

2012

A YEAR IN REVIEW



SUMMARY OF
ORANGE COUNTY
ACTIVITIES FOR 2012

INTRODUCTION

The Year in Review is a summary of some of the activities and achievements of Orange County staff for the calendar year 2012 and also a summary of projects in progress. The review is divided by functional area:

BOARD OF SUPERVISORS

GENERAL ADMINISTRATION

- √ County Administrator
- √ County Attorney
- √ Treasurer
- √ Commissioner of Revenue
- √ Information Technology Services
- √ Human Resources
- √ Finance Department
- √ General Registrar

PUBLIC WORKS

- √ Maintenance of Buildings and Grounds

PARKS & RECREATION AND CULTURAL ENRICHMENT

- √ Parks and Recreation
- √ Library

PUBLIC SAFETY

- √ Building Inspection
- √ Fire and EMS
- √ E-911
- √ Sheriff's Office
- √ Animal Shelter

HEALTH AND WELFARE

- √ Office on Youth

COMMUNITY DEVELOPMENT

- √ Economic Development
- √ Planning and Zoning
- √ Tourism

AIRPORT

LANDFILL



BOARD OF SUPERVISORS

BOARD OF SUPERVISORS



(Joint Board of Supervisors and School Board
Retreat held August 18, 2012)



BOARD OF SUPERVISORS

ACCOMPLISHMENTS:

- ✓ Held 1 Organizational Meeting, 23 Regular Meetings, 3 Retreats, 7 Worksessions, 6 Budget Meetings, and 1 Special Meeting.
- ✓ Conducted 23 public hearings.
- ✓ Adopted 71 resolutions.
- ✓ Adopted 12 ordinances.
- ✓ Hired an in-house County Attorney.
- ✓ Established and adopted the 2022 Vision Statement, including Fourteen Priorities.
- ✓ Established and adopted the 5 Bold Steps Vision with the School Board (*Board Priority*).
- ✓ Initiated meetings with the Towns of Gordonsville and Orange (*Board Priority*).
- ✓ Reviewed the County's tax policies and structure (*Board Priority*).
- ✓ Increased open communication with the Orange County School Board by holding several Joint Worksessions and Retreat (*Board Priority*).
- ✓ Initiated Business Spotlight presentations at each regularly scheduled Board meeting.
- ✓ Participated in 2012 Virginia Association of Counties (VACo) Conference, in Hot Springs, Virginia.
- ✓ Attendance of one supervisor at VACo's New Supervisor Training in Richmond, Virginia.

PROJECTS IN PROGRESS:

- ✓ Working to adopt the revised Orange County Comprehensive Plan.
- ✓ Taking steps to ensure completion of the remaining tasks on the two-year timelines for the Fourteen Priorities.
- ✓ Performing updates to the Subdivision and Zoning Ordinances.



GENERAL ADMINISTRATION

COUNTY ADMINISTRATION

COUNTY ATTORNEY

TREASURER

COMMISSIONER OF REVENUE

INFORMATION TECHNOLOGY

HUMAN RESOURCES

FINANCE DEPARTMENT

GENERAL REGISTRAR



(Leadership Retreat held for all Department
Heads/Constitutional Officers)



COUNTY ADMINISTRATION

ACCOMPLISHMENTS:

- ✓ Coordinated the Board of Supervisors retreat, a joint retreat with the School Board, and joint meetings with the Town of Orange and Town of Gordonsville Town Council, in addition to publishing and disseminating the Board's Vision for 2022 (*Board Priority*).
- ✓ Held a leadership retreat for all department heads and Constitutional Officers.
- ✓ Crafted Orange County's first Communication Plan (*Board Priority*).
- ✓ Coordinated the 2nd Annual Orange County Food Drive, collecting over 680 lbs. of food, and the 2nd Annual Orange County Toy Drive to benefit the Orange County Children's Toy Box.
- ✓ Participated in and received high marks for the North Anna Drill and Ice Storm Functional Exercise.
- ✓ Published 35 Press Releases.
- ✓ Completed all sets of Board of Supervisors minutes in a timely manner.
- ✓ Identified Orange County's Core Services (*Board Priority*).
- ✓ Supported TJPED's branding initiative.
- ✓ Processed 78 FOIA requests, with 26 requests for Planning and Zoning documents and 16 requests for E911/Sheriff's office.
- ✓ Worked with Tourism to complete the Historic and Natural Resources database (*Board Priority*).
- ✓ Met with Commonwealth Transportation Board and Norfolk Southern regarding weekend passenger rail service (*Board Priority*).
- ✓ Hosted webinar entitled "Events and Tourism as Economic Drivers" for Orange County staff, the Town Managers of Orange and Gordonsville and General Manager of LOWA.
- ✓ Organized the Administration storage facility and began implementation of record management system pursuant to Law Library of Virginia.
- ✓ Responded to proposed legislation during the 2012 General Assembly.

