BOARD OF SUPERVISORS MINUTES

At a regular meeting of the Orange County Board of Supervisors held on Tuesday, April 8, 2014, beginning at 4:00 p.m., in the Meeting Room of the Gordon Building, 112 West Main Street, Orange, Virginia. Present: S. Teel Goodwin, Chairman; Lee H. Frame, Jr., Vice Chairman; Shannon C. Abbs; James P. Crozier; and James K. White. Also present: R. Bryan David, County Administrator; Thomas E. Lacheney, County Attorney; and Alyson A. Simpson, Chief Deputy Clerk.

RE: ADOPTION OF AGENDA

Mr. Frame moved, seconded by Mrs. Abbs and carried, to adopt the agenda as modified. Ayes: Abbs, Goodwin, Crozier, Frame, White. Nays: None.

RE: CONSENT AGENDA

Mr. Frame moved, seconded by Mrs. Abbs and carried, to approve the Consent Agenda as presented.

RE: FY14 SUPPLEMENTAL APPROPRIATIONS

The Board approved the following supplemental appropriations as presented:

DEPARTMENT	ACCOUNT AMOUNT DESCRIPTION			FUNDING SOURCE	
Animal Shelter Animal Shelter Subtotal Office on Youth	Prof. Serv Emer. Vet Prof. Serv Emer. Vet	\$ \$	530.00 610.00 1,140.00	Donations Donations	
Sheriff's Office Sheriff's Office Subtotal Sheriff's Office	Police K-9 Supplies Forfeited Asset Expenses	\$ \$	500.00 197.68 697.68	Donations Forfeited Assets	

RE: REVISIONS TO THE AIRPORT COMMISSION BYLAWS

The Board approved the revisions to the Airport Commission Bylaws regarding meeting frequency, as presented.

RE: RESOLUTION OF APPRECIATION FOR KAREN EPPS

The Board adopted the following resolution as presented:

A RESOLUTION OF APPRECIATION FOR KAREN T. EPPS

WHEREAS, Karen T. Epps has passionately served as Director of Economic Development for the County of Orange, Virginia for three years and four months; and

WHEREAS, during her tenure, Mrs. Epps served on numerous Boards, Committees, and Commissions, such as the Economic Development Authority (Secretary), Orange County Chamber of Commerce (Ex-Officio), Orange County Business Advisory Committee (Co-Chair), and the Central Virginia Partnership for Economic Development; and

WHEREAS, Karen T. Epps planned, directed, and coordinated economic development programs to support and encourage the expansion and establishment of business and entrepreneurship, and built a favorable business climate in the County of Orange, Virginia; and

WHEREAS, Karen T. Epps worked diligently with local and state officials and organizations on the expansion of Green Applications, LLC, of Secaucus, New Jersey, into the former American Press building in the Town of Gordonsville, whose expansion came with an investment of \$9.75 million and 323 new jobs; and

WHEREAS, Karen T. Epps worked with Homestead Building Systems, of Bristow, Virginia, on the expansion of its operations into the former Timber Truss building on Bloomsbury Road, in Orange County, whose expansion came with an investment of \$4.5 million and approximately 50 new jobs in the County; and

WHEREAS, Karen T. Epps has managed many other prospective economic development projects, information requests, and projects – both completed and ongoing – for the County; and

WHEREAS, Karen T. Epps has lead the Department of Economic Development to drive the marketing message to "Think Orange, Virginia" through its modern and comprehensive *thinkorangeva.com* website, electronic newsletter, County profile, rack card, bumper sticker, newsletter, and social media presence on Facebook, LinkedIn, and YouTube; and

WHEREAS, as part of the Board of Supervisors' Fourteen Priorities, Karen T. Epps implemented a Business Retention Program ("BRE"), created an education marketing slick, and completed the Phase I Study for the Route 3 Corridor; and

WHEREAS, as part of her business and workforce development efforts, Karen T. Epps created a business database using Executive Pulse, coordinated successful Entrepreneur Express and Agritourism seminars, and served as Co-Chair for the 2013 and 2014 Orange County Business Expos;

NOW, THEREFORE, BE IT RESOLVED, on this 8th day of April, 2014, that the Orange County Board of Supervisors hereby extends its appreciation, gratitude, and admiration to Mrs. Karen T. Epps for her enthusiastic dedication in her role as Economic Development Director for the County of Orange, Virginia; and

BE IT FURTHER RESOLVED, that the Board of Supervisors commends Mrs. Epps for her determination and optimism during challenging economic conditions facing the County and recognizes Mrs. Epps as one of its pioneers for positive economic development change in the County of Orange, Virginia.

RE: <u>PERSONNEL POLICY AMENDMENTS REGARDING ACCRUAL OF LEAVE FOR BIWEEKLY PAYROLL CONVERSION</u>

The Board approved the amendments to Personnel Policy 5.1 and 5.2 regarding accrual of leave, as presented.

RE: RENEWAL OF THE CULPEPER CAREER RESOURCE CENTER LEASE

The Board authorized staff to renew the Memorandum of Understanding between the Culpeper Workforce Investment Board and the County of Orange for the leasing of office space located in the basement of the Belleview building for a one-year term beginning July 1, 2014, and ending on June 30, 2015.

RE: MINUTES

The Board approved the following minutes:

April 1, 2014 Budget Meeting

Ayes: Abbs, Goodwin, Crozier, Frame, White. Nays: None.

