

To: Board of Supervisors
From: C. McGarry
Re: County Administrator's Report for September, 2026

- A. DSS Building Project:** As of the construction meeting on September 2, 2026 Masonry work is ongoing, timber framing is in process as well as interior ductwork. The metal roofing will start once the timber work is done as well as additional sitework. Window installation and framing and drywall is expected to start mid-month. Since last report, NCSA installed a commercial grade filtration system at the closest well to the building, at the end of Tanbark, which enabled another fire suppression sprinkler system flush test with greatly reduced sediment observed and a passing result. Staff is planning for a Board of Supervisors walk through of the building at the end of the October 13th afternoon session prior to adjourning for the evening session – this is interior progress dependent.

Project Financials: Updated project financials will be provided with next month's report.

- B. Zoning and Subdivision Ordinance:** A public engagement Open House was held on August 19th and was well attended. Supervisors Reed and Lenahan are hosting a Town Hall style informational meeting September 16th at Rockfish Volunteer Fire Department from 7pm-9pm, focusing on the proposed Route 151 Corridor Overlay. Berkley Group will compile feedback from both public engagement sessions into a summary memo and comment matrix to be reviewed and discussed at a future joint BOS/PC work session to hopefully be scheduled sometime in late October. This work session will also include a review of any unsettled items and is the expected date by which the County Attorney's legal review and input will be provided. Following this meeting, it is intended that Berkley Group will incorporate final changes and will produce a clean draft for presentation to the public for public hearing. This timeframe will be discussed at the aforementioned work session. A proposed mapping scope of work will also be presented for discussion at this meeting.
- C. Tire Amnesty Day(s):** Staff is proposing tire amnesty days for citizens on November 7th and November 14th. These dates are following major events occurring in October and is before the holidays. The weather is cooler and snakes should not be an issue. These amnesty days would be from 8 am to 11:45am at the Transfer Station, there would be a limit of 12 tires per household with a maximum rim size of 22 inches. No oversized, commercial, or agricultural tires would be eligible for free disposal. Given favorable response from the Board, staff will get this lined up and advertised to the public.
- D. Future Smart Scale Transportation Project Planning:** County staff and TJPDC transportation planning staff participated in a VDOT Locality Summit to review a project to be included in VDOT's Virginia Project Pipeline that funds planning studies. These studies identify transportation needs and develops improvement concepts ready for competitive funding; primarily Smart Scale. The included Nelson County project to be studied further for improvement is the Route 29, Route 6 (River Road), and Tidbit Trail intersections. VDOT is using a consultant for the planning study and Phase 1 is for them to draft a scope of work starting in November.
- E. School Division Space Study Proposals:** Two fixed cost proposals were received and presented to the School Board at their September 11th Meeting. Moseley Design's proposal was forwarded to the Board this morning, with a cost of \$53,000 for evaluating the NCHS Alpha Wing renovation, new construction, and a combination of renovation and new construction. Staff has not had a chance to look at the proposal.
- F. Meals and Lodging Tax Collection & Lodging Entity Tracking:** See Attached Charts - Lodging Units went from 862 to 874.
- G. Staff Reports:** Department and office reports for August/September have been provided.

By Email @ 8:07 am
9/8/2026

September 8, 2026

RE: RFP Professional Architectural Services: Fixed-Fee Cost Estimation Study

Nelson County Public Schools
Dr. Amanda Hester, Superintendent
P.O. Box 276, Lovingsston, VA 22949
Emailed: ahester@nelson.k12.va.us

Dear Dr. Hester and Members of the Review Committee:

Moseley brings a strong foundation of work with Nelson County Public Schools (NCPS) that will be beneficial when developing options to accommodate your central administrative offices. Based on our 2023 district-wide study and Nelson County High School renovation, we have an extensive understanding of your needs and existing facility conditions. We offer this institutional knowledge and experience working with your maintenance team and administration to position NCPS with a team that can move quickly and efficiently on this study.