PROJECTS IN PROGRESS:

- ✓ Continue working with CivicPlus and the Information Technology Department to launch the redesign of the County website (*Board Priority*).
- ✓ Continue working with the Tyler Munis company to implement new financial software for all County departments.
- ✓ Continue working with Process Review Committee to review all County processes and forms (*Board Priority*).
- ✓ Implement Communication Plan (*Board Priority*).
- ✓ Reschedule Joint Meeting with Town of Gordonsville Town Council (*Board Priority*).



IN-HOUSE COUNTY ATTORNEY

ACCOMPLISHMENTS:

- ✓ Transitioned from use of outside counsel to an in-house County Attorney.
- ✓ Created a new website to publish the Orange County Code (www.orangecountyva.us) in an effort to save funds for outsourced maintenance of the Code.
- ✓ Revamped and made functional the Law Library in the Courthouse.
- ✓ Provided significant guidance in the development of the draft of the Comprehensive Plan for Planning Commission review.

PROJECTS IN PROGRESS:

- ✓ Continue to maintain and improve Law Library.
- ✓ Continue to assist with the revision of the Comprehensive Plan.



TREASURER

ACCOMPLISHMENTS:

- ✓ Enhanced use of the online inquiries/payments by the Public.
- ✓ Mailed Personal Property and Real Estate bills two weeks earlier than normal, in order to give the taxpayers more time to analyze the higher tax rates and other changes on the bill.
- ✓ Maintained collection percentages for real estate and personal property taxes at the same levels as last year.
- ✓ Attended Bright-User group meetings for current financial software updates and information.

PROJECTS IN PROGRESS:

- ✓ Continue working with Administration and Information Technology to redesign the County website.
- ✓ Continue working with Finance and Information Technology to complete the process of converting the Bright System, which this office uses extensively, to the new Munis System; including attending several meetings on such conversion system.
- ✓ Continue to work to offer more online payment options, i.e., dog tags, state income tax payments, and landfill bills.



COMMISSIONER OF THE REVENUE

ACCOMPLISHMENTS:

- ✓ Successfully worked with Wampler-Eanes Appraisal Group, Ltd. to complete the 2012 General Reassessment.
- ✓ Prepared and completed processing of 2012 Real Estate tax bills first half and second half in a timely manner.
- ✓ Discovered, assessed and processed 2012 Personal Property tax bills and license fees, ahead of schedule in order for bills to be mailed earlier. (This assisted taxpayers in having more time to pay before deadline, due to tax rate increase, license fee increase and lower percentage of Personal Property Tax Relief.)
- ✓ Implemented first full year of the Veterans Exemption for Real Estate taxes.
- ✓ Met deadlines for all programs the Commissioner's Office is responsible for administering, such as land use and tax relief for the elderly.
- ✓ Had two employees observe milestone anniversaries: Five Years - Gina Haney and Ten Years – Valerie Jarrell. The Commissioner of Revenue's Office now has an accumulative total of 96 years of experience within the Department.
- ✓ Maintained and continued supply of Federal and State Income Tax Returns for County citizens with assistance from Federal and State Offices.

PROJECTS IN PROGRESS:

- ✓ Continue working with Administration and Information Technology to redesign the County website.
- ✓ Continue working with Finance and Information Technology to complete the process of converting the Bright System, which this office uses extensively, to the new Munis System; including attending several meetings on such conversion system.
- ✓ Begin implementing changes through General Assembly action, if necessary.



INFORMATION TECHNOLOGY

ACCOMPLISHMENTS:

