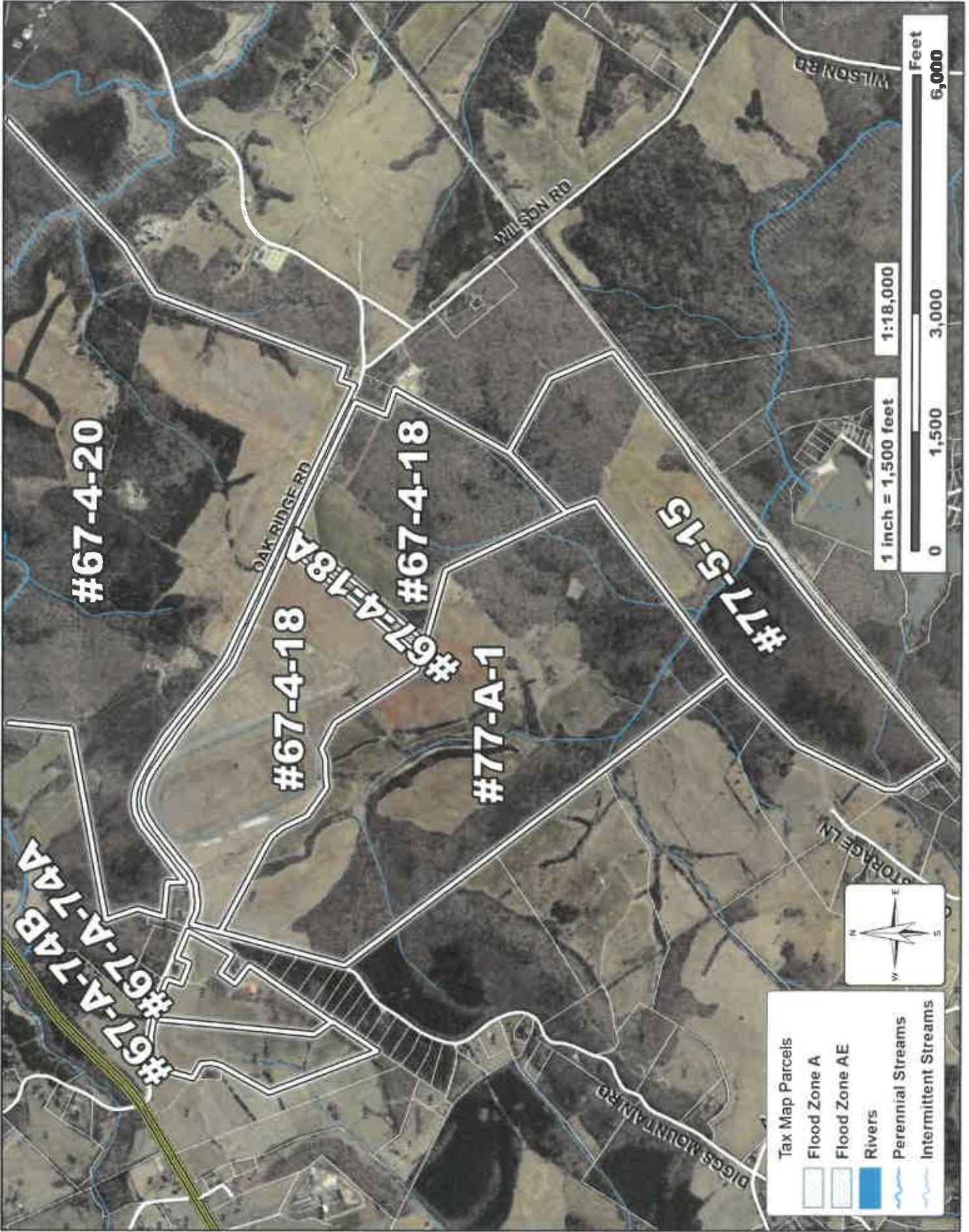
In summary, the opinion of the Planning & Zoning Director is that the proposed Festival Grounds land use, as proposed in the application materials for SUP #2017-01, seems to be satisfactory relative to all four evaluation criteria, *with the following qualification:*

- Criterion B ("shall not affect adversely the use of neighboring property") requires careful consideration by County officials and by the applicants, with particular respect to the intensity levels and time duration of amplified noise. Specifically, the Planning & Zoning Director encourages County consideration of the following:
  - 1) Potentially establishing a condition which establishes a firm cut-off time for "main stage" performances, as may be deemed appropriate after consulting with both applicants and neighbors; and
  - 2) Potentially establishing reasonable and enforceable conditions to manage the noise-related impacts of other performances or activities that are conducted at secondary or tertiary locations after the conclusion of "main stage" performances.
  - 3) Potentially establishing a maximum annual number of "Category 3 Temporary Events" which are permissible via SUP #2017-01 (Festival Grounds).

Therefore, with consideration of all of the above factors and the noted qualification, the Planning & Zoning Director recommends approval of Special Use Permit #2017-01 for a Festival Grounds on the seven (7) specified subject properties.



*Subject Properties for SUP #2017-01, shown by Tax Map Parcel and by Owner/Co-Applicant.*





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Mr. Padalino showed the site location on a map and noted it was located in the Woods Mill District. He noted that the subject property was 3.575-acres zoned Agricultural (A-1), and was "Parcel A" of Tax Map Parcel #34-A-96A. He added that this was part of a larger parcel and he showed the location of the existing farm brewery and location of the food truck.

Mr. Padalino reiterated that the food truck was already there and it had all of the necessary approvals from the Health Department and VDOT and Mr. Wood had amended his minor site plan accordingly. He noted that he was allowed to operate without limitation now for patrons at the Brewery.

Mr. Padalino then reported that Jeff Kessler of VDOT had noted no VDOT concerns; however if they expanded or added new public seating, they would have to come back with a revised site plan and they would re-evaluate things at that time. He added that it had already been inspected.

Mr. Harvey asked about the location of the airport/airstrip in relation to the brewery and Mr. Padalino showed that on the map. Mr. Harvey then asked if the Applicant, Mr. Wood had anything to add and Mr. Wood noted he did not.

Mr. Harvey then opened the public hearing and there being no persons wishing to be recognized, the public hearing was closed.

Ms. Brennan then moved to approve Special Use Application #2017-02 for Mr. Barry Wood at Wood Ridge Farm Brewery and Mr. Saunders seconded the motion. There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and SUP #2017-02.

**B. Special Use Permit #2017-01 – "Festival Grounds" / Mr. Dave Frey, Lockn LLC; and Mrs. Rhonda M. Holland, Oak Ridge Farm; and Mr. James W. Goodwin III:**

The Special Use Permit application requests approval for a "Festival Grounds" land use, pursuant to Zoning Ordinance §4-1-49a and §24-1 Definitions: "Festival Grounds". The seven (7) subject properties are located in the Arrington area and include: Tax Map Parcel #77-A-1, approximately 390-acres owned by Lockn, LLC; and Tax Map Parcels #67-4-18, #67-4-18A, #67-4-20, and #77-5-15, consisting of the Oak Ridge Race Track and surrounding farm fields, owned by Mrs. Rhonda Holland; and Tax Map Parcels #67-A-74A and #67-A-74B, totaling 70.8 acres owned by Mr. Jay Goodwin. All properties are zoned Agricultural (A-1).

Mr. Padalino noted the SUP application and subsequent Planning Commission public hearing. He noted this was the first Festival Grounds permit application as a function of the new Temporary Events Ordinance passed in January.

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He then read the definition of Festival Grounds from the Ordinance as follows:

**Festival Grounds:** The use of land for the hosting and operation of Category 3 Temporary Events, and the construction, erection, or other use of structures or other improvements (temporary or permanent) associated with Category 3 Temporary Events.

The minimum acreage for a Festival Grounds is 250 acres. Contiguous parcels under the same or different ownership or control may be aggregated to attain the minimum acreage; if contiguous parcels are under different ownership or control, the owner or agent for each parcel must formally authorize the application for a Festival Grounds Special Use Permit.

Mr. Padalino noted that the County has received the co-application letters and the application was complete from LOCKN LLC.

He then referenced Zoning Ordinance Article 24-1-E-3 as follows:

**“Temporary Event, Category 3”  
(Z.O. Article 24-2-E-3)**

A Category 3 Temporary Event may not exceed a maximum duration of six (6) consecutive days open to the attending public, inclusive of an arrival day and a departure day. Amplified sound is not permitted after 11:00 p.m. on any Sunday, Monday, Tuesday, or Wednesday night; nor after 11:59 p.m. on any Thursday night; nor after 1:00 a.m. on any Saturday and Sunday morning.

Without limiting the general authority of the Board of Supervisors under Article 12, the Board of Supervisors may impose additional conditions or further modify the number of events, days, and times in granting a Special Use Permit for Festival Grounds land use.

Mr. Padalino then noted if approved, the special use permit authorized the subject properties to be eligible for inclusion in any Category 3 event. If approved, they would come back with Temporary Event applications with all of the details for the events.

Mr. Padalino reiterated that Article 24-2-E-3 noted the parameters of the maximum duration and amplified sound and he noted the Board could impose conditions or modify these.

Mr. Padalino noted that the applicants were requesting modifications to the time limits and he showed a chart comparing the ordinance provisions and the requested modifications as follows:

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<b>Requested Modifications to Festival Grounds Time Limits for SUP #2017-01</b>				
<i>Time Limits</i>	<i>Thursday night</i>	<i>Friday night</i>	<i>Saturday night</i>	<i>Sunday night</i>
<b>Existing Provisions:</b> <i>Z.O. §24-2-E-3</i>	11:59 p.m.	1:00 a.m. (Saturday morning)	1:00 a.m. (Sunday morning)	11:00 p.m.
<b>Requested Modifications for SUP 2017-01:</b> <i>Oak Ridge Race Track</i>	12:00 midnight = +1 minute	12:00 midnight = -1 hour (stop "early")	12:00 midnight = -1 hour (stop "early")	12:00 midnight = +1 hour (go "late")
<b>Requested Modifications for SUP 2017-01:</b> <i>Infinity Downs Venues</i>	2:00 a.m. (Friday morning) = +2 hours (go "late")	2:00 a.m. (Saturday morning) = +1 hour (go "late")	3:00 a.m. (Sunday morning) = +2 hours (go "late")	2:00 a.m. (Monday morning) = +3 hours (go "late")

Mr. Padalino then referenced Zoning Ordinance Article 24-2-E-2 as follows:

**"Temporary Event, Category 3"  
(Z.O. Article 24-2-E-2)**

A Festival Grounds Special Use Permit shall be automatically reviewed at a public hearing conducted by the Board of Supervisors every five (5) years after the initial issuance, after which hearing the Board may revoke or modify the terms and conditions of the Special Use Permit in accordance with Article 12, Section 3 "Special Use Permits."

Mr. Padalino noted that a five (5) year review after issuance was stipulated in the Zoning Ordinance. He clarified that the SUP would not terminate; however, this was a provision for review and public hearing every 5 years.

He then showed the Festival Grounds location on the zoning map and the area of the festival grounds in relation to Lovington, Shipman, Arrington, and Colleen. He pointed out the grounds which incorporated large parcels in-between those areas. He also showed the ownership of the subject parcels and related that the County's ProVal system did not specify the acreage of these parcels. He added that the Goodwin family parcel was not included since it was an easement only.

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Mr. Padalino then showed pictures of the existing conditions of entrances from Route 29 onto Oak Ridge Road, the racetrack, Goodwin farm, the Oak Ridge Historic Farmhouse, and the LOCKN Farm main entrance from Diggs Mountain Road. He added that the VDOT site plan showed some improvements were needed. He also showed the open fields to be used for camping, the forest camping area, trails, fencing, and the historic outbuildings. He then showed slides of the infrastructure improvements made to electric systems, wastewater holding tanks, and potable water storage tank and that distribution system. He noted that the applicants had included a major site plan which had not been reviewed formally yet but would be the following day. He also noted that the applicants had submitted an event operations plan for Infinity Downs Farm that contained details explaining their infrastructure in place and a draft transportation plan.

Mr. Padalino noted that the Planning Commission held a public hearing and there were three people that spoke in opposition from Freshwater Cove.

He added that the Planning Commission recommendation had the main stage close down at midnight and the others were subject to the Ordinance with no time extensions. He noted that in exchange for the extensions, the applicant was offering the concession of shutting down the main stage earlier than required. He advised that they would be modifying sound things at the other stages to mitigate the sound issues and would end those earlier at the smaller events.

He noted the Planning Commission recommendations and then the requested modifications as follows:

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<b>PC Recommendations: Festival Grounds Time Limits for SUP #2017-01</b>				
<b>Time Limits</b>	<b>Thursday night</b>	<b>Friday night</b>	<b>Saturday night</b>	<b>Sunday night</b>
<b>Requested Modifications for SUP 2017-01:</b> <i>Oak Ridge Race Track</i>	12:00 midnight = +1 minute	12:00 midnight = -1 hour (stop "early")	12:00 midnight = -1 hour (stop "early")	12:00 midnight = +1 hour (go "late")
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<b>Requested Modifications to Festival Grounds Time Limits for SUP #2017-01</b>				
<b>Time Limits</b>	<b>Thursday night</b>	<b>Friday night</b>	<b>Saturday night</b>	<b>Sunday night</b>
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Mr. Harvey then asked for Applicant comments and Mr. Dave Frey of LOCKN LLC addressed the Board. He noted that Jay Goodwin was unable to attend and Ms. Reagan Thompson was present on behalf of Oak Ridge Estate.