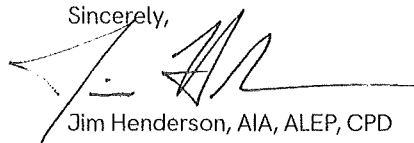
Our services will include:

- Program meeting with NCPS administration and staff to refine the space needs.
- Generation of diagrams for a renovation option, a new construction option, and a combination option. We will evaluate two different locations for the new construction option.
- Review meeting to discuss the options.
- Refinement of options.
- Independent cost estimating (Downey & Scott) of options based on square foot costs for new and renovation scope.
- A final report with brief narrative describing the options, timelines and costs.

For the purposes of this high-level study, we will not include civil engineering or survey consulting as part of the scope. We will use existing documents and aerial imagery to generate site plans for the new construction options.

We welcome an opportunity to meet with you to discuss your project. For more information, please contact me at (540) 434-1346 or jhenderson@moseleydesigns.com.

Sincerely,



Jim Henderson, AIA, ALEP, CPD
Principal



BID PRICING FORM

To: Nelson County Public Schools Procurement Office

Project: Nelson County High School Facility Option Study

The undersigned, having visited the site and familiarized themselves with the IFB requirements, proposes to provide all professional services for the following lump-sum **Fixed Fee**:

1. Fee Breakdown

- **Option A: Basement Renovation Study Fee:** \$ 33,000
- **Option B: New Construction Study Fee:** \$ 10,000
- **Option C: Renovation/New Construction Fee:** \$ 10,000

- **TOTAL LUMP-SUM FIXED FEE:** \$ 53,000
(Amount in Words: Fifty-three thousand dollars)

2. Firm Acknowledgement

- **Virginia APELSCIDLA License #:** 0410000058
- **Firm Name:** Moseley, Inc.
- **Authorized Representative Name & Title:** James M. Henderson, Vice President
- **Signature:** [Signature] **Date:** 9/4/2026



Direct Contact with Students Form

Name of Bidder/Vendor: Moseley, Inc

Pursuant to Va. Code § 22.1-296.1, as a condition of awarding a contract for the provision of services that require the contractor, his employees or subcontractors to have **direct contact with students** on school property during regular school hours or during school-sponsored activities, the school board shall require the contractor to provide certification that all persons who will provide such services have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child.

Any person making a materially false statement regarding any such offense shall be guilty of a Class 1 misdemeanor and, upon conviction, the fact of such conviction shall be grounds for the revocation of the contract to provide such services and, when relevant, the revocation of any license required to provide such services.

I further understand and acknowledge (1) that if I make a materially false statement regarding any of the above offenses, I will be guilty of a Class 1 misdemeanor and (2) that before any person is permitted to provide such services subsequent to this certification, I must complete a new certification regarding such person.

As part of this submission, I certify that the employees of, or subcontractors to, the above mentioned contractor that will be providing services that require direct contact with students to the School Board under the resulting contract will have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child. Furthermore, I understand that the duty to certify is ongoing and extends to future employees and employees of subcontractors for the duration of the contract.

A handwritten signature in black ink, appearing to read "J M Henderson", written over a horizontal line.

Signature of Authorized Representative

James M. Henderson, Vice President

Printed Name of Authorized Representative

A handwritten date "9/4/2024" in black ink, written over a horizontal line.