- ✓ Attended multiple training sessions, including training on Microsoft Access 2007 and VMWare Virtualized Server technology, which allowed the IT Department to create databases for Finance and the Animal Shelter and will make the transition into the SQL server database administration much easier.
- ✓ Worked with the Economic Development Office to attempt to expand broadband coverage for the County.
- ✓ Assisted the Finance Department by investigating use of online pay stubs with the current financial system (Bright). The E-Stub system within Bright was installed and tested for feasibility but put on hold until the new accounting software is in place.
- ✓ Responded to two requests from the state for assistance in notifying identified web users of possible infections on their home PC, in accordance with the Commonwealth of Virginia Information Technology Security Standard.
- ✓ Partnered with the Litter Control Committee to dispose of unusable equipment at no cost to the County, after years of stockpiling old, outdated IT inventory.
- ✓ Completed several E911 Center projects, including: CAD Mapping work, WebCAD, and installation of a Netclock.
- ✓ Completed several networking projects, including: replacement of the County's firewall, addition of wireless service at Fire Station 23, provision of internet capabilities for five interns of the Commonwealth Attorney's Office, and installation of three new switches at the Landfill, Courthouse and Sheriff's Office.
- ✓ Installed new software that will be compatible with both our current and future financial software for the Office on Youth Comprehensive Services, which streamlined the process between the Finance Department and Comprehensive Services Act activities.
- ✓ Implemented new software to allow remote technical support.
- ✓ Completed an unplanned total rework of the entire Sheriff's Office server structure and an onsite and offsite backup system following a major system failure.
- ✓ Handled a server hardware failure of the Wasteworks system at the Landfill, which processes all the Landfill billing.
- ✓ Assisted with expiring copier contracts across the County and new copier installations.
- ✓ Installed a new active monitoring system to notify the IT department whenever the County's web filter blocked certain content, specifically "adult/explicit" web content.
- ✓ Created a computer replacement plan which is being used to implement the Windows 7 operating system on County computers.

PROJECTS IN PROGRESS:

- ✓ Continue working with CivicPlus to launch the redesign of the County website.
- ✓ Continue working with Tyler Munis company to implement new financial software for all County departments.
- ✓ Completion of Countywide replacement of VOIP telephone system.



HUMAN RESOURCES

ACCOMPLISHMENTS:

- ✓ Processed 50 new hires and 69 terminations (including seasonal employees).
- ✓ Processed five retirements including: Jamie Clark, Timothy Murphy, Brenda Morris, William Schwind, and Carolyn Heath.
- ✓ Conducted eight open enrollment sessions in September, 2012, for approximately 200 employees. Five sessions of which were held off-site for convenience purposes.
- ✓ Honored twelve Employees of the Month, including:
 - January – Kurt Hildebrand
 - February – Janet Jones
 - March – Donna Lucas
 - April – Teresa Lamb
 - May – Timothy Bullock
 - June – Buzz Jarrell
 - July – Nicki Tidey
 - August – Ivan Towles
 - September – Larry Coleman
 - October – Cyndi Harbin
 - November – Jayson Woods
 - December – Rose Deal
- ✓ Honored 33 employees with presentations of Service Awards.
- ✓ Completed two personnel policy updates, including: Policy 2.5 (Training Costs Reimbursement) and Policy 4.10 (Holiday Schedule).
- ✓ Improved 12-month loss ratio (claims history) from 78.2% last year to 73.1% this year. We have improved greatly in that 1% of the population should produce 25% of costs compared to last year where 42.5% of claims came from 1%.
- ✓ Assisted with implementation of VRS mandate regarding changes for Plan One employees concerning employee contributions.
- ✓ Participated in Safety Committee meetings and assisted with the scheduling of County employee fire extinguisher training.

PROJECTS IN PROGRESS:

- ✓ Development of a training schedule for employees to learn techniques for effective communication.
- ✓ Continue to work with Administration and Information Technology to update the website and provide for online submission of employment applications and an intranet for County employees.



FINANCE

ACCOMPLISHMENTS:

- ✓ Preparation of the annual Three-year Forecast, Capital Improvements Plan and Operating Budget.
- ✓ Completion of the Comprehensive Annual Financial Report (CAFR) for FY11 in coordination with the auditing firm, which was strengthened by implementing the previous year's suggestions, as well as additional accruals and adjustments recommended by the County's new auditing firm.
- ✓ Received the Government Finance Officers Association's Certificate for Excellence in Financing Reporting for the CAFR for the sixth consecutive year.
- ✓ Completed several annual reports, including: the Landfill Financial Assurance Report for DEQ, the Annual Transmittal Data Report for the Auditor of Public Accounts, and the Cost Allocation Report. Federal and State reports for forfeited assets were completed by coordinating with the Sheriff's Department and the Commonwealth's Attorney's department; and the Delinquent Commonwealth Attorney's Fees report and remittance was completed for the first time.
- ✓ Created monthly reports which were distributed to department heads and quarterly interim financial reports which were distributed to the Board of Supervisors to assist them in monitoring the budget and making financial decisions.
- ✓ Coordinated and participated in the justification and selection of new software programs to improve the efficiency of accounts payable, annual budgeting, payroll, human resources, project accounting, treasury management, forecasting, capital planning, permits and procurement.
- ✓ Continued work with contracted financial advisors to monitor the County's existing debt and develop a strategy to fund the County's Capital Improvement Plan in the most cost effective manner. A loan for \$747,000 in BQ lease-purchase financing for financial software and other equipment was completed as approved in the FY13 budget.
- ✓ Implemented the VRS mandate which required Plan One local employees (members of VRS prior to July 1, 2012) to begin paying the 5% VRS employee contribution through payroll deduction beginning July 1, 2012 and which required local governments to increase each affected employees' creditable compensation by 5% to offset the deduction.