RE: PUBLIC APPEARANCES

RE: BUSINESS SPOTLIGHT

Austin Nammack, Owner of Country Club Kennels, appeared before the Board to spotlight his business. He explained that he had been in business for over twelve (12) years, and offered boarding facilities as well as training programs and fostering for dogs. Mr. Nammack was proud to share that his facility was owner-operated and that he and his wife cared for the animals themselves on a daily basis.

The Board thanked Mr. Nammack for his presentation.

RE: PRESENTATION OF PROCLAMATION FOR NATIONAL VOLUNTEER WEEK

Chairman Goodwin read the Proclamation for National Volunteer Week and presented a signed, framed copy to various members of the volunteer community. Staff offered comments regarding the services received from volunteers throughout the community and how some programs and services would not be possible without the help of many volunteers.

RE: <u>PRESENTATION OF PROCLAMATION FOR NATIONAL PUBLIC SAFETY</u> TELECOMMUNICATIONS WEEK

Chairman Goodwin read the Proclamation for National Public Safety Telecommunications Week and presented a signed, framed copy to Nicola Tidey, E-911 Center Director, and Peggy McDaniel, E-911 Center Supervisor.

RE: PRESENTATION OF RESOLUTION OF APPRECIATION FOR KAREN EPPS

Chairman Goodwin read the Resolution of Appreciation and presented a signed, framed copy to Karen Epps, Economic Development Director.

Ms. Epps presented the Board of Supervisors with a check, news article, and screen print from the Green Applications, LLC project, which was recently announced in Orange County and was the recipient of Governor's Opportunity Funds.

RE: PRESENTATION OF THE ORANGE COUNTY FIRE AND EMS STUDY

Bill Kyger, Representative of the Virginia Fire Services Board, presented the Orange County Fire and EMS Study. His presentation included information on the purpose of the Study; the process of the Study; a summary of the requested Study areas; a review of the Working Themes; a summary of the findings from each Working Theme; and closing thoughts.

Discussion ensued among the Board regarding: the combination of Fire and EMS services; career and volunteer services; other priorities beyond the communication system; integration of Fire and EMS and Sheriff's Dispatch; budgeting accountability; management of mixed funding sources; whether or not any special ordinances should be in place; and a thanks and appreciation for the presentation.

The Board thanked Mr. Kyger for his presentation.

RE: PUBLIC COMMENT

At 5:14 p.m., Chairman Goodwin opened the floor for public comment.

There being no speakers, public comment was closed at 5:14 p.m.

RE: BOARD COMMENT

Supervisor Abbs thanked Mr. Frame for committing to and providing the invocation prior to each Board meeting. The other Supervisors agreed.

RE: ACTION ITEMS

RE: <u>AWARD OF THE CONTRACT FOR THE FOUR COUNTY PLAYERS</u> WATERPROOFING AND DRAINAGE PROJECT

Stephanie Straub, Procurement and Grant Coordinator, explained that Orange County released a solicitation on March 6, 2014, for a waterproofing and drainage solution for the Four County Players building located in Barboursville. She further explained that staff advertised the Request for Proposal on the County website, in the *Orange County Review*, and on eVA (Virginia's e-procurement website), reaching approximately 4,931 vendors. Ms. Straub noted that staff held a mandatory pre-proposal meeting on March 13, 2014, which was attended by fourteen (14) vendors and a total of three (3) responses were received and reviewed by the Selection Committee.

Ms. Straub stated that the Selection Committee, which was comprised of County staff and a representative from Four County Players, studied the responses and felt it was most advantageous to award a contract to Central Virginia Waterproofing, Inc. She explained that Central Virginia Waterproofing, Inc. presented extensive experience in retrofit waterproofing solutions and in addition to a comprehensive solution, Central Virginia Waterproofing, Inc. would provide the County with a one (1) year warranty, affirming that water would not leak into the basement of the building. Ms. Straub noted that the total cost of the solution was \$43,890.

Ms. Straub explained that Four County Players had advised the County they would contribute 25% of the final project cost at the time that the project was completed.

Ms. Straub concluded by explaining that the Selection Committee recommended that the Board of Supervisors authorize staff to enter into a contract for the waterproofing and drainage solution for the Four County Players building to Central Virginia Waterproofing, Inc.

Mrs. Abbs moved, seconded by Mr. Frame and carried, to authorize staff to: 1) enter into an agreement with Central Virginia Waterproofing, Inc. for a comprehensive waterproofing and drainage solution for the Four County Players building located at 5256 Governor Barbour Street, Barboursville, Virginia 22923; 2) make the necessary budget transfers and appropriations to fund the project using unexpended and unobligated funds in the FY14 Capital Improvements Plan budget; and 3) accept and appropriate the funding from Four County Players.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: REQUEST FOR FUNDING FROM ORANGE YOUTH SPORTS FOUNDATION

Tim Moubray, Parks and Recreation Director, explained that on March 6, 2014, staff met with Orange Youth Sports Foundation (OYSF) President, Allen Aylor, regarding their request for funding for Booster Park. He noted that several issues and items were discussed, and Mr. Aylor was to go back to the OYSF Board to prioritize the issues/items and to submit a formal request to the County.