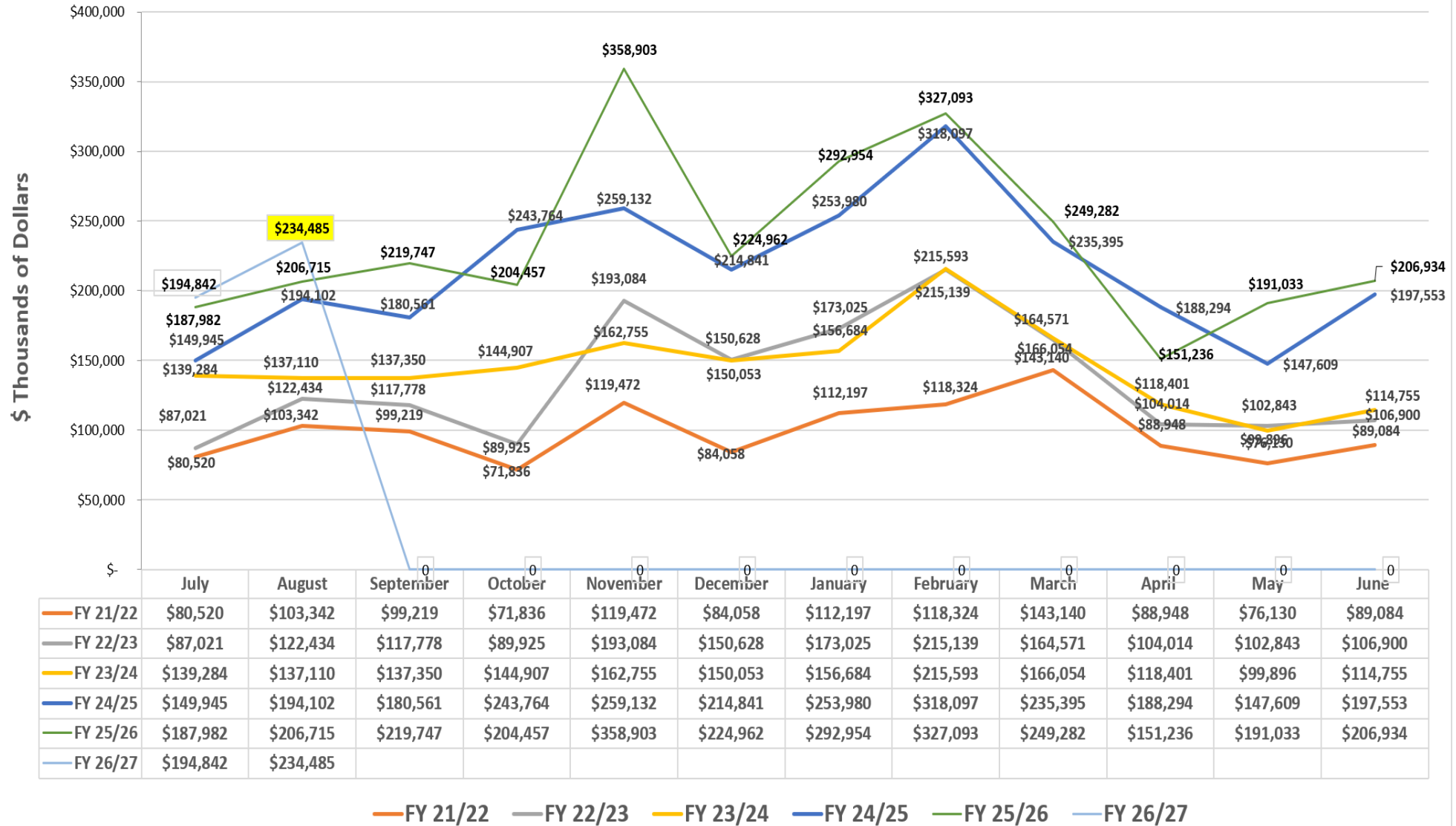
Date

August 2026 Collection – September 15, 2026, BOS Report

Transient Occupancy Tax Collection - Monthly Trend By Fiscal Year

*Amounts Shown Reflect Payments for Prior Month(s) Tax Levy

** TOT Tax Rate Changed from 5% to 7% Effective July 1, 