PROJECTS IN PROGRESS:

- ✓ Implementation of new Tyler Munis financial software and continued work with all departments to assist with the transition to the new software.
- ✓ Implementation of new CIP software.



GENERAL REGISTRAR

ACCOMPLISHMENTS:

- ✓ Registered over 1,300 New Voters.
- ✓ Trained over 160 Election Officers.
- ✓ Purchased and Implemented a New Voting System.
- ✓ Organized, planned and conducted four elections, including the Presidential election.

PROJECTS IN PROGRESS:

- ✓ Continue to purchase new voting equipment as detailed in the Capital Improvements Plan and work with Public Works on transportation procedures for the equipment.



PUBLIC WORKS

MAINTENANCE OF BUILDINGS AND GROUNDS



(Historic Courthouse receives fresh coat of paint)



MAINTENANCE OF BUILDINGS AND GROUNDS

ACCOMPLISHMENTS:

- ✓ Completed facelift of Historic Courthouse, including buffing and polishing in preparation for the reenactment on Main Street in August, 2012.
- ✓ Installed a new HVAC system on the first floor of the Gordon Building.

PROJECTS IN PROGRESS:

- ✓ Replacement of boiler controls at Sedwick Building.
- ✓ Replacement of heat pump at Belleview Building.



PARKS & RECREATION AND CULTURAL ENRICHMENT

PARKS & RECREATION LIBRARY



(Inaugural Liberty Ride Event held September, 2012)



PARKS & RECREATION

ACCOMPLISHMENTS:

- ✓ Served 931 Youth through athletic programs on a one-time, seasonal, or year-round basis.
- ✓ Introduced Hershey Track and Field Games and had one participant qualify and compete in the North American Finals in Hershey, PA, where he placed fourth in the nation in the Boys 13-14 Standing Long Jump.
- ✓ Conducted numerous Summer Camps including: New-Hornet Field Hockey Camp (39 participants, 14 went on to make JV team at OCHS) and Revitalized-British Soccer Camp (20 participants in 2011, 49 in 2012).
- ✓ Created the Orange County Parks and Recreation (OCPR) Foundation.
- ✓ Coordinated and implemented the Inaugural Liberty Ride which served as the initial fundraiser for the OCPR Foundation.
- ✓ Reached full compliance at Barboursville Park regarding equipment and mulching standards.
- ✓ Held the first annual High Rollers Classic (wheelchair basketball) competition.

ACCOMPLISHMENTS OF THE ORANGE YOUTH SPORTS FOUNDATION (OYSF):

- ✓ Increased Spring/Fall enrollment by more than 100 kids for Cal Ripken baseball
- ✓ Created the Orange Soccer Association
- ✓ Reestablished the youth football program
- ✓ Entered into 5-year agreement with County for the operation of Booster Park

PROJECTS IN PROGRESS:

- ✓ Engage the Orange County Parks and Recreation Foundation and begin fundraising efforts for OCPR activities and projects.



LIBRARY

ACCOMPLISHMENTS:

- ✓ Served 181,000+ people in 2012, of who checked out 314,106 items including 5,802 eBooks.
- ✓ Completed 24,114 customer requests for specific items.
- ✓ Provided internet terminals for 29,990 customers.
- ✓ Tracked 115,280 visits to Library web site and catalog in 2012.
- ✓ Completed the Johnny Scott Memorial Garden at the Gordonsville Library.
- ✓ Finished the Main Library space reallocation project which added seven customer seats with access to outlets. It also added significant shelf space to local history area for new purchases, 170 linear feet of shelf space for audiovisual items, and 36 feet of shelving for books.
- ✓ Completed first full year of offering eBooks and online downloadable audio books, which was funded largely by the Foundation who received a donation for this specific purpose. 5,800+ checkouts have been documented.
- ✓ Moved the Library website from a paid hosting service to a free hosting service provided by the Library of Virginia.
- ✓ Added Blu-Ray DVDs to the Library collections in October, 2012, in response to customer requests.
- ✓ Reached 1,327 children with ongoing story programs to develop early literacy skills in children ages 2-6.
- ✓ Completed Summer Reading Program with 1,020 kids ages 18 months to 5th grade participating and reading 8,532 hours. 405 teenagers, grades 6-12 participated and read 4,432 hours.
- ✓ Conducted an Adult Reading Program in which 424 participants read over 2,111 books during the six week duration of the program.
- ✓ Partnered with the Orange Downtown Alliance for a Halloween book give-away, with the County for a Food Drive in November, 2011, with the Office on Youth for the School Supply Drive, and with a local scout working on his Eagle Scout certification by collecting luggage, toiletries, and stuffed animals to be distributed to children entering foster care in Orange County.