Mr. Moubray presented a copy of the letter from OYSF detailing expenditures they made on their own in 2013, donations accepted, and the requested funding for 2014. He noted that there were funds available in the Parks and Recreation budget designated for District 3 – Professional Services, and that Mr. David recommended that, due to the cost of the mower, the purchase follow the County's Procurement Policy, if approved, in lieu of reimbursing OYSF for the purchase.

Discussion ensued among the Board regarding: the various changes in funding requests from OYSF today versus the initial request last week; purchasing of the equipment; ownership of the equipment; research and selection of the appropriate mower; plan for use of the mower; the current balance in the District 3 Parks line item; and carryforward funds.

Mr. White moved, seconded by Mr. Crozier and carried, to approve the request for funding from Orange Youth Sports Foundation (OYSF) from the District III Parks line item, as presented.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: <u>ORDINANCE TO ESTABLISH TAX LEVIES FOR THE TAX YEAR BEGINNING</u> JANUARY 1, 2014

Mr. Frame moved, seconded by Mr. Goodwin and carried, to adopt the following ordinance as presented:

ORDINANCE TO ESTABLISH TAX LEVIES FOR THE TAX YEAR BEGINNING JANUARY 1, 2014

WHEREAS, notice was advertised of proposed tax levies pursuant to §§15.2-1427 and 58.1-3007 VA Code Ann., and a public hearing was held on April 1, 2014;

NOW, THEREFORE, BE IT ORDAINED, on this 8th day of April, 2014, that the Orange County Board of Supervisors hereby establishes the tax levies for the County of Orange as follows for the tax year beginning January 1, 2014:

REAL ESTATE, pursuant to §58.1-3000 VA Code Ann., including equalized public service corporation real estate as defined by §58.1-2605 VA Code Ann., including a manufactured home as defined by §36-85.3 VA Code Ann.: \$0.804 per \$100.00 of assessed valuation (subject to County land use tax ordinance and ordinance granting tax relief for the elderly and handicapped).

MOBILE HOMES CLASSIFIED AS PERSONAL PROPERTY, as defined by §36-85.3 VA Code Ann. and pursuant to §58.1-3506(A)(10) VA Code Ann.: <u>\$0.804 per \$100.00 of assessed valuation</u>.

TANGIBLE PERSONAL PROPERTY, pursuant to §58.1-3000 VA Code Ann. and classified by §58.1-3500 through -3506.1 VA Code Ann., including but not limited to motorcycles and other motor vehicles, but excluding watercraft and boats, aircraft, forest harvesting machinery and farm machinery, and business tangible personal property: §3.75 per \$100.00 assessed valuation (subject to County ordinance granting exemption for pollution control equipment).

BUSINESS TANGIBLE PERSONAL PROPERTY, pursuant to §58.1-3506(A)(26) VA Code Ann., including furniture, equipment, trade fixtures, hand-powered tools, office machines, business mobile telephones, books, signs, and other tangible personal property used in business except for automobiles or trucks, which will be taxed as tangible personal property: §2.20 per \$100.00 assessed valuation.

PROGRAMMABLE COMPUTER EQUIPMENT AND PERIPHERALS USED IN A TRADE OR BUSINESS, pursuant to §58.1-3506(A)(27) VA Code Ann.: \$2.20 per \$100.00 assessed valuation.

AIRCRAFT, pursuant to §58.1-3506(A)(2), (3), (4) and (5) VA Code Ann.: \$0.70 per \$100.00 assessed valuation.

WATERCRAFT AND BOATS, pursuant to §58.1-3506(A)(1)(a), (1)(b), (12), (28), (29), (35) and (36) VA Code Ann.: \$2.09 per \$100.00 assessed valuation.

PRIVATELY OWNED MOTOR HOMES USED FOR RECREATIONAL PURPOSES, pursuant to §58.1-3506(A)(30) VA Code Ann.: \$2.62 per \$100.00 of assessed valuation.

ALL OTHER RECREATIONAL VEHICLES, pursuant to §58.1-3506 (A)(18), §58.1-3506(B) VA Code Ann., including but not limited to, privately owned camping and travel trailers, and certain trailers used for the transportation of horses: \$2.62 per \$100.00 of assessed valuation.

FARM MACHINERY, as defined by §58.1-3505(8) and (10) VA Code Ann.: \$0.00 per \$100.00 assessed valuation.

MACHINERY AND TOOLS, as defined by §58.1-3507 VA Code Ann.: \$1.831 per \$100.00 assessed valuation.

HEAVY CONSTRUCTION EQUIPMENT, as defined by §58.1-3508.2 VA Code Ann.: \$2.20 per \$100.00 assessed valuation.

FOREST HARVESTING MACHINERY, as defined by §58.1-3508 VA Code Ann.: <u>\$0.00 per</u> <u>\$100.00 assessed valuation</u>.