Mr. Frey stated that they were planning a series of up to six (6) single night events during the year and he noted since they were concert promoters, these were tied into music. He noted some of these would be daytime events and some would be evening and they were looking to end those at midnight at the latest. Mr. Frey added that their venue was now home of the Festy. He then described events that had stressed everyone involved and the community and he noted that 2015 was a tough year; however they had a great group of people here and it took a team effort to make things work.

Mr. Frey then noted that the article on their application to the Planning Commission had gotten a big reaction and they had five hundred responses from supporters wanting to come to the Board meeting; however they had advised them not to.

Mr. Frey then addressed the ending time issues and noted the later curfews of national festivals like LOCKN. He noted that 73% of LOCKN goers were out of state and a fair amount of them went to other festivals; where the norm was to go pretty late: Bonnaroo went until 4 am and

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some went 24 hours with different genres of music and had 90,000 people. He noted they did not want to be in that business and wanted to stay in the 25,000 people range. He noted that LOCKN had evolved to stopping the main stage at midnight unless there were extenuating circumstances with approvals. He noted that they were getting better as they kept doing it and they had never asked for the main stage to go past midnight otherwise. He noted they had a secondary stage on Infinity Downs which was a smaller situation and they created it to curtail people from going back to their camps and cranking up music. He noted that had received a number of complaints over the years; however they were still in compliance with the Noise Ordinance. He noted that they were wanting to schedule these until 2am and 3am on Saturday.

Mr. Frey then advised that after LOCKN, they had hired sonic experts who sound level tested around various areas and came back with recommendations. He noted they recommended they point speakers down and pay attention to wind etc. He noted that they had received no complaints with FESTY even after going longer after the fire until 4:30 am. He noted they had done a lot of work to cure the sound issue and would continue to do so. Mr. Frey then noted that FESTY would leave if they could not run until their normal end times, they would lose a tenant, and the County would lose a festival. He then reiterated the extended times that were being requested.

Ms. Brennan asked how many attended FESTY and Mr. Frey noted that about 1,700 people camped and there were between 1,000-2,500 people per day attending.

Ms. Reagan Thompson then addressed the Board and noted that her family had brought LOCKN to the community because they were forced to decide how to keep the property going. She noted that they had decided that if an event was safe and would not poorly impact the community, they had decided to do it and they fully vetted everything. Ms. Thompson noted that Mr. Frey had addressed every concern that they had over the years; noting that they knew their business and knew what would work and it would break their hearts if they had to find another venue. She added that they wanted to keep their large parcels of property in tact. She noted that they and LOCKN representatives had worked hard to engage the neighbors over the years and have addressed their concerns. She noted that their foremost concern was safety and they thought it was important to keep the masses together and it kept the noise and safety concerns in one area as well. Ms. Thompson noted the time spent last year showing Supervisors various safety and EMS stations there so they could see the emphasis on safety. She noted that every year, Mr. Frey asked first about complaints and he always checked those immediately. In conclusion, she noted that LOCKN had put together a good permit application and they would continue to double check the safety of the community and patrons attending and she hoped to continue to hear concerns so they could be addressed.

Mr. Mike Maggio, LOCKN LLC addressed the Board and noted he had assumed the role of Community Outreach person. He noted they had sent letters out to locals adjacent to the venue that introduced him and told them of their plans. He added that they had set up a day at the

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Carriage House where they could meet him as well as gave them show and parking passes and his contact information. Mr. Maggio then noted he was there to help be a positive advocate for Mr. Frey.

Mr. Harvey then opened the public hearing and the following persons were recognized:

1. Bruce Maurhoff, Freshwater Cove Resident

Mr. Maurhoff noted that he lived across Route 29 from Oak Ridge. He noted that he commended the Planning Commission and the Board for implementing the Festival Grounds Ordinance and thought it was very timely. He noted though that the LOCKN festival hours of operation seemed to be extending into the early morning hours. He added that he was impacted by that and heard music until the wee hours of the morning. He then asked the Board to utilize their options and authority to control the hours of operation on the event grounds which he thought was reasonable and fair to the residents near the event. He further noted that they tolerated a lot of things such as different traffic patterns and additional crowds and he thought it was fair that on weeknights the event stopped at 11pm and on weekends at midnight. Mr. Maurhoff then stated that if the main stage quit at midnight last year; that would not eliminate the noise he heard at 3:00 am. He then encouraged the Board again to consider local residents and limit the hours of operations to 11pm weeknights and midnight on weekends as a courtesy to those living around the event.

2. Joannie Saunders, Freshwater Cove Resident

Ms. Saunders noted that Mr. Frey had reached out to her this year and that was the first time anyone had reached out to her personally. She noted she appreciated their effort and noted they had not been able to get together. Ms. Saunders noted her complaints to be the same, the music until 3:00 am or 4:00 am, fireworks, and window rattling base until the early hours.

Ms. Saunders then noted that the side stages were obviously creating as much noise as the main stage. She noted that she spoke at the Planning Commission and would like the events to end at 11:00 pm on Thursday and Sunday; since people had to go to school and work during the week. She questioned the argument made that other festivals went much later; noting she was not sure where those were located; however this was in a residential area albeit rural. She noted that there were others that did not want to speak publicly; however they complained to her and she was their spokesperson also.

Ms. Saunders concluded by noting that she was not against the festival but wanted it to end at a reasonable hour. She added that the modifications regarding the sound had not seemed to make a difference. She noted that every year she has heard there would be changes; however nothing does. She noted she did not hear FESTY but did not think that was comparable to LOCKN. She then reiterated that she hoped the Board would take their concerns into consideration.



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Following her comments it was noted that Freshwater Cove was .75 miles off of Route 29 by road, not air.

### 3. Gary (Randy) Helbert, Freshwater Cove Resident

Mr. Helbert noted that since the existence of LOCKN he has tried to keep open mind and he noted that some of the growing pains had been worked through to minimize some of the effects on local residents. He added that the issues affecting the residents of Freshwater Cove had not truly been addressed. He noted that Nigel, with LOCKN at the time, had meetings with residents early on and he gave the excuse of cloud inversion for the loudness of the event.

Mr. Helbert then noted that he was concerned about the lateness of the concerts and that ending at 3:00 am and 4:00 am was unacceptable for a group that has said they were trying to work with the community and be good neighbors. Mr. Helbert added that the LOCKN representatives have said that they have reached out; however he lived less than half mile off of Route 29 and has not received a letter or a visit from anyone. He noted that if they were truly concerned, they would have made more of an effort that what they have. Mr. Helbert then noted that these concerns had been addressed with the Board multiple times; and they had been told there was nothing they could do because there was no ordinance in place. He noted that since there was one now, they as the Board had the authority to do something.

Mr. Helbert noted his intent was not to stop LOCKN and he thought everyone should have a livelihood; however that should not impact neighbors. He added that they were not as impacted by the smaller events; however larger events of 30,000 did have an impact. He noted a large impact was the traffic pattern changes that affected them on a daily basis during the festival and there should be a method for them to enter and exit the Cove in their traffic plan. He noted that they should be able to do this once all of the traffic was in there. He then noted that many had commented to him that they should leave town during LOCKN and he did not think they should have to do that; especially since his wife was a school teacher and it was at the beginning of the school year. He then questioned why they should have to be imposed upon.

Mr. Helbert then rebutted Mr. Frey's comments about other festivals; noting that he had gone on line and looked up the best festivals for 2017. He advised that a list had come up and out of those ten events, all ten ended by midnight. Mr. Helbert noted he had no issues with them shutting down by 1:00 am; however those other national festivals closed by midnight. He added that four of those festivals had on site camping which contradicted the assertion that wind down time was needed. He suggested that better policing needed to be done in the campgrounds and he hoped the Board would take their concerns to heart and that Mr. Frey would do some additional thinking on his part.

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**4. Al Weed, Fortunes Cove Lane Resident and Trinity Church Representative**

Mr. Weed noted that LOCKN was building an image of something that people wanted to come to. He noted that their church had a choice to close the gates and not have anything to do with it or to open their arms and participate. He noted that they chose the latter and to engage with attendees and those having the festival.

Mr. Weed then noted how they first set up Sober LOCKN, a place for people who attended AA meetings to be able to attend there, which had been very important. Mr. Weed then noted that the first year they discovered that not everyone used the bathing facilities so they hauled people down to a swimming hole owned by a church member and called it Water LOCKN. He noted this became very popular and they had sold out all 3.5 days they operated it. He added that they had hired five vans and sold tickets for \$20. He noted how enjoyable driving the vans was and he noted that the people that came had very different expectations and they enjoyed the questions asked. He then noted that there was a connection people were making with the Nelson community and they took home memories that benefitted the entire county. He noted that the church had raised tens of thousands of dollars for charities in Haiti, locally, and in the region.

In conclusion, Mr. Weed stated that the folks at LOCKN had been the best neighbors and had done everything asked of them.

**5. Vonnie Maurhoff, Freshwater Cove Resident**

Ms. Maurhoff noted she wanted to discuss her experience as a teacher at Tye River Elementary School. She noted that they were two weeks into school and had to take off for LOCKN. She noted she had children come to school tired because of being up due to the loud music and sometimes students did not even come on Friday. She added that they could do a better job of reaching out to the community. She noted that she appreciated the Board considering the noise impacts for the children and residents of the County.

**6. Jay Roberts, Executive Director of Wintergreen Property Owner's Association**

Mr. Roberts noted how much the County had changed over the last thirty years. He noted that he could sympathize with the impacts to citizens of the three to four days of the LOCKN Festival. He noted that it touched a huge part of Nelson County and had a huge impact on the community. He then encouraged the Board to consider the impacts that would cause the festival to go away and he encouraged LOCKN folks to be good neighbors. In conclusion, he noted it was a huge deal for Wintergreen and he would hate to see anything hamper its success.

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7. Hank Thiess, General Manager, Wintergreen Resort

Mr. Thiess noted that the economic value of LOCKN was not limited to one area and he noted that it filled up Wintergreen on a dead weekend. He noted they put everyone to work that weekend because of LOCKN who otherwise would not be working. He noted that LOCKN had contributed in excess of \$20,000 to the Wintergreen Adaptive Sports program and he echoed Mr. Robert's comments. He noted the economic value of LOCKN to Wintergreen was substantial.

8. Robert Canody, Lakeview Heights Arrington 2.4 miles from stage

Mr. Canody noted that he lived 2.4 miles from the main stage of LOCKN. He then noted that Mr. Frey did a great job of telling the Board their woes as the shows have gone on in order to generate sympathy. He noted that Mr. Frey had stated that he had heard from five hundred supporters; however he did not say where they were from and he supposed they were non-residents. He added that he would like the Board to consider that those folks did not have a say on LOCKN's impact to the community.

Mr. Canody then noted his windows were still rattling from the secondary stages if the main stage was being shut down at midnight. He noted that his bedroom faced the stage; he was offset forty-five degrees from the stage and was not in the sound cone and still had rattling. He noted the sound projected quite a ways and he was kept awake at night.

Mr. Canody then stated that there was a vast difference in attendance numbers for FESTY versus LOCKN and it was not a valid comparison. He then related that the Peach Festival music stopped at 10:00 pm and had 30,000 to 45,000 attendees. He noted that Coachella was much larger at 75,000 attendees, was held in a Southern California desert, and according to their website the shows ended at 12:30 am. He noted that Outside Lands in Golden Gate Park in San Francisco was a long narrow park surrounded by residential areas and small businesses and they ended at 10:00 pm every night and brought in 200,000 people. He added that Lollapalooza in Chicago currently ended at 10:00 pm each day and they brought in 400,000 to their festival.

Mr. Canody noted that those were long term well established events and they were good neighbors, ending at a reasonable time. He questioned why, after passing a new Ordinance, the Board would consider an exemption without trying it first. He added the impact of having reasonable hours needed to be seen.

Mr. Canody then noted that the representative from Trinity Church did not mention that they had permitted people to camp in their graveyard, which he thought was inappropriate. He then questioned the argument that LOCKN made memories and noted that people would still have good memories no matter what time the shows ended.

In conclusion, he asked the Board to go with the Planning Commission's recommendations.

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There being no other person's wishing to be recognized, the public hearing was closed.

Mr. Harvey stated that the LOCKN folks said that they had tried to approach neighbors; however they did need to go beyond the adjacent properties out in a reasonable area to see what was said. He noted they did not want to continue to have these complaints against them and it would benefit them to do more and to reach out further.

Mr. Bruguere noted having confusion about the other events and he questioned if Infinity Downs went to 3:00 am for every event or just LOCKN. Mr. Frey noted that was only for Category 3 events. He noted that LOCKN was the largest temporary campground in the tristate area and for camping festivals it was important to go later. He added that they were asking for this time extension for multi-day camping festivals; which were LOCKN and FESTY right now.