PROJECTS IN PROGRESS:

- ✓ _____



PUBLIC SAFETY

BUILDING INSPECTION

FIRE AND EMS

E-911

SHERIFF'S OFFICE

JOINTLY OPERATED INSTITUTIONS

ANIMAL SHELTER



(E911 Receives EMD Certification)



BUILDING INSPECTION

ACCOMPLISHMENTS:

- ✓ Continued 911 Addressing Services to include: monthly reports which are sent to the Commissioner of Revenue, Treasurer, Registrar, Verizon, Sheriff, and 911 Center, and monthly letters sent to all Post Masters with address changes.
- ✓ Approved Wal-Mart building plans on April 7, 2012.
- ✓ Approved Round Hill Apartment plans on August 22, 2012.
- ✓ Approved Lake of The Woods Medical Center plans on July 11, 2012.
- ✓ Approved Dollar General and the Homestore plans on September 26, 2012.
- ✓ Resolved many issues between landlords and tenants, and continue to work towards any unresolved issues for the safety of County citizens.
- ✓ Issued 642 building permits with timely plan approval and permit turnaround from January, 2012 through October, 2012.
- ✓ Revised building permit tent fees.
- ✓ Conducted 3855 building permit inspections from January, 2012 through October, 2012.
- ✓ Completed numerous street sign replacements due to storms, accidents, etc.

PROJECTS IN PROGRESS:

- ✓ _____



FIRE AND EMS

ACCOMPLISHMENTS:

- ✓ Introduced new medications to the area in order to improve patient outcomes.
- ✓ Introduced and conducted training on new methods of induction of anesthesia.
- ✓ Added new CPR instructors to the department to augment our community access and interdepartmental capabilities which should reduce training costs.
- ✓ Partnered with the Trauma service at the University of Virginia to provide web based training to first responders of Orange County.
- ✓ Began a video production program increase intradepartmental and regional training capabilities.
- ✓ Created a Facebook page to increase brand awareness for the department and provide public access to the department.
- ✓ Provided CPR training to many County of Orange organizations. Several of the organizations include the Orange County Nursing Home, Orange County Sheriff's Office, and their youth academy.
- ✓ Expanded public/civic outreach to include presentations for The American Legion, American Woodmark, Orange County Retired Educators, and Aging Together.
- ✓ Received a scholarship to attend training in Boston, Massachusetts to learn of training techniques/public awareness of the needs of the County's elderly population.
- ✓ Conducted the first EMS class for the Barboursville Fire Department.
- ✓ Succeeded in bringing/hosting "The Difficult Airway Course" to Orange County.
- ✓ Completed the North Anna exercise with perfect scores.
- ✓ Conducted a communication based exercise (ice storm) for the County in November, 2012.
- ✓ Trained two members of the Department of Fire & EMS in emergency management to provide much needed depth to the County's emergency management operations.
- ✓ Received excellent reviews for performance during Hurricane Sandy.
- ✓ Training completed by a member of the department in the area of fire prevention and arson investigation.

PROJECTS IN PROGRESS:

- ✓ Continue to add new EMT instructors as well as Advanced Life Support instructors. The instructors will be available to the volunteer agencies to conduct EMT classes.



E911 CENTER

ACCOMPLISHMENTS:

- ✓ Handled a total of 54,791 telephone calls (total calls are approximate as call counting software failed in December, 2011 and January, 2012) in FY12.
- ✓ Processed 16,664 calls for service in FY12.
- ✓ Improved retention rate to 88%, which is due to several contributing factors:
 - Revamped the hiring process to include pre-employment testing, as well as panel interviews conducted by 911 peers.
 - Issued good working equipment and proper fitting uniforms.
 - Allocated areas of responsibilities such as scheduling, mapping updates, training, etc. to all employees.
 - Revised outdated Standard Operating Procedures.
 - Increased employee recognition and conducted an Employee Moral survey implemented suggested changes.
 - Corrected Operational Budget to reflect correct amounts for salaries.
 - Increased number of hour's personnel are able to attend training.
- ✓ Upgraded the CAD server and completed the CAD CIP project in June, 2012.
- ✓ Replaced and/or upgraded all PC's and monitors.
- ✓ Completed repairs at the Lake of the Woods site for the radio system and antenna.
- ✓ Received Emergency Medical Dispatch (EMD) accreditation from the VA-OEMS office.
- ✓ Repaired VESTA Pallas Phone System server.
- ✓ 2003 Windows Served installed following a complete failure of the 2000 Windows Server. Working towards complete server replacement in 2013 due to end of life cycle product support.
- ✓ Replaced digital recorder with grant funding from the Rescue Squad Assistance fund.
- ✓ Worked towards incorporation of all cameras and panic buttons for the Gordon Building into one system.
- ✓ Conducted generator testing and developed a plan to replace necessary generators over the next several years.
- ✓ Began study of new E911 facility needs.