MERCHANTS CAPITAL, as defined by §58.1-3000, §58.1-3509 *et seq.* VA Code Ann.: <u>\$0.40 per \$100.00 of assessed valuation.</u>

MOTOR VEHICLE LICENSE TAX, as defined by §46.2-752 VA Code Ann. and §62-36 et seq. Orange County Code: \$35.00 per year for cars and trucks, and \$21.00 per year for motorcycles.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: RESOLUTION TO ADOPT AND APPROPRIATE THE FISCAL YEAR 2015 BUDGET Mr. Frame moved, seconded by Mr. Crozier and carried, to adopt the following resolution as presented:

RESOLUTION TO ADOPT AND APPROPRIATE THE FISCAL YEAR 2015 BUDGET

WHEREAS, the Fiscal Year 2015 Budget has been duly prepared and presented to the Board of Supervisors; and

WHEREAS, numerous budget worksessions, open to the general public, have been conducted; and

WHEREAS, the appropriate advertisements and public hearings, as required by the Code of Virginia, have been conducted on April 1, 2014; and

WHEREAS, the Board of Supervisors has considered the services required and desired by the citizens of Orange County;

NOW, THEREFORE, BE IT RESOLVED, on this 8th day of April, 2014, that the Orange County Board of Supervisors hereby approves and adopts the attached Fiscal Year 2015 Budget, and appropriates all funds as set forth in the Budget with the limitations and instructions included herein; and

BE IT FURTHER RESOLVED, as follows:

- 1. Estimates of revenues are approved in total and appropriations are hereby authorized at the functional level within the General Fund.
- 2. Estimates of revenues are approved in total and appropriations for remaining Governmental funds are approved in total for each fund, including the Debt Service Fund, County Capital Projects Fund, Virginia Public Assistance Fund, School Operating Fund, Child Care Fund, School Textbook Fund, Head Start Fund, Cafeteria Fund, Adult Education, Destroyed Livestock Fund, and the Law Library Fund.
- 3. Appropriations designated for Capital Project Funds will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project or until the Board of Supervisors, by appropriate resolution, changes or eliminates the appropriation.
- 4. Federal, State, and Charges for Services for all School Funds and Social Services revenues are hereby appropriated for expenditures only up to the amounts actually received from the Federal, State or Charges for Services sources.
- 5. Enterprise funds, including the Airport Fund and Landfill Fund, are authorized to operate as determined by activity levels, within constraints of actual revenues and available surplus, and budget modifications approved by the Board of Supervisors.
- 6. Appropriations designated from the Capital Improvements Plan in the Airport and Landfill Funds will not lapse at the end of the fiscal year, but shall remain appropriated until the completion of the project or until the Board of Supervisors, by appropriate resolution, changes or eliminates the appropriation.
- 7. The Board of Supervisors will establish the Personal Property Tax Relief Act (PPTRA) percentage for the 2014 tax year in August, 2014, by separate resolution.
- 8. The County Administrator may increase appropriations for non-budgeted revenue for insurance recoveries for County vehicles and other property for which County funds have been expended to make repairs and for worker's compensation reimbursements, up to \$30,000 per incident or claim.
- 9. The County Administrator may appropriate both revenue and expenditure donations made to support County programs up to \$500. Any remaining balance of a restricted donation at the fiscal year end will be re-appropriated into the subsequent fiscal year.
- 10. The County Administrator is charged with the responsibility for the quarterly reporting of revenues and expenditures compared to the adopted budget as amended, to the Board of Supervisors.
- 11. In order to facilitate effective daily operations and a timely response to unforeseen financial needs including emergencies, the County Administrator may transfer appropriated amounts from the County Administrator's General Fund contingency line item to other line items, departments, and projects. A total of \$1,000 is hereby appropriated for the County Administrator's contingency line item for FY15.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

FISCAL YEAR 2015 BUDGET

GENERAL FUND			
Revenues:			
Local Sources	\$	48,790,568	
Commonwealth		8,644,835	
Federal Government		4,000	
General Fund Reserve & Transfers In		1,318	
Total Revenues	\$	57,440,721	
Franciski man			
Expenditures: General Government Administration	\$	2 049 454	
Judicial Administration	φ	3,048,451 1,610,661	
Public Safety		11,298,844	
Public Works		902,158	
Health & Welfare		3,373,384	
Education		10,385	
Parks, Recreation & Culture		1,230,492	
Community Development		1,053,892	
Non-Departmental		446,759	
Transfers to Other Funds		34,465,695	
Total Expenditures	\$	57,440,721	
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COUNTY CAPITAL PROJECTS FUND			
Revenues:			
Transfer from General Fund	\$	1,555,000	
Donations		22,000	
Financing Proceeds	500,0		
Total Revenues	\$ 2,077,0		
Total Expenditures	\$	2,077,000	
DESTROYED LIVESTOCK FUND			
Revenues:			
Local Sources	\$	3,000	
Total Revenues	<u> </u>	3,000	
Total Novellage		0,000	
Total Expenditures	\$	3,000	
LAW LIBRARY FUND			
Revenues:			
Local Sources	\$	16,718	
Total Revenues	\$	16,718	
Total Expenditures	\$	16,718	

VIRGINIA PUBLIC ASSISTANCE FUND Revenues: Transfer from General Fund \$ 916,784 Commonwealth 1,144,970 Federal Government 1,291,137 **Total Revenues** \$ 3,352,891 **Total Expenditures** \$ 3,352,891 **DEBT SERVICE FUND** Revenues: Transfer from General Fund \$ 9,314,187 **Total Revenues** \$ 9,314,187 \$ **Total Expenditures** 9,314,187 **AIRPORT FUND** Revenues: Transfer from General Fund \$ 152,385 **Local Sources** 531,940 Commonwealth 329,000 Federal Government 382,500 **Total Revenues** \$ 1,395,825 **Total Expenditures** \$ 1,395,825 **LANDFILL FUND** Revenues: Transfer from General Fund 2,314,314 \$ **Local Sources** 357,530 Commonwealth 9,115 **Total Revenues** \$ 2,680,959 \$ **Total Expenditures** 2,680,959 ORANGE COUNTY PUBLIC SCHOOLS OPERATING FUND Revenues: Transfer from General Fund \$ 20,213,025 Commonwealth 25,774,524 Federal 1,918,508 Other 239,234 **Total Revenues** \$ 48,145,291 **Expenditures:** School Operating Fund \$ 47,663,162