Mr. Saunders noted that LOCKN was only a 3-4 day event out of 365 days of the year. He noted he knew it was disturbing as he lived very close to the venue; however there were other houses near him whose music was more disturbing on a regular basis. He added that LOCKN had spent \$5.6 Million in the County and had provided many jobs. He noted that they have only had twelve complaints on record over four years. He noted that people had a right to complain; however the festival had gotten better every year and it gave many people employment, enjoyment and good memories. Mr. Saunders then noted that he thought they were doing a good job in trying to make things convenient and VDOT had a say in traffic control. He noted LOCKN was like any other major event and cited the Martinsville race as an example. He noted that he felt for those impacted; but LOCKN had been great for the County.

Ms. Brennan noted she echoed Mr. Saunders comments and her heart went out to those that suffered through the loudness and she wondered if that could be mitigated further. She added that she appreciated what LOCKN has done for the County.

Mr. Hale noted he was not a fan of amplified music but had attended LOCKN to hear performers his age or older. He noted that he thought the LOCKN folks had made every effort to deal with concerns and cited the change to shorter hours at the main arena and moving the shows back to the Blue Ridge Bowl which was in an area that caused fewer problems. He noted that the changes made in dealing with crowds were commendable and the festival was important to many locals who attended and loved it. Mr. Hale acknowledged that he would not like to have his windows rattled; however as Mr. Saunders said; he had a neighbor that did it and could do it every day if they wanted. Mr. Hale then noted that LOCKN was an important part of Nelson County and for that reason the Board should work with them to have continued success.

Mr. Harvey noted he was concerned about Thursday night and Monday morning and the end times needed to be better than proposed given that there were kids that had to go to school. He noted that they had to make some adjustments to tone it down some with kids going to school on Friday and Monday. He noted that the traffic plans had been done professionally, they had

April 11, 2017

growing pains and he agreed with comments about the cross overs. He added that once the majority of the crowd was in the venue, he thought they could eliminate the cross over barriers. He reiterated that the noise needed to be lowered more on Friday and Monday morning. He added that he did not want to change the times; but he wanted those concerns addressed and he thought they could make it work.

Mr. Saunders noted that the Freshwater Cove crossover was at the main entrance to LOCKN and it would be hard to open that up; noting that it was closed for just a couple of days.

Mr. Harvey questioned why it was blocked off if it was not necessary and Mr. Bruguiera stated they could ask VDOT and the State Police to be cognizant of opening the crossovers going north.

There being no further discussion, Mr. Saunders moved to approve SUP #2017-01, Festival Grounds, Mr. Dave Frey, LOCKN LLC, Mrs. Rhonda Holland, and Mr. Jay Goodwin with the modifications requested by the applicant as noted on page 2 of 9 of the staff report. Mr. Hale seconded the motion and there being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion.

Mr. Harvey then thanked those who came and commented and he noted he would be shocked if those concerned were not approached and listened to.

#### **IV. Other Business (As May Be Presented)**

*Introduced: Mr. Padalino*

Supervisors noted their appreciation for Mr. Padalino's work in his tenure with the County. Mr. Harvey noted that they had not always agreed; however he wanted to personally thank him and wish him well.

Mr. Padalino noted it had been a real privilege and honor to serve Nelson County and he was fortunate and thankful for the ways he had been able to be involved and for the friendships made.

Mr. Carter added that no one has worked harder than Mr. Padalino and he thanked him for all that he has done for the County.

#### **V. Adjourn and Continue Until Thursday, April 13, 2017 at \_\_\_\_ PM, in the Bridge Conference Room of the Courthouse in Lovingson for the Conduct of an FY18 Budget Work Session**

Prior to adjournment, Mr. Harvey commented that he was not proud of the way the last meeting was handled or done. He noted that the present meeting had been an exceptional example of how



# PERMIT APPLICATION:

## Nelson County Department of Planning & Zoning

TO THE ZONING ADMINISTRATOR: SPECIAL USE PERMIT # 2017-01  
application type application number

**1. The undersigned hereby petitions the Planning Commission and/or Board of Supervisors for approval of the following (check appropriate box):**

- Rezoning from \_\_\_\_\_ to \_\_\_\_\_
- Subdivision – Preliminary
- Subdivision – Final
- Major Site Plan
- Minor Site Plan
- Conditional Rezoning from \_\_\_\_\_ to \_\_\_\_\_
- Site Plan – Preliminary (optional)
- Site Plan – Final
- Special Use Permit
- Other: \_\_\_\_\_

Pursuant to Article 4, Section 1-49A of the Nelson County Zoning Ordinance.  
 Pursuant to Section \_\_\_\_\_, Subsection \_\_\_\_\_ of the Nelson County Subdivision Ordinance.

Reason(s) for request: Festival use for LOCKN FESTIVAL AND EVENTS AT INFINITY DOWNS. SEE ATTACHED SHEET.

*(Please use reverse or attach additional sheet if more space is needed.)*

**2. Applicant(s) and Property Owner(s):**

*(Please provide names of applicants and property owners and indicate applicable title; if applicant is not the property owner, please show relationship, i.e. lessee, contract purchaser, etc.)*

Applicant  Property Owner Name: LOCKN' LLC  
 Mailing Address: PO BOX 279, LOVINGSTON, VA, 22949.  
 Telephone # 434-295-9000 x5 E-mail Address: DAVE@SILENTPARTNERMANAGEMENT  
 Relationship (if applicable): OWNER.

Applicant  Property Owner Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Telephone # \_\_\_\_\_ E-mail Address: \_\_\_\_\_  
 Relationship (if applicable): \_\_\_\_\_

*(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) info.)*

3. Location and Characteristics of Subject Property:

a. Address of property (specific location, route numbers, street names, voting district, etc.):

1500/1510 DIGGS MOUNTAIN ROAD, ARRINGTON, VA, 22922

b. Official tax map number: 7791

c. Acreage of property: 390.21

d. Present use: A1

e. Present zoning classification: A1

f. Zoning classification of surrounding properties: A1

4. Names of Adjacent Property Owners: OAK RIDGE FARM - RHONDA HOLLAND, Sanders Farms LLC; James W. Baldwin III; John C. Hollend, Jr. + Others;

5. Affidavit: The undersigned applicant(s) and/or property owner(s) certifies that this application and the foregoing answers, statements, and other information herewith submitted are, in all respects, true and correct to the best of their knowledge and belief. Also, the applicant(s) and/or property owner(s) gives permission for members of the Planning Commission, Board of Supervisors, and County Staff to visit and view the subject property

Signature: [Signature] Printed Name: DAVE FREY

Signature: Printed Name:

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) signatures.)

6. Additional information: (Please attach separate sheet for additional details, explanations, etc.)

7. Please note: In the event of cancellation or postponement at your request after the initial newspaper advertisement for this application, an additional fee will apply for re-advertisement (determined by the actual cost of the ad). This fee will not apply in cases of Planning Commission or Board of Supervisors deferment.

TO BE COMPLETED BY PLANNING & ZONING STAFF

- Completed application and fee (\$ 300.00 ) received on 1-20-2017
Hearing Notice published on MARCH 9 + MARCH 16
Planning Commission action: Date of Meeting / Hearing: MARCH 22
Recommendation:
Board of Supervisors action: Date of Hearing: Date of Decision:
Action:


# Oak Ridge Farm

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2300 Oak Ridge Rd.  
Arrington, Virginia 22922  
oakridgeestate.com \* [info@oakridgeestate.com](mailto:info@oakridgeestate.com)  
(434) 263-8676 \* (434) 263-4168 facsimile

To the Nelson County Zoning Administrator:

I, the below signed owner of Nelson County Tax Parcel Numbers #67-4-18, 67 4 18A, 67-4-20 & 77-5-15 ("Property"), provide herein my authorization and co-application for the Special Use Permit #2017-01 with Lockn' LLC, a Virginia Limited Liability Company ("Promoter"), for the limited use of the above referenced parcels for its event known and advertised as "Lockn' Festival." This co-application and authorization shall not in any way extend or limit the contractual rights and obligations of the property owners or the Promoter and serves only as compliance with the requirements for the Promoter's application for a Category 3 Temporary Event Permit under Article 24 of the Nelson County Zoning Ordinance.

Signature:   
Rhonda M. Holland  
Owner

Date: 3/3/2017



 **INFINITY DOWNS**  
ARRINGTON VIRGINIA **FARM**

February 20, 2017

To the Nelson County Zoning Administrator:

I, James W. Goodwin III, property owner of Tax Map Parcel(s) # 67 A 74A, 67 A 74B, am writing to co-apply for Special Use Permit #2017-01 with Lockn' LLC for the requested Festival Grounds Special Use Permit. I authorize the inclusion of the above-listed property(s) for this above-referenced Special Use Permit application.

Signature \_\_\_\_\_

Print \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



Jay Goodwin

owner

2/23/17



Lockn' LLC/Infinity Downs Farm (Infinity Downs) is applying for a Special Use Permit Festival Grounds for the 2017 season. Estimated attendance of events at Infinity Downs will be 2500 patrons per event.

Additionally, Lockn' Festival will occur on August 24 through August 27th, 2017. There will be up to 30,000 patrons at the Lockn' Festival, over seventy percent of which will likely be from out of State. We want as many as possible to remain on-site and camp for safety reasons, and because the locality and the event will do better financially. Lockn' Music Festival is a destination multi-band four-day concert event. The festival launched in 2013 with almost 25,000 patrons and upwards of 73% camping for the four day festival. Our corporation is a Delaware based LLC formed for the purpose of promoting Lockn' Festival. Our principals have hosted concerts and music events in several communities across The United States. We plan and conduct all aspects of the event to assure the safety and health of the patrons, performers, and event staff. The average ticket price for the entire event is \$250 and single day tickets will be sold about mid-July, with the majority of the patrons attending the entire four days of the Festival.

We will responsibly manage all aspects of food, water, and waste to ensure that the patrons, performers, and event staff have a positive and safe experience. Only licensed and insured vendors serve food and provide services to our events.

The majority of the campsites are on Infinity Downs. In Addition Lockn' LLC has contracted with The Oak Ridge Farm and to have temporary campsites on those properties. We are prepared to accommodate 13,423 car-camping areas, 2,073 RV areas, 2,650 tent-only camping areas, and approximately 24 Motor Home/Tour Busses on approximately 200 designated camping acres. We will provide portosans, hand-washing stations, and showers for the campers. There will be food served by licensed caterers in the event site and in a few camping areas, all of which will meet local code.

We have operated similar music festivals in other States for over 25 years. The Farm at Oak Ridge is ideal for our event as it has some existing basic infrastructure and has hosted similar activities over the years including Camp Jeep and other mass gatherings.

Camping Specifics:

There will be more than 20 campsites per acre. We are segregating camping into 4 specific types and therefore request that each type be scaled to accommodate the different needs that each type of campsite may require. Therefore we request that each type have it's own size based upon the following square footage specs.

- a. Motor homes, tour busses; 1400 square feet

- b. RV's, Pop-up campers; 1,000 square feet
- c. Car camping with a tent; 400 square feet
- d. Individuals camping without a vehicle (tent-only); 250 square feet

We have hired bonded and experienced security staff that will be on golf carts, foot, and on mounted horses to patrol the camping areas to make certain that safety and campground rules are enforced and maintained. The security staff will search each vehicle upon entry for prohibited items and then make certain that each vehicle is ushered into a clearly designated space based on vehicle category types above. There will be no campfires within the camping area(s) and all camping areas will be on a grade of less than 10% per 5' incline, a standard that our insurance carrier has bonded us for. To minimize vehicle movement there will be no re-entry and we will have camping services areas and supply stores. Additionally we will offer free bus shuttle service to Shoprite and other nearby businesses so that campers are less inclined to move their vehicles. For car camping with a tent and individuals camping without a vehicle here will be one tent per campsite. As there is 12 to 14 hours of music programmed each day, and we have other daytime activities such as hiking, biking, and running planned, the camping areas will be primarily used for sleeping, re-charging cell-phones in the vehicle(s), and eating. In addition, this event is only in Nelson County for 4 nights.

2) Individual campsites. For this event it's not feasible to provide the space required for a permanent campground.

- a. Other events: several other music Festivals and mass gatherings in other States require smaller areas of use for the 4 types of camping than we are seeking.
- b. Traffic safety: the campers' vehicles will stay on property for the duration of the event and thereby reduce traffic. Because current vehicle access issues at Oak Ridge have required an extensive traffic plan be authored, (and approved), VDOT, Virginia State Police, Nelson County Police, EMS, and the Fire Department all prefer that we try to accommodate as many campers as possible. Because of these traffic challenges it's safer for patrons to camp on site, versus driving to and from hotels every day. Everyone working in vehicle traffic control has encouraged us to safely accommodate as many campers as possible in the area(s) that we have designated in our budget.
- c. Site plan safety: we have commissioned topographical, drainage, and water flow maps for the camping areas and therefore have eliminated "unusable acreage." We are only considering safe and usable area(s) for the 4 categories of camping and are complying with VDOT parking lot specifications for vehicle access aisles/cross aisles in the campsite(s).
- d. Staffing & infrastructure: we can better provide for campers in respect to staffing, security, infrastructure, and can better provide for their camping needs by segregating campers by category.
- e. Costs: Because the costs are significant we have budgeted staffing, infrastructure, and camping services for the safe and usable area(s) within the selected acres accessible per the approved traffic plan, limiting our camping acreage.