PROJECTS IN PROGRESS:

- ✓ Complete camera/panic button project for Gordon building.
- ✓ Completed R56 upgrades to radios.
- ✓ Continue to search for grants for new E911 facility, portable radios, and Quality Assurance program.
- ✓ Complete Field Training Manual
- ✓ Complete revamp of Standard Operating Procedures and improvement of working conditions.
- ✓ Ensure staff completion of training pursuant to requirements for the APOC P33 standard.
- ✓ Complete portable and minitor replacement project.
- ✓ Complete generator upgrades to Gibson Mountain Site.
- ✓ Launch and promote Smart911 system.



SHERIFF'S OFFICE

ACCOMPLISHMENTS:

- ✓ Answered 28,374 calls for service.
- ✓ Issued 1,997 traffic summons.
- ✓ Served 919 warrants and 9,867 civil papers.
- ✓ The Sheriff's Office Dispatch Center: answered in excess of 71,560 phone calls, made 890 VCIN/NCIC entries, made 776 CAD civil entries, made 1,451 CAD criminal entries, ran 1,284 criminal histories, and processed 235 hits for stolen property or wanted persons.
- ✓ Filled all vacancies in the department from May through December following the loss of three employees due to retirement, two deputies to other agencies for more money and three other employees for personnel reasons. The office had to function from June until December with five new recruits being trained in the Police Academy. All five recruits graduated in December and two more trained personnel were hired.
- ✓ Facilitated promotions of the following employees as a result of personnel changes:
 - Mike LaCasse was promoted to Chief Deputy
 - William Hayes was promoted to Captain of Investigations
 - Jason Smith was promoted to Captain of Patrol
 - Brad Darnell was promoted to Lieutenant of Investigations
 - Bart Sigler was promoted to Lieutenant of Court Security
 - Jason Covington was promoted to Sergeant
- ✓ Facilitated a restructure of the department to reduce the number of administrative positions and increase the patrol division by one.
- ✓ Solved a case on March 12, 2012, in which an armed robbery occurred at a residence in Barbourville. The case was solved within 48 hours and resulted in the arrests of two adult males.
- ✓ Cleared a case on April 1, 2012, in which Mr. James Weaver was murdered in his residence in Orange County. This murder was cleared within 36 hours with the arrest of an adult male.
- ✓ Apprehended a number of individuals for the thefts of scrap metal, following a rash of scrap metal thefts in various parts of the County in the Spring and Summer of 2012.
- ✓ Made 47 arrests for Driving while under the Influence of Alcohol or Drugs in 2012.
- ✓ Conducted numerous other criminal investigations with a mixture of cleared (solved) cases and unsolved cases. The solved crimes resulted in numerous arrests for various crimes.
- ✓ Continued to strengthen its relationship with the Orange County School System. The teamwork between the entities and other law enforcement agencies that work within Orange County has resulted in a refining of security procedures for all schools within the County.



ANIMAL SHELTER

ACCOMPLISHMENTS:

- ✓ Maintained "Featured Pet" program with Dr. Anita Walton of the Locust Grove Veterinary Clinic and the Lake Currents newspaper.
- ✓ Maintained partnership with Jeff Poole, Editor of the Orange Review, for free weekly pet profiles and PSA's.
- ✓ Maintained partner status in Rescue Waggin' program.
- ✓ Continued in-shelter recycling program for plastics and aluminum.
- ✓ Maintained Coffeewood Canines inmate training program.
- ✓ Staff members completed a series of FEMA IS training.
- ✓ Completed mandated Red Cross CPR/First Aid training for all staff, which was obtained for free. All staff was certified for adults, children and infants.
- ✓ Secured funding/donations to purchase doses of Heartgard Heartworm prevention pills for OCAS adoptable dogs. Donations secured to carry the program through January, 2013.
- ✓ Secured donations to cover installation of a water faucet for the rear exercise yard; plumbing completed in May, 2012.
- ✓ Presented eight Bronze Presidential Service Awards and ten Silver Awards to OCAS volunteers for hours worked on-site in 2011 in June, 2012, in addition to one Lifetime Service Award to Robert G. Cooke.
- ✓ Passed unannounced VA state inspection on June 29, 2012, with zero findings.
- ✓ Assisted with presentation of Resolution of Appreciation to the inmates and staff of the Coffeewood Correctional Center for the three-year anniversary of the Coffeewood Canines training program in August, 2012.
- ✓ Recognized part-time Animal Caretaker Ivan Towles as the Employee of the month for August, 2012.
- ✓ Installed three security cameras and DVR in September, 2012.
- ✓ Secured donations to cover the cost of a generator transfer switch, which was installed by Blackburn Electric on September 21, 2012.
- ✓ Received recognition as the regional winner of the Good360 contest through PetSmart Charities. This program provides hundreds of dollars worth of free dog and cat beds, toys, leashes, collars, crates, grooming supplies, bowls and related products with which to enhance the lives of our shelter animals.
- ✓ Passed inspection by Todd Cramer of Humane Strategies/PetSmart Charities on October 11, 2012.
- ✓ Obtained an AED for the Animal Shelter, with the assistance of Chief Harkness.

PROJECTS IN PROGRESS:

- ✓ _____



HEALTH AND WELFARE

OFFICE ON YOUTH



(Office on Youth hosts School Supply Drive which benefitted over 230 children)



OFFICE ON YOUTH

ACCOMPLISHMENTS:

- ✓ Remained under budget with CSA for FY12.
- ✓ Raised approximately \$2,000 for the Emergency Vet Fund at the Animal Shelter in the Spring as a result of diligent Youth Council efforts.
- ✓ Purchased a passenger van in FY13 with excess revenue from both Child Care Programs.
- ✓ Completed the first three year grant cycle for Strengthening Families for youth ages 10-14 and was awarded another three year grant cycle from the Virginia Foundation for Healthy Youth to provide Strengthening Families for youth ages 12-16.
- ✓ Collected over 2,500 items in our annual school supply drive and distributed supplies to approximately 231 children.
- ✓ Held the 2nd annual round table for the Virginia Community Crime Control Act in November to discuss the needs of children in our community.
- ✓ Began scheduling monthly child care provider trainings for our child care staff and all other licensed providers in the County – attendance has been picking up as more providers realize we are doing this (have been receiving a lot of phone calls about this coming Spring).
- ✓ Held annual Garvis Huff Awards on November 19, 2012.

PROJECTS IN PROGRESS:

- ✓ Preparation for CSA Audit.
- ✓ Continuation of training for licensed child care providers in the County.



COMMUNITY DEVELOPMENT

ECONOMIC DEVELOPMENT

PLANNING AND ZONING

TOURISM



(Montpelier hosts another successful Hunt Race)



(Crisper Products is located in Orange County)



ECONOMIC DEVELOPMENT

ACCOMPLISHMENTS:

- ✓ Selected new domain www.thinkorangeva.com for the new economic development website.
- ✓ Presented the completed TJPED Target Market Study to the Board of Supervisors, Economic Development Authority, Planning Commission, and Community Leaders (*Board Priority*).
- ✓ Held the Wal-Mart Groundbreaking.
- ✓ Hosted an “Entrepreneur Express” seminar.
- ✓ Launched new economic development website.
- ✓ Developed educational marketing piece (*Board Priority*).
- ✓ Ensured completion of the Rt. 20 Low to Moderate Income (LMI) study.
- ✓ Coordinated completion of the Phase I of Route 3 Infrastructure Analysis by Resource International (*Board priority*).
- ✓ Re-defined Orange County Business Advisory Committee (*Board Priority*).
- ✓ Submitted existing Industry Plan of Work to Board of Supervisors (*Board Priority*).
- ✓ Developed group of volunteers for Business Retention and Expansion (BRE) Program (*Board Priority*).
- ✓ Held BRE “Kickoff” meeting (*Board Priority*).
- ✓ Located “Crisper Products” to Orange County.

PROJECTS IN PROGRESS:

- ✓ Continuation of BRE Program and volunteers.
- ✓ Conduct relevant seminars for citizens and business community.
- ✓ Develop a plan of work related to the Target Market Study.
- ✓ Work towards completion of Route 3 study.
- ✓ Provide support for Aerojet expansion.