2024



August 2026 Collection – September 15, 2026, BOS Report

Transient Occupancy Tax Collection by Month and Fiscal Year

*Amounts Shown Reflect Payments for Prior Month(s) Tax Levy

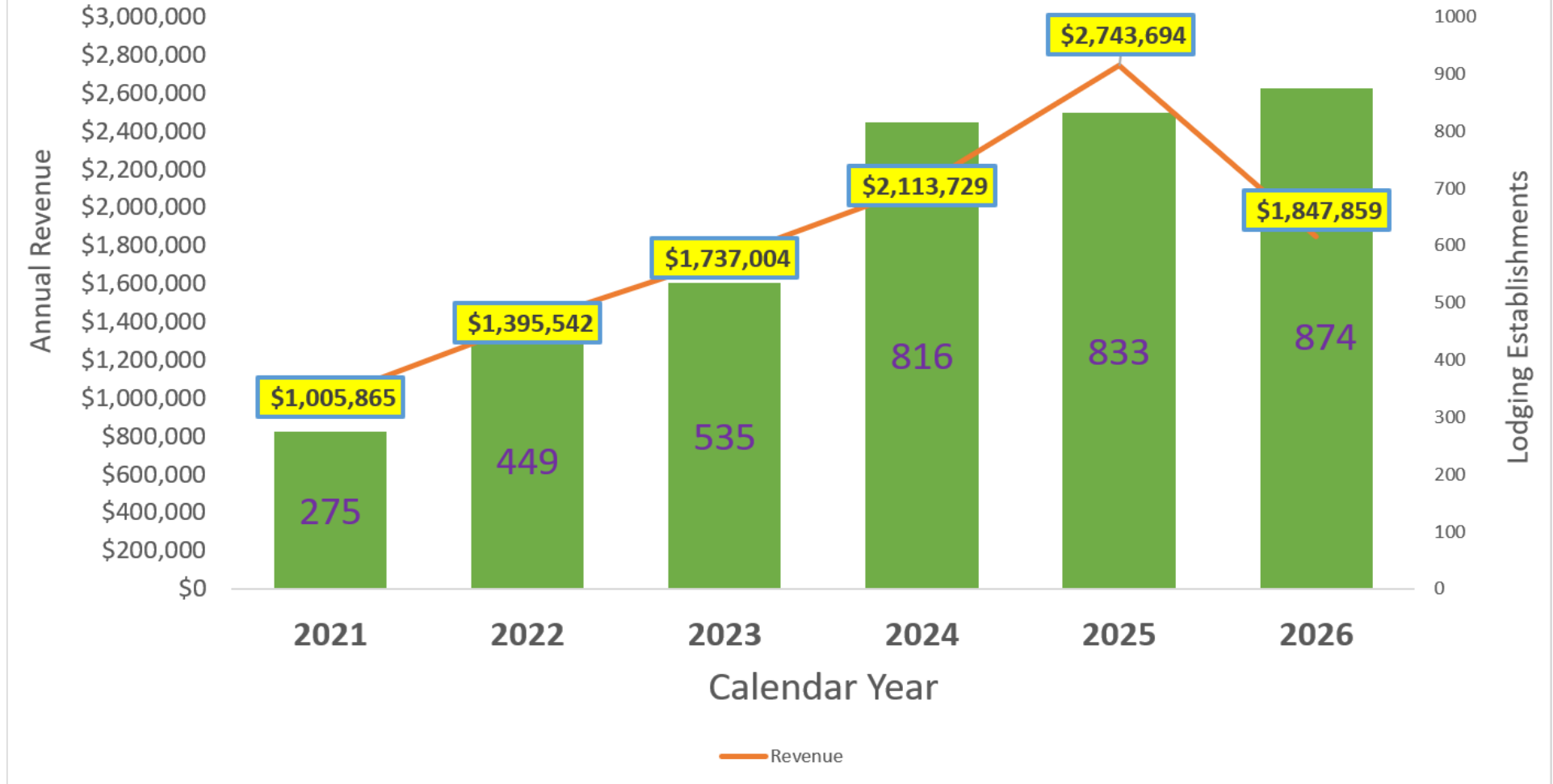
** TOT Tax Rate Changed from 5% to 7% Effective July 1, 2024