3) Numbered campsites. The camping area has been divided into several zones. Due to the temporary nature of the camping areas, we are unable to number individual campsites. Campers are assigned spots based upon vehicle type upon entry and will not be permitted change spots.

4) Porta-potty distance from campsite. By clustering the number of porta-potty's required and placing them near roadways that can be better accessed, cleaning and servicing of each unit can be done more efficiently, consistently, and often. Placing one within 500 feet of each campsite is inefficient and a potential safety issue, driving the service truck(s) off-road through campsites, etc.

### Additional Information:

- We will meet all other campground regulations not listed above.
- We will provide garbage disposal by emptying the existing garbage receptacles and on-site dumpsters as needed during the event.
- Pets are not allowed in the camping area(s).
- No campfires or cooking fires are allowed in the camping areas.
- Adequate safety lanes will be available for emergency vehicle access within all camping areas.
- A scaled map detailing each proposed campsite is attached.
- VDOT currently limits capacity to a total of 25,000 vehicles. We anticipate 10,000 vehicles will attend. If this Waiver is granted we estimate that 60% to 70% of the patrons will camp and that the remainder will stay in hotels, local inns, Wintergreen Resort, and B&B's.

### Campgrounds and Parking areas

We contract out to have all areas of camping and parking marked out ahead of time to facilitate the ease of loading the attendees, safety, travel areas and giving them a sense of their personal area. Parking and camping staff are onsite as needed to facilitate.

### Infrastructure

Here at Lockn' LLC/ Infinity Downs, we have invested substantial capital into major upgrades to utility infrastructure. Potable Water system, electrical accessibility, Fiber network, internal road system, waste containment, lighting & First Responder planning. We plan to continue to do so in the future. Below is a list of detailed information, on each major point.

#### Potable Water System

Potable, treated water is fed to the primary festival grounds from our 50k Gal water tank. This tank is fed via 3 separate wells located in its vicinity. Each well feed is treated by a chlorine injection system prior to it being stored in the Storage tank. From there a series of pumps located in the Pump house on the property pressurize the system to deliver the necessary water for the festival. All wells and water supply is pre tested as well as tested 3 times daily for appropriate CL levels during use.

Water is delivered to a series of below grade vaults where we create the necessary connections to deliver the clean potable water to its end destination. Backflow prevention is utilized at each location deemed necessary by the VDH.

#### Water Access for vendors

We provide treated pressurized water to each vending area from the above noted system, in the way of a duplex sink system, custom designed that is built upon a platform. These duplex systems provide one sink with access to the potable water for the vendors needs while the second sink is to provide a place to properly dispose of their grey water generated from their food prep operations. The wastewater is plumbed into a commercial sump basin with a pump, which is transferred into a nearby holding tank. The holding tanks are pumped out as needed by our licensed and permitted haulers and the waste is transferred to our onsite waste holding station.

#### Drinking Water Access for Campers and Festival attendees

We have a series of pre plumbed water stations that are strategically placed throughout the festival grounds and the camping areas. This allows ample access to potable water, in areas that are not serviced by our primary system as described above. We deploy a number of 1000-gallon tanks that are elevated to provide gravity fed water to service these areas. The water for these tanks are supplied from our treated water at our primary system and hauled by a State Certified and inspected water hauler. We have an engineered truck fill station near the central Water system.

#### Emergency Water Contingency Plan All In Compliance With VDH

In the unlikely event our water system were to fail, we request and receive permission from the NCSA to authorize the use of their water from a nearby hydrant, granted we pay the agreed upon usage rate. This water would be hauled by our water hauler, and transferred into the areas necessary. The primary system is designed that it can gravity feed in the event that pumps are no longer operational so that water will still be delivered in the same manner.

#### Restroom Facilities

We supply more than adequate restroom facilities based upon the attendance numbers, the required distance and general necessity. Toilets are in the form of Portable toilets and Comfort stations. We try to place large numbers of toilets together along our internal improved road system, under the shade of large tents. This keeps the units cooler, enables us to effectively light them in the night and to provide adequate access for regular servicing no matter the weather.

#### Shower Facilities

We provide shower facilities for our Staff and for our attendees when necessary. These are in the form of large semi trucks or containers modified with multiple shower heads to service many people at once. These are placed in staff areas and centralized camping locations.

#### Waste Water

We have an onsite Waste Holding facility with plans in development for a septic drainage system. Working within our annual pump and haul permit, our waste waters are kept segregated and deposited accordingly. Black water or Porto waste is pumped by our permitted hauler on a scheduled basis and deposited into our 65k gal in ground tank, which is serviced by a high-level alarm system. Any overages are hauled to preapproved facilities by licensed and permitted tankers. Every deposit of wastewater is recorded into a logbook. All grey water from shower facilities and food prep is transferred in the same manner into several 21k gal Frac tanks that are plumbed together to provide an equal fill. The level is monitored via a sight glass on the system. All deposits are recorded into a logbook. Any overages are hauled to preapproved facilities by licensed and permitted tankers.

#### Electrical

All electrical is permitted and certified by a licensed bonded certified electrician. We have invested a great deal into electrical infrastructure to provide as much power as possible to large majority of the property. Primarily for RV connections and our secondary stages. We have a 29k volt service and multiple transformers strategically placed throughout the property to service what

can be reached; large rental generators service anything outside of these areas. All connections and distribution is done by certified contractors and to local, state and Nation Codes.

### Road System

There is about 3 miles of improved private roadways and landing areas on the property. The roads are made of crushed aggregate and are managed as needed. Our Primary roads are wide enough to service 2-way traffic. We implement a major dust control regiment prior to and during events as necessary. Water is dispersed onto the roadways by a necessary number of trucks to keep the dust down.

### Lighting

We install over 2 miles of Festoon or string lighting, along the major pathways, roadways and pedestrian routes to create ambient light for safe travels at night. Major lighting needs are serviced by a number of rental light towers, placed in necessary locations.

### Medical area

Our primary Central Medical area is serviced by a series of its own roads that allow for necessary flow of EMS Vehicles in the event it becomes necessary. The area is self-contained and is housed within a 40x40 tent that has floors, water system, and full service electrical & air-conditioned. Adequate parking and overnight space is provided nearby.

### Fire

Our Fire response team is made up of rotating local departments that has their own HQ space, Parking and restrooms.

### Police

Our Police team is made up of rotating local departments that has their own HQ space, Offices, Parking and restrooms.

### Traffic

The property of Infinity Downs Farm is owned by Lockn' LLC & is serviced by Oak Ridge Road and Diggs Mtn. Rd. During times of major events where it is necessary to establish our major traffic plans, we lease farm fields from our neighbors, the Goodwin's, for the use of their Rt. 29 & Oak Ridge Road access, where we have in the past, established a temporary access ramp directly from Rt. 29 & Oak Ridge Roads onto their property, where the vehicles are staged then routed into the main gates. We are exploring different scenarios with VDOT to ease the flow of traffic via Oak Ridge Road.

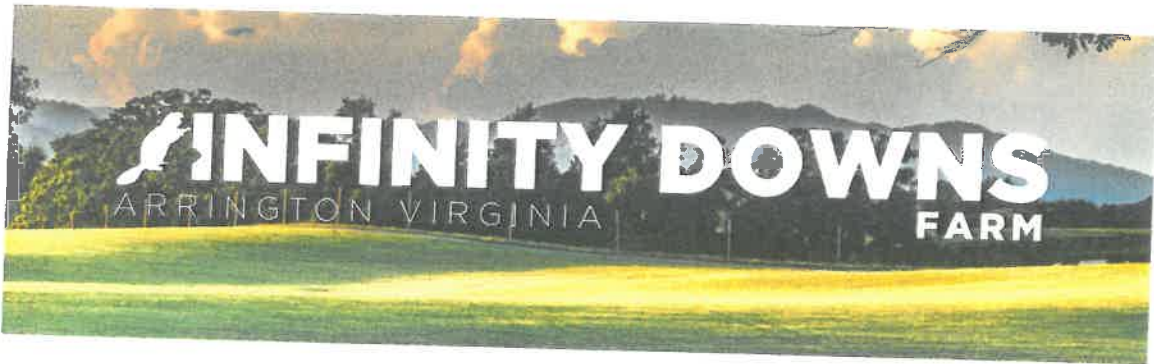
Our internal Road system, coupled with contacted Traffic and Parking Personnel, handles our flow of Traffic into the camping and/parking areas. We are always tweaking and modifying our internal traffic flow to ensure a quick & safe ingress & egress from the Infinity Downs Property.

Neighborhood Conditions

The property of Infinity Down is located in a predominately rural setting. Surrounded by the farmlands of Oak Ridge Estate on the Eastern and Southern boundaries. Several owners of 100+ acres each of farmland flank the Western Boundary. Our Northern Most boundary borders Diggs Mtn. Rd. We have very few residential neighbors near the property, those that are, we work closely with to ensure they are impacted as little as possible during our events.

Applicable Zoning District

Agricultural A-1



**January 20, 2017**

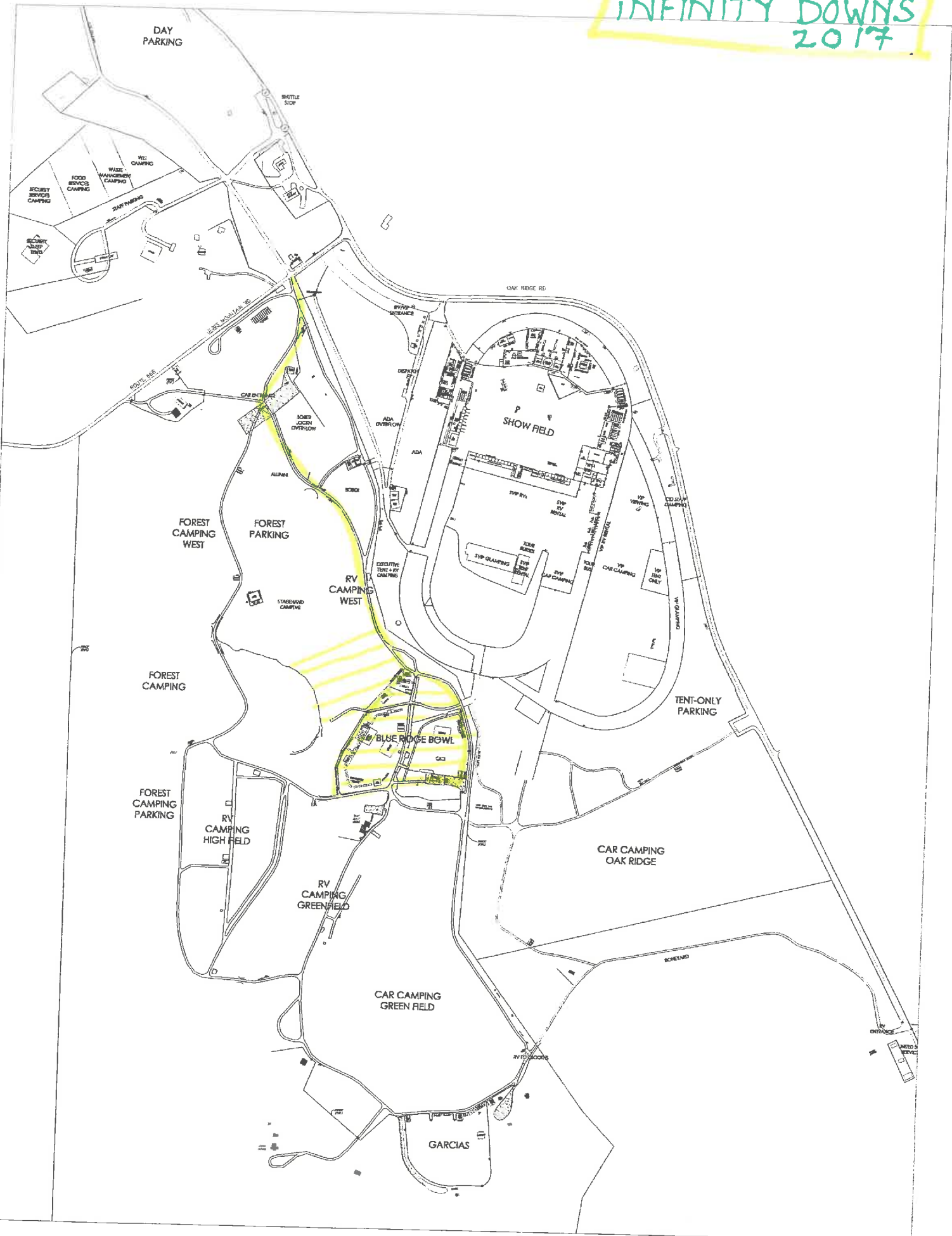
**Reason for request:**

Festival use for Lockn' Festival and events at Infinity Downs, Arrington, VA to include:

- April 22, 2017: The Revivalists with special guests People's Blues of Richmond
- April 29, 2017: A Day At The Downs: Wildlife & Wine Festival featuring An Evening With Bruce Hornsby
- June 2, 2017: Brewmasters Ball at the Blue Ridge Bowl
- June 3 & 4, 2017: Spartan Race (with Oak Ridge Estate adjacent land use)
- June 17, 2017: Community Day and Rockn' to Lockn' at the Blue Ridge Bowl
- July 29: Jerry Garcia's 75<sup>th</sup> Birthday Celebration
- August 25-27, 2017: Lockn' Festival (with Oak Ridge Estate adjacent land use)
- October 5-8, 2017: The Festy Experience



# INFINITY DOWNS 2017



# Lockn' Music Festival

## 2017 Transportation Plan

Nelson County, Virginia

Draft Submitted: February 21, 2017



**PST Event Engineering, LLC**

150 Rock Point Drive, Suite F

Durango, CO 81301

[www.psteventeng.com](http://www.psteventeng.com)

Tel: 970.403.5098

**I. Introduction:** The Lockn' Music Festival is a four-day music event located in Nelson County, VA approximately 26 miles northeast of Lynchburg, VA and east of US Route 29. The festival is in its fourth year and will cover 5100 acres of land on several parcels. The event will begin on Thursday, August 24<sup>th</sup> and end on Sunday, August 27<sup>th</sup>.