Transfers to Other Funds		482,129
Total Expenditures	\$	48,145,291
ORANGE COUNTY PUBLIC SCHOOLS OTHER FU	NDS	
Revenues:		
Commonwealth	\$	141,305
Federal		2,454,645
Other		823,324
Transfers from School Operating Fund		482,129
Total Revenues	\$	3,901,403
Expenditures:		
Child Care Fund	\$	65,000
School Cafeteria Fund	Ψ	1,763,724
School Headstart Fund		1,210,995
School Adult Education Fund		389,243
School Textbook Fund		472,441
Total Expenditures	\$	3,901,403
INCURANCE INTERNAL CERVICE FUND		
INSURANCE INTERNAL SERVICE FUND Revenues:		
Contributions from Other Funds	\$	6,407,830
Total Revenues	\$	6,407,830
Total Expenditures		6,407,830
Total Experiences	Ψ	0,407,000
Grand Total Expenditures	\$	134,735,825
Less Transfers		(41,355,654)
Total Consolidated Budget	\$	93,380,171

RE: RESOLUTION TO ADOPT THE CAPITAL IMPROVEMENTS PLAN FOR FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2018-2019

Mr. Frame moved, seconded by Mr. White and carried, to adopt the following resolution as presented:

RESOLUTION TO ADOPT THE CAPITAL IMPROVEMENTS PLAN FOR FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2018-2019

WHEREAS, the Capital Improvements Plan for Fiscal Year 2014-2015 through Fiscal Year 2018-2019 has been duly prepared and presented to the Board of Supervisors; and

WHEREAS, numerous budget worksessions, open to the general public, have been conducted; and

WHEREAS, the appropriate advertisements and public hearings, as required by the Code of Virginia, have been conducted on April 1, 2014; and

WHEREAS, the Board of Supervisors has considered the services required and desired by the citizens of Orange County;

NOW, THEREFORE, BE IT RESOLVED, on this 8th day of April, 2014, that the Orange County Board of Supervisors hereby approves and adopts the attached Capital Improvements Plan for Fiscal Year 2014-2015 through Fiscal Year 2018-2019, with the understanding that funds for capital projects will only be appropriated for Fiscal Year 2014-2015 as part of the adoption of the FY 2015 budget.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

CAPITAL IMPROVEMENTS PLAN FOR FY 2014-2015 THROUGH FY 2018-2019

Department	FY 2014- 15	FY 2015- 16	FY 2016- 17	FY 2017-18	FY 2018-19	Total Five- Year Cost	Percent of Total
Capital Projects F	Fund 1312						
Animal Shelter	\$0	\$55,000	\$0	\$0	\$0	\$55,000	0.08%
Commissioner of the Revenue	\$148,500	\$148,500	\$113,250	\$113,250	\$113,250	\$636,750	0.94%
Clerk, Circuit Court	\$0	\$10,000	\$0	\$0	\$0	\$10,000	0.01%
Sheriff	\$231,000	\$257,000	\$208,500	\$233,500	\$208,500	\$1,138,500	1.68%
Emergency Operations	\$35,000	\$50,000	\$50,000	\$50,000	\$0	\$185,000	0.27%
E-911	\$17,000	\$323,000	\$2,078,000	\$6,483,000	\$0	\$8,901,000	13.11%
Fire and Emergency Medical Services	\$761,000	\$2,139,500	\$2,388,000	\$573,500	\$250,000	\$6,112,000	9.01%
Building Inspections	\$19,500	\$0	\$19,500	\$0	\$19,500	\$58,500	0.09%
Information Technology	\$223,000	\$147,000	\$143,000	\$133,000	\$58,000	\$704,000	1.04%
Planning & Zoning	\$0	\$0	\$0	\$0	\$95,000	\$95,000	0.14%
Parks & Recreation	\$0	\$0	\$0	\$0	\$373,665	\$373,665	0.55%
Economic Development	\$25,000	\$40,000	\$0	\$0	\$0	\$65,000	0.10%
Tourism	\$0	\$0	\$0	\$0	\$17,500	\$17,500	0.03%
Library	\$10,000	\$51,700	\$23,100	\$48,500	\$535,500	\$668,800	0.99%
Public Works	\$40,000	\$143,000	\$25,000	\$33,000	\$38,886,999	\$39,127,999	57.65%
Schools	\$567,000	\$567,000	\$567,000	\$567,000	\$567,000	\$2,835,000	4.18%
Capital Projects Fund 1312 Total	\$2,077,000	\$3,931,700	\$5,615,350	\$8,234,750	\$41,124,914	\$60,983,714	89.85%
Airport Fund 1504	\$775,000	\$0	\$550,000	\$1,311,000	\$1,394,000	\$4,030,000	5.94%
Landfill Fund 1513	\$411,761	\$601,761	\$621,761	\$601,761	\$621,761	\$2,858,805	4.21%
CIP Total	\$3,263,761	\$4,533,461	\$6,787,111	\$10,147,511	\$43,140,675	\$67,872,519	100.00%

RE: APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

By consensus, the Board re-appointed Mr. John Floyd as a District 1 Representative on the Library Board for a four-year term, with said term commencing July 1, 2014, and expiring on June 30, 2018.