PLANNING AND ZONING

ACCOMPLISHMENTS:

- ✓ Approved WalMart site plan and issued permits in this regard.
- ✓ Issued 264 Zoning Permits from January – October, 2012, 50 of which were for new single family dwellings.
- ✓ Issued Land Disturbance Permit for Physicians Capital Investment (LOW Center).
- ✓ Reviewed and approved site plan for Aeroject new office building.
- ✓ Completed a reorganization of the department and hired a senior planner.
- ✓ Completed draft of Comprehensive Plan (*Board Priority*).
- ✓ Worked diligently with the Department of Conservation and Recreation to improve the County's local Erosion and Sediment Program and continue to comply with all state and federal requirements.
- ✓ Conducted 475+ Erosion and Sediment Control inspections, not including numerous spot checks, pre-construction meetings, and meetings with landowners.
- ✓ Recognized Janet Jones as Employee of the Month for February, 2012.
- ✓ Worked with the Planning Commission on three Special Use Permit applications, three rezoning applications, and one proffer modification request.
- ✓ Coordinated two meetings of the Board of Zoning Appeals in which a Variance and an appeal were heard.

PROJECTS IN PROGRESS:

- ✓ Continue to revise department forms to provide clear and succinct guidance for application submission requirements.
- ✓ Finalize the Comprehensive Plan revision (*Board Priority*).
- ✓ Develop and implement an organizational plan for the department.
- ✓ Continue to advocate for an in-house GIS system.
- ✓ Work on revision of County Zoning Ordinance (*Board Priority*).
- ✓ Work on revision of County Subdivision Ordinance (*Board Priority*).



TOURISM

ACCOMPLISHMENTS:

- ✓ Completed the new Tourism website (www.visitorangevirginia.com), on January 3, 2012. In 2012 the website has been accessed by 17,285+ visitors, with 77% of the visitors being new.
- ✓ Received the Advertising & Promotions: Interactive award from the Virginia Association of Convention and Visitors Bureaus in May for the website.
- ✓ Assisted in the planning and/or promotion of the following events:
 - Montpelier Wine Festival
 - Trashy Ribs & Blues Festival
 - Edible Fest in Orange
 - The Blue & The Gray in Orange
 - Inaugural Liberty Ride
 - Wine, Wings & Wheels Festival
 - Montpelier Hunt Races
- ✓ Manned an information table for the Visitor Center at the following events:
 - Big Damn Bike Show
 - Orange County Fair
 - Edible Fest in Orange
 - The Blue & The Gray in Orange
 - Somerset Steam & Gas Show
 - Wine, Wings & Wheels Festival
 - Montpelier Hunt Races
- ✓ Logged 5,154 visitors as of September 30, 2012, at the Visitors Center, which is a 6.7% increase over 2011.
- ✓ Acquired 10 new volunteers for a total of 47 active volunteers.
- ✓ Completed new Visitors Guide and sent it in for publishing.
- ✓ Relocated Tourism offices to the Sedwick Building to collaborate more closely with other County departments.

PROJECTS IN PROGRESS:

- ✓ Incorporate new Visitors Guide into the Tourism website via an electronic version with an interactive map.



AIRPORT

AIRPORT



(Fuel Farm location at the Airport was completed)



AIRPORT

ACCOMPLISHMENTS:

- ✓ Completed the Fuel Farm Relocation Project, which involved installation of a new fuel farm foundation and pad located adjacent to the new Airport Terminal Building, installation of a new AvGas tank, relocation of the existing Jet-A tank from the old terminal building area to this new site, and installation of the 24 hour/day card reader system.
- ✓ Supported completion of the Sky Dive Orange new hangar facility, located adjacent to the Airport Terminal Building.
- ✓ Secured on-field flight instruction, which is being performed by Skyline Aviation Services.
- ✓ Painted old hangars on property.

PROJECTS IN PROGRESS:

- ✓ Continue obstruction removal and land acquisition work.



LANDFILL

LANDFILL



(Cell One of the new Orange County Landfill is completed)



LANDFILL

ACCOMPLISHMENTS:

- ✓ Acquired a permit (Permit 566) for expansion of the landfill. Construction of the Cell #1 began in early June and was completed before the December 31st deadline.
- ✓ Finalized the leachate agreement with the Town of Orange for leachate disposal.
- ✓ Held a tree dedication ceremony for Laura Carter's work and efforts regarding Litter Control in Orange County.
- ✓ Held Hazardous Waste Disposal Day on Saturday, October 20, 2012.
- ✓ Purchased new roll-off vehicle.

PROJECTS IN PROGRESS:

- ✓ Continue closure of old landfill pursuant to DEQ regulations.
- ✓ Review and update solid waste management plan.