## II. General Information

**A. Attendance:** For the 2017 event, 16,000 to 18,000 people are expected to purchase camping passes based on current and projected ticket sales and an additional 8,000 to 12,000 are expected to stay in nearby hotels and drive or be shuttled to the event each day bringing total anticipated attendance to 24,000 to 30,000. However, these day ticket holders will be spread out over the four days, with the maximum day ticket attendance anticipated at 4,000 people on Friday. Total attendance in 2016 was approximately 22,000 – 24,000.

**B. Event Schedule:** Similar to 2016, VIPs and General Admission RVs will be given the opportunity to come to the site on Wednesday between 4PM - 8PM. Patrons wishing to take advantage of this perk will be required to pre-register to ensure Wednesday traffic can be accurately estimated and accommodated. Depending on pre-registration numbers, a limited number of food vendors may open on Wednesday evening.

The advertised opening for the majority of patron vehicle parking and camping is 7:00AM on Thursday. Early arrivals will be directed to the Day Parking Lot until the 6:00AM toll booth/campground opening. Music will begin at 7:30 PM on Thursday and occur each evening until midnight ending on Sunday. The gate schedule is as follows:

- **Wednesday** – VIP/RV camping lots open from 4PM-8PM, no music is planned.
- **Thursday** – Advertised Campground opening is at 7AM (toll booths open at 6am), main venue gates open 5PM to 12AM.
- **Friday** – main venue gates are open from 12PM to 12AM.
- **Saturday** – main venue gates are open from 12PM to 12:30AM.
- **Sunday** – main venue gates are open 12PM to 11PM.

A detailed set schedule is provided in Appendix A.

**C. Site Plan:** After the 2013 event, an additional 385 acres of property was secured on the south side of Oak Ridge Road for car camping. This area will be available for the 2017 event as well. Therefore, all camping and day

parking will be on the south side of Oak Ridge Road and patrons will not need to cross Oak Ridge Road to enter the venue. Parking is segregated by several categories including day parking, forest camping, car camping, tent camping, RV, and VIP. A detailed Site Plan is provided in Appendix B.

**D. Digital/Social Media**

- Direct e-mail will notify ticket holders of traffic routes and discourage early arrivals.
- Online messages will notify ticket holders that early arrivals will be required to wait in a stacking lot.
- During the event, information will be available to travelers via Commercial Radio 510, Highway Advisory Radio 1610, as well as social media outlets (Facebook and Twitter).
- PST will coordinate with Paula Jones, Communications Manager – VDOT Lynchburg District, to help get event information to the public.

**E. Background traffic strategies** – PST Event Engineering, LLC will coordinate with VDOT regarding regional signage to notify non-event traffic of possible modified traffic patterns and congested areas.

**F. Towing:** Jay's Garage and Towing Company in Lovingston has been contracted to handle all on-site towing needs. Off-site towing will be handled through towing directed by law enforcement or event personnel.

**G. Command Center:** The Transportation Command Center (TCS) will be located at the Nelson United Methodist Church Lot at the NW corner of Route 29 and Harvey Road. This location allows access to critical access points without crossing the venue as well as a vantage point to observe traffic on Route 29. During Thursday Ingress, PST Event Engineering, LLC will post a Traffic Engineer at this location as the liaison to law enforcement and event operations.

**H. Emergency Services:** PST has been and will continue to coordinate with Jaime Miller (Nelson County Emergency Management Office) during Transportation Plan preparation. Jaime has been acting as the liaison to the other local fire and EMT departments.

## Lockn' Music Festival, 2017 Transportation Plan

### I. Attached Plans:

- i. Set Schedule – Appendix A
- ii. Site Plan – Appendix B
- iii. Regional Routing Plan – Appendix C1 & C2
- iv. Thursday Load-In Plan – Appendix D
- v. Access Point and Fence Key Map – Appendix E
- vi. Traffic Control Points Plan – Appendix F
- vii. Work Zone Traffic Control Plan – Appendix G
- viii. Sign Plan – Appendix H
- ix. Communication Plan – Appendix I
- x. Public Information Plan – Appendix J

### III. Overall Event Traffic

Current estimates for 2017 ticket sales and corresponding vehicle counts are as follows:

TABLE 1: ANTICIPATED EVENT TRAFFIC

Patron Type	Total (people)	Occupancy (ppv)	Total (vehicles)	Expected Arrival				
				Wednesday	Thursday	Friday	Saturday	Sunday
GA Car Camping	13,000	2.4	5,417	-	4,604	650	163	
VIP Cars	1,500	2.4	625	200	331	63	31	
VIP RVs	750	2.5	300	168	87	30	15	
GA RVs	2,750	3.2	859	481	249	86	43	
Day Parking Cars	7000	3.5	2000		150	800	500	550
Day Shuttles	3000	50	60			24	18	18
<b>Total</b>	<b>28,000</b>			<b>849</b>	<b>5,422</b>	<b>1,628</b>	<b>752</b>	<b>550</b>

Notes:

1. People per vehicle numbers are based on observations during previous events.
2. Expected arrival day percentages are based on previous events and the new early arrival program.
3. See Section V. F. Daily Shuttle Bus Plan below.

As shown in Table 1 above, Thursday will be the peak day for event traffic. Therefore, much of the Transportation Plan focuses on the Thursday Load-In.

### IV. Wednesday Load-In Plan (VIP and GA RV Early Arrival Program)

Early arrival registration numbers are at 325 RVs and 100 VIP cars. These numbers are expected to double by the event. Both GA RV and VIP traffic will be directed off of Route 29 onto the 29 Business Route (Front Street) at the traffic signal at Lovingson. From there, traffic will be directed right onto James River Road and then right onto Oak Ridge Road.

To avoid any congestion at the Oak Ridge Road and James River Road intersection, from 5pm to 8:30pm (sunset is at 8pm), Oak Ridge Road will be contra-flow from Buena Vista Road to Gate 7. When VIP/RV patrons reach Buena Vista Road, VIP traffic will be instructed to stay in the right lane and GA RV traffic will be directed to the left lane. These two lanes will be maintained until Gate 7, when the GA RV traffic will be directed to make a left into Gate 7. There will be 3 RV toll booths (2 lanes per toll or 6 processing lanes) located here to process GA RV traffic. For the RVs in the left lane, Oak Ridge Road provides approximately 2.1 miles of stacking (or approximately 280 RVs) from James River Road to Gate 7. For VIP traffic in the right lane, Oak Ridge Road provides approximately 3.4 miles of stacking (or approximately 600 passenger vehicles) from James River Road to Gate 1. There will be 6 toll booths (2 lanes per toll or 12 processing lanes) for VIP traffic processing at Gate 1 during this scenario.

From 8pm Wednesday night until 5am Thursday morning, Oak Ridge Road will be opened to two-way traffic for its entire length.

VMS boards will be in place by Wednesday afternoon to direct RV and VIP patrons to the traffic signal at Lovingston.

## **V. Thursday Load-In Plans**

**A. Color Coded Arrival Program** - A vehicle arrival program utilizing color hang-tags will divide vehicles between two routes for the Thursday Load-In. Arrival categories are as follows:

- *General Admission Car Camping (GA)*, tag color Blue.
- *Day Parking*, tag color White.
- *RV's, VIP's, (new ADA)*, tag color Yellow.
- *Tent Camping*, tag color Green – however, they will follow the blue route.
- *Forest Camping*, tag color Red – however, they will follow blue route.

**B. GA Plans** - Two Load-In Plans have been developed. Plan A (Phases 1 and 2) is the primary plan and Plan B is intended as a backup plan. The plans can be alternated or combined to allow maximum flexibility and to minimize queuing on Route 29. See Appendices C & D for maps of the various plans.

- i. **Plan A – Phase 1** – All GA traffic (excepting GA RV and ADA) will access the site from the south on Route 29. Traffic arriving from the north will be directed past Oak Ridge Road approximately 4 miles to a

U-turn then merged with northbound traffic. Per the request of VDOT, the U-turn has been moved north approximately 1 mile from the location used in previous years. Following the southbound U-turn and merging of traffic, northbound event traffic will be directed into the eastern lane and northbound through traffic will be directed into the western lane via signage and Variable Message Signs.

Northbound Event Traffic will then be directed to exit Route 29 (Thomas Nelson Highway) via a gravel exit ramp located approximately 300' south of Oak Ridge Road. A detail has been added to the Work Zone Traffic Control Plan for this location/scenario showing signage at the exit to help guide event traffic off of US 29.

The Exit Ramp leads to the Day Parking Area (which will be used as the GA Stacking Lot on Thursday). Initially vehicles will be sent directly to the toll booths for processing. However, once the toll booth area reaches stacking capacity, vehicles will be temporarily parked in the Day Parking Lot until the toll booth area is cleared. In order to facilitate the flow of traffic off of US 29, event staff will not be placed within 400' of US 29 (or a minimum distance deemed necessary by VDOT and VSP based on actual traffic conditions) and will be instructed to keep traffic moving forward by **minimizing any conversation**. Signage and channelizing devices will be used as much as possible to separate Day Parking and GA car camping traffic.

However, we recognize the concerns of VDOT/VSP with regards to keeping US 29 free-flowing, and the need for contingency plans in the case of unforeseen delays or inclement weather. Therefore, conditions in the Day Parking Lot and the stacking on US 29 will be monitored continuously during the Thursday load-in. If/when the stacking lot (Day Parking Lot) has been utilized to the fullest extent practical for staging of vehicles, Plan A – Phase 2 will be initiated with concurrence with VSP and VDOT. The Plan A- Phase 2 route provides stacking for approximately 273 vehicles on Diggs Mt. Road (existing paved roads) between Arrington Road and the toll booth locations. The appropriate signage/equipment will be in place so that GA traffic could be alternated between Plan A – Phase 1 and Plan A – Phase 2 if necessary to keep traffic flowing smoothly.

Ten processing GA toll booths (2 lanes per toll or 20 processing lanes) are to be placed on the eastern side of Diggs Mt. Road to maximize the available stacking volume as shown in the Thursday Load-In Plan in

Appendix D. Additional information regarding the toll booth capacities is included in Section VI.A. below.

24 rolls of LD Panels (aluminum panels manufactured specifically for temporary access roads and parking areas <http://www.eps.net/en-us/event/products/ground-protection/ld-panels/>) will be available on site during the event. This is enough material to connect the proposed US 29 exit ramp to the existing gravel road inside the day parking lot and to create 5 stacking lanes into the RV toll booth lanes (+1 gravel lane equals 6 RV stacking lanes total). Additionally, a stockpile of large wood chips will be kept on site to stabilize internal roadways in the event of inclement weather.

In the event of an accident or vehicle breakdown on the US 29 exit ramp, vehicles will be directed to turn right onto Oak Ridge Road, then make another right into Access B (Car Entrance #1), or Plan A - Phase 2 will be initiated.

- ii. **Plan A – Phase 2** – In order to alleviate congestion at the gravel exit ramp and Day Parking lot, Plan A – Phase 2 can be implemented to direct traffic off of Route 29 onto Arrington Road for 1.7 miles, and then left onto Diggs Mountain Road for an additional 1.3 miles, then right into the south entrance of the toll booth lot. Event staff will be posted at the Arrington Road/Diggs Mt Road intersection during the peak ingress hours on Thursday to direct traffic straight on Arrington Road (Plan B) as necessary to prevent vehicle stacking on Arrington Road.

It is anticipated that the southern three GA toll booth lanes will be dedicated to processing Plan A – Phase 2 traffic when/if this phase is initiated. However, the number of toll booths will be adjusted as necessary.

- iii. **Plan B – Phase 1**– In the event of heavy rain or unacceptable queuing at the other entrances, Plan B is another option to alleviate congestion. The route for Plan B – Phase 1 takes traffic off of Route 29 at Arrington Road and follows the roads listed below for the specified distance:
  - i. Arrington Road – 2.8 miles to Variety Mills Extension
  - ii. Variety Mills Extension – 0.14 miles to Variety Mills Road
  - iii. Variety Mills Road – 4.25 miles to Williamstown Road
  - iv. Williamstown Road – 2.0 miles to Findlay Mountain Road



- v. Findlay Mountain Road – 2.32 miles to James River Road
- vi. James River Road – 1.46 miles to Oak Ridge Road

At the Oak Ridge Road/James River Road intersection, Plan B GA traffic will be merged with the RV's and VIP's, then at Diggs Mountain Road GA traffic will be directed straight ahead to Access B (Car Entrance #1) and VIP traffic will be directed left on to Diggs Mountain then left again into the VIP toll booths.