By consensus, the Board re-appointed Ms. Anne Sommerville as an At-Large Representative on the Litter Control Committee for a two-year term, with said term commencing July 1, 2014, and expiring on June 30, 2016.

By consensus, the Board re-appointed Mr. J. P. Tucker as the District 4 Representative on the Planning Commission for a four-year term, with said term commencing immediately, and expiring on March 31, 2018.

By consensus, the Board re-appointed Ms. Donalda Lovelace as the District 5 Representative on the Social Services Board for a four-year term, with said term commencing July 1, 2014, and expiring on June 30, 2018.

By consensus, the Board re-appointed Mr. Mansour Azimipour as an At-Large Representative on the Tourism Advisory Committee for a one-year term, with said term commencing July 1, 2014, and expiring on June 30, 2015.

By consensus, the Board re-appointed Mr. David Lamb as an At-Large Representative on the Tourism Advisory Committee for a one-year term, with said term commencing July 1, 2014, and expiring on June 30, 2015.

By consensus, the Board re-appointed Ms. Gigi Rucker as an At-Large Representative on the Tourism Advisory Committee for a one-year term, with said term commencing July 1, 2014, and expiring on June 30, 2015.

RE: <u>APPOINTMENT TO RAPPAHANNOCK EMERGENCY MEDICAL SERVICES COUNCIL</u>

Mr. Frame moved, seconded by Mr. White and carried, to appoint John Harkness, Fire and EMS Chief, as Orange County's Representative on the Rappahannock Emergency Medical Services Council for a three-year term, with said term commencing July 1, 2014, and expiring on June 30, 2017.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: INFORMATION ITEMS

The Board received the following correspondence for its information:

- Economic Development Quarterly Report
- VDOT Monthly Report for April
- Thank You Letter from Rappahannock-Rapidan Community Services
- Letter Regarding Audit of The Central Virginia Partnership for Economic Development

RE: <u>COMMITTEE REPORTS</u>

The Board received the following Committee Reports for its information:

- January 27, 2014 Health Center Commission Minutes
- February 20, 2014 Rapidan Service Authority Minutes

RE: CALENDAR

The Board received copies of its calendar for the months of April, May, and June 2014.

RE: CLOSED MEETING

At 5:41 p.m., Mr. Lacheney read the following motion authorizing Closed Meeting:

WHEREAS, the Board of Supervisors of Orange County desired to discuss in Closed Meeting the following matter:

Consultation with legal counsel pertaining to actual or probable litigation, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. - §2.2-3711(A)(7) of the Code of Virginia;

WHEREAS, pursuant to §2.2-3711(A)(7) of the Code of Virginia, such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Orange County hereby authorized discussion of the aforestated matters in Closed Meeting.

Mrs. Abbs moved, seconded by Mr. Frame and carried, to approve the resolution authorizing Closed Meeting as presented. Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: <u>CERTIFICATION OF CLOSED MEETING</u>

At 6:48 p.m., Mr. Lacheney read the following resolution certifying Closed Meeting:

WHEREAS, the Board of Supervisors of Orange County has this day adjourned into Closed Meeting in accordance with a formal vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information Act requires certification that such Closed Meeting was conducted in conformity with the law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Orange County hereby certified that to the best of each member's knowledge, i) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Meeting to which this certification applied, and ii) only such public business matters as were identified in the motion by which the said Closed Meeting was convened were heard, discussed or considered by it.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: PUBLIC COMMENT PERIOD FOR ROUTE 3 STRATEGIC VISIONING INITIATIVE: Feedback Related to the April, 2014 Charette

At 6:48 p.m., Chairman Goodwin opened the floor for public comment.

The following individuals spoke:

- Steve Satterfield, 21041 Clarks Mountain Road, Rapidan
- Teri Pace, Resident of Unionville

There being no further speakers, public comment was closed at 6:53 p.m.

RE: PUBLIC HEARING: REZ 13-02 / SUP 13-04: SELF-STORAGE FACILITY (D&W INVESTMENTS, LLC)

Josh Frederick, Senior Planner, reviewed the Staff Report and request from D&W Investments, LLC, which included information on the location and specifications of the subject property, the request for

the Rezoning and Special Use Permit for a self-storage facility, the recommendation from the Planning Commission, and the conditions of the SUP being proposed by staff. He indicated that this was two (2) separate requests - one for Rezoning and one for a Special Use Permit.

Discussion ensued among the Board regarding: the recommendations from the Planning Commission to the Board; the comments from the Culpeper Soil and Water Conservation District (CSWCD); land disturbance; and peak flow and retention of the water.

Kenny Dotson, Representative of D&W Investments, LLC, provided additional comments on the proposed plan for the property, addressing the warrant for the left turn lane on Route 20 and the amount of land that would be contributed toward buffering the property. He also addressed each of the concerns from the Lake of the Woods Association.