■ FY 21/22 ■ FY 22/23 ■ FY 23/24 ■ FY 24/25 ■ FY 25/26 ■ FY 26/27

August 2026 Collection – September 15, 2026, BOS Report

***Lodging Establishments/Revenue - Calendar Year**
****TOT Tax Rate Changed from 5% to 7% Effective July 1, 2024**

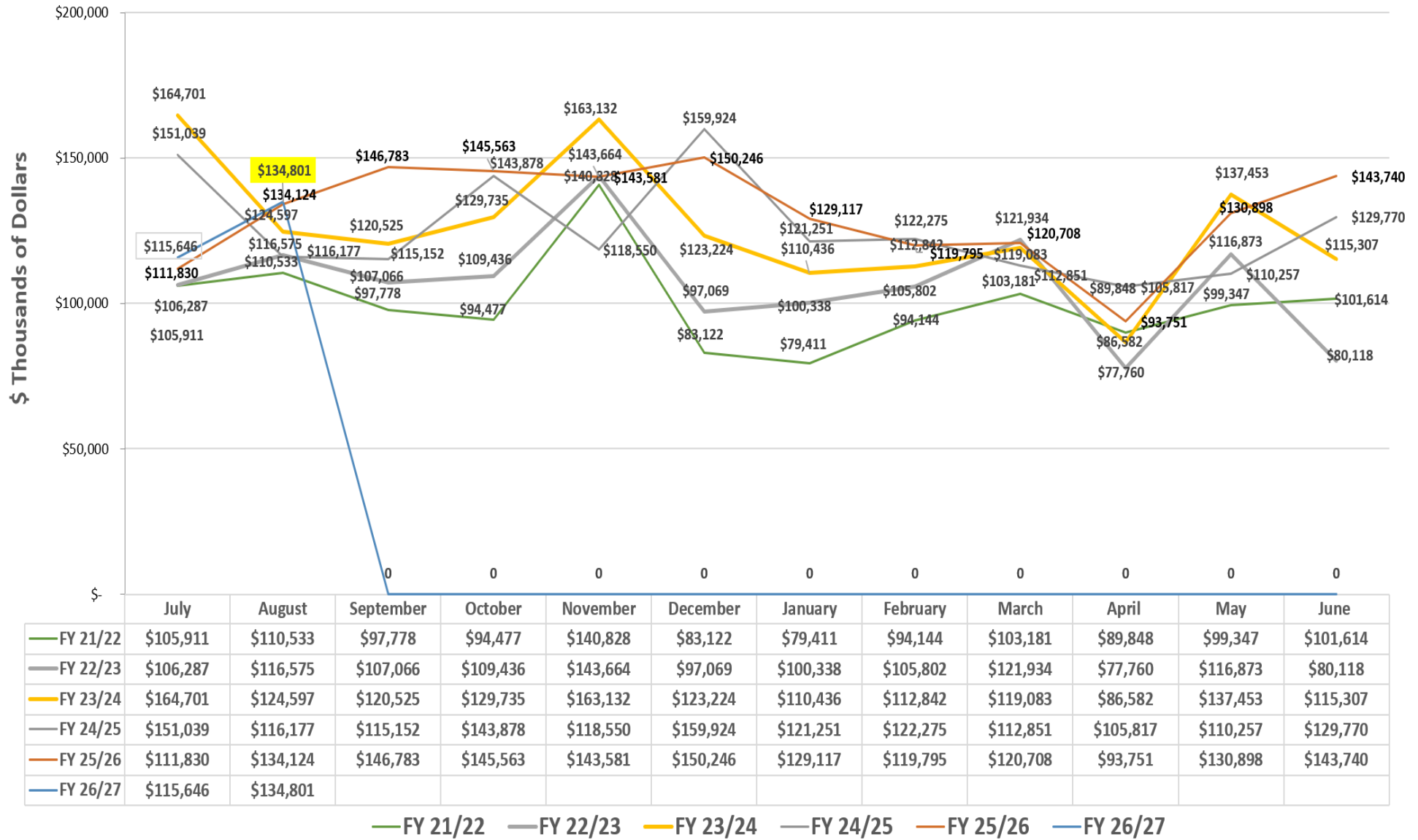


*Lodging Establishments is the number of businesses who are registered with the Commissioner of the Revenue for lodging in Nelson County. This number is up 12 from 862 to 874, in the previous month's report. The number includes businesses who may have multiple properties who remit for all units with one payment. Some businesses remit their taxes quarterly, and due to their start date, may not be on a January-March-June-September schedule. Many businesses utilize services such as AirBnB who remit on their behalf and by State Code, these revenues are only to be disclosed in aggregate; no personal information can be shared (State Code Section 55.1-1209).

August 2026 Collection – September 15, 2026, BOS Report

Meals Tax Collection - Monthly Trend By Fiscal Year

*Amounts Shown Reflect Payments for Prior Month(s) Tax Levy



August 2026 Collection – September 15, 2026, BOS Report

Meals Tax Collection by Month and Fiscal Year

*Amounts Shown Reflect Payments for Prior Month(s) Tax Levy