- iv. **Plan B – Phase 2**– The route for Plan B – Phase 1 takes traffic off of Route 29 at Arrington Road and follows the roads listed below for the specified distance:
  - i. Arrington Road – 2.8 miles to Variety Mills Extension
  - ii. Variety Mills Extension – 0.14 miles to Variety Mills Road
  - iii. Variety Mills Road – 2.5 miles to Wilson Road

At the Wilson Road/Variety Mills Road intersection, signage and event staff will separate car traffic and larger vehicle traffic. Car traffic will be directed north on Wilson Road and larger vehicle traffic will be directed east on Variety Mills Road (due to weight restrictions on the Wilson Road Bridge). Event staff at the northern end of Wilson Road will coordinate merging of RV/VIP/GA traffic.

- C. RV/VIP/Pre-registered ADA Plan**–Traffic will be directed off of Route 29 onto the 29 Business Route (Front Street) at the traffic signal at Lovington. From there, traffic will be directed right onto James River Road and then right onto Oak Ridge Road. From here there will be two scenarios for Thursday Load-in:

- a. From 5am to 3pm, Oak Ridge Road will be contra-flow from Buena Vista Road to Gate 7. When VIP/RV patrons reach Buena Vista Road, VIP traffic will be instructed to stay in the right lane and GA RV traffic will be directed to the left lane. These two lanes will be maintained until Gate 7, when the GA RV traffic will be directed to make a left into Gate 7. There will be 3 RV toll booths (2 lanes per toll or 6 processing lanes) located here to process GA RV traffic. For the RVs in the left lane, Oak Ridge Road provides approximately 2.1 miles of stacking (or approximately 280 RVs) from James River Road to Gate 7. For VIP traffic in the right lane, Oak Ridge Road provides approximately 3.4 miles of stacking (or approximately 600 passenger vehicles) from James River Road to Gate 1. There will be 6 toll booths (2 lanes per toll or 12 processing lanes) for VIP traffic processing at Gate 1 during this scenario.

If GA or Day parking traffic ends up on the RV/VIP route, they will be directed to follow the VIP route and will be sorted on Diggs Mountain Road near Gate 1.

b. After 3pm, this section of Oak Ridge Road will be returned to two-way traffic with both GA RV and VIP traffic in the westbound travel lane. However, GA RV and VIP traffic will be directed to the same gates as described in scenario a above.

Proposed route signage is shown in Appendix H.

During peak Thursday arrival times, 6 toll booths (2 lanes per toll or 12 processing lanes) are dedicated to VIP RV/VIP & ADA vehicles. At an average processing rate of 2.5 vehicles per minute, 12 processing lanes should be able to process 288 vehicles per hour. At this capacity we do not anticipate any problems with excessive vehicle queuing. **Additionally, the Wednesday early arrival program for RVs and VIPs should significantly reduce Thursday RV and VIP traffic.** However, early arrival/contingency stacking areas will be provided in the fields between Gate 9 (the proposed entry point) and Gate 8 (the proposed exit point) for VIP traffic and between Gate 11 (entry point) and Gate 10 (exit point) for RVs. See Appendix E and C-2 for these gate locations.

Pre-registered ADA patrons will follow the VIP traffic to Gate 1.

**D. Day Parking Plan** - Day parking will open at 4pm on Thursday and will utilize the gravel exit ramp off of US 29. Additional signage will be placed in the stacking lot (as far as practical from US 29) to separate Day Parking and GA traffic. Day parkers will be directed to the temporary Thursday Day Parking Area near Diggs Mountain Road (see the Thursday Load-In Plan – Appendix D). Attendees using day parking will be processed before entering the event through a separate pedestrian entrance. Based on ticket sales, there are only 150 vehicles anticipated for Thursday Day Parking.

**E. Regional Charter Bus Plan** – Charter busses will access the site using the Yellow Route with the RV's and VIP's. However charter busses are not expected to arrive until after 4:00 PM and should not coincide with peak GA traffic. Busses will be directed to Gate 2. Here they will be unloaded, then directed to exit the site via Gate 1 where they will make a right, then a left, and leave the site by traveling west on Oak Ridge Road to US 29. Buses will not be parked on-site.

**F. Daily Shuttle Bus Plan** - 60 day shuttles shown in Table 1 above is actually the total number of full buses that would be required to bring all shuttle bus patrons to the event over the course of the 3-day event (Fri-Sun). The shuttle buses will actually consist of approximately 6-8 buses making continuous loops from the site to area hotels all day long, so that patrons can come and go as they please. For the majority of each day there would only be a maximum of 1 or 2 shuttle buses staged at Gate 2 waiting for patrons. Just prior to peak egress times, all 6-8 shuttle buses may be staged at Gate 2. There should be more than adequate room at Gate 2 for these buses.

**G. Oak Ridge Road Local Access:** - "Road Closed to Thru Traffic" signs will be placed just east of the intersection of Oak Ridge Road/Diggs Mt Road and just west of the intersection of James River Road/Oak Ridge Road during the entire event, from Thursday through Monday (see Appendix H). However, local residents will be allowed access.

During contra-flow operation on Thursday from 5am to 3pm, an additional road closed sign (mounted on type III barricades) will be placed just west of Gate 7 and "no right turn" signs and type III barricades will be placed at the intersections of Wilson Road/Oak Ridge Road and Thomas Ryan Ln/Oak Ridge Road.

**H. Wilson Road Event Traffic Closure:** In order to prevent large vehicle event traffic from using a weight restricted historic structure, event staff will be posted and "Road Closed to Event Traffic" signs will be placed at both ends of Wilson Road (see Appendix H).

In the event of GA Plan B- Phase 2, event car traffic may be directed north on Wilson Road. Conflicting signage will be covered or turned away from traffic and event staff will direct traffic to the appropriate locations.

**I. Deliveries:** Deliveries during the event will be directed to use the RV/VIP route. Additionally, deliveries will be discouraged during the peak hours of the Thursday Load-In. If a delivery vehicle mistakenly enters the Day Parking Lot on Thursday it will be directed out to Oak Ridge Road via Diggs Mt. Road or Gate D (old Bus Exit).

## **VI. GA Traffic Thursday Load-In Stacking/Processing Analysis**

### **A. Toll Booth Vehicle Processing Capacity**

Based on previous field measurements, each toll booth can process a vehicle in approximately 2 to 2.5 minutes. Based on a conservative 2.5 minutes per vehicle, 10 toll booths (2 lanes per toll or 20 processing lanes) can process an average of 480 vehicles per hour.

### **B. Day Parking Lot Capacity**

GA traffic will exit US 29 via a 16' wide gravel exit ramp. On either side of the gravel access road are agricultural fields. These fields will be used for temporary staging of event patrons at times when toll booth processing cannot keep up with arrival rates. Approximately 3,800 vehicles can be staged in these fields, on the gravel access road, and around the toll booth area. The vehicles were laid out on the Thursday Load-In Plan based on a vehicle occupying an area approximately 14' wide by 25' long.

### **C. Anticipated Event Traffic Arrival/Processing Rates**

The 10 Thursday GA Toll Booths (20 processing lanes) will service only General Admission Camping vehicles (excepting ADA and GA RVs). From Table 1, these toll booths are anticipated to receive and process approximately 4,604 vehicles on Thursday.

Based on the information above and data collected at last year's event, Table 2 below shows anticipated arrival rates, toll booth processing rates, and total number of vehicles stacked in the staging lot. These are conservative estimates, as Table 2 assumes all GA traffic follows Plan A – Phase 1. As discussed above, Plan A – Phase 1 and Plan A – Phase 2 may be alternated during the Thursday Load-In.

**Table 2 - General Admission Car Camping Estimated Arrivals/Processing/Stacking Estimates at State Route 29 Entrance for Thursday, August 25, 2016**

Time	% of total arriving	Vehicle Arrivals	Vehicles Processed	Net Change in Stacked Vehicles	Cumulative Stacked Vehicles
6-7 AM	15	691	240	451	451
7-8 AM	15	691	480	211	661
8-9 AM	15	691	480	211	872
9-10 AM	15	691	480	211	1082
10-11 AM	5	230	480	-250	833
11-12 AM	5	230	480	-250	583
12-1 PM	5	230	480	-250	333
1-2 PM	2	92	425	-333	0
2-3 PM	3	138	138	0	0
3-4 PM	5	230	230	0	0
4-5 PM	5	230	230	0	0
5-6 PM	5	230	230	0	0
6-7 PM	5	230	230	0	0
7-8 PM	0	0	0	0	0
8-9 PM	0	0	0	0	0
9-10 PM	0	0	0	0	0
<b>100%</b>					

Notes/Assumptions:

1. 20 Toll Booths Lanes will be open at maximum capacity.
2. Toll Booths will average 1 vehicle/2.5 minutes or 24 vehicles per hour.
3. 11,000 people will arrive at the event on Thursday for General Admission Car Camping.

Based on the stated assumptions, the maximum amount of staged vehicles reached is approximately 1082, about 1/4 of the staging capacity available. **Therefore, based on the assumptions above, 20 toll booth lanes should be able to process enough vehicles to prevent a significant queuing issue on US 29 NB.**

**VII. Friday through Sun Load-In Plans**

**A. GA Camping**

As shown in Table 1, approximately 12% (650 vehicles) and 3% (160 vehicles) of this traffic is anticipated to arrive on Friday or Saturday respectively. These vehicles will be directed to exit US 29 at the gravel exit ramp, then proceed east across the Day Parking Lot where they will cross Diggs Mountain Road to the GA toll booth location where they will be processed (identical to the Thursday Load-in).

**B. RV & VIP Camping, Buses, and Deliveries**

The RV and VIP Camping traffic will follow the same route as described in scenario b for Thursday Ingress.

**C. Day Parking**

All Day Parking traffic will be directed off of US 29 at the gravel exit ramp, where they will be parked in the Day Parking Lot.

**VIII. Traffic Control Points:** The attached Traffic Control Points Plan (Appendix F) describes critical locations where staff and law enforcement personnel are to be placed. Traffic control points are to be confirmed by Virginia State Patrol prior to execution.

**IX. Traffic Control and Signage Plans:** The attached Traffic Control Plan (Appendix G) and Sign Plan (Appendix H) describe critical locations where signage, channelizing devices, VMS boards, and other traffic control devices are to be placed.

**X. Exit Plan:** The attached Traffic Control Plans show how traffic will be directed at key intersections and locations. All traffic (except GA RV) will be directed west on Oak Ridge Road, then north on US 29. Once on US 29, patrons may continue north or make a U-turn at the cross-over in front of the High School and proceed southbound.

GA RV traffic will be directed right out of Gate 7 onto Oak Ridge Road, then left onto James River Road toward Lovingston, where they will get on US 29 NB or SB at the traffic signal.

## **APPENDIX**

### **Contents**

**Event Schedule – Appendix A**

**Site Plan – Appendix B**

**Regional Routing Plan – Appendix C1 & C2**

**Thursday Load-In Plan – Appendix D**

**Access Point and Fence Key Map – Appendix E**

**Traffic Control Points Plan– Appendix F**

**Work Zone Traffic Control Plans – Appendix G**

**Sign Plan – Appendix H**

**Communication Plan – Appendix I**

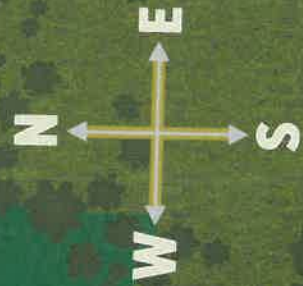
**Public Information Plan – Appendix J**

29

# LOCKN'

AUGUST 25-28, 2016 || 1510 DIGGS MOUNTAIN RD, ARRINGTON, VA 22922

Appendix B  
Site Plan



BUS & SHUTTLE TAXI

DAY-PARKING

GATE 1

GATE 15

OAK RIDGE ROAD

VIP-DAY-PARKING

DIGGS MOUNTAIN RD.