At 7:12 p.m., Chairman Goodwin called the Public Hearing to order to receive comments on the following:

REZ 13-02 / SUP 13-04:

D&W Investments, LLC, c/o Ken Dotson, has applied to rezone property in Locust Grove from Agricultural (A) to General Commercial (C-2), and for a Special Use Permit to install a self-storage facility, pursuant to Sec. 70-483(7) of the Zoning Ordinance. The property is referenced as Tax Map No. 23-12E, 23-12F, and 23-12H, is a total of 10.882 acres, and is located on the northern side of Constitution Hwy (Route 20), approximately 1/3 mile east of the intersection with Flat Run Road (Route 601). No proffers have been volunteered with respect to the rezoning request.

The following individuals spoke:

- Steve Satterfield, 21041 Clarks Mountain Road, Rapidan
- William Logan, Resident of Lake of the Woods
- Paul Letourneur, Resident of Lake of the Woods
- Teri Pace, Resident of Unionville
- Chuck Hillig, Resident of Lake of the Woods

There being no further speakers, Chairman Goodwin closed the Public Hearing at 7:29 p.m.

Mr. Crozier moved, seconded by Mr. White and carried, to adopt the following ordinance as presented:

ORDINANCE APPROVING REZ 13-02 TO REZONE TAX MAP NO. 23-12E, 23-12F, AND 23-12H FROM AGRICULTURAL (A) TO GENERAL COMMERCIAL (C-2)

WHEREAS, Stephen McLean applied to rezone property located on Constitution Highway in Locust Grove, Virginia, referenced as Tax Map No. 23-12E, 23-12F, and 23-12H, containing a total of 10.882 acres, from Agricultural (A) to General Commercial (C-2); and

WHEREAS, the Department of Planning and Zoning recommended approval of this Rezoning request; and

WHEREAS, the Planning Commission advertised and held a Public Hearing on the Rezoning request on January 16, 2014; and

WHEREAS, the applicant verbally amended his application during the Public Hearing to rezone the property to Limited Commercial (C-1); and

WHEREAS, the Planning Commission considered whether the proposed Rezoning request would further the purposes of the Comprehensive Plan and the Zoning Ordinance; threaten the public health,

safety, or welfare; be compatible with its surroundings; or would result in substantial detriment to the surrounding property; and

WHEREAS, the Planning Commission reviewed the request and determined that the request was consistent with the considerations above, and, as such, recommended approval of the request to the Board of Supervisors, as amended; and

WHEREAS, the Planning Commission's approval of REZ 13-02, as amended, was necessary prior to approval of SUP 13-04 as a matter of addressing permitted uses; and

WHEREAS, on February 4, 2014, Stephen McLean terminated his prospective rights as "Applicant" and it was agreed that the owner, D&W Investments, LLC, would continue with the application; and

WHEREAS, following this change to the application, the Planning Commission discussed this request again at its meeting on March 6, 2014, and affirmed its recommendation of approval after the owner indicated that he desired no changes to the original application; and

WHEREAS, the Board of Supervisors advertised and held a Public Hearing on the Rezoning request on April 8, 2014; and

WHEREAS, after deliberation, the Board of Supervisors has determined that public necessity, convenience, general welfare, and/or good zoning practice support approval of this Special Use Permit request;

NOW, THEREFORE, BE IT ORDAINED, on this 8th day of April, 2014, that the Orange County Board of Supervisors hereby approves REZ 13-02, as amended, to rezone 10.882 acres, known as Tax Map No. 23-12E, 23-12F, and 23-12H, from Agricultural (A) to Limited Commercial (C-1).

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

Mr. Crozier moved, seconded by Mr. White and carried, to adopt the following ordinance as presented:

ORDINANCE APPROVING SUP 13-04 FOR A SELF-STORAGE FACILITY ON TAX MAP NO. 23-12E, 23-12F, AND 23-12H

WHEREAS, Stephen McLean applied for a Special Use Permit to install a self-storage facility on property located on Constitution Highway in Locust Grove, Virginia, and referenced as Tax Map No. 23-12E, 23-12F, and 23-12H, containing a total of 10.882 acres, pursuant to Section 70-483(7) of the Orange County Zoning Ordinance; and

WHEREAS, the Department of Planning and Zoning recommended approval of this Special Use Permit, subject to certain conditions; and

WHEREAS, the Planning Commission advertised and held a Public Hearing on the Special Use Permit request on January 16, 2014; and

WHEREAS, the Planning Commission considered whether the proposed Special Use Permit, as conditioned, would further the purposes of the Comprehensive Plan and the Zoning Ordinance; threaten the public health, safety, or welfare; be compatible with its surroundings; or would result in substantial detriment to the surrounding property; and

WHEREAS, the Planning Commission reviewed the request and determined that the request, as conditioned, was consistent with the considerations above, and, as such, recommended approval of the request to the Board of Supervisors; and

WHEREAS, the Planning Commission's earlier approval of REZ 13-02, as amended, was necessary prior to approval of this Special Use Permit as a matter of addressing permitted uses; and

WHEREAS, on February 4, 2014, Stephen McLean terminated his prospective rights as "Applicant" and it was agreed that the owner, D&W Investments, LLC, would continue with the application; and

WHEREAS, following this change to the application, the Planning Commission discussed this request again at its meeting on March 6, 2014, and affirmed its recommendation of approval after the owner indicated that he desired no changes to the original application; and