56






## LEGEND

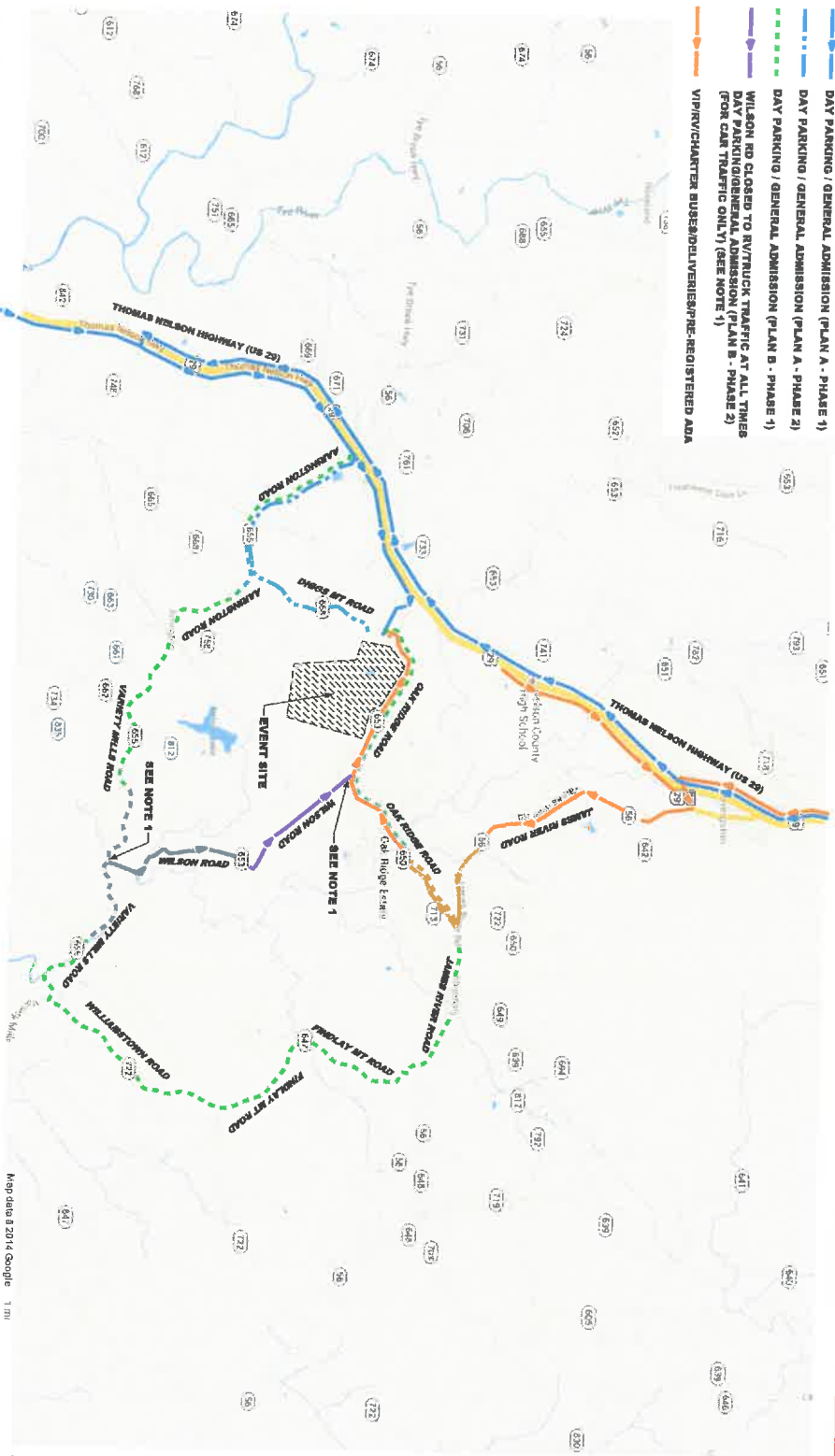
- STAGES
- PEDESTRIAN ONLY PATH
- BOX OFFICE
- WHEELHOUSE & TRAILHEAD
- BATHROOMS
- CRAFT VENDORS
- CONCESSIONS
- SHOWERS
- WATER FILL-UP
- ADA
- GENERAL STORE
- WIFI ACCESS





**LEGEND**

-  DAY PARKING / GENERAL ADMISSION (PLAN A - PHASE 1)
-  DAY PARKING / GENERAL ADMISSION (PLAN A - PHASE 2)
-  DAY PARKING / GENERAL ADMISSION (PLAN B - PHASE 1)
-  WILSON RD CLOSED TO RV/TRUCK TRAFFIC AT ALL TIMES (FOR CAR TRAFFIC ONLY) (SEE NOTE 1)
-  VIP/CHARTER BUSES/DLIVERIES/RE-REGISTERED ADA




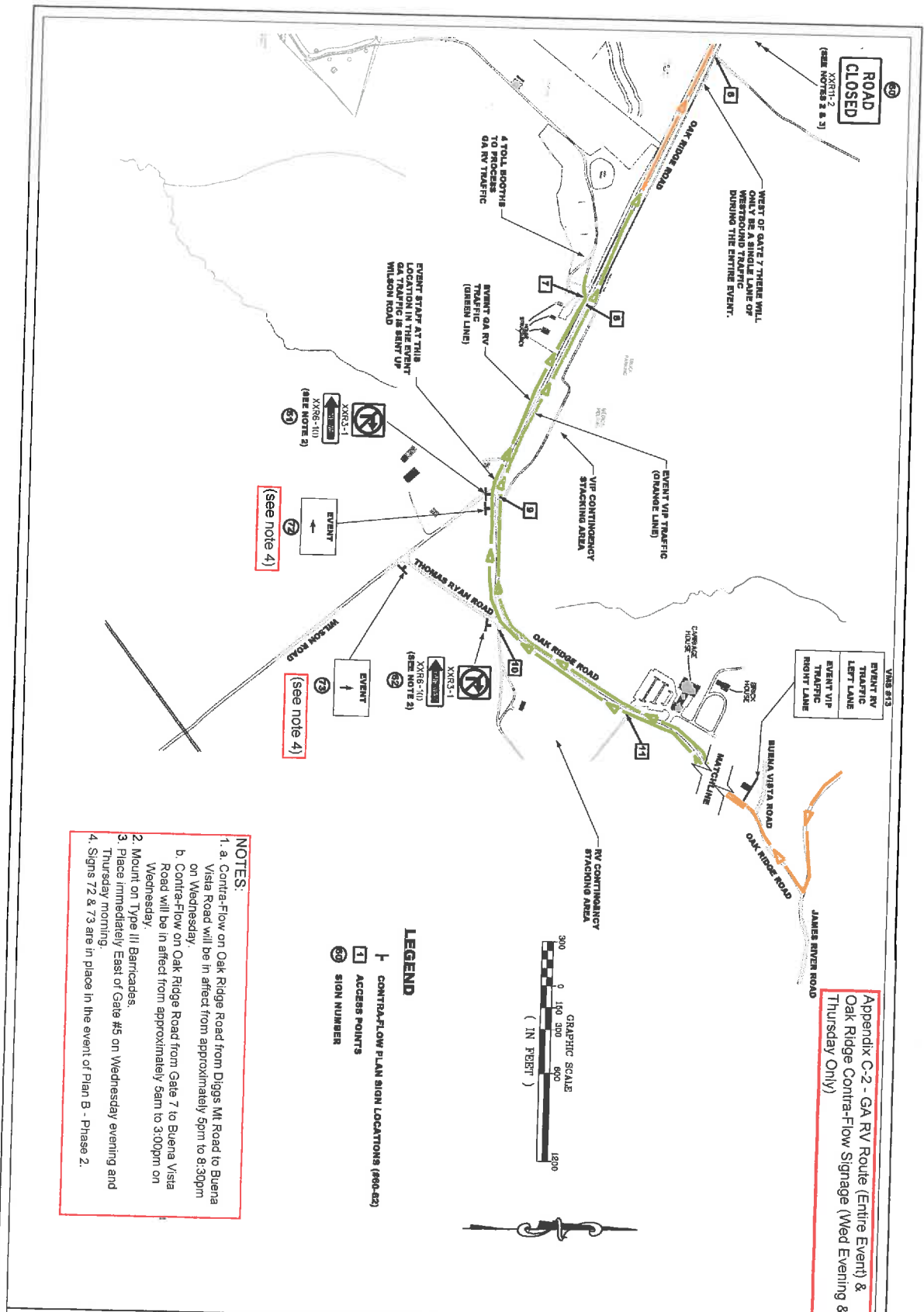
**NOTES:**  
 1. EVENT STAFF WILL BE POSTED AT THE INTERSECTIONS OF WILSON ROAD/OAK RIDGE ROAD AND WILSON ROAD/VARIETY MILLS ROAD DURING THE THURSDAY LOAD-IN TO PREVENT EVENT TRAFFIC FROM USING WILSON ROAD WHILE ALLOWING ACCESS TO LOCAL TRAFFIC. IN THE EVENT OF GA PLAN B, THE STAFF AT THE WILSON INTERSECTION WILL BE PRESENT TO DIRECT TRAFFIC UP WILSON ROAD (CAR TRAFFIC ONLY) ON TO DIRECT ALL TRAFFIC TO CONTINUE ON VARIETY MILLS ROAD (AS DIRECTED BY THE COMMAND CENTER BASED ON CURRENT TRAFFIC CONDITIONS AND AVAILABILITY OF PROCESSING FACILITIES). STAFF AT THE WILSON INTERSECTION WILL BE AVAILABLE TO CONTROL THIS INTERSECTION IN THE EVENT WILSON ROAD IS USED FOR CAR TRAFFIC.  
 2. SEE APPENDIX C-2 FOR ADDITIONAL DETAILS REGARDING RV/VP TRAFFIC.



Map data © 2014 Google 1 mi

**Appendix C-1 - Regional Routing Plan**

<p>Date: 07-23-2016                  Drawn By: SP                  Checked By: SP                  Revisions:</p>	<p><b>LOCKN' MUSIC EVENT                  REGIONAL ROUTING PLAN                  THURSDAY LOAD-IN</b></p>	 <p><b>PST EVENT                  ENGINEERING, LLC</b></p> <p>150 Rockpoint Drive                  Suite F                  Durango, CO 81301                  970-403-5098</p>	<p><b>SHEET</b>  <b>1 OF 1</b></p>
<p>File Path:</p>			



Appendix C-2 - GA RV Route (Entire Event) & Oak Ridge Contra-Flow Signage (Wed Evening & Thursday Only)

- NOTES:**
1. a. Contra-Flow on Oak Ridge Road from Diggs Mt. Road to Buena Vista Road will be in effect from approximately 5pm to 8:30pm on Wednesday.  
 b. Contra-Flow on Oak Ridge Road from Gate 7 to Buena Vista Road will be in effect from approximately 5am to 3:00pm on Wednesday.
  2. Mount on Type III Barricades.
  3. Place immediately East of Gate #5 on Wednesday evening and Thursday morning.
  4. Signs 72 & 73 are in place in the event of Plan B - Phase 2.

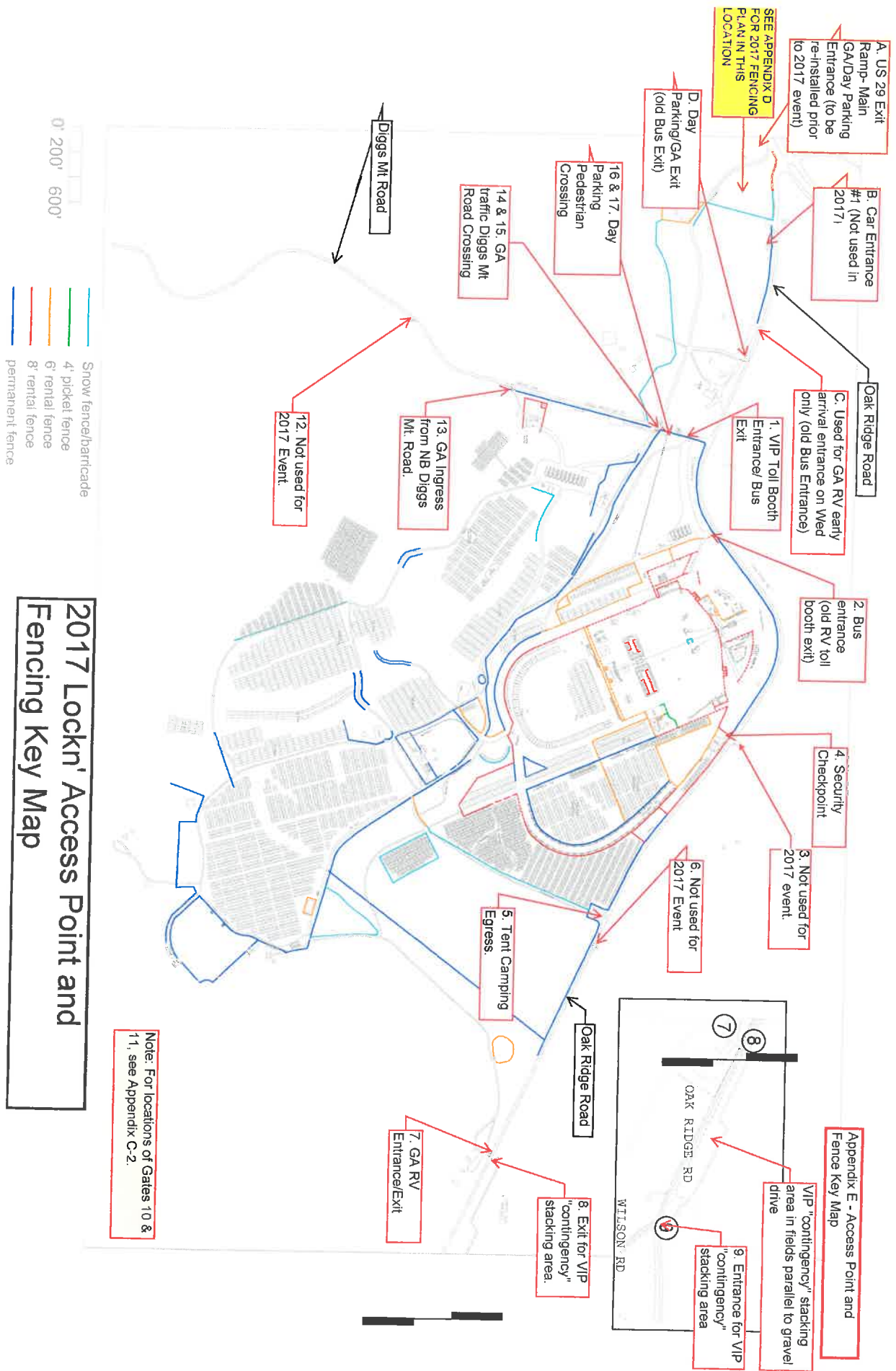
**LEGEND**

— CONTRA-FLOW PLAN SIGN LOCATIONS (660-62)

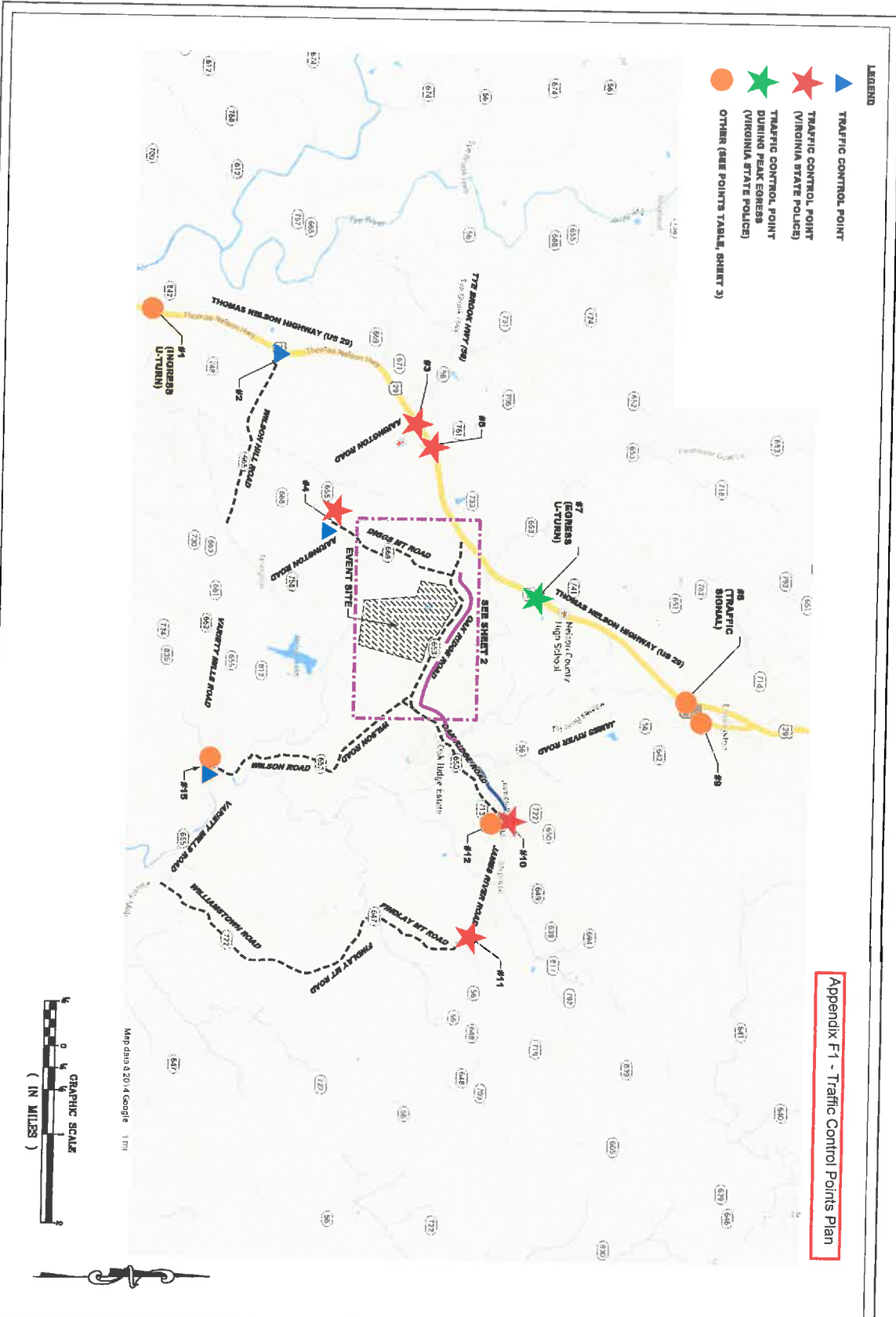
1 ACCESS POINTS

2 SIGN NUMBER





# 2017 Lockn' Access Point and Fencing Key Map



- LEGEND**
- ▲ TRAFFIC CONTROL POINT (VIRGINIA STATE POLICE)
  - ★ TRAFFIC CONTROL POINT DURING PEAK EGRESS (VIRGINIA STATE POLICE)
  - ★ TRAFFIC CONTROL POINT DURING PEAK EGRESS (VIRGINIA STATE POLICE)
  - OTHER (SEE POINTS TABLE, SHEET 3)

Appendix F1 - Traffic Control Points Plan



Date: 08-11-2016  
 Drawn By: SP  
 Checked By: SP  
 Revisions:

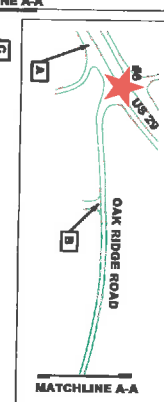
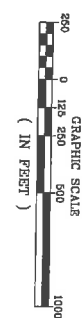
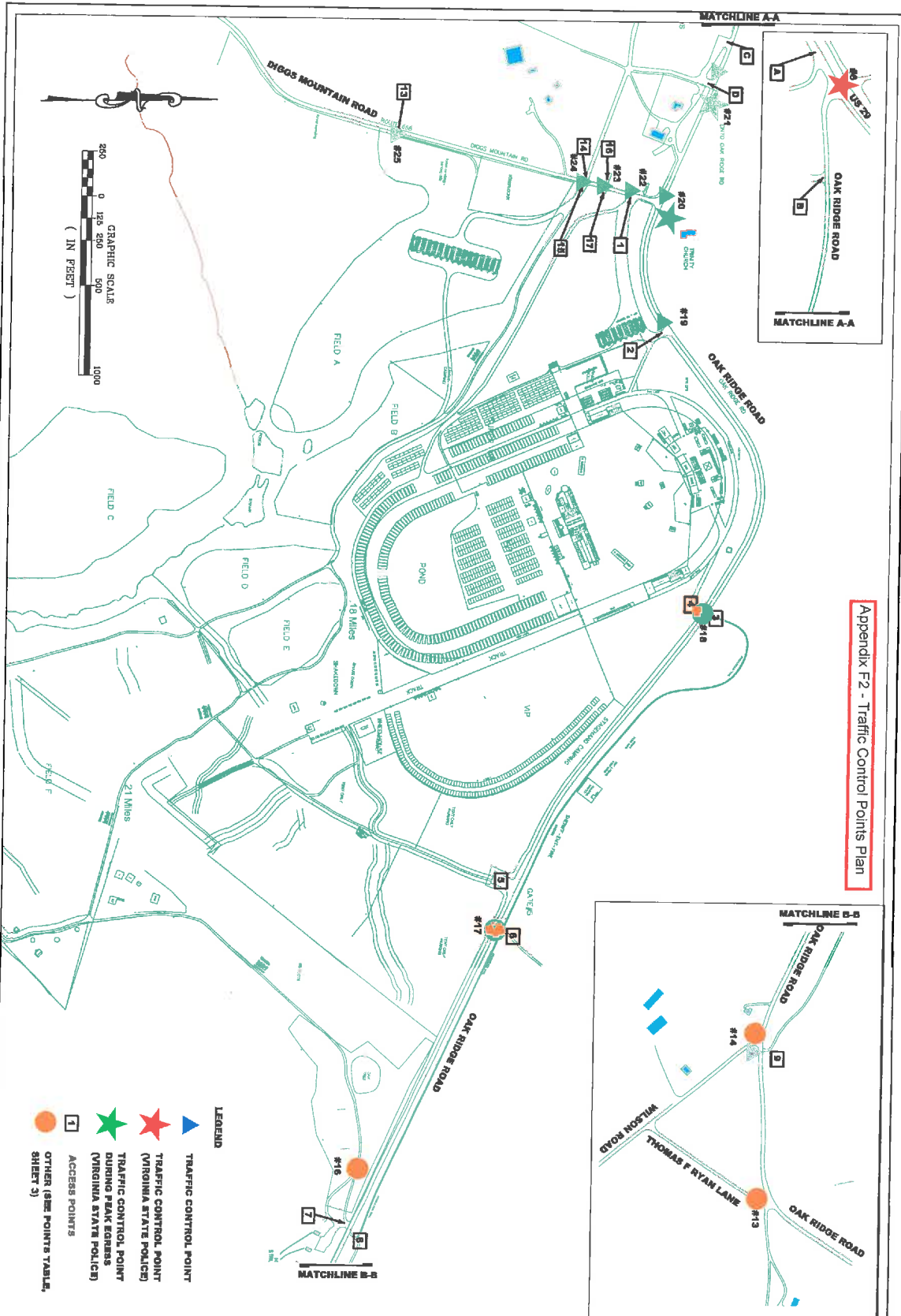
**LOCK'N MUSIC EVENT  
 TRAFFIC CONTROL  
 POINTS PLAN**

**PST EVENT  
 ENGINEERING, LLC**

150 Rockpoint Drive  
 Suite F  
 Durango, CO 81301  
 970-403-5098

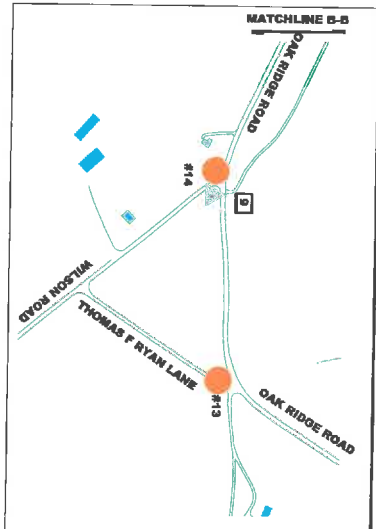
**SHEET  
 1 OF 3**

File Path:



Appendix F-2 - Traffic Control Points Plan

- LEGEND**
- ▶ TRAFFIC CONTROL POINT
  - ★ TRAFFIC CONTROL POINT (VIRGINIA STATE POLICE)
  - ★ TRAFFIC CONTROL POINT DURING PEAK HOURS (VIRGINIA STATE POLICE)
  - ACCESS POINTS
  - 1 OTHER (SEE POINTS TABLE, SHEET 2)



Date: 08-11-2016  
 Drawn By: SP  
 Checked By: SP  
 Revisions:

**LOCKN' MUSIC EVENT  
 TRAFFIC CONTROL  
 POINTS PLAN**

**PST EVENT  
 ENGINEERING, LLC**  
 150 Rockpoint Drive  
 Suite F  
 Durango, CO 81301  
 970-403-5098

**SHEET  
 2 OF 3**

File Path:

Appendix F3 - Traffic Control Points Plan

Traffic Control Point Staffing									
Post #	Location	Assigned To	# Staff	Wed Ingress (4PM-9PM)	Thur Ingress (5AM-7PM)	Fri - Sun Ingress (9AM-3PM Fri&Sat) (11AM-7PM Sun)	Thur - Sun Egress (12AM-3AM)	Mon Egress (7AM-12PM)	
1	Rt 29 south to north u-turn	AWP	1						
2	Rt 29 / Wilson Hill Road	VSP	2						
3	Arrington Rd / Diggs Mtn Rd	VSP/Flagger*	1						
4	Rt 29 / 58W (Tye Brook Hwy)	VSP	2						
5	Rt 29 / Oak Ridge	VSP	2						
6	Rt 29 / high school u-turn (egress only)	VSP	1 TO 3						
7	Front St / Front St (light at Lovingsston)								
8	66 / Oak Ridge	VSP	1						
9	66 / Findlay Mtn	VSP	1						
10	Oak Ridge / Braddock Lane (barricade - road closed to non event traffic)	VSP	1						
11	Oak Ridge / Thomas F Ryan Lane								
12	Oak Ridge / Wilson Rd (barricade - road closed)	Flagger	1						
13	Wilson Rd / Variety Mills Rd (barricade - road closed)	Flagger	1						
14	Oak Ridge / Gate 7 (rv entrance after processing)								
15	Oak Ridge / Gate 6 (production, security, ems )								
16	Oak Ridge / Gate 4 (production, tour bus, security)								
17	Oak Ridge / Gate 2 (GA RV exit from tollbooth)	Flagger	1						
18	Oak Ridge / Diggs Mtn Rd (road closed eastbound w/barricade)	Flagger* Wednesday then VSP for Egress	2						
19	Oak Ridge Rd / Gate D	VSP*	1						
20	Diggs Mtn Rd / Gate 1	Flagger	1						
21	Diggs Mtn Rd / Gate 16/17 (ped x/ing)	Flagger*	1						
22	Diggs Mtn Rd / Gate 14/15 (ga car camp x/ing)	Flagger*	1						
23	Diggs Mtn Rd / Gate 13 (Plan B entrance ga camp)	Flagger*	1						
24	Diggs Mtn Rd / Gate 13 (Plan B entrance ga camp)	Flagger*	1						
25									

\*Flaggers will be available as necessary at these locations (and at Post #21 when VSP is not present).