WHEREAS, the Board of Supervisors advertised and held a Public Hearing on the Special Use Permit request on April 8, 2014; and

WHEREAS, after deliberation, the Board of Supervisors has determined that public necessity, convenience, general welfare, and/or good zoning practice support approval of this Special Use Permit request;

NOW, THEREFORE, BE IT ORDAINED, on this 8th day of April, 2014, that the Orange County Board of Supervisors hereby approves SUP 13-04 for Tax Map No. 23-12E, 23-12F, and 23-12H for a Special Use Permit for a self-storage facility, subject to the four (4) conditions as set forth in the attachment.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

Staff Conditions for Approval

As adopted in Ord. No. 140408 - PH1b by the Orange County Board of Supervisors on April 8, 2014

SUP 13-04: D&W Investments, LLC

For a self-storage facility

Tax Map No. 23-12E, 23-12F, and 23-12H

The conditions of this Special Use Permit ("SUP") shall apply to the properties identified on County Tax Map 23 as Parcels 12E, 12F, and 12H, as well as any future division or consolidation of said properties. Compliance is the responsibility of the applicant, owners, and assigns. The following conditions are intended to offset and mitigate impacts of the proposed development, and to render the application consistent with the applicable provisions of the Comprehensive Plan. If the conditions of the SUP or the information on the SUP plans are in conflict with one another or with the Zoning Ordinance, the more restrictive shall apply, unless, specifically modified, waived, or otherwise specified in these conditions.

- 1. <u>Controlling Documents</u> Controlling documents shall be the conditions as set forth herein and the documents as submitted with the application.
- 2. <u>Compliance</u> Use and development of the subject property shall be in substantial conformance with these conditions. The Zoning Administrator shall determine "substantial

conformance." The business owner and/or property owner shall be responsible for obtaining all required site plan approvals, building permits, health permits, VDOT permits, zoning permits, and erosion and sediment control permits.

The business owner and/or property owner shall be responsible for complying with all local, State, and Federal laws and regulations that are applicable to the business.

3. <u>Uses</u> – This SUP shall permit the operation of a self-storage facility as generally shown on the site plan and described in the application.

4. Performance Standards -

- a. Per recommendations by the Culpeper Soil and Water Conservation District in their comment letter dated November 18, 2013:
 - i. A stormwater concept plan shall be submitted as part of a site plan that includes the delineation of critical slopes (>15%), streams, soils, and wetlands. The concept plan shall estimate the required storage volumes necessary for maintaining the one-year peak flow rate and one-year volume in forested condition as per a full LID design.
 - ii. For the intermittent stream channel on the western side of the property, an undisturbed 35' stream buffer shall be maintained where slopes are 3% or less. An undisturbed 50' stream buffer shall be maintained where slopes are greater than 3%
- b. A minimum 50' natural, treed buffer shall be maintained on the sides and rear of the property.
- c. Any freestanding sign for the site shall be monument-style with a maximum height of 10' in order to reduce the visual impact for motorists along Constitution Highway (Route 20).
- d. Storage of motor vehicles, boats, recreational vehicles, motorcycles, etc. shall be screened so as to blend into the natural surroundings and not be visible from any public right-of-way.
- e. A parking concept plan shall be submitted as part of a site plan that clearly delineates the area reserved for storage of motor vehicles, boats, recreational vehicles, motorcycles, etc. This area shall not be used to satisfy any other parking requirement.
- f. There shall be no minimum parking requirement for the drive-up storage units, provided they front on a drive aisle with a minimum width of 24' (or 12' for perimeter units). For any indoor climate-controlled storage units, one (1) parking space shall be required for every twenty (20) units.

RE: <u>DISCUSSION ITEMS</u>

RE: <u>UPDATE ON ROUTE 3 MASTER PLANNING CHARETTE</u>

Bryan David, County Administrator, reported that the Route 3 Master Planning Charette had recently been held. He explained that the final report was currently being prepared and it was expected to be ready by mid-May. Mr. David further explained that there was expected to be two (2) presentations of the final report scheduled, and then the Steering Committee would likely begin their work on the Small Area Plan.

Vice Chairman Frame provided information from the initial "report out" presented by the Charette panelists. He discussed: phasing of the development; water and sewer; near-term work that could be completed; challenges identified by the panelists; demographics; perceptions to overcome; strengths; other assets and resources; recommended priorities and policy changes; and buffers. Mr. Frame further discussed: other recommendations for policy changes; dialogue with UVa for an emergency care facility; "branding" of the Route 3 Area; overlay districts; design standards and character; the public hearing and zoning approvals process; and the desire for public input.

Supervisor White discussed: the emphasis of strategically phasing the development; identifying a modest starting point and making a careful first step; and overlay districts, "branding," and definitions.

Supervisor Abbs commented that it seemed Orange County was striving to be just like the other areas no one wanted to look like. She questioned where the development would occur, and if there would be more rezonings in the area. Mrs. Abbs also added that the charette was an expensive endeavor, but no new information had been received, and no one had discussed the tax implications. Supervisor Frame explained that the County would not pay for all of the infrastructure.

RE:	<u>ADJOURNMENT</u>
	There being no further business to discuss, Mrs. Abbs moved, seconded by Mr. Crozier and
carried,	, to adjourn the meeting at 8:11 p.m. Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.
	
S. Teel	Goodwin, Chairman
R. Brya	nn David, County Administrator